

Board of Education Regular Meeting

Tuesday, April 8, 2025 6:30 PM

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

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. Beman Robotics	Speaker (s) : Jessie Lavorgna
IV.B. Autism Acceptance Month	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 BOE Regular Meeting March 11, 2025	Speaker (s) : Sheila Daniels
VII.B. MHS Ed Rising: Interns to National Conference	Speaker (s) : Rebecca Deotte
VII.C. 2024-2025 Winter End of Season Sports Report	Speaker (s) : Elisha DeJesus
VII.D. Grants Status Report	Speaker (s) : Natalie Forbes
VII.E. Budget Committee	Speaker (s) : Harold Panciera
VII.F. Curriculum Committee	Speaker (s) : Debra Guss
VII.G. Facilities Committee	Speaker (s) : Susan Owens
VII.H. 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. 25-26 Superintendent's Proposed Budget	Speaker (s) : Dr. Vazquez Matos

X. Action Items	Speaker (s): Sheila Daniels
X.A. Moody School Micro Forest	Speaker (s): Marco Gaylord
X.B. Policy 4112.5 Employment and Student Teacher Checks - First Reading	Speaker (s): Deborah Kleckowski
X.C. Approval of 25-26 Superintendent's Proposed Budget	Speaker (s): Dr. Vazquez Matos
XI. Future Agenda Items	Speaker (s): Sheila Daniels
XII. Proposed Executive Session	Speaker (s): Sheila Daniels
XII.A. Discussion of attorney client privileged written communication (Legal advice regarding budget procedures; Policies 2400, 4010, & 4020; procedures for staff, student, parent, former staff member and community complaints; procedures for claims and litigation and threats of same; response to pending/threatened litigation) - <i>proposed for executive session</i>	Speaker (s): Sheila Daniels
XIII. Adjournment	Speaker (s): Sheila Daniels

Board of Education Regular Meeting
Tuesday, March 11, 2025 6:30 PM Eastern
<https://www.youtube.com/@MiddletownStream>

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

Liz Crooks: Absent
Sheila Daniels: Present
Rakim Grant: Absent
Callie Grippo: Absent
Debra Guss: Absent
Adam Hayn: Present
Deborah Kleckowski: Present
Susan Owens: Present
Harold Panciera: Present
Present: 5, Absent: 4.

I. Call to Order

Ms. Daniels called the meeting to order at 6:37 PM.

II. Salute to the Flag

Ms. Owens led the Pledge of Allegiance.

III. Adoption of Agenda

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

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

Yea: 5, Nay: 0, Absent: 4

A motion to remove Item X.D. Approval of Ed Specs for Macdonough was made. This motion, made by Deborah Kleckowski and seconded by Harold Panciera, Carried.

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

Yea: 5, Nay: 0, Absent: 4

IV. District Highlights

IV.A. Beman Food Critics Student Menu and Advocacy Group

Dr. Vazquez Matos discussed the Beman Food Critics Student Group and introduced Randall Mel. Mr. Mel introduced the students that testified and the staff that supports the group. Ester, the founding student member of the group, told the origin of the group. On March 20, 2025 11 of the Food Critics testified before the state legislature on the Education Committee and to the Joint Committee on Finance, Bonding Revenue. These students spoke to the importance of the need for funding to support the continuation of free school meals for districts as well as grant opportunities to better connect students to where their food comes

from. The students prepared Mango Chicken and cookies for the Board Members in honor of Board Appreciation Month.

IV.B. Music in our Schools Month and Youth Art Month

Mr. Gaylord discussed the Beman Middle School Musical, Aladdin. All four performances were sold out and over 100 students performed. Middletown High School performed High School Musical. Mr. Gaylord spoke of the great job by all students. The K-12 Art Show opened March 8th at the Zilkha Art Gallery. Over 1030 students' artwork from across the district was represented in the show. The New England Music Festival is March 13-16. Three MHS students will be performing.

IV.C. Upcoming District Events

All 9 of the Beman Robotics Teams qualified for the Connecticut State Robotic Championship. 6 of those teams made it to the elimination round. The Family Climate and Culture Survey is now open. Kindergarten Registration and Kindergarten Preparatory Academy for the 2025-2026 school year is now open.

V. Public Session

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

VI. Communications

VI.A. Report of Student Representative

Ms. Rabah was not available to report. Ms. Kleckowski congratulated DECA students that participated and won awards at the State Competition. Ms. Owens shared that GIFTS will have their 2nd annual Luncheon on Friday, March 14th.

VII. Consent Agenda

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

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

Yea: 5, Nay: 0, Absent: 4

VII.A. Minutes of February 11, 2025

VII.B. Minutes of January 16, 2025 Special Meeting

VII.C. Out of State Field Trip MHS Indoor Track to Nationals

VII.D. Out of State Field Trip Beman Robotics to Worlds Championship

VII.E. Out of State Field Trip MPAC to NY

VII.F. Out of State Field Trip MHS HBCU and DC Sites

VII.G. Grants Status Report

VII.H. Policy #3110 Board Budget Procedures and Line Item Transfers - Second Reading

VII.I. Policy # 5131.81 Student Use of the District's Computer Systems and Internet Safety - Second Reading

VII.J. Budget Committee

VII.K. Curriculum Committee

VII.L. Facilities Committee

VII.M. Policy Committee

VIII. Department Reports

VIII.A. Financial Report

Ms. Forbes shared that the March statement shows a small surplus. Mr. Pancieria shared that any concerns were covered at the Budget Committee meeting on March 10.

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

Ms. Forbes shared that the transfers were in Facilities (HVAC and gasoline), and the remainder of the transfers were for educational needs across the schools.

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

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

Yea: 5, Nay: 0, Absent: 4

VIII.B. Facilities Department

Mr. Gaylord shared that the security audit is finishing up. Improvement suggestions from the audit will be made. Trees at Wesley and Central Office have been damaged due to wind storms and will be removed. Beman science tables will be fixed shortly. There is a leak in the roof at Central Office that will be addressed. Storage spaces at Keigwin are being emptied in anticipation of renovations to the building.

VIII.C. Personnel Report

Mr. Snyder shared that a Science position has been filled through Proximity Learning. HR will be meeting with education students at Quinnipiac for recruitment. The department is preparing for Spring and Summer hiring. Mr. Snyder elaborated on the HR staff hiring structure. He also discussed the process of an application to hire date.

VIII.D. Transportation Report

Mr. Langton shared that there has been a drop in the conduct report. There was one minor accident with no injuries and minor damage last month. There will be over 300 field trips this year with the majority starting next month. Mr. Langton reviewed the number of conduct reports by school and plans for improvement

IX. Superintendent's Report

Dr. Vazquez Matos thanked the Board Members for their work in recognition of Board appreciation month.

IX.A. HR Annual Exit and Stay Interview Report

Dr. Vazquez Matos shared the overview of the exit interview process. Mr. Snyder reviewed the staff that were offered an exit interview. Exclusions include temporary, seasonal staff and change of assignments. There is a 62% completion rate of exit interviews with online

submissions being the most popular. Both exit and stay interviews are anonymous. He explained the top reasons that people gave for leaving the district. The top choice was for career change. Mr. Snyder reviewed workplace improvements and exit interview insights, next steps and commitment to improvement.

Highlights of the stay interviews showed positive onboarding experiences, working with students and other staff, supported by staff and supervisor. Most staff feel valued and recognized at work and stated that they would recommend working at Middletown Public Schools. Mr. Snyder reviewed the next steps.

IX.B. Overview of Ed Specs of Macdonough

Dr. Vazquez Matos gave an introduction of Educational Specs and the state requirements when planning a new school. Mr. Gaylord shared that an enrollment study will be completed before sending it to the state. Ms. Forbes shared that the Common Council will have 3 resolutions to approve before sending it to the state for approval. Dr. Vazquez Matos shared that the project is moving quickly and he welcomes their comments and questions. Ms. Forbes shared the timeline process for the application process.

IX.C. Legislative Updates

Dr. Vazquez Matos shared that he visited Middletown High School to address the cell phone issue at the school. He introduced Dr. Brooks to share stories and challenges at the school. Dr. Brooks clarified the consequences for students that are caught with a cell phone or beats. She shared that the students are more focused in classes.

Dr. Vazquez Matos shared that entitlement grants (Title 1, 2, 3 and 4) allocations have not been discussed with him yet. The Educational Cost Sharing Grant could sunset at the end of this year. Dr. Vazquez Matos, Mr. Mel and the students have advocated for the free lunch program. The universal PreK bill has moved forward and would allow for KPA funding for the district.

X. Action Items

X.A. Required vote for participation in healthy food option of Healthy Food Certification
MOTION: Pursuant to C.G.S. Section 10-215f, the Middletown Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2025, through June 30, 2026. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups. This motion, made by Deborah Kleckowski and seconded by Harold Panciera, Carried.

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

Yea: 5, Nay: 0, Absent: 4

X.B. Required vote for food exemptions for BOEs choosing healthy food option of Healthy Food Certification

MOTION: The Middletown Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held and must be the same place as the food sales. This motion, made by Deborah Kleckowski and seconded by Harold Panciera, Carried.

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

Yea: 5, Nay: 0, Absent: 4

X.C. Optional vote for beverage exemptions for all BOEs

MOTION: The Middletown Board of Education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. The "school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held and must be the same place as the beverage sales. This motion, made by Adam Hayn and seconded by Harold Panciera, Carried.

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

Yea: 5, Nay: 0, Absent: 4

X.D. Approval of Ed Specs for Macdonough

This item was removed under Item III. Adoption of the Agenda.

XI. Future Agenda Items

Ms. Daniels requested a report on KPA with data. Ms. Kleckowski asked for an overview of Keigwin. Dates for the Budget Presentation meetings were discussed.

XII. Adjournment

Move at 9:04 PM to adjourn. This motion, made by Sheila Daniels and seconded by Deborah Kleckowski, Carried.

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

Yea: 5, Nay: 0, Absent: 4

Ed Rising Program

What is Ed Rising?

Ed Rising is a program designed to inspire high school students to pursue careers in education. It offers leadership opportunities, skill-building activities, and the chance to explore a variety of education careers, helping students take the first steps toward becoming the next generation of educators.

Key Features of Ed Rising:

- **Leadership Development:** Through workshops and events, Ed Rising helps students build important leadership skills like communication, problem-solving, and teamwork.
 - **Career Exploration:** Students discover the various career paths in education, such as teaching, counseling, and administration through job shadowing and internships.
 - **Networking:** Ed Rising connects students with educators, mentors, and peers who share a passion for teaching.
 - **Competitions:** Students can participate in state and national competitions to showcase their knowledge and skills in education-related topics.
 - **Scholarships:** Ed Rising members have access to exclusive scholarships to help fund their future education and careers in teaching.
-

Opportunities for Student Experiences & "Grow Your Own Teachers" Initiative

- **Student Experiences:**

Ed Rising offers students numerous opportunities for real-world experience in the field of education. Through leadership roles, internships, and service projects, students can gain hands-on experience and learn valuable skills that will serve them throughout their future teaching careers.

- **"Grow Your Own Teachers" Program:**

Educators Rising is a community based model, in which chapters at schools feed teacher preparation programs at institutes of higher education with the support of the CSDE. These entities come together to provide a clear pathway to increase teacher diversity and teacher quality. Through mentorship, training, and financial support, the program encourages students to pursue education as a career and equips them with the skills and knowledge needed to succeed in the classroom and beyond.

Ed Rising National Conference

What is the National Conference?

The Ed Rising National Conference, hosted by PDK International, is an exciting event for high school students passionate about education and teaching. It provides students with opportunities to attend workshops, meet education professionals, participate in competitions, and learn more about the field of education.

Conference Highlights:

- **Workshops and Sessions:** Focused on topics like teaching strategies, classroom management, and leadership in education.
- **Competitions:** Students can participate in education-related competitions, such as lesson planning, public speaking, and classroom activities.
- **Networking:** The conference offers a chance to meet other aspiring educators, mentors, and leaders in the education field.

- **Special Events:** Includes keynote speakers, panel discussions, and social events to engage and inspire students.

Why Attend?

The National Conference is a fantastic opportunity for students to immerse themselves in the world of education and teaching through professional learning sessions and networking with professionals and peers. Students can watch competitions, serve as program volunteers, attend breakout sessions and visit the Innovation and College Fair.

When and Where?

The Ed Rising National Conference takes place annually in June. This year it is being held at Rosen Shingle Creek Resort and Conference Center, and the overflow hotel is the Universal Cabana Bay in Orlando, Florida, June 26-30, 2025.

PDK International: Empowering Future Educators

What is PDK International?

Phi Delta Kappa (PDK) International is a professional association for educators that focuses on leadership development, educational research, and supporting future educators. Through PDK's programs, students gain access to a network of experienced educators, mentorship, and opportunities for career growth.

For more information about Ed Rising, the National Conference, or PDK International, visit their respective websites at [Ed Rising](#) and [PDK International](#).

Athletic Department End of Season Report Winter 2024-2025

This report is an overview of each sport, the number of participants, the cost to run the program, an academic review of the winter sports season and the clubs and activities in place.

The report shows that participation in sports increased from last Winter season. From an operating perspective, expenses decreased in transportation as Dattco was able to provide us with the majority of our charters.

Our top scholar athletes for the Winter season were Sophomore Dance student athlete, Mackenzie Greenbers and Boys Swim/Dive student-athlete, Devin Morris.

Additionally, we had 9 Winter varsity student-athletes selected to the All-CCC South Conference team, along with 6 All-State selections.

We are most proud to announce that 60% of our Winter Varsity student-athletes were named to the CCC All Academic team for receiving a 87.5 GPA for the second marking period.

Thank you!

High School Sports Narratives

The following narratives are an overview provided for you from the coach's perspective, as to how their season went, starting with the high school programs.

Boys Basketball, Eric Holley:

The 2024-2025 season was a season to which we learned a lot of lessons. We finished with a record of 6-14. As a fairly young team with only 2 players returning that had varsity experience I was proud of the growth that we had as a team. Learning what it takes to be successful as a collective unit on the varsity level. I was proud to see guys developing and understanding the sacrifice and commitment that is needed to become a cohesive unit. I am looking forward to building upon the momentum that we built as a team heading into next year with this exciting young group.

Girls Basketball, Robert Smernoff:

Even though the MHS girls basketball program did not reach the state tournament for the first time in 19 years (program had successfully qualified the past 18 consecutive years), the student-athletes improved on their individual basketball skills throughout the season with structured practices and game preparations. The team won a key conference game at Platt by a score of 34-32 and also won a vital semifinal game in the Middletown Holiday Tournament 36-33 over Kennedy before falling in an incredible championship game to Brookfield 57-56 in overtime. Overall, the student-athletes in the program saw an improvement in the team cumulative grade point average during the season as this group really focused on excelling in the classroom while also representing Middletown on-the-court.

Wrestling, David Baldyga:

This wrestling season was another season of improvement and new accomplishment. This is my 4th year coaching MHS Wrestling and 3rd year as head coach. First winning season since taking over as Head Coach. Derek McMahan 2nd Class L over 100 wins in his career, Isaiah McDaniel 2nd Class L, Joshua Ramos 3rd at Class L, and Sean McCall 6th at Class L. Team finished 7th in the state. Joshua Ramos and Isaiah McDaniel both placed 4th at state opens and Isaiah McDaniel placed 6th at New England

Boys Swim/Dive, Trevor Charles:

The boys, swimming and diving program had a successful season this year in a number of ways. We had a record number of recruits come out for the program, increasing the size of our roster to 31 students! This translated into a lot of new learning, progress, and expansion of our parent network. The team also shared success in the water winning the CCC South title and finishing with a final record of nine and four. All-Conference in Allstate honors will be awarded at the end of the season, but we had 11 kids qualify for class M states.

Winter Cheerleading, Lindsay Hansen:

This winter season we cheered at designated boys and girls basketball games for JV and Varsity. This season we were selected to have a JV team in an effort to build our foundation for varsity. We worked on various skills and made goals for the coming year to improve on. We attended three cheerleading competitions for varsity. We were able to work on more intermediate level stunts and will continue to work on them for the following season. We will continue to work on tumbling skills and stunt technique.

Dance Team Marisa Bishop/Caitilin Nelson:

This season the dance team competed in 2 local competitions, attended the National Dance Team Championship for the first time, and States. We placed 1st in Hip Hop at both local competitions, made it to Semi-Finals at Nationals, and placed 3rd and 4th at States. We had four All State recipients.

Girls Indoor Track: Rob Weston:

The Girls Indoor Track Team continued to impress with another great season of competing. We had a ton of talented student-athletes spread across a variety of events and from a variety of grade levels. Not only did we have major contributions from upperclassmen, but the sophomores and freshman made sure to let themselves be known as well. Each meet from the first developmental event all the way to the postseason, saw us compete to the best of our ability and achieve some awesome accomplishments. A standout from the season would definitely be Brookelyn Grant. She was one of the top freshmen in the state in the 55m/300m, nearly breaking the school record in the latter, and qualified for the national championships in both events. As a team, we ended the season with a 4-5 record and placed 6th in the CCC south. With many returning varsity athletes, we'll look to improve even more in the coming seasons and make it a goal to be one of the top teams in our conference.

Boys Indoor Track: James White:

The 2024-2025 Boys' Indoor Track season was fantastic. We are fortunate to have a large and talented freshman class. Rodney Crockett finished seventh in the 55-meter dash at the CCC meet and ninth at the Class L state meet, establishing himself as the fastest freshman in Connecticut. He will be competing in the Nike Nationals. Andrew Lazich finished third in the 55-meter dash at the CCC meet, earning All-Conference, and placed fifth in Class L. He too will be competing in Nationals. Kyle Chuang had a strong season, breaking the school's 16-year-old record in the 600 meters, 5th in Class L in the 55m and SMR finished 4th in Class L. The team is quite large, with many promising athletes. Overall, the team finished third in the CCC South division.

Unified Basketball: Cindy Culp

This season in Unified Basketball we had the smallest team we have had since I became head coach 5 years ago. However this team worked so hard and came out like champs! I could not have been any prouder of a team then I was this season. With 5 athletes, 2 partners, no assistant coach and a paraeducator as a one on one, we were able to make 2 tournaments. One being in New Britain and the other being in Glastonbury. In the New Britain

tournament we won 2 out of the 3 games we played, and Glastonbury 1 out of the 2 played. These students never stopped smiling and playing. All the credit goes to them for being the best Unified team I have ever coached. Thank you.

Beman Middle School Winter Sports Narratives

Middle School Wrestling: Steve McKeever:

We had another successful season for Beman Wrestling. The team went 5-4-1 and participated in three tournaments. Including the Beman Invitational. This year eleven teams participated with 225 athletes. This was the largest tournament we have hosted.

Middle School Boys Basketball: John Geary

The Beman Boys Basketball Team finished with an overall record of 14 wins, no losses . . .and finished #1 in the Conference. This year's team – worked hard from the opening day of tryouts to the Final game. Every Member of the TEAM passed ALL Classes for Term 2 Throughout the season, the Beman team was often complimented for its play and conduct by officials, coaches, opponents and parents. Our GOAL as Rams is to demonstrate outstanding sportsmanship on and off the court. . . . And this team demonstrated that.

Middle School Girls Basketball: Mike Angeli

The Beman Girls Basketball team had a successful season focusing on personal and team growth. Increasing their wins from last year as well as placing second in the Beman Invitational. With a large underclassmen group returning, Beman looks to continue their growth into the future seasons.

Middle School Cheer: Beth Shapiro

Initially 62 girls signed up to participate and tried out for the squad. Ultimately 20 girls made the team which consisted of 12 8th graders, 6 7th graders and 2 6th graders. The girls learned about 45 chants to use at games. They also learned and performed a dance routine for half time and 5 sideline dances. We were unable to work on stunting skills this year as we did not have consistent access to mats. The girls took more ownership of the team this year as they offered suggestions and started new game day traditions.

WINTER TEAM RECORDS

MHS	Wins	Losses	Tie
Girls Basketball	2	18	
Boys Basketball	6	14	
Girls Indoor Track	4	5	
Boys Indoor Track	7	2	
Wrestling	12	11	
Boys Swim/Dive	9	4	
Co-Op Hockey	5	14	1
Cheerleading	-	-	
Dance	-	-	
Unified Basketball	-	-	
 BEMAN			
Girls Basketball	2	12	
Boys Basketball	14	0	
Wrestling	5	1	
Cheerleading	-	-	

Academic Review---2024-25 Winter Sports Season

All student-athletes in grades 9-12 were reviewed for compliance to Middletown High School’s eligibility policy. In accordance with district and CIAC policy, grades from the 2nd quarter served as the criteria in the review process. Student-athletes who had met CIAC eligibility standards, but had received one or more failing grades were subject to the review process. As is the case with all athletic seasons, all interscholastic teams were required to hold supervised study halls in some capacity for student-athletes throughout the season.

Team-by team results of the Academic Review process are summarized in the following table:

	Number Of Student Athletes Subject To Academic Review	Number Of Student Athletes Meeting MHS Criteria For Continuing Participation	Number Of Student Athletes Who Failed To Meet MHS Criteria For Continuing Participation
Boys Basketball	5	4	0
Girls Basketball	4	4	0
Wrestling	2	2	0
Boys Swimming	1	1	0
Boys Indoor Track	4	4	0
Girls Indoor Track	0	0	0
Cheerleading	4	4	0
Dance Team	1	1	0
Hockey	1	1	0
Unified	0	0	0
Total	22	21	0

The Academic Review process is designed to support students and encourage them to strive for academic success. Often, a student’s desire to play a sport or engage in extracurricular activities will spark the effort and focus necessary for improvement in the classroom. Athletics are a valuable part of the high school experience, and Middletown High School is committed to using sports as partners in the educational process.

2024-2025 WINTER ATHLETICS EXPENSES

SPORT	<u>*OPERATING EXPENSES</u>		<u>GENERATED INCOME</u>		<u>Number of Coaches</u>		<u>Total Salaries</u>	
	<u>2023-24</u>	<u>2024-25</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2023-24</u>	<u>2024-25</u>
Boys Basketball	\$ 15,757	\$ 12,850	\$ 4,834	\$ 2,887	3	3	\$21,923	\$ 21,923
-Police	\$ 7,147	\$ 8,360						
Middle School	\$ 2,886	\$ 2,245	\$ 0	\$ 0	2	2	\$ 6,566	\$ 6,566
Girls Basketball	\$ 13,021	\$ 9,066	\$ 2,612	\$ 1,199	3	3	\$21,923	\$ 21,923
-Police	\$ 3,420	\$ 1,197						
Middle School	\$ 2,151	\$ 2,657	\$ 0	\$ 0	2	2	\$ 6,566	\$ 6,566
Boys Swim & Dive	\$ 3,146	\$ 13,134	\$ 0	\$ 0	3	3	\$21,923	\$ 21,923
Indoor Track (Boys/Girls)	\$ 2,958	\$ 10,721	\$ 0	\$ 0	3	4	\$18,029	\$ 21,788
Wrestling	\$ 10,803	\$ 7,349	\$ 839	\$ 673	2	2	\$15,684	\$ 15,684
Middle School	\$ 2,371	\$ 2,435	\$ 0	\$ 0	1	1	\$ 4,816	\$ 4,816
Cheerleading	\$ 1,106	\$ 3,037	\$ 0	\$ 0	2	2	\$11,951	\$ 11,951
MS Cheerleading	\$ 1,044	\$ 0	\$ 0	\$ 0	1	1	\$ 4,816	\$ 4,816
Unified Sports	\$ 0	\$ 497	\$ 0	\$ 0	1	1	\$ 1,450	\$ 1,450
Dance	\$ 1,376	\$ 1,909	\$ 0	\$ 0	2	2	\$ 6,239	\$ 6,239
Ice Hockey	\$ 1,871	\$ 1,500	\$ 0	\$ 0	0	0	\$ 0	\$ 0
Strength & Conditioning	\$ 0	\$ 0	\$ 0	\$ 0	1	1	\$ 6,239	\$ 6,239
Athletic Training	\$ 5,821	\$ 8,162	\$ 0	\$ 0				
Security: MHS	\$ 15,317	\$ 13,837						
: Beman	\$ 2,221	\$ 2,606						
***Miscellaneous	\$ 8,263	\$ 5,965	\$ 0	\$ 0				
Transportation	\$ 54,275	\$ 41,817	\$ 0	\$ 0				
TOTALS	\$154,954	\$ 149,344	\$ 8,285	\$ 4,759	26	27	\$148,125	\$ 151,844

*Operating Expenses- Includes officials, custodial overtime, event workers, uniforms, equipment, supplies and game personnel.

**Miscellaneous includes awards, administrative supplies, office supplies, dues & fees.

Winter 2024-25 Participation

<u>SPORT</u>	<i>MIDDLE SCHOOL</i>								<i>HIGH SCHOOL</i>								<u>GRAND TOTAL</u>			
	SIXTH		SEVENTH		EIGHTH		<u>TOTALS</u>		NINTH		TENTH		ELEVENTH		TWELFTH		<u>TOTALS</u>		<u>GRAND TOTAL</u>	
	<u>23-24</u>	<u>24-25</u>	<u>23-24</u>	<u>24-25</u>	<u>23-24</u>	<u>24-25</u>	<u>23-24</u>	<u>24-25</u>	<u>23-24</u>	<u>24-25</u>	<u>23-24</u>	<u>24-25</u>	<u>23-24</u>	<u>24-25</u>	<u>23-24</u>	<u>24-25</u>	<u>23-24</u>	<u>24-25</u>	<u>23-24</u>	<u>24-25</u>
Boys Indoor Track									6	16	14	9	8	14	5	4	33	43	33	43
Girls Indoor Track									1	5	10	3	9	7	3	8	23	23	23	23
Boys Swim									4	7	8	6	8	10	7	9	27	32	27	32
Boys Basketball	7	2	7	15	14	11	28	28	13	12	7	9	5	4	7	7	32	32	60	60
Girls Basketball	7	4	8	13	8	8	23	25	10	5	6	10	6	2	5	8	27	25	50	50
Wrestling	12	11	9	8	14	12	35	31	8	8	3	7	5	3	4	7	20	25	55	56
Cheerleading	3	2	7	6	9	12	19	20	11	7	9	10	1	5	5	1	26	23	45	43
Dance									4	2	4	8	1	5	2	2	11	17	11	17
Unified Sports									2	1	2	2	3	1	2	3	9	7	9	7
Co-Op Hockey									0	0	1	0	0	0	0	0	0	0	1	0
TOTAL	29	19	31	42	45	43	105	104	59	63	64	64	46	51	40	49	209	227	314	331

Winter Coaches

MHS Boys Basketball	Head Coach	Eric Holley
	Assistant	Trey James
	Assistant	Corey Gordon
BMS Boys Basketball	Head Coach	John Geary
	Assistant	Anthony Williams
MHS Girls Basketball	Head Coach	Robert Smernoff
	Assistant	Kelvin Jones
	Assistant	Taylor Nkonoki
BMS Girls Basketball	Head Coach	Mike Angeli
	Assistant	Vivaldi Demas
MHS Wrestling	Head Coach	David Baldyga
	Assistant	Josh Veleas
BMS Wrestling	Head Coach	Steve McKeever
MHS Girls Indoor Track	Head Coach	Rob Weston
	Assistant	Jamarius Russell
MHS Boys Indoor Track	Head Coach	James White
	Assistant	Brennan Lazich
MHS Boys Swim/Dive	Head Coach	Trevor Charles
	Assistant Dive	Daniel Kinney
	Assistant	Taylor Garbowski
MHS Cheerleading	Head Coach	Lindsay Hansen
	Assistant	Aaliyah Wright
BMS Cheerleading	Head Coach	Beth Shapiro
MHS Dance	Co-Coach	Marisa Bishop
	Co-Coach	Caitilyn Nelson
MHS Unified Basketball	Head Coach	Cindy Culp
MHS Co-Op Hockey	Head Coach	David Dubos



Office of the Superintendent

Cultivating the Brilliance in Each Student

Alberto Vázquez Matos, Ed.D., Ph.D., Superintendent of Schools

superintendent@mpsct.org | (860) 638-1401

311 Hunting Hill Avenue, Middletown, CT 06457

www.middletownschools.org

Middletown Board of Education Budget Committee Meeting March 10, 2025

Present: Dr. Vazquez - Matos, Superintendent
Natalie Forbes, Director of Finance
Harold Panciera, Committee Chair
Susan Owens, Board Member
Sheila Daniels, Board Chair

1- The meeting was called to order at 5:37.

II. The minutes were approved for the February 10th meeting.

III. The plans are going forward with renovations at Keigwin School. At this time the source of funding is still being discussed. The following is expected to happen by September, 2025:

a- Macdonough students will be housed there while the new building is being constructed.

b- The Legacy Academy for students who will need some time away from the regular education program will use part of the building.

c- Certain Special Education students will be able to receive services in Middletown and not have to be served out of district.

d- The students from the Transition Center will probably be placed here. We have been informed that the building they now use will not be available next year.

e- Possible expansion of the Vo-Ag program .

This could be an exciting development, and a model for the state. Some of the elementary and middle school students may also get involved with the program.

IV. There is not any clear information about what federal and state money will be available this budget cycle. It changes by the day.

V. The Qualtrics System that we currently use for surveys and collecting data will now be expanded into the Human Resources department. It does a better job with the analysis of the data.

VI. At this time we are looking for another person to work in the Grants Office. In addition we will look for an assistant athletic director to help Elisha DeJesus. Finally, a position to be the ELL coordinator will be posted as that population is growing. This last one would be a stipend position.



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VII. Requests from principals and staff were as follows:

- a- More interventionists needed in each elementary school.
- b- Some buildings wanted another Behavior Tech.
- c- Another SEL interventionist would be welcome at some schools.

Possible areas for reduced spending: Possible as many as two administrative positions will be eliminated.

VIII. Financials and monthly transfers were explained. The areas for discussion were as follows:
Salaries: projected deficits for payments for class coverage, and for outsourced secretarial work.

Purchased Services: The cost of transporting students for out- of- district services is now expected to go \$175, 000 over projections. No choice unless the state steps up with additional payments.

The issue has also arisen for tuition costs at private schools. That projected deficit now stands at over \$1,000,000.

IX. Board members stressed that we must go forward with the leanest budget possible , and focus on cuts that do not have too great an impact on programs for students. It is certain that costs will increase due to renegotiated contracts (3), unfunded state mandates like HVAC systems updates , and the rising costs of healthcare (almost 9%) .

X. There were no suggestions for agenda items to be added to our April agenda.

XI. The meeting was adjourned at 7:06

Thank you,

Harold

**MIDDLETOWN BOARD OF EDUCATION
CURRICULUM COMMITTEE**

March 6, 2025

Zoom

5:30 PM

<u>Board of Education (BOE)</u> <u>Committee Members Present</u> Debra Guss, Committee Chair Adam Hayn, Committee member Sheila Daniels, BOE Chair Harold Panciera, BOE member	<u>Also Present</u> Dr. Stacey McCann, Assistant Superintendent of Teaching and Learning Richard Cordaway, Director of Math (K-12) Colleen Fitzpatrick, K-5 English Language Arts (“ELA”) Supervisor Paul Griswold, Director, Assessment, Professional Development, & Instruction Megan Hanly, Steam Director K-12 Elizabeth Mancini, Social Studies Department Head (6-12) Daniel Raucci, 6-12 ELA Supervisor Gisella Gandulla, Community member
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1. **Call to order and Introductions:** Committee Chair Debra Guss called the meeting to order at 5:30 p.m. and introductions were made.
2. **AP U.S. History to ECE U.S. History proposal:** Next, Ms. Mancini provided an overview of a proposal to shift from Advance Placement U.S. History to a dual enrollment American History 1877- present early college experience class (“ECE”), highlighting that the curriculum matches the current content offered and that the transition was teacher driven and would not preclude a student from taking the AP test. She also reviewed other benefits of the ECE U.S. History class, including the professional development opportunities and flexibility to teach more engaging content to students throughout the year. She further noted that several teachers are in the process of getting approval from local universities to teach the course and she did not expect any significant additional costs related to the transition. A discussion followed, which included how grades and credits transfer to the universities, the process for taking the AP test and benchmarking with other Connecticut high schools.
3. **Walkthroughs:** Next, members of the Office of Teaching and Learning provided an overview of MPS walkthroughs, which are intended to help develop a district-wide understanding of what high-quality instruction looks like and what schools and districts need to support it, and how walkthroughs align with MPS’ instructional vision and the collaborative nature of the process. It was further noted that BOE members had recently participated in a math content walkthrough at MHS. A discussion followed.
4. **Adjournment:** Committee Chair Debra Guss then adjourned the meeting at 6:20 p.m.

**MIDDLETOWN BOARD OF EDUCATION
POLICY COMMITTEE**

Meeting Minutes

Tuesday, March 18, 2025

In Person Meeting 5:30 P.M.

Board of Education Policy Committee Members participating:

Deb Kleckowski, Policy Committee Chair

Harold Panciera, Board Member

Liz Crooks, Board Member

Stacy Porch, Parent

Also participation:

Marco Gaylord, Executive Director of Operations

Elba Llantín-Cruz, DEIB Director

Jill Power, Operations Administrative Secretary

The Meeting was called to order by Liz Crooks at 5:45P.M.

1. Introductions

2. Policy #4112.5 Employment and Student Teacher Checks

Marco stated that this policy went through legal review and there were only a few sections that were added. Liz Crooks brought up that this policy is just now stating that if someone is accused of something and they are found guilty then they will not be held accountable for that in the hiring process because they were dismissed and that is correct. After discussion the Board moved this policy to its first reading at the Board meeting on April 8th, 2025 with a few changes.

3. Policy #0301 Equity Policy - Discussion

Deb stated that this policy was brought forth because of a letter that was sent to the Board from FIRE. FIRE is an organization that is threatening lawsuits with districts if they do not update or have certain policies. The Board is reviewing policy 0301 for that reason. This policy is not mandatory but the Board would like to review it for consideration of discussion so no lawsuit is filed. Elba Llantín-Cruz stated that in the second paragraph “Disruptive Equity Framework” would be changed to SOP (Strategic Operating Plan) because that already has a framework and models a pathway for how the district operates. If we have that as our framework that is always changing so that would just change and we would not have to change the entire policy. Discussion was also had on why do we need this policy? We have others that are for discrimination and equity. Marco stated this policy is more of a framework for the district to follow and beliefs the district has. More discussion was had about the policy also being too broad and maybe needing to be narrowed down. Notes from Shelia Daniels, who was not present, stated that she would like to see paragraph two removed, Liz Crooks agreed. After discussion a motion was made to keep discussing this policy at the next policy meeting with Dr. Vazquez Matos present as well. The motion was seconded and all were in favor of continuing the conversation.

4. Policy #4010 Hiring of Certified Staff - Discussion

Liz Crooks started off the discussion with wanting at least one board member in the process of choosing applicants before they go into the interview process. Liz was stating she would like this added for Administrators, not teachers. Marco stated that HR reviews the applicants before interviewing just to make sure the applicant is qualified before the interview process and committee is formed. Harold would like to see the Board at least offered the opportunity to be part of the selection process before interviews. If no Board member chooses to do so then so be it, but he would like it to be offered. Notes from Shelia Daneils, who was not present, mentioned having the two final candidates sit in front of the Board and the Board would vote on their choice. After discussion, members of the committee did not like the option of the Board voting on the final candidate. They would like the Superintendent to make the final decision. A motion was brought forth to continue this discussion at the next April policy meeting. The motion was seconded and all were in favor of continuing the discussion.

5. Policy #4020 Hiring of Non-Certified Staff - Discussion

A motion was moved to discuss this policy at the next policy meeting in April. The motion was seconded and all in favor.

6. Policy #9316 Length of Board Meetings - Discussion

A motion was moved to discuss this policy at the next policy meeting in April. The motion was seconded and all in favor.

The next policy committee meeting will take place on April 22nd, 2025 or TBD.

ADJOURNMENT

The meeting was adjourned at 7:20 P.M.

Respectfully submitted,

Marco Gaylord

Executive Director of Operations

<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>
CERTIFIED SALARIES								
51109 CERTIFIED*CURRE WRITING	43,294.50	81,820.00	(410.00)	-	44,552.00	36,858.00	30,000.00	51,410.00
51110 CERTIFIED*REG	35,591,312.69	37,071,168.00	-	-	23,864,713.33	13,206,454.67	400,000.00	36,671,168.00
51112 UNKNOWN ATTRITION CERTIFIED	-	(946,085.00)	-	-	-	(946,085.00)	-	(946,085.00)
51115 CERTIFIED*OTH ADDL/STIPEND	5,193.45	6,992.00	-	-	1,755.45	5,236.55	-	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	-	-	121,151.02	(21,151.02)	(90,000.00)	190,000.00
51316 SALARIES: SUBS-BLDG*REG	191,625.78	299,208.00	-	-	177,527.46	121,680.54	50,000.00	249,208.00
51410 SALARIES: ADMINISTRATOR*REG	5,326,476.12	5,659,271.00	-	-	4,517,688.78	1,141,582.22	55,000.00	5,604,271.00
51501 LONGEVITY: CERTIFIED	395,200.00	383,200.00	-	-	351,228.05	31,971.95	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	-	-	94,553.50	104,296.50	50,000.00	148,850.00
51721 SALARIES: STIPENDS-NON TRB	637,483.25	689,474.00	-	-	390,344.38	299,129.62	15,000.00	674,474.00
51900 OTHER SALARIES	137,917.00	-	-	-	-	-	-	-
51901 NON-CONTRACTED CERTIFIED	71,962.39	60,000.00	-	-	68,056.84	(8,056.84)	(26,000.00)	86,000.00
51921 SALARIES: CLASS COVERAGE	209,012.43	100,000.00	-	-	141,392.73	(41,392.73)	(100,000.00)	200,000.00
TOTAL CERTIFIED SALARIES	43,077,206.16	43,725,120.00	(410.00)	-	29,777,484.54	13,947,225.46	411,000.00	43,313,710.00
CLASSIFIED SALARIES								
51116 CLASSIFIED*REG	8,700,708.51	9,478,540.00	-	-	7,046,257.67	2,432,282.33	(250,000.00)	9,728,540.00
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	-	-	181,188.26	71,811.74	20,000.00	233,000.00
51200 SALARIES OF SEASONAL TEMP	124,250.31	50,000.00	-	-	74,733.17	(24,733.17)	(40,000.00)	90,000.00
51416 ATHLETIC EVENT WORKERS	61,830.23	53,000.00	-	-	49,088.35	3,911.65	(10,000.00)	63,000.00
51418 SUBS-SECRETARIES	33,589.87	10,000.00	-	-	17,013.83	(7,013.83)	(25,000.00)	35,000.00
51903 FAMILY ENGAGEMENT	220,935.20	29,367.00	-	-	3,413.90	25,953.10	29,367.00	-
51920 SALARIES: STUDENT VOCATION	3,640.00	6,000.00	-	2,635.00	2,975.00	390.00	1,000.00	5,000.00
TOTAL CLASSIFIED SALARIES	9,425,824.26	9,641,072.00	-	2,635.00	7,375,345.34	2,263,091.66	(275,308.00)	9,916,380.00
PARAPROFESSIONALS/AIDES								
51210 SALARIES: AIDES/PARAS*REG	4,544,842.30	5,162,752.00	-	-	3,499,072.77	1,663,679.23	265,000.00	4,897,752.00
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	-	-	230,021.74	201,720.26	90,000.00	341,742.00
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	-	-	1,384.71	8,615.29	5,000.00	5,000.00
TOTAL PARAPROFESSIONALS/AIDES	5,084,302.63	5,445,124.00	-	-	3,745,179.22	1,699,944.78	362,400.00	5,082,724.00
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	-	-	525,287.91	159,282.09	(80,000.00)	764,570.00
52210 MEDICARE	902,675.89	909,573.00	-	-	648,236.09	261,336.91	(30,000.00)	939,573.00
52300 RETIREMENT CONTRIB	85,921.14	91,145.00	-	-	67,500.05	23,644.95	-	91,145.00
52500 TUITION REIMB	-	3,000.00	-	-	-	3,000.00	-	3,000.00
52600 UNEMPLOY COMPENSATION	52,239.00	50,000.00	-	-	48,264.00	1,736.00	-	50,000.00
52700 WORKERS COMPENSATION	509,870.01	692,021.00	-	150,034.06	537,186.37	4,800.57	4,800.57	687,220.43
52831 HEALTH INS*CERTIFIED/PARAS	9,355,471.00	9,183,370.00	-	-	9,183,370.00	-	-	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	-	144,936.40	848,341.60	40,000.00	40,000.00	993,278.00
52950 DISABILITY INSURANCE	30,920.59	30,500.00	-	-	31,159.95	(659.95)	(659.95)	31,159.95
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	-	294,970.46	18,617,759.45	528,854.09	(60,145.86)	19,501,729.86
PURCHASED SERVICES								
53010 PURCHASED PROF SVCS	189,631.51	16,350.00	-	4,222.03	12,077.97	50.00	-	16,350.00
53020 LEGAL SERVICES	150,693.65	175,000.00	-	42,014.20	136,848.45	(3,862.65)	(3,862.65)	178,862.65
53040 NURSING SERVICES	40,112.50	50,000.00	-	8,645.00	36,355.00	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	-	86,803.93	207,010.57	(151,814.50)	(100,000.00)	242,000.00
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	(355.00)	6,093.52	46,694.84	(353.36)	(818.00)	53,253.00
53240 FIELD TRIPS	22,385.59	22,200.00	5,263.93	337.59	24,147.46	2,978.88	-	27,463.93
53251 STUDENT ACTIVITIES	8,306.84	12,000.00	-	1,925.00	3,805.20	6,269.80	2,000.00	10,000.00
53300 PURCH PROF SVCS: TECH	159,480.33	86,785.00	(417.07)	66,917.50	72,382.95	(52,932.52)	-	86,367.93
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	-	108,183.77	333,874.79	(238,674.56)	(238,000.00)	441,384.00
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	-	-	14,933.33	(1,933.33)	(8,000.00)	21,000.00
53540 PURCH PROF SVCS: SPORTS OF	44,936.52	70,700.00	-	-	34,854.98	35,845.02	20,000.00	50,700.00
54010 PURCH PROPERTY SVCS	66,734.44	123,248.00	13,920.42	33,804.01	96,286.97	7,077.44	-	137,168.42
54103 SNOW PLOWING/SANDING	16,100.00	25,000.00	-	3,500.00	21,500.00	-	-	25,000.00
54300 REPAIRS & MAINTENANCE	735,773.14	891,780.00	(6,380.00)	220,730.63	613,837.15	50,832.22	-	885,400.00
54303 MAINT: GROUNDS	21,517.97	46,500.00	-	7,226.40	39,259.79	13.81	-	46,500.00
54304 ELEVATOR MAINTENANCE	55,477.75	50,000.00	-	12,209.82	37,790.15	0.03	-	50,000.00
54411 WATER/SEWER	99,500.82	114,662.00	-	54,140.43	72,016.60	(11,495.03)	(11,495.00)	126,157.00
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	-	76,691.58	79,108.42	-	-	155,800.00
54424 LAWN CARE	10,110.00	15,000.00	-	-	7,371.72	7,628.28	-	15,000.00
54440 RENTALS	673.68	700.00	-	-	336.84	363.16	-	700.00
55010 PURCHASED SERVICES	711,296.48	934,751.00	(3,025.42)	106,448.49	782,838.40	42,438.69	25,000.00	906,725.58
55100 PUPIL TRANSPORTATION	4,014,310.98	6,532,299.00	-	64,913.58	5,688,262.41	779,123.01	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*SPED OUT OF TOW	1,301,342.19	1,380,000.00	-	514,802.92	1,066,297.28	(201,100.20)	(200,000.00)	1,580,000.00
55190 TRANSPORT*HOMELESS	256,466.71	250,000.00	-	57,500.00	71,412.47	121,087.53	60,000.00	190,000.00
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	-	49,370.43	214,852.36	677.21	-	264,900.00
55301 POSTAGE	30,013.60	27,400.00	-	232.71	15,778.99	11,388.30	-	27,400.00
55303 SECURITY MONITORING	90,716.55	90,000.00	-	9,150.00	80,547.37	302.63	-	90,000.00
55304 SUBSCRIPTIONS/LICENSES	74,602.73	90,720.00	4,683.86	2,557.24	92,812.54	34.08	-	95,403.86
55400 ADVERTISING	281.38	800.00	-	-	1,275.81	(475.81)	(475.00)	1,275.00
55500 PRINTING	21,134.69	17,800.00	-	1,700.00	11,613.33	4,486.67	-	17,800.00
55510 COPYING	88,618.60	114,000.00	-	-	108,442.29	5,557.71	-	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	(2,083.40)	5,669.82	38,214.70	65,582.08	20,000.00	89,466.60
TOTAL PURCHASED SERVICES	10,360,096.40	12,701,400.00	11,607.32	1,575,790.60	10,612,092.58	525,124.14	353,418.17	12,359,589.15
SUPPLIES & MATERIALS								
56100 SUPPLIES*GENERAL	20,596.86	10,000.00	-	-	3,800.15	6,199.85	-	10,000.00
56104 SUPPLIES*MAINTENANCE	155,630.27	209,000.00	(500.00)	69,004.43	113,411.83	26,083.74	10,000.00	198,500.00
56106 SUPPLIES*FOOD	260.00	390.00	-	15.44	274.56	100.00	-	390.00
56110 INSTRUCTIONAL SUPPLIES	356,714.62	428,004.00	(12,740.26)	35,362.54	304,199.54	75,701.66	30,000.00	385,263.74
56115 COMMON CORE MATERIALS	18,132.28	20,503.00	(298.47)	2,431.36	10,775.82	6,997.35	-	20,204.53
56120 ADMINISTRATIVE SUPPLIES	67,883.16	70,677.00	-	10,470.87	49,096.49	11,109.64	-	70,677.00
56121 COPY PAPER	50,502.46	51,625.00	1,828.43	9,934.33	37,710.43	5,808.67	-	53,453.43
56210 NATURAL GAS	616,610.08	763,250.00	(18,000.00)	271,226.55	428,619.44	45,404.01	45,000.00	700,250.00
56220 ELECTRICITY	1,044,827.62	1,337,034.00	-	625,545.17	927,904.83	(216,416.00)	-	1,337,034.00
56230 BOTTLED GAS	12,276.73	11,950.00	-	4,304.15	5,795.85	1,850.00	1,850.00	10,100.00
56240 FUEL OIL	268,478.19	295,879.00	-	113,473.52	182,405.48	(0.00)	-	295,879.00
56260 DIESEL FUEL	229,004.19	240,000.00	-	96,508.18	143,491.82	-	-	240,000.00
56265 GASOLINE (VEHICLES)	131,355.14	104,490.00	15,000.00	45,931.28	73,558.72	-	-	119,490.00
56270 PROPANE	29,065.54	50,000.00	83.40	17,257.10	32,826.30	-	-	50,083.40
56300 FOOD SUPPLIES	1,410.92	3,280.00	(1,000.00)	-	865.00	1,415.00	500.00	1,780.00
56400 BOOKS AND PERIODICALS	7,358.30	7,700.00	-	1,384.69	4,808.08	1,507.23	-	7,700.00
56410 TEXTBOOKS	24,314.61	14,310.00	-	735.68	11,040.73	2,533.59	-	14,310.00
56420 LIBRARY MATERIALS	31,103.74	20,090.00	(4,250.00)	3,667.03	10,006.77	2,166.20	-	15,840.00
56500 SUPPLIES*TECHNOLOGY RELAT	218,781.24	206,094.00	1,000.00	38,306.04	128,308.25	40,479.71	-	207,094.00
56900 SUPPLIES*OTHER	179,863.75	186,035.00	(7,000.00)	35,586.15	118,263.81	25,185.04	5,000.00	174,035.00
56910 CUSTODIAL SUPPLIES	203,050.83	211,500.00	-	84,877.67	123,044.23	3,578.10	-	211,500.00
TOTAL SUPPLIES & MATERIALS	3,667,220.53	4,241,811.00	(25,876.90)	1,466,022.18	2,710,208.13	39,703.79	92,350.00	4,123,584.10
PROPERTY								
57300 NEW EQUIPMENT	24,721.25	28,000.00	(2,000.00)	8,607.80	598.49	16,793.71	-	26,000.00
57330 FURNITURE AND FIXTURES	14,992.08	4,500.00	11,979.58	6,150.00	13,077.65	(2,748.07)	(2,748.00)	19,227.58
57340 TECH REL HW/EQUIP	1,606.33	2,129.00	-	70.40	1,943.44	115.16	-	2,129.00
57390 OTHER EQUIP/PROPERTY	3,091.98	3,100.00	4,000.00	643.89	1,575.14	4,880.97	-	7,100.00
TOTAL PROPERTY	44,411.64	37,729.00	13,979.58	15,472.09	17,194.72	19,041.77	(2,748.00)	54,456.58

<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>
MISCELLANEOUS								
58100 MEMBERSHIPS & DUES	90,319.36	115,420.00	700.00	1,225.00	98,141.56	16,753.44	10,000.00	106,120.00
58901 EDUCATIONAL SUPPORT	23,321.95	32,155.00	-	901.67	30,721.29	532.04	-	32,155.00
58903 PROF DEV IMPROVEMENT	25,101.38	29,000.00	-	-	14,948.26	14,051.74	-	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	8,648.27	8,451.73	5,000.00	14,100.00
TOTAL MISCELLANEOUS	167,127.40	202,325.00	700.00	4,126.67	157,937.34	40,960.99	15,000.00	188,025.00
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	-	21,670.00	82,774.46	63,555.54	50,000.00	118,000.00
55630 TUITION TO PRIVATE SOURCES	4,662,580.08	4,930,000.00	-	2,058,423.97	3,989,400.70	(1,117,824.67)	(886,500.00)	5,816,500.00
TOTAL TUITION	5,830,381.56	5,698,174.00	-	2,080,093.97	4,586,559.18	(968,479.15)	(751,500.00)	6,449,674.00
GRAND TOTAL	96,462,519.24	101,134,339.00	(0.00)	5,439,110.97	77,599,760.50	18,095,467.53	144,466.31	100,989,872.69

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: 05-Mar-2025 to 04-Apr-2025 For FY 2025

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Journal#: 39545 Date: 11-Mar-2025						
From 1010-960-2230-000-53500-02137	DEI: PURCH SVCS*DEI	9,000.00		9,000.00	2,470.00	
To 1010-960-2213-000-53220-02137	DEI: IN SERVICE/PD					2,470.00
	TRANSFER OF FUNDS TO COVER THE COST OF ATTENDING RESTORATIVE PRACTICES CONFERENCES					
Total Transfer for Central Office					2,470.00	2,470.00
Journal#: 39553 Date: 25-Mar-2025						
From 1010-100-2213-171-55800-00000	CURRIC: TRAVEL REIMB*STEM	6,000.00		6,000.00	2,000.00	
To 1010-100-1000-170-56110-00000	CURR: NAT/PHYS SCIENCE*INSTR SUPPL	10,000.00	410.00	10,410.00		2,000.00
	BT to cover need for additional STEAM supply order, travel not occurring					
Total Transfer for CURRICULUM					2,000.00	2,000.00
Journal#: 39535 Date: 05-Mar-2025						
From 1010-940-2610-000-56210-00000	OPER/BLDGS: NATURAL GAS	150,000.00	-18,000.00	132,000.00	45,000.00	
To 1010-940-2600-000-54300-02000	OPER/MAINT PLANT: REPAIRS/MAINT: HVAC	354,600.00		354,600.00		45,000.00
	TRANSFER FROM THE UNENCUMBERED FUNDS FROM NATURAL GAS AND ELECTRICITY TO THE OVER EXPENDED HVAC REPAIRS AND MAINTENANCE EXPENDITURE LINE. ACCOMODATING NUMEROUS UNEXPECT					
Total Transfer for Facilities					45,000.00	45,000.00
Journal#: 39541 Date: 07-Mar-2025						
From 1010-005-1000-190-56110-00000	FARM HILL: SOCIAL STUDIES*INSTR SUPPL	1,450.00		1,450.00	1,394.37	
From 1010-005-2213-000-53220-00000	FH: INSVC-PROF MTGS/DEV	95.00		95.00	95.00	
To 1010-005-1000-110-56110-00000	FARM HILL: ELA*INSTR SUPPL	5,000.00		5,000.00		1,489.37
	move to ELA to purchase additional ELA instrurctional materials					
Journal#: 39542 Date: 07-Mar-2025						
From 1010-005-1000-000-56500-00000	FH: SUPPLIES*TECH RELATED	2,000.00		2,000.00	1,000.00	
From 1010-005-1000-180-56110-02124	FH: PHYS ED*INST SUP*SPD/NICM	1,000.00		1,000.00	1,000.00	
To 1010-005-2410-000-56120-00000	FARM HILL:ADMIN SUPPL	4,421.00		4,421.00		2,000.00

Middletown Board of Education
BOE Transfer of Funds

Date Range: 05-Mar-2025 to 04-Apr-2025 For FY 2025

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
	transfer to admin supplies to purchase additional admin supplies for remainder of school year					
Total Transfer for Farm Hill School					3,489.37	3,489.37

Journal#: 39543 Date: 10-Mar-2025

From 1010-012-1000-000-56500-00000	MOODY: SUPPLIES TECH RELATED	400.00		400.00	16.01	
From 1010-012-1000-105-56110-00000	MOODY: ART*INSTR SUPPL	500.00		500.00	5.94	
From 1010-012-1000-150-56115-00000	MOODY: LIT & READ*COMMON CORE MATL	2,850.00	-149.86	2,700.14	31.62	
From 1010-012-1000-170-56110-00000	MOODY: NAT/PHYS SCIENCE*INSTR SUPPL	750.00		750.00	2.26	
From 1010-012-1000-180-56110-00000	MOODY: PHYS ED*INSTR SUPPL	800.00		800.00	35.05	
From 1010-012-1000-190-56110-00000	MOODY: SOCIAL STUDIES*INSTR SUPPL	1,600.00		1,600.00	225.00	
From 1010-012-1000-201-56110-02125	MOODY: INSTR SUP*SPED/ICM	750.00		750.00	1.60	
From 1010-012-1000-350-54300-00000	MOODY: PERFORM ARTS*REPAIRS & MAINT	200.00		200.00	31.00	
From 1010-012-1000-350-56110-00000	MOODY: PERFORM ARTS*INSTR SUPPL	850.00		850.00	8.11	
From 1010-012-1000-425-56500-02123	MOODY: SUPP TECH REL*HN	400.00		400.00	12.56	
From 1010-012-2213-000-53220-00000	MOODY: IN SVC-PROF MTG/DEV	100.00	400.00	500.00	1.70	
From 1010-012-2213-425-53220-02123	MOODY: IN SVC-PROF MTG/DEV*HN	400.00		400.00	13.62	
From 1010-012-2410-000-54300-00000	MOODY: REPAIRS & MAINT	525.00		525.00	2.61	
From 1010-012-2410-000-56121-00000	MOODY: COPY PAPER	2,200.00		2,200.00	6.20	
To 1010-012-2410-000-56120-00000	MOODY: ADMIN SUPPL	4,430.00		4,430.00		393.28
Transfer of remaining balances on most of the GL lines.						

Journal#: 39546 Date: 12-Mar-2025

From 1010-012-1000-160-56115-00000	MOODY: MATH*COMMON CORE MATL	1,000.00		1,000.00	368.78	
To 1010-012-2410-000-56120-00000	MOODY: ADMIN SUPPL	4,430.00		4,430.00		368.78
Remaining balance of ELA. Transfer to Admin Supply.						

Journal#: 39551 Date: 21-Mar-2025

From 1010-012-1000-000-56110-02123	MOODY: INSTR SUP*HN	500.00		500.00	.49	
From 1010-012-1000-201-56500-02125	MOODY: SUPP TECH REL*SPED/ICM	200.00		200.00	18.06	
To 1010-012-2410-000-56120-00000	MOODY: ADMIN SUPPL	4,430.00		4,430.00		18.55
Remaining line funds transfer to Admin Supply						

Total Transfer for Moody School
780.61 780.61

Journal#: 39547 Date: 14-Mar-2025

From 1010-062-3200-920-51721-00000	STUDENT ACT: MHS: STIPENDS-NON TRB	101,357.00		101,357.00	2,158.00	
To 1010-062-3200-910-53530-00000	ATHLETICS: PURCH PROF SVCS: POLICE	12,000.00		12,000.00		2,158.00
From 1010-054-3200-920-51721-00000	STUDENT ACT: BMS: STIPENDS-NON TRB	27,156.00		27,156.00	2,158.00	

Middletown Board of Education
BOE Transfer of Funds

Date Range: 05-Mar-2025 to 04-Apr-2025 For FY 2025

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
To 1010-062-3200-910-55010-00000	ATHLETICS: PURCH SVCS	27,650.00		27,650.00		2,158.00
From 1010-054-3200-910-51721-00000	ATHLETICS: STIPENDS-NON TRB-COACHES	78,912.00		78,912.00	1,500.00	
To 1010-062-3200-910-53530-00000	ATHLETICS: PURCH PROF SVCS: POLICE	12,000.00		12,000.00		1,500.00
From 1010-054-3200-910-51721-00000	ATHLETICS: STIPENDS-NON TRB-COACHES	78,912.00		78,912.00	1,750.00	
To 1010-062-3200-910-53300-00000	ATHLETICS: PURCH PROF SVCS: TECH					1,750.00
From 1010-054-3200-910-51721-00000	ATHLETICS: STIPENDS-NON TRB-COACHES	78,912.00		78,912.00	1,750.00	
To 1010-062-3200-910-55500-00000	ATHLETICS: PRINTING	3,600.00		3,600.00		1,750.00
Transfer funds from stipends that were not filled to cover negative balances of lines and to help pay outstanding invoices in other lines/accounts						
Total Transfer for Student Activities/Athletics					9,316.00	9,316.00
*** Grand Total To Transfer					63,055.98	63,055.98



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.middletownschoos.org

Facilities Report April 8, 2025 - Board Meeting

Elementary Schools Updates:

- Security Audit in process. Window blinds/shade replacements are needed at many of our elementary schools.
- Continue work on regulating heating temperatures at all schools.
- Farm Hill Solar Panel Installation is scheduled for June/July.
- Snow School Roof replacement will begin on June 16th
- IAQ HVAC Grant work is scheduled to start on June 16th. The building committee approved the vendor on March 12th.
- Trees near the playground at Wesley were removed.
- Trees at Snow School near the playground and cafe are scheduled to be removed..
- Continue work on Spencer, Bielefeld, and Central Office roof leaks.

Beman Middle School Updates:

- Science Room tables with/ electrical outlets need to have protective covers with locks. The parts order will be completed when the parts arrive.
- The Gym Bleachers seating area has been repaired. We are still waiting for the relay to be repaired for the electrical controls.
- Vape Sensors will be installed in 7 bathrooms ASAP. Additional sensors will be purchased and installed during the summer.

Middletown High School Updates:

- Electrical wires that control outside lighting needed to be replaced, rodents were eating through the wiring cover.
- Electrical breaker panels need to be assessed and cleaned.
- HVAC assessment of all units will start and be completed by the end of June.

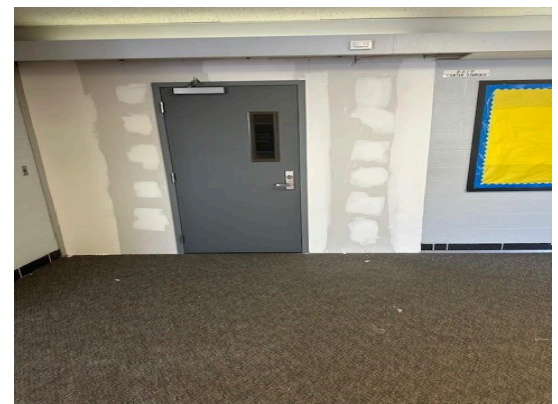
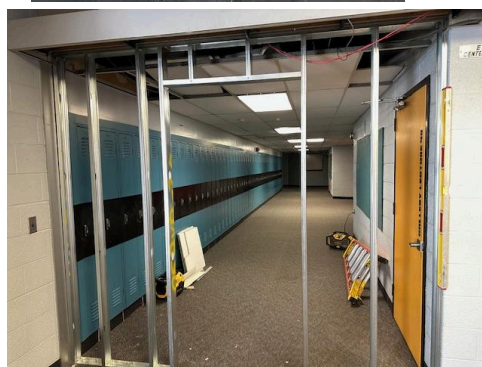
Around the District:

- Central Office Roof has many areas that need additional drains installed, and eventually, a new roof will be needed.
- Continue work on Keigwin along with getting quotes for necessary repairs and improvements, continues.
- Violence Drill Exercise will be held at Keigwin on April 15th & 16th. This will involve MPS, MPD, SFD, MFD, WFD, Emergency Management, Middlesex Hospital, local ambulance services, etc.
- Continue work on assessing cleaning material and supply list prices. Recommendations and ideas for cost savings will be presented at the April Facilities Committee meeting.



Spencer Roof ^

Keigwin/Legacy Academy Door →





BOE Monthly Human Resources Report

Tuesday, April 8, 2025



M

Monthly HR Update

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

New Hires – 6

- **Certified: 2**
- **Special Education Teacher – (MHS)**
- **Tech. Ed. Teacher – Aerospace – (MHS)**

New Hires continued on next page

Monthly HR Update

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

New Hires – continued

- **Non-Certified: 4**
- **ICM Paraeducator (2) - (MHS)**
- **Long Term Sub – (Math) – (MHS)**
- **Expulsion Tutor – (District)**
- **Academic Interventionist – (Lawrence)**

Monthly HR Update

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

Separations –

- **Retirements: 1 – Paraeducator – (MHS)**
- **Resignations: 2**
- **Certified staff: 0**

separations continued on next slide

Monthly HR Update

- **Staffing: Time Period – March 1 – March 31, 2025**
- **Resignations: continued**
- **Non Certified: 2**
- **Paraeducator – (Bielefield)**
- **Paraeducator – (Adult Ed)**

Monthly HR Update

- **Staffing: Time Period – March 1 – March 31, 2025**
- **Vacancies – 57**

- **Certified: openings – 10**

- **Principal – (Beman) –open – actively reviewing new applicants – Kate Thomas Acting Principal; Megan Hanly – Acting Assistant Principal.**
- **Assistant Principal – (MHS) – Initial Spark Hire screening – establishing interview schedule and committee(s)**
- **School Psychologist – (Snow) – (covered by contract personnel)**
- **School Psychologist – (Lawrence) - (covered by contract personnel)**
- **School Psychologist – (Bielefield) – (covered by contract personnel)**
- **World Language Teacher – (Beman)**
- **Special Ed Teacher – (MHS)**

Vacancies continued on next slide

Monthly HR Updates

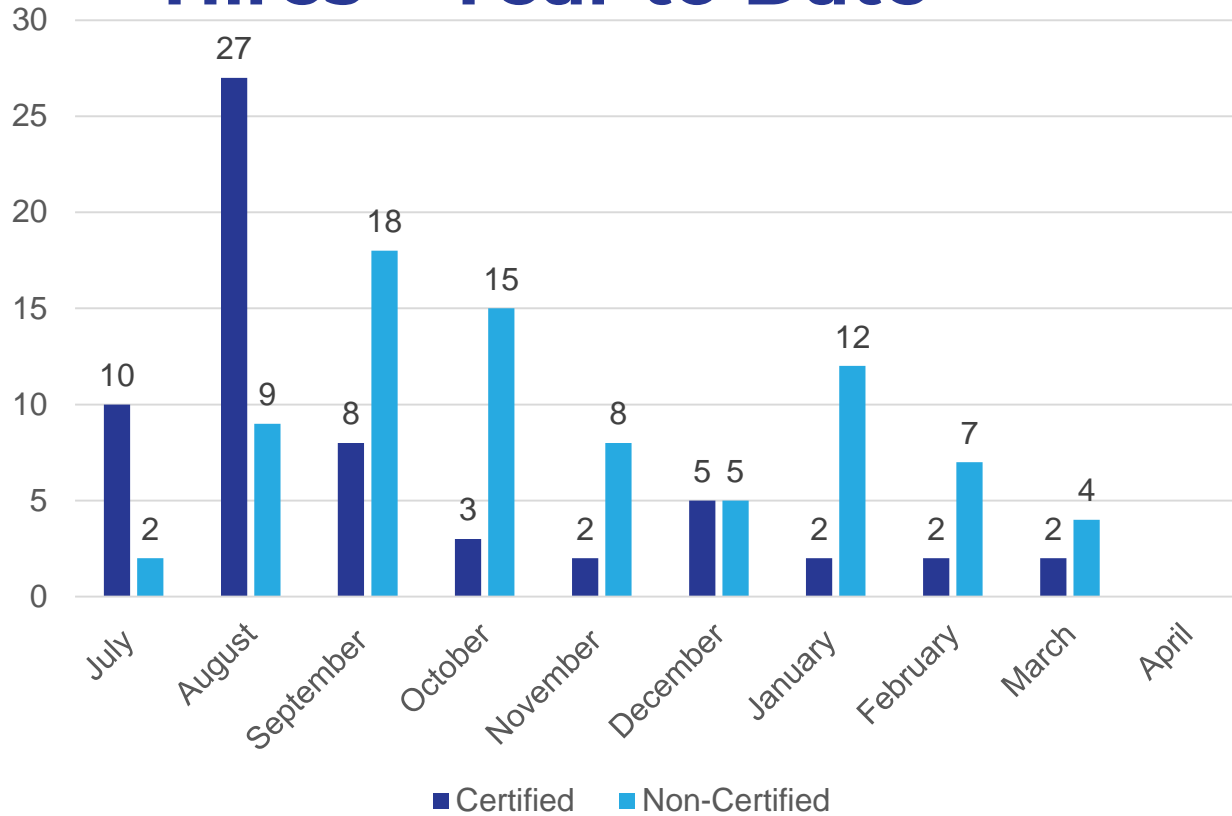
- **Staffing: Time Period – March 1 – March 31, 2025**
- **Vacancies – (continued)**
- **ML Department Head – (MHS/District) – interviews pending**
- **Bilingual Teacher – (District)**
- **Science Teacher - Chemistry – (MHS) – (covered with Proximity Learning – synchronous classroom)**
- **Classified Vacancies – 47**
- **Board Certified Behavioral Analyst (2) – (Farm Hill & Spencer) – (Pending Hire- offer made)**
- **Executive Chef – Actively interviewing – 3 year grant position.**
- **MTC Tutor – (MTC)**

Vacancies continued on next slide

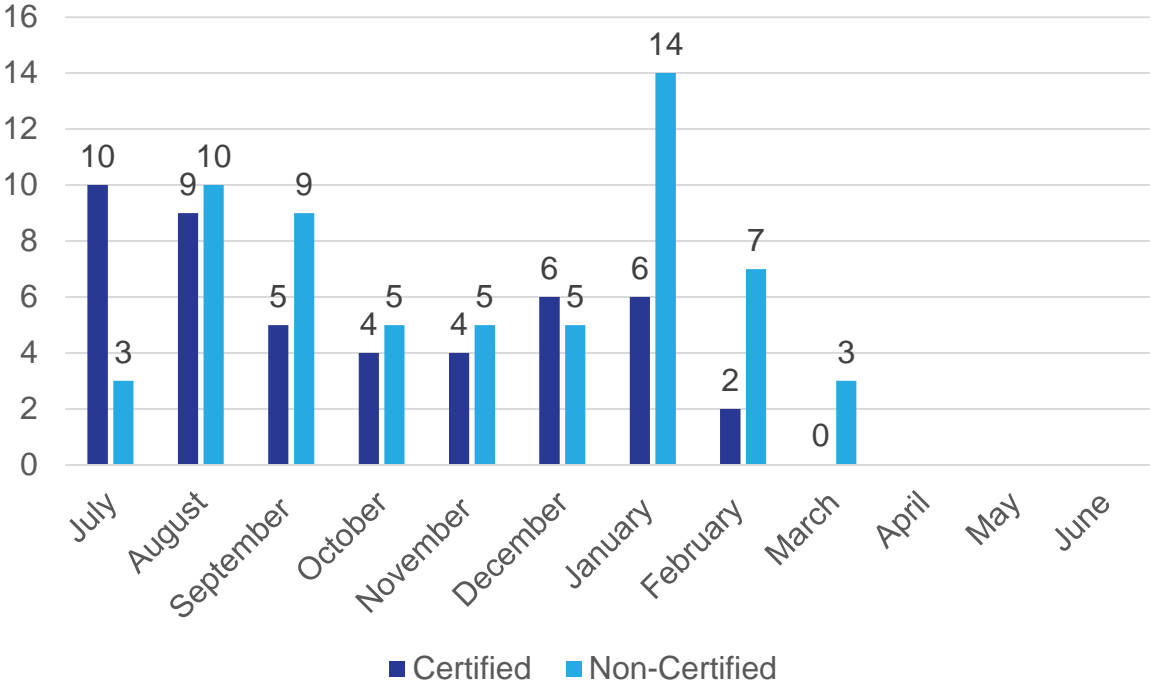
Monthly HR Updates

- **Staffing: Time Period – March 1 – March 31, 2025**
- **Vacancies – (continued)**
 - **Paraeducator Vacancies – 44**
 - **MHS – 11**
 - **Beman – 9**
 - **Snow – 5**
 - **Wesley – 3**
 - **Bielefield – 2**
 - **Farm Hill – 4**
 - **Spencer – 4**
 - **Macdonough – 1**
 - **Moody – 4**
 - **Lawrence - 1**

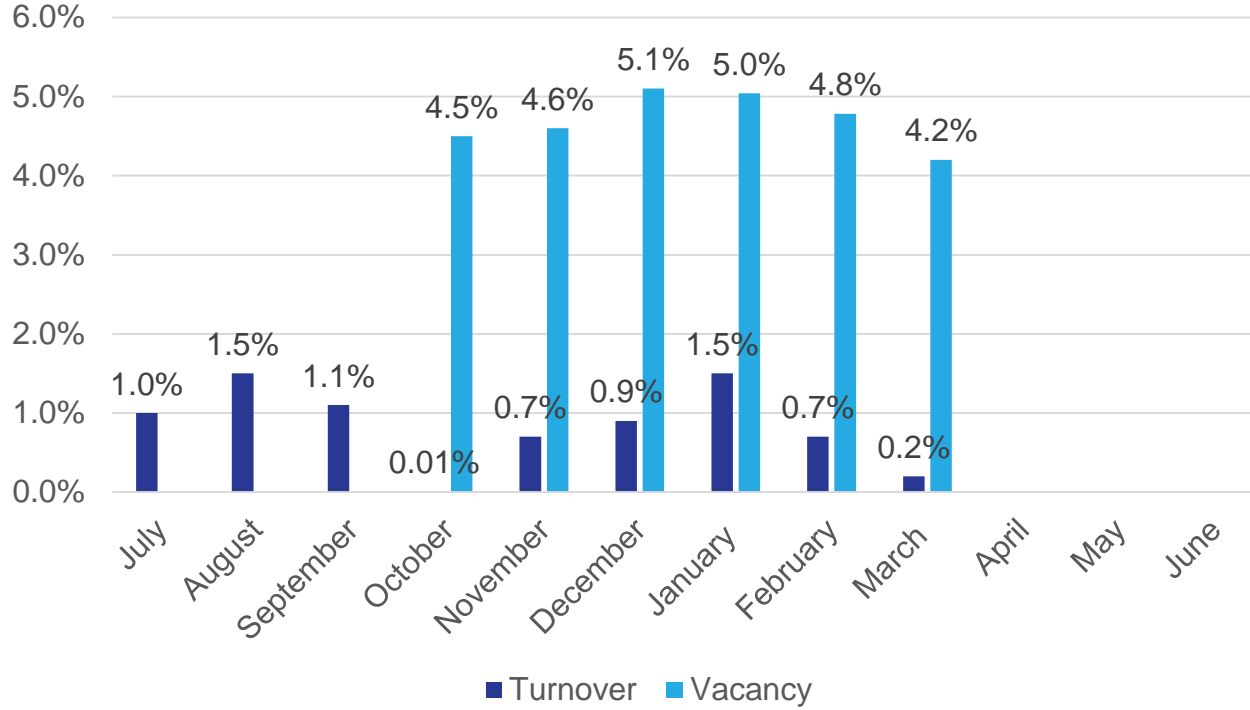
Hires – Year to Date



Separations Year to Date



Turnover and Vacancy Rate % Year to Date





Microforest Parcel/Aerial

Map generated 2/17/2025



Map Legend: <http://gis.cityofmiddletown.com/middletownct/legend.pdf>
<vision link>

0 0.0125 0.025 0.05 0.075 0.1 mi 1 in = 200 ft

MAP FOR REFERENCE ONLY - NOT A LEGAL DOCUMENT

Because of different update schedules, current property assessments may not reflect recent changes to property boundaries. Check with the Board of Assessors to confirm boundaries uses at the time of assessment.

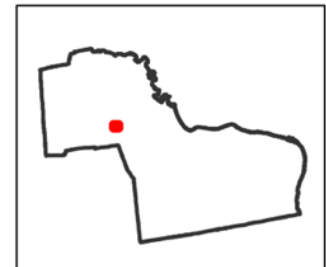


Figure 1: Parcel Map showing Proposed Microforest Location

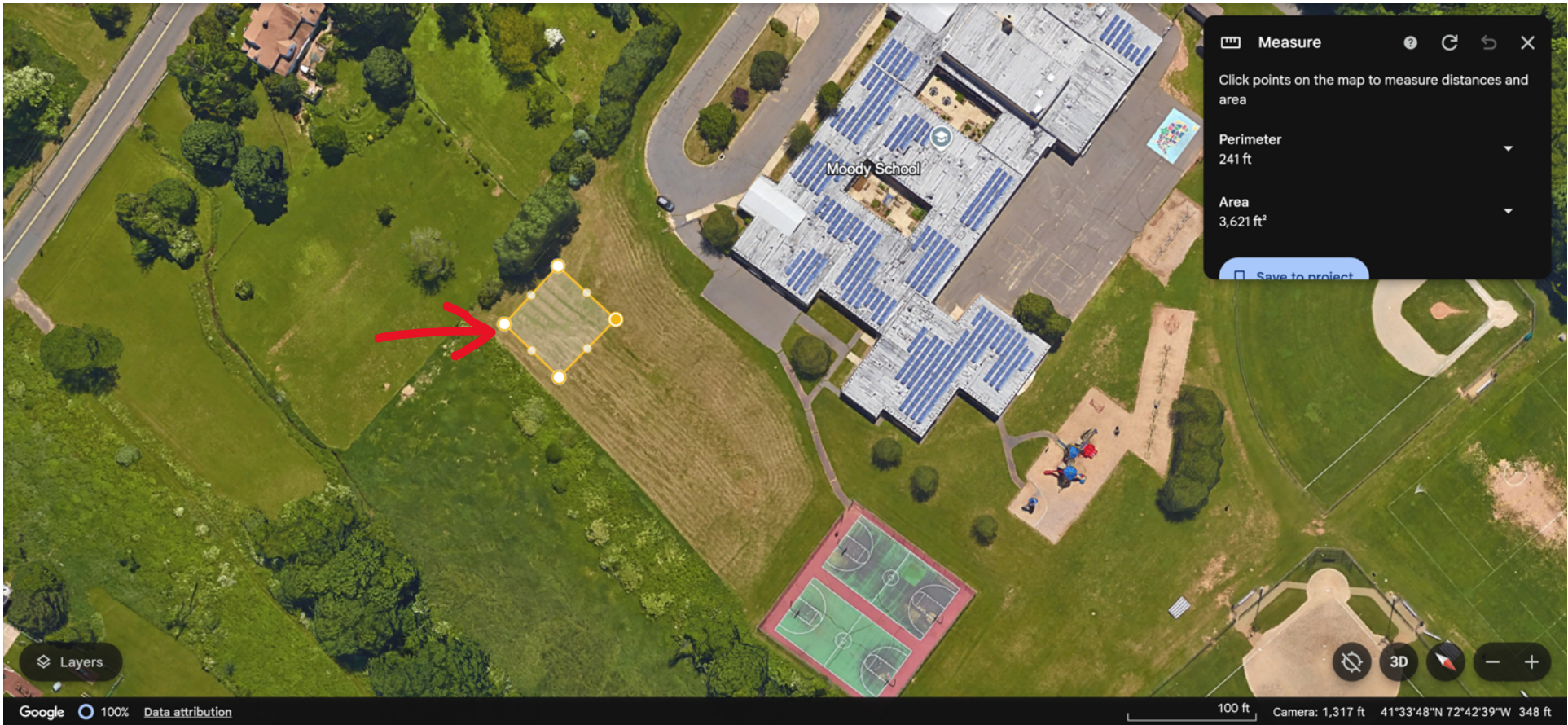


Figure 2: Google Earth Aerial Image Showing Proposed Microforest Location (2D)



Figure 3: Google Earth Aerial Image Showing Proposed Microforest Location (3D)



Figure 4: Rendering of Microforest Just After Planting



Figure 5: Rendering of Microforest 10 Years After Planting

Proposal by the Middletown Urban Forestry Commission to plant a Microforest on the grounds of the Moody School

The Middletown Urban Forestry Commission's proposed microforest would create a small patch of forest on an existing mowed area. The work would involve planting about 100-150 seedlings of native tree and shrub species, applying compost and mulch, installing a temporary deer fence, posting a small 2' x 3' informational sign, and watering and maintaining the plants during the 1st two years. The project is entirely volunteer-led and uses donated plants and material and labor.

Location: Moody School (300 Country Club Road), southeast of the school on a corner of mowed lawn about 100 feet downslope from bus drop-off area pavement (see attached map, Figure 1).

Size and shape: the microforest would be approx. 60' x 60' (3,600 sf) or 0.08 acre. The shape would be square, or a more natural-looking rounded shape.

Plantings: Trees and shrubs would be spaced 2-1/2 to 5 feet on center (depending on the number of donated potted plants received) in rows, with 5 feet between rows to allow between-row mowing for weed suppression during the first two growing seasons. Plantings will include about 20 species of native trees and shrubs, such as oaks, hickories, maples, tupelo, elm, hackberry, sycamore, spicebush, nannyberry viburnum, and American euonymus.

Purpose: Microforests are also known as tiny forests, mini-forests or Miyawaki forests. The principles are based on methods that Japanese ecologist Dr. Akira Miyawaki (1928-2021) developed in the 1970s and 1980s. Microforests are being planted world-wide to provide the ecological benefits of a native forest, quickly, on a small, easily achievable scale. The project's location on school property is ideal for use as a teaching tool, giving students the ability to learn to identify common native trees and shrubs, and to observe real world examples of concepts in ecology, botany, agriculture, soil science, forestry, native vs invasive species, wildlife habitat, and the water and carbon cycles. Soil samples will be collected and tested to determine whether fertilizer or soil amendments are required. The standard Miyawaki method involves deep tilling and soil amendments using heavy machinery, especially on compacted/degraded sites. No deep tilling/heavy equipment will be used here because the existing soils should be adequate.

Microforest references for more information:

1. *Mini-Forest Revolution: Using the Miyawaki Method to Rapidly Rewild the World*, by Hannah Lewis. Published by Chelsea Green Publishing 2022.

2. New York Times article: *Tiny Forests With Big Benefits: Native plants crowded onto postage-stamp-size plots have been delivering environmental benefits around the world – and, increasingly, in the U.S.*, by Cara Buckley, August 24, 2023.

Figures:

Figure 1: Parcel Map showing Proposed Microforest Location

Figure 2: Google Earth Aerial Image Showing Proposed Microforest Location (2D)

Figure 3: Google Earth Aerial Image Showing Proposed Microforest Location (3D)

Figure 4: Rendering of Microforest Just After Planting

Figure 5: Rendering of Microforest 10 Years After Planting

EMPLOYMENT AND STUDENT TEACHER CHECKS

As set forth below, each applicant for a position with the Middletown Public Schools (the “District”), and each student who is enrolled in a teacher preparation program with the District, as defined in section 10-10a of the Connecticut General Statutes, and completing a student teaching experience in the District (collectively referred to as “applicants”), shall be asked to provide in writing: (1) whether the applicant has ever been convicted of a crime; (2) whether there are any criminal charges pending against the applicant at the time of the application and, if charges are pending, to state the charges and the court in which such charges are pending; and (3) whether the applicant is included on the Abuse and Neglect Registry of the Connecticut Department of Children and Families (“DCF”) (the “Registry”). If the applicant’s current or most recent employment occurred out of state, the applicant will also be asked whether the applicant is included on an equivalent database and/or abuse/neglect registry maintained in that other state.

*[*Note: This language is optional, as out-of-state registry checks are not required under Connecticut law. However, given that the intent of state law is to ensure access to all relevant background information, we have included this provision should districts wish to require this additional information.]*

Applicants shall not be required to disclose any arrest, criminal charge or conviction that has been erased. An employment application form that contains any question concerning the criminal history of the applicant shall contain the following notice, in clear and conspicuous language:

Pursuant to section 31-51i(d) of the Connecticut General Statutes, the applicant is hereby notified that (1) the applicant is not required to disclose the existence of any erased criminal history record information, (2) erased criminal history record information are records pertaining to a finding of delinquency or that a child was a member of a family with service needs, an adjudication as a youthful offender, a criminal charge that has been dismissed or nolle, a criminal charge for which the person has been found not guilty or a conviction for which the person received an absolute pardon or criminal records that are erased pursuant to statute or by other operation of law, and (3) any person with erased criminal history record information shall be deemed to have never been arrested within the meaning of the general statutes with respect to the proceedings so erased and may so swear under oath.

In addition, the District shall conduct an employment history check for each applicant for a position, as set forth below.

For the purposes of this policy:

“Sexual misconduct” means any verbal, nonverbal, written, or electronic communication, or any other act directed toward or with a student that is designed to establish a sexual relationship with the student, including a sexual invitation, dating or soliciting a date, engaging in sexual dialog, making sexually suggestive comments, self-disclosure or physical exposure of a sexual or erotic nature, and any other sexual, indecent, or erotic contact with a student.

“Abuse or neglect” means abuse or neglect as described in Conn. Gen. Stat. § 46b-120, and includes any violation of Conn. Gen. Stat. §§ 53a-70 (sexual assault in the first degree), 53a-70a (aggravated sexual assault

in the first degree), 53a-71 (sexual assault in the second degree), 53a-72a (sexual assault in the third degree), 53a-72b (sexual assault in the third degree with a firearm), or 53a-73a (sexual assault in the fourth degree).

“Former employer” means any person, firm, business, educational institution, nonprofit agency, corporation, limited liability company, the state, any political subdivision of the state, any governmental agency, or any other entity that such applicant was employed by during any of the previous twenty years prior to applying for a position with a local or regional board of education.

I. Employment History Check Procedures

A. The District shall not offer employment to an applicant for a position, including any position that is contracted for, if such applicant would have direct student contact, prior to the District:

1. Requiring the applicant:

- a. to list the name, address, and telephone number of each current employer or former employer (please note the definition of “former employer” above, including the applicable twenty year reporting period) during any of the previous twenty years, if:
 - (i) such current or former employer is/was a local or regional board of education, council of a state or local charter school, inter-district magnet school operator, or a supervisory agent of a nonpublic school, and/or
 - (ii) the applicant’s employment with such current or former employer caused the applicant to have contact with children.
- b. to submit a written authorization that
 - (i) consents to and authorizes disclosure by the employers listed under paragraph I.A.1.a of this policy of the information requested under paragraph I.A.2 of this policy and the release of related records by such employers,
 - (ii) consents to and authorizes disclosure by the Connecticut State Department of Education (the “Department”) of the information requested under paragraph I.A.3 of this policy and the release of related records by the Department, and
 - (iii) releases those employers and the Department from liability that may arise from such disclosure or release of records pursuant to paragraphs I.A.2 or I.A.3 of this policy; and
- c. to submit a written statement of whether the applicant
 - (i) has been the subject of an abuse or neglect or sexual misconduct investigation by any employer, state agency or municipal police department, unless the investigation resulted in a finding that all allegations were unsubstantiated,

- (ii) has ever been disciplined or asked to resign from employment or resigned from or otherwise separated from any employment while an allegation of abuse or neglect was pending or under investigation by DCF, or an allegation of sexual misconduct was pending or under investigation or due to an allegation substantiated pursuant to Conn. Gen. Stat. § 17a-101g of abuse or neglect, or of sexual misconduct or a conviction for abuse or neglect or sexual misconduct, or
 - (iii) has ever had a professional or occupational license or certificate suspended or revoked or has ever surrendered such a license or certificate while an allegation of abuse or neglect was pending or under investigation by DCF or an investigation of sexual misconduct was pending or under investigation, or due to an allegation substantiated by DCF of abuse or neglect or of sexual misconduct or a conviction for abuse or neglect or sexual misconduct;
- 2. Conducting a review of the employment history of the applicant by contacting those employers listed by the applicant under paragraph I.A.1.a of this policy. Such review shall be conducted using a form developed by the Department, which shall request the following:
 - a. the dates employment of the applicant, and
 - b. a statement as to whether the employer has knowledge that the applicant:
 - (i) was the subject of an allegation of abuse or neglect or sexual misconduct for which there is an investigation pending with any employer, state agency, or municipal police department or which has been substantiated, unless such substantiation was reversed as a result of an appeal to DCF;
 - (ii) was disciplined or asked to resign from employment or resigned from or otherwise separated from any employment while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct, unless such substantiation was reversed as a result of an appeal to DCF; or
 - (iii) has ever had a professional or occupational license, certificate, authorization or permit suspended or revoked or has ever surrendered such a license, certificate, authorization or permit while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct, unless such substantiation was reversed as a result of an appeal to DCF. Such review may be conducted telephonically or through written communication. Notwithstanding the provisions of subsection (g) of Conn. Gen. Stat. § 31-51i, not later than five (5) business days after the District receives a request for such information about an employee or former employee, the District shall respond with such information. The District may request more information concerning any response made by a current or former employer for information about an applicant, and,

notwithstanding subsection (g), such employer shall respond not later than five (5) business days after receiving such request.

3. Requesting information from the Department concerning:
 - a. the eligibility status for employment of any applicant for a position requiring a certificate, authorization or permit,
 - b. whether the Department has knowledge that a finding has been substantiated by DCF pursuant to Conn. Gen. Stat. § 17a-101g of abuse or neglect or of sexual misconduct against the applicant and any information concerning such a finding, and
 - c. whether the Department has received notification that the applicant has been convicted of a crime or of criminal charges pending against the applicant and any information concerning such charges.

- B. Notwithstanding the provisions of subsection (g) of Conn. Gen. Stat. § 31-51i, if the District receives information that an applicant for a position with or an employee of the District has been disciplined for a finding of abuse or neglect or sexual misconduct, it shall notify the Department of such information.

- C. The District shall not employ an applicant for a position involving direct student contact who does not comply with the provisions of paragraph I.A.1 of this policy.

- D. The District may employ or contract with an applicant on a temporary basis for a period not to exceed ninety (90) calendar days, pending the District's review of information received under this section, provided:
 1. The applicant complied with paragraph I.A.1 of this policy;
 2. The District has no knowledge of information pertaining to the applicant that would disqualify the applicant from employment with the District; and
 3. The applicant affirms that the applicant is not disqualified from employment with the District.

- E. The District shall not enter into a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement, or any other contract or agreement or take any action that:
 1. Has the effect of suppressing information relating to an investigation of a report of suspected abuse or neglect or sexual misconduct by a current or former employee;
 2. Affects the ability of the District to report suspected abuse or neglect or sexual misconduct to appropriate authorities; or
 3. Requires the District to expunge information about an allegation or a finding of suspected abuse or neglect or sexual misconduct from any documents maintained by the District, unless, after investigation, such allegation is dismissed or found to be false.

- F. The District shall not offer employment to a person as a substitute teacher, unless such person and the District comply with the provisions of paragraph I.A.1 of this policy. The District shall determine which such persons are employable as substitute teachers and maintain a list of such persons. The District shall not hire any person as a substitute teacher who is not on such list. Such person shall remain on such list as long as such person is continuously employed by the District as a substitute teacher, as described in paragraph III.B.2 of this policy, provided the District does not have any knowledge of a reason that such person should be removed from such list.
- G. In the case of an applicant who is a contractor, the contractor shall require any employee with such contractor who would be in a position involving direct student contact to supply to such contractor all the information required of an applicant under paragraphs I.A.1.a and I.A.1.c of this policy and a written authorization under paragraph I.A.1.b of this policy. Such contractor shall contact any current or former employer (please note the definition of “former employer” above, including the applicable twenty year reporting period) of such employee that was a local or regional board of education, council of a state or local charter school, inter-district magnet school operator, or a supervisory agent of a nonpublic school, or if the employee’s employment with such current or former employer caused the employee to have contact with children, and request, either telephonically or through written communication, any information concerning whether there was a finding of abuse or neglect or sexual misconduct against such employee. Notwithstanding the provisions of subsection (g) of Conn. Gen. Stat. § 31-51i, such employer shall report to the contractor any such finding, either telephonically or through written communication. If the contractor receives any information indicating such a finding or otherwise receives any information indicating such a finding or otherwise has knowledge of such a finding, the contractor shall, notwithstanding the provisions of subsection (g) of Conn. Gen. Stat. § 31-51i, immediately forward such information to the District, either telephonically or through written communication. If the District receives such information, it shall determine whether such employee of the contractor may work in a position involving direct student contact at any school in the District. No determination by the District that any such employee of the contractor shall not work under any such contract in any such position shall constitute a breach of such contract.
- H. Any applicant/employee who knowingly provides false information or knowingly fails to disclose information required in subdivision (1) of subsection (A) of this section shall be subject to discipline by the District that may include:
1. denial of employment, or
 2. termination of the contract of a certified employee, in accordance with the provisions of Conn. Gen. Stat. § 10-151, or
 3. termination of a non-certified employee in accordance with applicable law and/or any applicable collective bargaining agreement, contract or District policy.
- I. If the District provides information in accordance with paragraph I.A.2 or I.G of this policy, the District shall be immune from criminal and civil liability, provided the District did not knowingly supply false information.

- J. Notwithstanding the provisions of Conn. Gen. Stat. § 10-151c and subsection (g) of Conn. Gen. Stat. § 31-51i, the District shall provide, upon request by another local or regional board of education, governing council of a state or local charter school, inter-district magnet school operator, or supervisory agent of a nonpublic school for the purposes of an inquiry pursuant to paragraphs I.A.2 or I.G of this policy or to the Commissioner of Education pursuant to paragraph I.B of this policy any information that the District has concerning a finding of abuse or neglect or sexual misconduct by a subject of any such inquiry.
- K. Prior to offering employment to an applicant, the District shall make a documented good faith effort to contact each current and any former employer (please note the definition of “former employer” employer above, including the applicable twenty year reporting period) of the applicant that was a local or regional board of education, governing council of a state or local charter school, inter-district magnet school operator, or supervisory agent of a nonpublic school, or if the applicant’s employment with such current or former employer caused the applicant to have contact with children in order to obtain information and recommendations that may be relevant to the applicant’s fitness for employment. Such effort, however, shall not be construed to require more than three telephonic requests made on three separate days.
- L. The District shall not offer employment to any applicant who had any previous employment contract terminated by a local or regional board of education, council of a state or local charter school, inter-district magnet school operator, or a supervisory agent of a nonpublic school, or who resigned from such employment, if the person has been convicted of a violation of Conn. Gen. Stat. § 17a-101a, when an allegation of abuse or neglect or sexual assault has been substantiated.

II. DCF Registry Checks

Prior to hiring any person for a position with the District, and before a student who is enrolled in a teacher preparation program in the District, as defined in section 10-10a of the Connecticut General Statutes, and completing a student teaching experience with the District, begins such student teaching experience, the District shall require such applicant or student to submit to a records check of information maintained on the Registry concerning the applicant.

[Optional: For any applicant whose current or most recent employment occurred out of state, the District shall request that the applicant provide the District with authorization to access information maintained concerning the applicant by the equivalent state agency in the state of most recent employment, if such state maintains information about abuse and neglect and has a procedure by which such information can be obtained. Refusal to permit the District to access such information shall be considered grounds for rejecting any applicant for employment.]

The District shall request information from the Registry [or its out of state equivalent] promptly, and in any case no later than thirty (30) calendar days from the date of employment. Registry checks will be processed according to the following procedure:

- A. No later than ten (10) calendar days after the Superintendent or the Superintendent’s designee has notified a job applicant of a decision to offer employment to the applicant, or as soon thereafter as practicable, the Superintendent or the Superintendent’s designee will either obtain the information from the Registry or, if the applicant’s consent is required to access the information, will supply the applicant with the release form utilized by DCF, or its out of state equivalent when available, for obtaining information from the Registry.

- B. If consent is required to access the Registry, no later than ten (10) calendar days after the Superintendent or the Superintendent's designee has provided the successful job applicant with the form, the applicant must submit the signed form to DCF [or its out of state equivalent], with a copy to the Superintendent or the Superintendent's designee. Failure of the applicant to submit the signed form to DCF [or its out of state equivalent] within such ten-day period, without good cause, will be grounds for the withdrawal of the offer of employment.
- C. Upon receipt of Registry [or out-of-state registry] information indicating previously undisclosed information concerning abuse or neglect investigations concerning the successful job applicant/employee, the Superintendent or the Superintendent's designee will notify the affected applicant/employee in writing of the results of the Registry check and will provide an opportunity for the affected applicant/employee to respond to the results of the Registry check.
- D. If notification is received by the Superintendent or the Superintendent's designee that that the applicant is listed as a perpetrator of abuse or neglect on the Registry, the Superintendent or the Superintendent's designee shall provide the applicant with an opportunity to be heard regarding the results of the Registry check. If warranted by the results of the Registry check and any additional information provided by the applicant, the Superintendent or the Superintendent's designee shall revoke the offer of employment and/or terminate the applicant's employment if the applicant has already commenced working for the District.

III. Criminal Records Check Procedure

- A. Each person hired by the District shall be required to submit to state and national criminal records checks within thirty (30) calendar days from the date of employment. Each student who is enrolled in a teacher preparation program, as defined in section 10-10a of the Connecticut General Statutes, and completing a student teaching experience with the District, shall be required to submit to state and national criminal records checks within sixty (60) calendar days from the date such student begins to perform such student teaching experience. Record checks will be processed according to the following procedure:*

 - 1. No later than five (5) calendar days after the Superintendent or the Superintendent's designee has notified a job applicant of a decision to hire the applicant, or as soon thereafter as practicable, the Superintendent or the Superintendent's designee will provide the applicant with a packet containing all documents and materials necessary for the applicant to be fingerprinted by the Department of Emergency Services and Public Protection, State Police Bureau of Identification (SPBI), 1111 Country Club Road, Middletown, CT 06457. This packet shall also contain all documents and materials necessary for the police department to submit the completed fingerprints to the State Police Bureau of Identification for the processing of state and national criminal records checks. The Superintendent or the Superintendent's designee will also provide each applicant with the following notifications before the applicant obtains the applicant's fingerprints: (1) Agency Privacy Requirements for Noncriminal Justice Applicants; (2) Noncriminal Justice Applicant's Privacy Rights; (3) and the Federal Bureau of Investigation, United States Department of Justice Privacy Act Statement.
 - 2. No later than ten (10) calendar days after the Superintendent or the Superintendent's designee has provided the successful job applicant with the fingerprinting packet, the applicant must arrange to be fingerprinted by the Department of Emergency Services and

Public Protection, State Police Bureau of Identification (SPBI), 1111 Country Club Road, Middletown, CT 06457. Failure of the applicant to have the applicant's fingerprints taken within such ten-day period, without good cause, will be grounds for the withdrawal of the offer of employment.

3. Any person for whom criminal records checks are required to be performed pursuant to this policy must pay all fees and costs associated with the fingerprinting process and/or the submission or processing of the requests for criminal records checks. Fees and costs associated with the fingerprinting process and the submission and process of requests are waived for student teachers, in accordance with state law.
4. Upon receipt of a criminal records check indicating a previously undisclosed conviction, the Superintendent or the Superintendent's designee will notify the affected applicant/employee in writing of the results of the record check and will provide an opportunity for the affected applicant/employee to respond to the results of the criminal records check. The affected applicant/employee may notify the Superintendent or the Superintendent's designee in writing within five (5) calendar days that the affected applicant/employee will challenge such individual's criminal history records check. Upon written notification to the Superintendent or the Superintendent's designee of such a challenge, the affected applicant/employee shall have ten (10) calendar days to provide the Superintendent or the Superintendent's designee with necessary documentation regarding the affected applicant/employee's record challenge. The Superintendent or the Superintendent's designee may grant an extension to the preceding ten-day period during which the affected applicant/employee may provide such documentation for good cause shown.
5. Decisions regarding the effect of a conviction upon an applicant/employee, whether disclosed or undisclosed by the applicant/employee, will be made on a case-by-case basis. Notwithstanding the foregoing, the falsification or omission of any information on a job application or in a job interview, including but not limited to information concerning criminal convictions or pending criminal charges, shall be grounds for disqualification from consideration for employment or discharge from employment.
6. Notwithstanding anything in paragraph III.A.5 of this policy, above, no decision to deny employment or withdraw an offer of employment on the basis of an applicant/employee's criminal history record shall be made without affording the applicant/employee the opportunities set forth in paragraph III.A.4 of this policy, above.

B. Criminal Records Check for Substitute Teachers:

A substitute teacher who is hired by the District must submit to state and national criminal history records checks according to the procedures outlined above, subject to the following:

1. If the state and national criminal history records checks for a substitute teacher have been completed within one year prior to the date the District hired the substitute teacher, and if the substitute teacher arranged for such prior criminal history records checks to be forwarded to the Superintendent or the Superintendent's designee, then the substitute teacher will not be required to submit to another criminal history records check at the time of such hire.

2. If a substitute teacher submitted to state and national criminal history records checks upon being hired by the District, then the substitute teacher will not be required to submit to another criminal history records check so long as the substitute teacher is continuously employed by the District, that is, employed for at least one day of each school year, by the District, provided a substitute teacher is subjected to such checks at least once every five years.

IV. Sex Offender Registry Checks

District personnel shall cross-reference the Connecticut Department of Public Safety's sexual offender registry prior to hiring any new employee and before a student who is enrolled in a teacher preparation program, as defined in section 10-10a of the Connecticut General Statutes, and completing a student teaching experience with the District, begins such student teaching experience. Registration as a sexual offender constitutes grounds for denial of employment opportunities and opportunities to perform student teaching experiences in the District.

V. Credit Checks

The District may also ask a prospective employee for a credit report for employment for certain District positions, where the District's receipt of a credit report is substantially related to the employee's potential job. "Substantially related to the current or potential job" is defined to mean "the information contained in the credit report is related to the position for which the employee or prospective employee who is the subject of the report is being evaluated because of the position." Prior to asking for a credit report, the District will determine whether the position falls within one of the categories as described in this paragraph. The position must: (1) be a managerial position which involves setting the direction or control of the District; (2) involve access to employees' personal or financial information; (3) involve a fiduciary responsibility to the District, including, but not limited to, the authority to issue payments, collect debts, transfer money or enter into contracts; (4) provide an expense account or District debit or credit card; or (5) involve access to the District's nonfinancial assets valued at two thousand five dollars or more.

When a credit report will be requested as part of the employment process, the District will provide written notification to the prospective employee regarding the use of credit checks. That notification must be provided in a document separate from the employment application. The notification must state that the District may use the information in the consumer credit report to make decisions related to the individual's employment. The District will obtain written, signed consent before performing the credit or other background checks.

If the District intends to take an action adverse to a potential employee based on the results of a credit report, the District must provide the prospective employee with a copy of the report on which the District relied in making the adverse decision, as well as a copy of "A Summary of Your Rights Under the Fair Credit Reporting Act," which should be provided by the company that provides the results of the credit check. The District will give the potential employee a reasonable amount of time, i.e., at least five days, to dispute any of the information in the report prior to making any final employment decision.

If an adverse action is taken based on information from the report, the District will notify the prospective employee either orally, in writing or via electronic means that the adverse action was taken based on the information in the consumer report. That notice must include the name, address and phone number of the consumer reporting company that supplied the credit report; a statement that the company that supplied the report did not make the decision to take the unfavorable action and cannot provide specific reasons for the District's actions; and a notice of the person's right to dispute the accuracy or completeness of any information

the consumer reporting company furnished, and to get an additional free report from the company if the person asks for it within sixty (60) calendar days.

VI. Notice of Conviction

If, at any time, the District receives notice of a conviction of a crime by a person holding a certificate, authorization or permit issued by the State Board of Education, the District shall send such notice to the State Board of Education. In complying with this requirement, the District shall not disseminate the results of any national criminal history records check.

VII. School Nurses

School nurses or nurse practitioners appointed by, or under contract with, the District shall also be required to submit to a criminal history records check in accordance with the procedures outlined above.

VIII. Personal Online Accounts

For purposes of this policy, “personal online account” means any online account that is used by an employee or applicant exclusively for personal purposes and unrelated to any business purpose of the District, including, but not limited to, electronic mail, social media and retail-based Internet web sites. “Personal online account” does not include any account created, maintained, used or accessed by an employee or applicant for a business purpose of the District.

- A. During the course of an employment check, the District may not:
 - 1. request or require that an applicant provide the District with a user name and password, password or any other authentication means for accessing a personal online account;
 - 2. request or require that an applicant authenticate or access a personal online account in the presence of District personnel; or
 - 3. require that an applicant invite a supervisor employed by the District or accept an invitation from a supervisor employed by the District to join a group affiliated with any personal online account of the applicant.
- B. The District may request or require that an applicant provide the District with a user name and password, password or any other authentication means for accessing:
 - 1. any account or service provided by District or by virtue of the applicant’s employment relationship with the District or that the applicant uses for the District’s business purposes, or
 - 2. any electronic communications device supplied or paid for, in whole or in part, by the District.
- C. In accordance with applicable law, the District maintains the right to require an applicant to allow the District to access the applicant’s personal online account, without disclosing the user name and password, password or other authentication means for accessing such personal online account, for the purpose of:

1. conducting an investigation for the purpose of ensuring compliance with applicable state or federal laws, regulatory requirements or prohibitions against work-related employee misconduct based on the receipt of specific information about activity on an applicant's personal online account; or
2. conducting an investigation based on the receipt of specific information about an applicant's unauthorized transfer of the District's proprietary information, confidential information or financial data to or from a personal online account operated by an applicant or other source.

IX. Policy Inapplicable to Certain Individuals

This policy shall not apply to:

- A. A student employed by the District who attends a District school.
- B. A person employed by the District as a teacher for a noncredit adult class or adult education activity, as defined in Conn. Gen. Stat. § 10-67, who is not required to hold a teaching certificate pursuant to Conn. Gen. Stat. § 10-145b for such position.

X. Falsification of Records

Notwithstanding any other provisions of this policy, the falsification or omission of any information on a job application or in a job interview, including but not limited to information concerning abuse or neglect investigations or pending criminal applications, shall be grounds for disqualification from consideration for employment or discharge from employment.

[* Note: This is a sample policy designed to provide compliance with the provisions of Connecticut General Statutes §§ 10-221d and 10-222c. Individual boards of education may wish to treat certain aspects of this policy differently. For example, a board of education may wish to do the required fingerprinting on-site, using board personnel. Also, a board of education may request a regional educational service center to arrange the taking and forwarding of the fingerprints, with the direction to provide the board of education with the results of the criminal history records checks.]

Legal References: Conn. Gen. Stat. § 10-212

Conn. Gen. Stat. § 10-221d

Conn. Gen. Stat. § 10-222c

Conn. Gen. Stat. § 31-40x

Conn. Gen. Stat. § 31-51i

Conn. Gen. Stat. § 31-51tt

Public Act 24-41, "An Act Concerning Educator Certification, Teachers, Paraeducators and Mandated Reporter Requirements."

Elementary and Secondary Education Act, reauthorized as the Every Student Succeeds Act, Pub. L. 114-95, codified at 20 U.S.C. § 1001 *et seq.*

Fair Credit Reporting Act, 15 U.S.C. § 1681 *et seq.*

Policy Adopted: August 28, 2001

Policy readopted: June 22, 2004

Policy revised: January 26, 2010

Policy revised: April 17, 2012

Policy revised: June 27, 2017

Policy replaced: December 8, 2020

Policy updated:

Agency Privacy Requirements for Noncriminal Justice Applicants

Authorized governmental and non-governmental agencies/officials that conduct a national fingerprint-based criminal history record check on an applicant for a noncriminal justice purpose (such as employment or a license, immigration or naturalization matter, security clearance, or adoption) are obligated to ensure the applicant is provided certain notices and that the results of the check are handled in a manner that protects the applicant's privacy. All notices must be provided in writing.¹ These obligations are pursuant to the Privacy Act of 1974, Title 5, United States Code (U.S.C.), Section 552a, and Title 28, Code of Federal Regulations (CFR), Section 50.12, among other authorities.

- Officials must ensure that each applicant receives an adequate written FBI Privacy Act Statement (dated 2013 or later) when the applicant submits the applicant's fingerprints and associated personal information.²
- Officials must advise all applicants in writing that procedures for obtaining a change, correction, or update of an FBI criminal history record are set forth at 28 CFR 16.34. Information regarding this process may be found at <https://www.fbi.gov/services/cjis/identity-history-summary-checks> and <https://www.edo.cjis.gov>.
- Officials must provide the applicant the opportunity to complete or challenge the accuracy of the information in the FBI criminal history record.
- Officials should not deny the employment, license, or other benefit based on information in the FBI criminal history record until the applicant has been afforded a reasonable time to correct or complete the record or has declined to do so.
- Officials must use the criminal history record for authorized purposes only and cannot retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Council.³

The FBI has no objection to officials providing a copy of the applicant's FBI criminal history record to the applicant for review and possible challenge when the record was obtained based on positive fingerprint identification. If agency policy permits, this courtesy will save the applicant the time and additional FBI fee to obtain the applicant's record directly from the FBI by following the procedures found at 28 CFR 16.30 through 16.34. It will also allow the officials to make a more timely determination of the applicant's suitability.

Each agency should establish and document the process/procedures it utilizes for how/when it gives the applicant the FBI Privacy Act Statement, the 28 CFR 50.12 notice, and the opportunity to correct the applicant's record. Such documentation will assist State and/or FBI auditors during periodic compliance reviews on use of FBI criminal history records for noncriminal justice purposes.

If you need additional information or assistance, contact:

<p>Connecticut Records: Department of Emergency Services and Public Protection State Police Bureau of Identification (SPBI) 1111 Country Club Road Middletown, CT 06457 860-685-8480</p>	<p>Out-of-State Records: Agency of Record OR FBI CJIS Division-Summary Request 1000 Custer Hollow Road Clarksburg, West Virginia 26306</p>
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Noncriminal Justice Applicant's Privacy Rights

¹ Written notification includes electronic notification, but excludes oral notification.

² See <https://www.fbi.gov/services/cjis/compact-council/privacy-act-statement>

³ See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 34 U.S.C. § 40316 (formerly cited as 42 U.S.C. § 14616), Article IV(c); 28 CFR 20.21(c), 20.33(d), 50.12(b) and 906.2(d).

As an applicant who is the subject of a national fingerprint-based criminal history record check for a noncriminal justice purpose (such as an application for a job or license, an immigration or naturalization matter, security clearance, or adoption), you have certain rights which are discussed below. All notices must be provided to you in writing.⁴ These obligations are pursuant to the Privacy Act of 1974, Title 5, United States Code (U.S.C.) Section 552a, and Title 28 Code of Federal Regulations (CFR), 50.12, among other authorities.

- You must be provided an adequate written FBI Privacy Act Statement (dated 2013 or later) when you submit your fingerprints and associated person information. This Privacy Act Statement must explain the authority for collecting your fingerprints and associated information and whether your fingerprints and associated information will be searched, shared, or retained.⁵
- You must be advised in writing of the procedures for obtaining a change, correction, or updating of your criminal history record as set forth at 28 CFR 16.34.
- You must be provided the opportunity to complete or challenge the accuracy of the information in your FBI criminal history record (if you have such a record).
- If you have a criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the officials deny you the employment, license, or other benefit based on information in the FBI criminal history record.
- If agency policy permits, the officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at <http://www.fbi.gov/services/cjis/identity-history-summary-checks> and <https://www.edo.cjis.gov>.
- If you decide to challenge the accuracy or completeness of your FBI criminal history record, you should send your challenge to the agency that contributed the questioned information to the FBI. Alternatively, you may send your challenge directly to the FBI by submitting a request via <https://www.edo.cjis.gov>. The FBI will then forward your challenge to the agency that contributed the questioned information and request the agency to verify or correct the challenged entry. Upon receipt of an official communication from that agency, the FBI will make any necessary changes/corrections to your record in accordance with the information supplied by that agency. (See 28 CFR 16.30 through 16.34.)
- You have the right to expect that officials receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.⁶
- If you need additional information or assistance, please contact:

<p>Connecticut Records: Department of Emergency Services and Public Protection State Police Bureau of Identification (SPBI) 1111 Country Club Road Middletown, CT 06457 860-685-8480</p>	<p>Out-of-State Records: Agency of Record OR FBI CJIS Division-Summary Request 1000 Custer Hollow Road Clarksburg, West Virginia 26306</p>
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⁴ Written notification includes electronic notification, but excludes oral notification.

⁵ <https://www.fbi.gov/services/cjis/compact-council/privacy-act-statement>

⁶ See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 34 U.S.C. § 40316 (formerly cited as 42 U.S.C. § 14616), Article IV(c); 28 CFR 20.21(c), 20.33(d) and 906.2(d).

Federal Bureau of Investigation
Privacy Act Statement

This privacy act statement is located on the back of the FD-258 fingerprint card.

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.