

## Board of Education Regular Meeting

Tuesday, November 13, 2012 7:00 PM

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

<b>I. Call to Order</b>	<b>Speaker (s) :</b> Gene Nocera
<b>II. Salute to the Flag</b>	<b>Speaker (s) :</b> Gene Nocera
<b>III. Adoption of Agenda</b>	<b>Speaker (s) :</b> Gene Nocera
<b>IV. District Highlights - Spencer School Presentation</b>	<b>Speaker (s) :</b> Amy Clarke
<b>V. Public Session</b>	<b>Speaker (s) :</b> Gene Nocera
<b>VI. Communications</b>	<b>Speaker (s) :</b> Gene Nocera
VI.A. Report of Student Representative	<b>Speaker (s) :</b> Michael Durso
<b>VII. Consent Agenda</b>	<b>Speaker (s) :</b> Gene Nocera
VII.A. Minutes of October 6, 2012 BOE Special Meeting	<b>Speaker (s) :</b> Gene Nocera
VII.B. Minutes of October 9, 2012 BOE Regular Meeting	<b>Speaker (s) :</b> Gene Nocera
VII.C. Minutes of October 18, 2012 BOE Special Meeting	<b>Speaker (s) :</b> Gene Nocera
VII.D. Minutes of the November 2, 2012, 4:30 PM BOE Special Meeting	<b>Speaker (s) :</b> Gene Nocera
VII.E. Minutes of the November 2, 2012, 4:45 PM BOE Special Meeting	<b>Speaker (s) :</b> Gene Nocera
VII.F. Personnel Action	<b>Speaker (s) :</b> Michele DiMauro
VII.G. Humanities Council Grant	<b>Speaker (s) :</b> Elizabeth Nocera
VII.H. Extended Field Trip - MHS Marching Band, Chorus, Strings, Jazz Ensemble Trip to Washington, DC - January, 2013	<b>Speaker (s) :</b> Marco Gaylord
<b>VIII. Report of the Superintendent</b>	
VIII.A. Discussion of Consolidation of Certain Services	<b>Speaker (s) :</b> Gene Nocera
VIII.B. State Department of Education Focus School Identification	<b>Speaker (s) :</b> Patricia Charles
VIII.C. District Data Team	<b>Speaker (s) :</b> E. Macri/S. Daniels
VIII.D. Transportation Report	<b>Speaker (s) :</b> Ken Jackson
VIII.E. Board of Education Legal Representation	<b>Speaker (s) :</b> Gene Nocera
VIII.F. Special Education Audit	<b>Speaker (s) :</b> Gene Nocera
VIII.G. District News	<b>Speaker (s) :</b> Gene Nocera
<b>IX. Committees</b>	

IX.A.	Budget Committee	<b>Speaker (s) :</b> Ted Raczka
IX.A.1.	Financial Statement	<b>Speaker (s) :</b> Ted Raczka
IX.B.	Communications Committee	<b>Speaker (s) :</b> Ryan Kennedy
IX.C.	Curriculum Committee	<b>Speaker (s) :</b> Franca Biales
IX.D.	Feasibility Committee	<b>Speaker (s) :</b> Ed McKeon
IX.E.	Policy Committee	<b>Speaker (s) :</b> Sheila Daniels
IX.F.	Representative Reports - ACES and TEMS	<b>Speaker (s) :</b> G. Nocera/C. McClellan
IX.F.1.	Cultural Council	<b>Speaker (s) :</b> Ava Hart
<b>X. Action Items</b>		
X.A.	Board of Education Goals	<b>Speaker (s) :</b> Sheila Daniels
X.B.	Discussion and Possible Action on Appointment of New Lawrence School Principal	<b>Speaker (s) :</b> Gene Nocera
X.C.	Discussion and Possible Action on Appointment of New Wesley School Principal	<b>Speaker (s) :</b> Gene Nocera
X.D.	UCONN NEAG WWMS ORCA Project	<b>Speaker (s) :</b> Enza Macri
X.E.	New Course Proposal - MHS - Engineering and Robotics 2 Course	<b>Speaker (s) :</b> Dave Reynolds
X.F.	New Course Proposal - Historiography Course	<b>Speaker (s) :</b> Trevor Charles
X.G.	Policy #0050 Code of Ethics (revision) - First Reading	<b>Speaker (s) :</b> Sheila Daniels
X.H.	Policy #0300 Policies for the Public Schools (deletion) - First Reading	<b>Speaker (s) :</b> Sheila Daniels
X.I.	Policy #0500 Comprehensive Improvement Plans/Schedules (deletion) - First Reading	<b>Speaker (s) :</b> Sheila Daniels
<b>XI. Future Agenda Items</b>		
XI.A.	New Items	
<b>XII. Adjournment</b>		<b>Speaker (s) :</b> Gene Nocera

## **Board of Education Special Meeting**

October 6, 2012, 12:15 PM

Dr. Alfred B. Tychsen Administration Building

### **I. CALL TO ORDER**

**Board Members Present:** Franca Biales, Sheila Daniels, Ava Hart, Ryan Kennedy, Cheryl McClellan, Ed McKeon, Gene Nocera, Ted Raczka, and Mitchell Wynn

**Board Members Absent:** Ted Raczka

**Others Present:** Superintendent of Schools Patricia Charles, Ed.D., Attorney Peter Janus, Siegel, O'Connor, O'Donnell & Beck

Chair Nocera called the meeting to order at 12:35 PM.

### **II. DISCUSSION AND POSSIBLE ACTION REGARDING THE HEARING CONCERNING THE ELIMINATION OF THE POSITION OF BUSINESS MANAGER AND TERMINATION OF THE BUSINESS MANAGER'S EMPLOYMENT (Proposed for Executive Session)**

**MOTION:** Move to go into Executive Session at 12:36 PM was made by Ms. McClellan and seconded by Ms. Daniels passed with a unanimous vote.

#### IV.A. Executive Session

**MOTION:** Move to return to Public Session at 1:08 PM was made with a motion by Ms. Hart and seconded by Ms. Daniels and passed with a unanimous vote.

#### Public Session

**MOTION:** Move to approve the draft decision and authorize the Board Chair to sign the decision concerning the elimination of the position of Business Manager and termination of the Business Manager's employment. The motion was made by Ms. McClellan and seconded by Ms. Hart and passed with a unanimous vote.

### **III. ADJOURNMENT**

**MOTION:** Move to adjourn at 1:09 PM was made by Mr. McKeon and seconded by Ms. Daniels passed with a unanimous vote.

Respectfully Submitted,

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Edward McKeon  
Secretary

EM/mkp

**Board of Education Regular Meeting**  
October 9, 2012, 7:00 PM  
Middletown Common Council Chambers

**I. CALL TO ORDER**

**Board Members Present:** Franca Biales, Sheila Daniels, Ava Hart, Ryan Kennedy, Cheryl McClellan, Ed McKeon, Gene Nocera, Ted Raczka, and Mitchell Wynn (arrived 7:05 PM)

**Others Present:** Superintendent of Schools Dr. Patricia Charles, Associate Superintendent Enza Macri, Director of Facilities Ken Jackson, Director of Grant Services Elizabeth Nocera, Manager of Financial Operations Lynda MacPherson, Middletown High School Principal Colleen Weiner, WWMS Principal Joe Cassella, WWMS Assistant Principal Diane Niles, Snow School Principal Jim Gaudreau, Director of Fine Arts Marco Gaylord, Student Representative Michael Durso, Assistant to the Superintendent/Board Secretary Marcy Poppel, MFT Representative Steve McKeever, Hartford Courant Reporter Shawn Beals, Middletown Press Reporter Jim Salemi, and forty-one (41) visitors.

Chair Nocera called the meeting to order at 7:00 PM.

**II. SALUTE TO THE FLAG**

Student Rep Michael Durso led in the Pledge of Allegiance.

**III. ADOPTION OF AGENDA**

**MOTION:** Adoption of the Agenda passed with a motion by Mr. McKeon and a second by Ms. McClellan – unanimous vote.

Ms. Daniels requested that Agenda Item X.A. Middletown Schools Administrators' Association Contract and Agenda Item X.B. Middletown Federation of Teachers Contract removed from this evening's agenda as the Board does not have the appropriate documentation.

**MOTION:** Move to accept the removal of Agenda Item X.A. Middletown Schools Administrators' Association Contract and Agenda Item X.B. Middletown Federation of Teachers Contract from the agenda passed with a motion by Ms. McClellan and a second by Mr. Raczka – unanimous vote.

**VOTE:** Acceptance of the Agenda, as amended, carried with a unanimous vote.

Mr. Kennedy requested an addition under Agenda Item VI, B. Communications Appointment of Parent Extern and include under Agenda Item IX.A.1. Committee Revisions, an Item B. Parent Appointments to Committees.

**MOTION:** Move to add the above two items to the agenda was made with a motion by Mr. Kennedy and a second by Mr. McKeon.

There was a discussion. Mr. Kennedy changed his request to add two items to new Action Items X.F. Appointment of Board Extern and Item X.G. Appointment of Parents/Community Members to Board Committees.

Mr. Raczka noted protocol is the Communications Committee makes recommendations to the Board Chair and the Chair makes appointments. Mr. Kennedy stated that he will make these recommendations under Agenda Item IX.C. Communications Committee.

**VOTE:** Move to approve the amended agenda passed with a unanimous vote.

#### **IV. DISTRICT HIGHLIGHTS – BIELEFIELD SCHOOL PRESENTATION**

Chair Nocera welcomed Bielefield School Principal Jeff Fournier who shared highlights and a PowerPoint presentation on Bielefield Elementary School. Mr. Fournier recognized and thanked Bielefield staff and others in the audience. He spoke about the ROARS (respectful, organized, accepting, responsible, and safe) PBS model followed for learning and behavioral expectations, the Governance Council, community and school partnerships with the PTA, Family-School Connection, iCare, All Pro Dads, Ministerial Alliance, a new school-based health center, and the increase in interventionists from 2 to 5. He shared Bielefeld's challenges – closing the achievement gap with soci-economically disadvantaged children, achieving a higher level of family and community-shared responsibility and engagement, and securing resources to meet the needs of a diverse student population for 21<sup>st</sup> century teaching and learning. Through Bielefeld's laser focus #1, an effort will be made to diagnose students' literacy and numeracy needs within the free-and-reduced, black, Hispanic, and special education sub-groups by securing and utilizing professional development opportunities in order to use diagnostics to remediate student needs and plan targeted intervention and instruction based on diagnostic results. Through laser focus #2 the goal is to engage families and community through iCARE (Ministerial Alliance and All Pro Dads), Family-School Connection (3 for Me and Day of Caring), the Governance Council, the PTA, and a Family-School-Community Action Plan. Dr. Nocera thanked Mr. Fournier and the Bielefield staff and noted the All Pro Dad positive feedback in the community. Mr. Fournier thanked Board member Mitchell Wynn for coordinating All Pro Dads. Dr. Charles stated that she looks forward to working with Bielefield School.

Dr. Nocera shared that it was Superintendent Charles' suggestion to highlight a school at each regular Board meeting and he concurred. These presentations will be a District Highlight at each regular meeting. Other district happenings will be showcased at future Board meetings under District Highlights, as well.

#### **V. PUBLIC SESSION**

Chair Nocera explained the rules of Public Session.

Ken McClellan stated that the Veterans of Foreign Wars Middletown Post 1840 is seeking entries for the annual High School Voice of Democracy and Middle School Patriot Pen Contests. He shared the information for each and said online information for the Voice of Democracy contest is available at <http://www.vfw.org/Community/Voice-of-Democracy> and for the Middle School Patriot contest online information is available at <http://www.vfw.org/Community/Patriot-s-Pen>. He asked for the Board's support in getting the word out.

Cheryl Miller addressed the Board about an alleged complaint filed by her son; constitutional rights; and bullying.

Lee B. Smith spoke about democracy and freedom of speech.

Donna Gagnon Smith spoke about a report she requested, interaction with the Board, a request for bullying data, an alleged investigation at the high school, the Office of Civil Rights. She requested an invitation to the Superintendent's office.

Steve McKeever, MFT President, noted the district staff turnover and the need for folks to come together. He spoke of playing nice in the sandbox and teacher Kip Harris came forward with a large toy Tonka dump truck and distributed pins with a picture of a Tonka dump truck on them and the words "Middletown Board of Education Play Nice in the Sandbox." He said it is the theme they want to get across. He said difference should be put aside and everyone should get along as educators.

## **VI. COMMUNICATIONS**

### VI.A. Report of Student Representative

Student Representative Michael Durso shared that there will be a Pep Rally on October 26<sup>th</sup> and new Student council officers were recently elected. They are: Polina Boily, President; Nick Mrocza, Vice President; Briana Cavaliere, Secretary of Communications; Evan Pennington, Secretary of Treasury; Vailerie Zimmer, Secretary of Activities; Alicia Waldner, Secretary of State; and Mike Durso, BOE Representative.

Ms. Daniels shared the upcoming community play and conversation by the Middletown Youth Services Bureau entitled "Bigger Than You Think" being held October 17, 2012 at 7 PM in the Middletown High School auditorium. She noted Kindergarten teacher, Judy David's daughter is featured on the poster and held it up. She added that City and District officials are in the cast, including Superintendent Charles. She thanked Elizabeth Nocera for her efforts and encouraged attendance.

## **VII. CONSENT AGENDA**

**MOTION:** Move to accept the Consent Agenda was made by Mr. McKeon and a second by Ms. Hart – unanimous vote.

VII.A. Minutes of September 11, 2012 BOE Regular Meeting

VII.B. Minutes of September 26, 2012 BOE Special Meeting

VII.C. Personnel Action

VII.D. Consolidation Application for Federal Grants

VII.E. In-Classroom Breakfast Pilot Grant

VII.F. Extended Field Trip - WWMS Music Department Trip to PA, May, 2013

VII.G. Extended Field Trip - WWMS French Club Trip to Canada, May, 2013

VII.H. Extended Field Trip - MHS World Language Department Trip to Spain, April, 2014

## **VIII. REPORT OF THE SUPERINTENDENT**

### VIII.A. Breakfast Program Expansion

Superintendent Charles highlighted a special in-class breakfast program currently at Macdonough School which will be expanded to Farm Hill School. It operates through a swipe card system. She thanked Elizabeth Nocera for her hard work on this.

### VIII.B. Special Education Audit

Chair Nocera said using a small portion of funds in the Alliance Grant; a Special Education audit will be conducted. He noted that in terms of school improvement and efficiency, it is important for the district to look at how it manages Special Education programs. The information gleaned from the audit will be shared with the community, he added. Associate Superintendent Enza Macri responded to questions and noted a report will be issued in the Spring.

### VIII.C. Director of Fine Arts and Operations

Superintendent Charles explained that she is requesting the Director of Fine Arts and Operations position and shared that it will provide support, in addition to the district's extensive Arts program, support for the Common Core and for the many programs initiated throughout the district.

#### VIII.D. District Data Team

Associate Superintendent Macri noted the restructuring of the District Data Team (DDT) and District Leadership Team (DLT). The DDT held their first meeting for this school year and celebrated some district highlights. She said they hope to purchase materials for teachers with some Alliance Grant funds. The next DDT meeting is November 16<sup>th</sup>. Ms. Daniels noted a reduction in the number of DDT meetings this school year, half day sessions, and praised that action. She felt under Ms. Macri's direction, folks are motivated and responsive. Superintendent Charles spoke about the Climate Surveys which will be released on October 18<sup>th</sup>. Once completed, the data will be consolidated and a report presented to the Board.

#### VIII.E. Facilities Long-Range Planning Report

Director of Facilities and Transportation Ken Jackson distributed a Facilities Long-Range Planning report and provided an overview. He noted that a Feasibility Study is needed for Keigwin School, as it was not done five years ago. He spoke about roofing, air conditioning, parking lot replacements, fuel oil tank replacements, and individual school project needs. He suggested the commencement of a dialogue with the City of Middletown to address parking lot replacements as part of the City Public Works Department's Road Bonds which go to public referendum every few years. With regard to capital projects, Mr. Jackson recommended the BOE consider starting communications with the City to move projects in the report forward. He recommends the Facilities Long-Range Planning Report be updated every three years. He noted consideration be given for annual replacement of equipment and vehicles, and the need to replace very old cafeteria equipment, floor finishes, windows, and school furniture. He shared that our district comprises one million square feet (which equates to 250 4,000 square foot homes). He brought Board members' attention to the Overview Summary on Page 19. As a first step, he recommended the Board consider funding Feasibility Studies as delineated in the report.

Mr. Jackson responded to questions on roofs, bonds, capital bonding projects, projects requiring immediate attention, and insurance implications. Mr. Kennedy stated the Board should keep in mind there are two referendum questions coming up that do not apply to the school district. Ms. Daniels thanked Mr. Jackson for his thorough report and suggested Facilities long-range planning be a topic at a future workshop.

#### VIII.G. Transportation Report

Mr. Jackson said student transportation has quieted down considerably since the start of the school year. There were no questions for Mr. Jackson.

#### VIII.F. Title I and Title II Appropriation

Director of Grant Services Elizabeth Nocera highlighted the federal grants and shared that reductions continue. As Title I and Title II cover salaries, it will have a negative impact on next year's budget and could mean the loss of classroom positions. Ms. Nocera responded to questions.

### VIII.H. District News

Chair Nocera presented Dr. Charles with a plaque from The Connecticut Breastfeeding Coalition in recognition of the Middletown Public Schools for their contributions to the health of Connecticut's mothers and children; the Employment Award, presented on the 10<sup>th</sup> Anniversary of the Connecticut Breastfeeding Coalition "Looking Back, Moving Forward". Superintendent Charles said we are proud to accept this award.

## **IX. COMMITTEES**

### IX.A. Appointment of Executive Committee

#### **IX.A.1. Committee Revision**

Chair Nocera said an updated BOE Committee list is in the Board packet. The only change is the addition of an Agenda Set committee which meets monthly with Dr. Charles to set regular meeting agendas. He noted the list should be updated in November to add a Teacher Evaluation Committee with Associate Superintendent Enza Macri heading the committee. In the future there may be a need to have a committee for Facilities and Long Range Planning. He thanked Board members who participated on the MSAA and MFT union contracts. Additionally, a Climate Advisory Committee will be put into place. Chair Nocera indicated he will put it on the matrix. Ms. Hart offered to be the Board Representative on that committee.

### IX.B. Budget Committee

Budget Committee Chair Ted Raczka stated the district is okay at this point with regard to the 2011 – 2012 budget. He said the Budget committee will be meeting in November. He noted that Mr. Jackson's Facilities budget has been cut each year for the past several years and that should be taken into consider when preparing the 2013 – 2014 Budget.

#### **IX.B.1. Financial Statement**

Manager of Financial Operations Lynda MacPherson said the financials are at each Board member's place and reflects where the district stands financially at this point. There were no questions for Ms. MacPherson.

### IX.C. Communications Committee

#### **IX.C.1. Board of Education Meeting Location**

**MOTION:** Move that the Communications Committee recommendation to use City Hall Council Chambers for holding and televising regular Board of Education meetings passed with a motion by Mr. Kennedy and a second by Mr. Raczka and passed with a unanimous vote.

Mr. Kennedy noted that along with his recent e-mail to Board members were the committee's meeting minutes and a spreadsheet containing names and contact information for eleven parents/community members interested in serving on Board committees, including which Board committee each person would participate on. He said it is important that parents/community members on Board committees be notified of committee meetings. He stated that although he

would like to move forward this evening on appointing a Board Extern, he has learned there may be a list of potential candidates which he was not aware of, so this action will be put on hold.

#### IX.D. Curriculum Committee

Curriculum Committee Chair Franca Biales reported that the committee met on September 18th. Associate Superintendent Macri brought the committee up-to-date on Common Core State Standards and where we are as a district. She noted that we are well on our way to incorporating the Common Core State Standards into instruction. There was a discussion of the role of the Curriculum Committee as the place where new courses are proposed for consideration by the Board of Education.

#### IX.E. Feasibility Committee

Feasibility Committee Chair Ed McKeon reported that the Feasibility Committee met on September 20<sup>th</sup> and that Dr. Charles participated in the meeting. He said there was a desire of the committee to have discussions about redistricting. They also discussed the need for roof and masonry repairs at Macdonough School, racial imbalance, and long-term district planning.

#### IX.F. Policy Committee

Policy Committee Chair Sheila Daniels said the Policy Committee's last meeting was September 18th. The Committee has decided to start at the beginning and commence a thorough review of policies. Ms. Daniels thanked Snow School Principal Jim Gaudreau, Manager of Human Resources Michele DiMauro, and Director of Pupil Services and Special Education Ann Perzan for their assistance.

#### IX.G. Representative Reports

Chair Nocera noted there were no reports on ACES or TEMS.

### **X. ACTION ITEMS**

#### X.C. Fulbright Program Teacher Exchange Proposal

Associate Superintendent Enza Macri provided an overview of the Fulbright Classroom Teacher Exchange Program which Wesley School Grade 2 teacher Jen Ccarelli is requesting the support of the Board to submit her application to participate in the 2013 Fulbright Teacher Exchange Program. Ms. Macri stated that the Fulbright Teacher Exchange program is one of the most highly respected international educator exchange programs in the world. Ms. Ccarelli shared the process noting that she would be matched with an equally-qualified teacher in the United Kingdom and they would exchange teaching responsibilities for 2013-2014 school year. She said currently Kindergarten through Grade 6 opportunities are currently only available in Mexico and United Kingdom. She said there is no cost to the Middletown Public Schools for her participation in the program. If selected, Middletown Public Schools would provide a paid leave of absence, during which time Ms. Ccarelli would receive her salary and benefits. The exchange teacher would receive his/her current salary and benefits from his/her home school in England. Ms. Ccarelli stated that she has been a teacher at Wesley School for 15 years and she had student-taught in United Kingdom for six months. She said her hope is to new learn strategies and bring them back to our school district. The Board of Education will have an opportunity to review the credentials of the United Kingdom teacher. Ms. Ccarelli responded to Board member questions. The Board wished Ms. Ccarelli all the best in the application process.

X.D. Policy #1212 Community Relations - School Volunteers (New) - First & Final Reading

Committee Chair Sheila Daniels explained the revision to this policy.

**MOTION:** Move to approve the first and final reading of Policy #1212 Community Relations – School Volunteers was made with a motion by Ms. Daniels and a second by Ms. McClellan.

Mr. McKeon noted that there was some controversy over this policy and the Policy Committee was asked to review the policy. Superintendent Charles responded to Board member questions.

**VOTE:** Approval of the first and final reading of Policy #1212 Community Relations – School Volunteers passed with a unanimous vote.

X.E. Policy #5145 Section 504 of the Rehabilitation Act of 1973 (Revision) - First & Final Reading

Committee Chair Sheila Daniels explained the revision to this policy.

**MOTION:** Move to approve the first and final reading of Policy #5145 Section 504 of the Rehabilitation Act of 1973 passed with a motion by Ms. Daniels and a second by Mr. McKeon – unanimous vote.

**XI. FUTURE AGENDA ITEMS**XI.A. New Items

There were no new items.

**XIII. ADJOURNMENT**

**MOTION:** Move to adjourn at 8:58 PM passed with a motion by Ms. Daniels and a second by Mr. Kennedy – unanimous vote.

Respectfully Submitted,

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Edward McKeon  
Secretary

EM/mp

**Board of Education Special Meeting**  
October 18, 2012, 5:00 PM  
Dr. Alfred B. Tychsen Administration Building

**I. CALL TO ORDER**

**Board Members Present:** Franca Biales, Ava Hart, Ryan Kennedy, Cheryl McClellan, Ed McKeon, Gene Nocera, and Ted Raczka

**Board Members Absent:** Sheila Daniels and Mitchell Wynn

**Others Present:** Superintendent of Schools Patricia Charles, Ed.D., Middletown BOE Attorney Christine Chinni, Manager of Financial Operations Lynda MacPherson, Mayor Dan Drew, and City Attorney Tim Lynch

Chair Nocera called the meeting to order at 5:06 PM.

**II. MIDDLETOWN SCHOOLS ADMINISTRATORS' ASSOCIATION CONTRACT**

Discussion began with Superintendent Charles addressing the major features of the settlement, including a salary increment of 6.9% and an increase of premium cost share paid by MSAA members of 19%. Mr. Raczka asked how much the contract added to the budget. Ms. MacPherson said that it would be \$62,400 in 2013, \$64,128 in 2014 and \$65,700 in 2015. Mr. Raczka asked if "last in/first out" was still in place in the contract. Superintendent Charles said that it was, and that it hadn't changed, but that there was a provision that employees could not bump outside of specified categories. Dr. Nocera commended the committee who worked on the negotiations and explained that where we began in the negotiations was vastly different from where we ended up, and that we were far below the state average. He also indicated that leadership at the Common Council understood what the Board of Education was agreeing to. Mr. Raczka said that there were cost of living increases in the contract that we weren't seeing in the general public. He said he'd be supporting the contract, and would always want to give teachers more, but that the realities of the economy worried him. Dr. Nocera explained that when the contract is made public, and contracts from other cities become public, there will be Middletown teachers who are concerned. Mr. Kennedy said that he didn't like the system because we didn't have control of the money coming in and that the way we do business is backwards. He worried that class size would be affected in the future. Ms. Hart said that the committee conceded what we could afford, and that with the current contract we risk losing good teachers who can go elsewhere. Mr. Raczka said that he was sympathetic to the teachers but that we needed to be cognizant that come June, the school district will be considerably poorer. He said he would support it based on the commitment of the Common Council, but warned that in a political world, that commitment could change. He said there were drastic measures that could be taken – 30 kids to a classroom; privatizing food services. Ms. Biales indicated that she would not like to see privatization of food services because it employed local residents. Attorney Chinni stressed that the Board would not have done better, and may have done worse, if the contract went to arbitration. Mr. McKeon said that he understood the realities of the economy, but that it was the role of the Board of Education to address our constituents – parents, residents, taxpayers, teachers, lawmakers – and convince them that we cannot continue accepting a flat budget for the schools, because it creates a downward spiral. Mr. Raczka said he doubted the Council would appropriate more than they had, and that citizens were not in a place where they could afford more, and that a rise in taxes could create more evictions and foreclosures. Mr. Raczka noted that, in general, the contract was very good, but that we had to understand there were no increases in the grand list, few construction projects in town, and that looking at the contracts we had to be sure there were funds to cover it. He said we should be concerned now, and be thinking now, about what would need to be cut down the road. He asked if the

contracts were doing a service to the parents, and that he had a real hard time supporting contracts that can't be supported by the budget.

**MOTION:** Mr. McKeon made a motion to adopt the MSAA contract, and was seconded by Ms. Hart. There was no further discussion. The motion passed with six (6) in favor – Ms. Biales, Ms. Hart, Ms. McClellan, Mr. McKeon, Mr. Nocera, and Mr. Raczka, and one (1) opposed – Mr. Kennedy.

### **III. MIDDLETOWN FEDERATION OF TEACHERS CONTRACT**

**MOTION:** Ms. Hart made a motion to adopt the Middletown Federation of Teachers contract, and was seconded by Ms. McClellan.

In discussion, Mr. Raczka said he was in favor as long as the Common Council and the Mayor were interested in funding the Board of Education as appropriate.

**VOTE:** Move to adopt the Middletown Federation of Teachers Contract passed with six (6) in favor – Ms. Biales, Ms. Hart, Ms. McClellan, Mr. McKeon, Mr. Nocera, and Mr. Raczka, and one (1) opposed – Mr. Kennedy.

### **IV. DISCUSSION AND POSSIBLE ACTION ON PROPOSED RESOLUTION OF PENDING LITIGATION (Proposed for Executive Session)**

**MOTION:** Move to go into Executive Session at 5:35 PM was made by Ms. Hart and a second by Ms. McClellan and passed with a unanimous vote.

#### IV.A. Executive Session

**MOTION:** Move to return to Public Session at 5:58 PM was made with a motion by Mr. Kennedy and a second by Ms. Hart and passed with a unanimous vote.

#### Public Session

**MOTION:** Mr. McKeon made a motion to authorize the Board Chair and Superintendent of Schools to sign the three-party agreement among the Middletown Board of Education, the City of Middletown, and the Local 1303-466 of Council #3 of AFSCME, after it is ratified by Local 1303-466 of Council #4 of AFSCME, with a second by Mr. Kennedy. The motion passed with a unanimous vote.

### **V. ADJOURNMENT**

**MOTION:** Move to adjourn at 6:00 PM was made by Mr. McKeon and a second by Mr. Kennedy. The motion passed with a unanimous vote.

Respectfully Submitted,

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Edward McKeon  
Secretary

**Board of Education Special Meeting**

November 2, 2012, 4:30 PM

Dr. Alfred B. Tychsen Administration Building

**I. CALL TO ORDER**

**Board Members Present:** Franca Biales, Ryan Kennedy, Cheryl McClellan, Gene Nocera

**Others Present:** Superintendent of Schools Patricia Charles, Ed.D.

Chair Nocera called the meeting to order at 4:30 PM.

**II. DISCUSSION AND POSSIBLE ACTION ON A STUDENT DISCIPLINE MATTER (Proposed for Executive Session)**

**MOTION:** Move to go into Executive Session at 4:32 PM was made by Ms. Biales and seconded by Ms. McClellan passed with a unanimous vote.

IV.A. Executive Session

**MOTION:** Move to return to Public Session at 4:56 PM passed with a motion by Ms. Biales and seconded by Ms. McClellan passed with a unanimous vote.

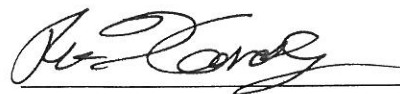
Public Session

**MOTION:** Move to accept the Joint Stipulation and Recommendation entered into by and between the Superintendent of Schools, the student and the parent with regard to an expulsion matter passed with a motion by Ms. Biales and seconded by Ms. McClellan passed with a unanimous vote.

**III. ADJOURNMENT**

**MOTION:** Move to adjourn at 4:58 PM was made by Ms. McClellan and seconded by Ms. Biales passed with a unanimous vote.

Respectfully Submitted,



Ryan Kennedy  
Acting Secretary

RK/mp

**Board of Education Special Meeting**

November 2, 2012, 4:45 PM

Dr. Alfred B. Tychsen Administration Building

**I. CALL TO ORDER**

**Board Members Present:** Franca Biales, Ryan Kennedy, Cheryl McClellan, Gene Nocera

**Others Present:** Superintendent of Schools Patricia Charles, Ed.D.

Chair Nocera called the meeting to order at 5:03 PM.

**II. DISCUSSION AND POSSIBLE ACTION ON A STUDENT DISCIPLINE MATTER (Proposed for Executive Session)**

**MOTION:** Move to go into Executive Session at 5:04 PM was made by Ms. Biales and seconded by Ms. McClellan passed with a unanimous vote.

IV.A. Executive Session

**MOTION:** Move to return to Public Session at 5:33 PM passed with a motion by Ms. Biales and seconded by Ms. McClellan passed with a unanimous vote.

Public Session

**MOTION:** Move to accept the Joint Stipulation and Recommendation entered into by and between the Superintendent of Schools, the student and the parent with regard to an expulsion matter passed with a motion by Ms. McClellan and seconded by Ms. Biales passed with a unanimous vote.

**III. ADJOURNMENT**

**MOTION:** Move to adjourn at 5:35 PM was made by Ms. McClellan and seconded by Ms. Biales passed with a unanimous vote.

Respectfully Submitted,



Ryan Kennedy  
Acting Secretary

RK/mp

## **PERSONNEL ACTION:**

### **Leave(s) of Absence:**

McKeever, Stephen, Science Teacher (Middletown High School) employed in Middletown since August 1995, has requested a personal leave of absence until the remainder of the 2012-13 school year. The effective date is November 2, 2012.

### **Appointment(s):**

Baehr, April D., is nominated as an Elementary Teacher (Snow School). Her position on the salary scale is Step 2 of the Bachelor's Salary Scale, salary \$46,375.00 (pro-rated with a start date of October 5, 2012). Ms. Baehr earned her Baccalaureate at Stonehill College.

Gaylord, Marco, is nominated as a Director of Fine Arts & Operations (District). His position on the salary scale is Step 1, Category III, salary \$116,073.00 (pro-rated with a start date of October 22, 2012). Mr. Gaylord earned his Baccalaureate at Syracuse University, Master's and 6<sup>th</sup> Year at Central Connecticut State University.

Skott, Michael, is nominated as an Interim Director of Technology (District). His position on the salary scale is Step 10 of the 6<sup>th</sup> Year Salary Scale (+25% differential for a work schedule of 229 days), salary \$102,191.00. Mr. Skott earned his Baccalaureate at University of Maryland, Master's at Fairfield University, and his 6<sup>th</sup> Year at Southern Connecticut State University.

## **STATUS OF CERTIFIED EMPLOYMENT:**

### **Resignation(s):**

Gionfriddo, Jessica, .5 Elementary Teacher (Macdonough School) employed in Middletown since August 2012, has submitted her resignation for the purpose of personal reasons effective October 22, 2012.

### **Vacancies:**

- .4 Elementary Teacher – Macdonough
- Family Resource Center Program Coordinator – Farm Hill & Macdonough School
- Principal(s) – Lawrence & Wesley School
- School Psychologist – Farm Hill School

EXECUTIVE SUMMARY  
CONNECTICUT HUMANITIES COUNCIL GRANT

The district is applying to the Connecticut Humanities Council for a presentation implementation grant on behalf of the Youth Services Bureau. The purpose of the grant is to continue the work that began with the “Bigger Than You Think” production and community conversation process that was held in October 2012 (see attached pictures).

This project uses an innovative humanities-based intervention that brings diverse members of the community together to focus their attention on raising children. Middletown has adopted Developmental Assets as the framework to give children the 40 building blocks for healthy and successful development.

“Bigger Than You Think” is a play specially created to give examples of when children have these developmental assets and the consequences when they do not. The performance inspired critical and creative thinking and informed World Café conversations on questions that matter related to raising Middletown's children. It provided an innovative approach to explain developmental assets and bring the community together in conversations to create the conditions throughout the community to increase developmental assets in children.

The project will reach broad audiences of children and youth, their parents, civic and business organizations, the faith community and other constituency groups who can become members of Middletown's Partnership for Successful Youth.

The goals of this humanities-oriented intervention project are to edit the video of the previous community performance into short “trigger” films. These will be used with groups as a catalyst for World Café conversations throughout the community. This project will also build the capacity of local people and organizations to continue using stories to create original performances, followed by World Café conversations as a way to transform Middletown.

*Proposed Funding Request: \$25,000*

SUBMITTED BY ELIZABETH K. NOCERA, DIRECTOR OF GRANT SERVICES

**EXTENDED FIELD TRIP REQUEST FORM**

The Superintendent of Schools must approve all extended field trips. The following information must be forwarded electronically and in TRIPPLICATE (hard copies) 30 days prior to the Board meeting. NOTE: A Narrative must be attached justifying this field trip to the school curriculum and/or mission statement. No financial commitments are to be made until Board approval. **This form must be type written and ALL items filled in or marked N/A.**

Name of School: Middletown High School Date of Request: 9-22-12

Name of Club or Activity: Middletown High Marching Band, Chorus, Strings, & Jazz Ensemble

Trip To: Washington D. C. Purpose: Inauguration Performances

Number of Students Participating: 200

Number of students eligible to go on the field trip: 200

Dates of Trip: From: January 18-21, 2013 To: January 21<sup>st</sup>, 2013 # of school days missed: 1

Names of Teachers and Chaperones:

- |                           |                   |
|---------------------------|-------------------|
| 1. Marco Gaylord          | 5. Jim Bransfield |
| 2. Kim Everson            | 6. Mark Hoff      |
| 3. Sue Lupacchino - Nurse | 7. Peter Sprague  |
| 4. Bryan Hand             | 8. Larry Brown    |

Number of Non-Chaperone Adults going on trip:

Transportation: Bus  Train  Plane  Car  Other

Are fund-raising activities planned: Yes If so, describe: Illiano's Pizza Cards, Raffle Tickets, Pancake breakfast, dinner Dance, silent auction, & more.

Amount of money raised through fundraisers: as of September 22<sup>nd</sup> - approximately \$6,000

Lodging: Hotel/Motel  Camp  Private Home

Insurance Arrangements for Staff & Students: KSA Events

Cost per Student: \$599.00 less fundraising

Cost per Teacher and/or Chaperone: \$599.00 less fundraising

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

a.

b.

c.

Teacher requesting this approval: Marco Gaylord & Kim Everson

Approved by Department Head at secondary level: Marco Gaylord

Approved by Principal: Colleen Weiner

Authorized by Associate Superintendent:

Superintendent Approval: \_\_\_\_\_

Date \_\_\_\_\_

# Middletown High Music Department

## 2013 Presidential Inauguration Performances

The purpose of auditioning and performing at the 2013 Presidential Inauguration Performances is to raise the level of performance of every student in the Band, Chorus, Marching Band and String Orchestra. Students will examine the skills, attributes, and attitudes performers must exhibit in a professional atmosphere, while focusing on the importance of self-discipline and setting priorities. The other purpose is to represent and showcase our school and city at the very prestigious Presidential Inauguration Parade. Other objectives/goals that tie into our curriculum are:

- Incorporating intensity and focus into student performances
- Working towards musical and technical accuracy
- Excepting personal responsibility for your performance
- Looking for potential mistakes before they happen to increase productivity
- Understanding proper balance in performance
- Focusing on self-discipline and setting priorities
- Playing to the best of your ability at all times
- Interacting with and showing respect for other performers
- Identifying superior tone quality

## District Data & District Leadership Teams

### Meeting Agenda

#### Meeting Norms

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

**Date of Meeting:** September 28, 2012

**Time:** 8:30 – 12:00 p.m.

**Place:** Woodrow Wilson Middle School Library

#### Roles:

**Facilitator:** Enza Macri, Kristen Bradley, Chris Darby, Ann Buchanan, Hank Stockmal, Bryan Hand

**Time-Keeper:** Joe Cassella

**Note-Taker:** Elizabeth Nocera

**Attendees:** Please sign in below:

All schools were represented, board of education members represented, parents, superintendent, and central office administrators.

**District Data/Leadership Team  
Meeting Agenda**

Time Allotted	Agenda Item	Description	Expected Outcomes
8:30 – 8:45 Enza Macri	<ul style="list-style-type: none"> <li>• Introductions</li> <li>• Review DDT Minutes from June 1, 2012</li> <li>• Review Agenda</li> </ul>	<ul style="list-style-type: none"> <li>• Members will introduce themselves</li> <li>• Members will review DDT minutes from June 1, 2012 meeting and provide clarification, if needed</li> <li>• Members will review agenda</li> </ul>	<ul style="list-style-type: none"> <li>• Become aquatinted with new team</li> <li>• Consensus on June 1, 2012 minutes</li> <li>• Approval and/or clarification for agenda</li> </ul>
<ul style="list-style-type: none"> <li>• NOTES: Minutes from June 1 approved, meeting norms accepted, goals adopted – to learn from our successes and replicate our best practices; to collaborate with stakeholders to make informed decisions to best meet the needs of all our students.</li> </ul>			
8:45 – 9:00 Jon Romeo	<ul style="list-style-type: none"> <li>• Celebrations to be facilitated by Macdonough School</li> </ul>	<ul style="list-style-type: none"> <li>• All schools and departments will communicate achievements based on data and will share strategies used to yield results</li> </ul>	<ul style="list-style-type: none"> <li>• District and school successes will be celebrated and effective strategies shared for possible replication</li> </ul>
<ul style="list-style-type: none"> <li>• NOTES: MHS was selected as Game of the Week, CAPT state increase 2.7% at goal, MHS increase 12% at goal, 83% of students at proficient in writing, f/r, race, ELL, and gender subgroups increased, - WWMS – critical look at SPI, subgroups, translate into AIMsweb; Keigwin – first data team meeting 9/24, first SRBI on 9/26 with CREC consultant, increase in mathematics with students in advanced; Bielefield – no significant discipline, ROARS cards used by bus drivers, CMT grade 3 reading increased; Farm Hill – grade 2 smart goal in math increased from 67% to 86%, fun run had 80 families at the weekend run; Lawrence – climate survey indicates over 90% positive feedback; Moody – SDT met 9/27, spiral review in math contributed to increase in CMT math; Snow – increase in fluency using Lexia, all students are creating goals; Spencer – longitudinal data review shows gap closing with f/r, 2-year performance with grade 3 to 5 – 16 students improved; writing 20 students improved, only 1 remained below proficient; Wesley – summer reading is using student goals, parents sign off on student goals, 80% in grades 3-5 increased from 50% in previous year; Macdonough – relay team in Hartford marathon, students running laps at recess and counting miles, 93% students running miles at recess, students who complete 26 miles get a marathon t-shirt; Central Office – preschool working on language and literacy, 3,300 books given out through Bookmobile increased from 3,000, celebration of new central office staff.</li> </ul>			

<p>9:00-9:30 Kristen Bradley, Chris Darby, Ann Buchanan, Hank Stockmal &amp; Bryan Hand</p>	<ul style="list-style-type: none"> <li>• ELA Unit Planning Progress</li> <li>• Math Unit Planning Progress</li> <li>• Summer Reading Challenge</li> </ul>	<ul style="list-style-type: none"> <li>• Update work of K-12 ELA &amp; Math Unit Planning</li> <li>• Review Summer Reading Challenge Successes/Challenges</li> </ul>	<ul style="list-style-type: none"> <li>• Team will gain knowledge of the progress being made with K-12 CCSS work in ELA &amp; Math</li> <li>• Team will gain knowledge of Summer Reading Challenge Successes/Challenges</li> </ul>
<ul style="list-style-type: none"> <li>• NOTES: Language Arts and Mathematics transition plans distributed. Language Arts includes curriculum map revisions for 2012-13. Three new thematic units integrated into each grade level (K-12). IT IS A PROCESS! Everyone in the country is learning together! K-12 Literacy Committee will review all units created to ensure that all the standards have been emphasized, looking at the progression of learning, iterative process with grade level teams for solid vertical alignment. Rubrics are being realigned to CCSS. Committee will be looking at the report cards. Middle school excited about working on interdisciplinary units and to build the structure across content areas. Committee members will support the work at the individual schools. Summer Reading – new initiative allowed students to set their own goals with their teacher. Overall numbers are down but some issues with how data was reported may be root cause. Percentage reported is the number of students achieving their goals. Format for data reporting may have caused some data blips. Grades K-2 now fully implemented for CCSS. Grades 3-5 implementing units based on GLEs. Grades 6-7, Algebra I, II, and Geometry in full implementation. Grade 8 doing four CCSS units. Grade 8 has a large jump in GLEs under CCSS. Post-assessments will only include priority standards; pre-assessments will include priority and non-priority. Teachers are looking at SmarterBalance assessments that have been released to date. Major shift at the high school level in the collaborative process. Assessment process will be streamlined but there is no magic bullet. The district staff is celebrated for the hard work that is involved in this process! The grades 4 and 5 GLE post-assessments may be broken up into more than one session. Enza will meet with Grades 4 and 5 teams. All grades CCSS priority standards pre- and post-assessments must be given all at once. Pre/post CFAs are to be given in the classroom. For individual spec. ed. students, modifications would only be for district and state standardized test. CFAs are only to inform instruction and should not be covered in IEPs for modifications.</li> </ul>			
<p>9:30-10:15 Small groups</p>	<ul style="list-style-type: none"> <li>• Text Based Seminar</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct Text Based Seminar with the article <i>“What is Our Role in Creating Change?”</i></li> </ul>	<ul style="list-style-type: none"> <li>• Team will examine and discuss the article in order to enhance the understanding of the text.</li> </ul>
<ul style="list-style-type: none"> <li>• NOTES: Small groups read and discussed the Margaret Wheatley article, <i>“What is Our Role in Creating Change?”</i>, and reported on their conversations. The Text Based Seminar process will be part of the District Data Team meetings, as well as the Administrative Council meetings.</li> </ul>			

10:15-10:30	<ul style="list-style-type: none"> <li>• BREAK</li> </ul>	<ul style="list-style-type: none"> <li>• Please be ready to promptly reconvene at 10:30 ☺</li> </ul>		
10:30-11:30 Enza Macri & Kristen Bradley	<ul style="list-style-type: none"> <li>• District Data Team (DDT) and District Leadership Team (DLT) Structure, Roles, and Process, etc.</li> <li>• Data Input Dates/Focus</li> <li>• Elementary Sub-committee, Secondary Sub-Committee, Climate Advisory Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Review and discuss the new DDT and DLT Structures, Roles, and Process</li> <li>• Create three sub-committees and select chairperson(s)</li> <li>• Provide sub-committees with data input due dates/focus</li> </ul>	<ul style="list-style-type: none"> <li>• Team will gain an understanding of the DDT and DLT Structures, Roles, and Process</li> <li>• Members will decide which sub-committee they would like to participate on this year and select chairs to represent the sub-committee</li> <li>• Team will be provided with data input dates and areas of focus</li> </ul>	
<ul style="list-style-type: none"> <li>• NOTES: The DDT and District Leadership Team Structure meeting schedules and attendee lists were distributed. The two groups will have some overlapping members, as well as some members in common. DDT will meet 6 times this year; DLT will meet 5 times. The schedule of data collection and analysis was discussed. Members are asked to volunteer to serve on one of three subcommittees – Grades 2-5 R-CBM, Grades 6-12 Math Benchmarks, or Climate Survey Data. The template for the data team action research project was distributed. Using the data input due dates, each subcommittee will complete Task 1 to organize the data for whole district and subgroups. Hopes for the DDT – <ul style="list-style-type: none"> <li>▪ Clear and consistent message for strategies to close the achievement gap</li> <li>▪ Well-defined, well-delineated district improvement plan</li> <li>▪ Subcommittee look at R-CBM assessment</li> <li>▪ Representation of data for Grade 6 language arts - may select for 2013-14</li> <li>▪ Everyone gets better together!</li> <li>▪ The DDT will make a difference</li> <li>▪ Identify strategies that can be duplicated with subgroups</li> <li>▪ DDT makes a difference in communication with the building level data teams – flow from the DDT to SDT to IDT</li> <li>▪ Identify successes and challenges from school to school</li> </ul> </li> </ul>				

<p>11:30-12:00 Enza Macri &amp; Elizabeth Nocera</p>	<ul style="list-style-type: none"> <li>Summarize decisions and assignments to be shared by members at schools or community meetings</li> <li>Round Robin/Debrief</li> </ul>	<ul style="list-style-type: none"> <li>Determine how to share information with a consistent message (10 minutes)</li> <li>Open forum of DDT members to share any final comments</li> </ul>	<ul style="list-style-type: none"> <li>DDT members will leave meeting with a common understanding of today's decisions, discussions and assignments</li> <li>Each member of DDT will have an opportunity to share reflections or pose questions for later discussion</li> </ul>
<ul style="list-style-type: none"> <li>NOTES: From Norma Sproul, one of the recommendations is that the DDT focus needs to be on data so it is recommended that data celebrations be submitted in writing. Schools should send their measurable data celebrations to Elizabeth, "cc" Enza, so that they can be included in the agenda/minutes ahead of time. The article <i>Setting the Record Straight on "High-Yield" Strategies</i> was distributed to read for the next meeting.</li> </ul>			
<p>12:00</p>	<ul style="list-style-type: none"> <li>Adjourn</li> <li>Future Meetings</li> </ul>	<ul style="list-style-type: none"> <li>Next DDT meeting: Nov. 16<sup>th</sup> @ 8:30-12:00</li> <li>Next DLT meeting: Nov. 16<sup>th</sup> @ 12:30-3:30</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>



# Middletown Public Schools

Kendall J. Jackson,  
Director of Facilities & Transportation

## TRANSPORTATION REPORT

OCTOBER 1, 2012 THROUGH OCTOBER 31, 2012

2012 – 2013 SCHOOL YEAR										
CATEGORY	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
NEW STUDENTS	281	29								
TRANSPORTATION CHANGES	359	26								
LEFT DISTRICT / SCHOOL	86	16								
DISCIPLINARY ISSUES	13	1								
ARRIVAL / DEPARTURES	8	2								
NO SHOW FOR PICK UPS	23	0								
DRIVER COMPLAINTS	15	1								
PARENTAL REQUESTS	202	6								
REPEATED BUS CONCERNS	1	0								
MECHANICAL BREAKDOWNS	3	3								
BUS CONDUCT REPORTS	79	53								
BUS ACCIDENTS	1	1								
TOTAL TELEPHONE CALLS	1417	900								

2011 – 2012 SCHOOL YEAR										
CATEGORY	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
NEW STUDENTS	323	34	26	13	26	38	23	14	10	6
TRANSPORTATION CHANGES	358	56	31	20	52	83	56	71	30	7
LEFT DISTRICT / SCHOOL	93	47	22	6	11	23	11	24	6	10
DISCIPLINARY ISSUES	14	13	9	1	2	6	1	3	7	4
ARRIVAL / DEPARTURES	12	4	1	2	0	1	5	5	4	0
NO SHOW FOR PICK UPS	7	0	0	2	2	5	2	5	9	0
DRIVER COMPLAINTS	9	7	6	8	5	6	4	8	9	0
PARENTAL REQUESTS	131	26	2	1	14	15	3	4	6	1
REPEATED BUS CONCERNS	0	0	0	0	0	0	0	0	1	0
MECHANICAL BREAKDOWNS	2	2	1	0	9	3	0	1	2	0
BUS CONDUCT REPORTS	97	129	62	85	87	53	45	74	64	61
BUS ACCIDENTS	1	1	1	4	1	0	0	3	2	1
TOTAL TELEPHONE CALLS	1306	906	788	493	624	612	390	402	600	N/A

**MIDDLETOWN PUBLIC SCHOOLS  
FINANCIAL STATEMENT AS OF 31-OCT-2012**

Obj Description	2011-2012 Actual Exp.	2012-2013 Appropriation	Adjustment	Expended	Encumbered	Balance	Projection	% Used
<b>CERTIFIED SALARIES</b>								
009 ADMINISTRATOR SALARIES	2,851,417.46	2,813,887.00	.00	1,172,834.19	.00	1,641,052.81	-22,908.00	41.6802
110 CERTIFIED SALARIES	27,765,734.52	28,530,950.00	.00	5,830,024.34	.00	22,700,925.66	327,153.00	20.4340
116 STIPENDS	644,860.46	672,399.00	-216,000.00	61,301.50	.00	395,097.50	.00	13.4316
120 DAILY SUBSTITUTES	1,062,006.74	615,400.00	-455,400.00	36,245.74	.00	123,754.26	.00	22.6536
123 BUILDING SUBS	.00	.00	400,000.00	101,008.70	.00	298,991.30	-400,000.00	25.2522
125 MENTOR PROGRAMS	.00	.00	11,000.00	.00	.00	11,000.00	.00	.0000
126 CLASS COVERAGE	.00	.00	21,000.00	3,306.10	.00	17,693.90	.00	15.7433
127 TUTOR SALARIES	93,150.61	335,560.00	.00	139,718.94	.00	195,841.06	.00	41.6375
129 LONG TERM SUBS	.00	.00	23,400.00	36,316.81	.00	-12,916.81	.00	155.2000
139 EARLY RETIRMENT INCENTIVE	.00	.00	216,000.00	22,500.00	.00	193,500.00	.00	10.4167
<b>TOTAL</b>	<b>32,417,169.79</b>	<b>32,968,196.00</b>	<b>.00</b>	<b>7,403,256.32</b>	<b>.00</b>	<b>25,564,939.68</b>	<b>-95,755.00</b>	<b>22.4558</b>
<b>CLASSIFIED SALARIES</b>								
111 CLASSIFIED SALARIES	5,388,524.93	5,603,067.00	.00	1,748,737.03	.00	3,854,329.97	-175,000.00	31.2104
128 CLASSIFIED OVERTIME	272,819.72	285,000.00	.00	110,979.61	.00	174,020.39	.00	38.9402
131 ADULT ED CLASSIFIED	42,267.96	41,678.00	.00	14,024.26	.00	27,653.74	.00	33.6491
<b>TOTAL</b>	<b>5,703,612.61</b>	<b>5,929,745.00</b>	<b>.00</b>	<b>1,873,740.90</b>	<b>.00</b>	<b>4,056,004.10</b>	<b>-175,000.00</b>	<b>31.5990</b>
<b>PARAPROFESSIONALS</b>								
112 PARAPROFESSIONAL SALARIES	1,863,019.95	1,941,317.00	.00	456,464.22	.00	1,484,852.78	-150,000.00	23.5131
114 BUS MONITORS SALARIES	327.26	9,000.00	.00	.00	.00	9,000.00	.00	.0000
115 LIBRARY PARAPROFESSIONALS	184,781.35	177,516.00	.00	45,957.69	.00	131,558.31	.00	25.8893
121 BREAKFAST/LUNCH AIDES SALARIES	111,338.71	170,000.00	.00	47,858.90	.00	122,141.10	.00	28.1523
124 STUDENT VOCATIONAL SALARIES	39,988.38	58,000.00	.00	9,395.74	9,779.00	38,825.26	.00	33.0599
<b>TOTAL</b>	<b>2,199,455.65</b>	<b>2,355,833.00</b>	<b>.00</b>	<b>559,676.55</b>	<b>9,779.00</b>	<b>1,786,377.45</b>	<b>-150,000.00</b>	<b>24.1722</b>

**FINANCIAL STATEMENT AS OF 31-OCT-2012**

Obj Description	2011-2012 Actual Exp.	2012-2013 Appropriation	Adjustment	Expended	Encumbered	Balance	Projection	% Used
<b>EMPLOYEE BENEFITS</b>								
210 UNEMPLOYMENT COMPENSATION	113,850.00	80,000.00	.00	14,625.03	80,759.13	-15,384.16	.00	119.2302
220 HEALTH INSUR.CERTIFIED & PARAS	6,312,050.53	6,932,042.00	.00	2,954,754.60	3,978,787.40	-1,500.00	.00	100.0216
230 HEALTH INSURANCE - CLASSIFIED	2,440,099.01	2,214,900.00	.00	1,038,848.50	.00	1,176,051.50	.00	46.9027
235 OTHER POST EMPLOYEE BENEFITS	.00	.00	.00	156,000.00	.00	-156,000.00	.00	.0000
240 DENTAL INSURANCE	1,444,170.00	1,660,796.00	.00	830,398.00	.00	830,398.00	.00	50.0000
250 LIFE INSURANCE	372,786.00	428,704.00	.00	214,352.00	.00	214,352.00	.00	50.0000
255 DISABILITY INSURANCE	15,008.66	25,098.00	.00	7,058.26	7,941.74	10,098.00	.00	59.7657
260 F.I.C.A.	452,524.65	445,419.00	.00	118,094.03	.00	327,324.97	.00	26.5130
265 MEDICARE	598,580.40	591,162.00	.00	150,658.00	.00	440,504.00	.00	25.4851
650 WORKERS' COMPENSATION	746,015.00	815,748.00	.00	419,165.50	393,093.00	3,489.50	.00	99.5722
<b>TOTAL</b>	<b>12,495,084.25</b>	<b>13,193,869.00</b>	<b>.00</b>	<b>5,903,953.92</b>	<b>4,460,581.27</b>	<b>2,829,333.81</b>	<b>.00</b>	<b>78.5557</b>
<b>PURCHASED SERVICES</b>								
105 PROFESSIONAL DEVELOPMENT	.00	.00	300.00	70.00	.00	230.00	.00	23.3333
300 PURCH.PROFESSIONAL/TECH SERVIC	485,818.98	453,000.00	.00	92,684.07	344,055.73	16,260.20	.00	96.4106
310 PURCHASED SERVICES	866,852.03	889,961.00	6,000.00	515,513.33	234,668.93	145,778.74	-5,000.00	83.7293
314 INSERVICE - PROF.MTGS.	4,357.00	1,800.00	4,200.00	3,943.86	229.00	1,827.14	.00	69.5477
317 ENERGY PERFORMANCE CONTRACT	312,725.00	322,775.00	.00	159,325.00	163,450.00	.00	.00	100.0000
320 SEWER & WATER	48,208.33	66,500.00	.00	6,130.60	43,294.17	17,075.23	.00	74.3230
321 TELEPHONE	195,275.81	173,400.00	.00	85,564.64	77,593.76	10,241.60	-20,000.00	94.0937
330 OTHER PROFESSIONAL/TECH SERVIC	81,625.10	82,316.00	.00	31,996.21	5,587.00	44,732.79	.00	45.6572
331 PUPIL TRANSPORTATION	5,369,246.02	5,629,494.00	.00	5,263,847.06	241,936.44	123,710.50	.00	97.8025
332 TRAVEL/CONFERENCES	65,158.77	75,136.00	250.00	29,146.31	8,008.59	38,231.10	.00	49.2862
333 FIELD TRIPS	615.25	.00	.00	.00	.00	.00	.00	.0000
341 POSTAGE	67,852.65	77,004.00	.00	12,837.53	30,554.16	33,612.31	.00	56.3499

**FINANCIAL STATEMENT AS OF 31-OCT-2012**

Obj Description	2011-2012 Actual Exp.	2012-2013 Appropriation	Adjustment	Expended	Encumbered	Balance	Projection	% Used
350 ADVERTISING	2,441.10	3,515.00	.00	1,600.88	515.00	1,399.12	.00	60.1957
360 PRINTING	32,576.02	50,542.00	.00	13,914.28	11,163.69	25,464.03	.00	49.6181
361 COPING	339,546.78	345,449.00	750.00	118,358.51	202,286.71	25,553.78	.00	92.6188
365 AUDITORS ADJUSTMENT	281,264.83	.00	.00	.00	.00	.00	.00	.0000
390 PARENT ACTIVITIES	.00	150.00	.00	.00	.00	150.00	.00	.0000
392 LEGAL SERVICES	147,177.49	100,000.00	.00	43,236.52	41,473.00	15,250.48	-50,000.00	84.7095
393 WASTE REMOVAL	123,150.99	123,600.00	.00	32,288.66	68,943.94	22,367.40	.00	81.9034
395 21ST CENTURY AFTER SCH PROGRAM	30,616.15	30,000.00	.00	205.73	3,318.40	26,475.87	.00	11.7471
408 COMPUTER LICENSES	12,430.00	13,500.00	.00	13,500.00	.00	.00	.00	100.0000
441 RENTAL LAND/BUILDINGS	.00	15,000.00	.00	4,446.00	8,892.00	1,662.00	.00	88.9200
530 COMMUNICATIONS	.00	3,000.00	.00	3,300.00	.00	-300.00	.00	110.0000
651 LIABILITY INSURANCE	199,384.00	551,114.00	.00	275,315.50	.00	275,798.50	.00	49.9562
652 ATHLETIC INSURANCE	21,878.00	19,127.00	.00	19,750.00	.00	-623.00	.00	103.2572
690 EDUCATIONAL SUPPORT	51,377.73	32,000.00	-4,200.00	6,161.48	4,010.00	17,628.52	.00	36.5881
791 CULTURAL COUNCIL	16,000.00	16,000.00	.00	16,000.00	.00	.00	.00	100.0000
792 PROFESSIONAL DEVELOPMENT	11,715.34	5,000.00	.00	5,478.00	250.00	-728.00	.00	114.5600
795 C.A.U.S.E.	3,000.00	3,000.00	.00	.00	3,000.00	.00	.00	100.0000
<b>TOTAL</b>	<b>8,770,293.37</b>	<b>9,082,383.00</b>	<b>7,300.00</b>	<b>6,754,614.17</b>	<b>1,493,230.52</b>	<b>841,838.31</b>	<b>-75,000.00</b>	<b>90.7385</b>
<b>SUPPLIES &amp; MATERIALS</b>								
318 ELECTRICITY	1,209,860.61	1,218,000.00	.00	236,048.62	880,574.34	101,377.04	.00	91.6768
319 GAS	489,608.33	520,500.00	.00	49,654.28	435,153.62	35,692.10	.00	93.1427
405 ADMINISTRATIVE SUPPLIES	8,477.29	16,800.00	.00	3,795.93	6,083.32	6,920.75	.00	58.8051
410 INSTRUCTIONAL SUPPLIES	373,968.89	327,962.00	-2,621.73	163,160.82	52,072.26	110,107.19	.00	66.1563
412 TRANSPORTATION SUPPLIES	1,250.00	2,000.00	.00	625.00	.00	1,375.00	.00	31.2500
413 MAINTENANCE SUPPLIES	544,330.30	555,198.00	.00	194,970.94	111,564.74	248,662.32	.00	55.2120

**FINANCIAL STATEMENT AS OF 31-OCT-2012**

Obj Description	2011-2012 Actual Exp.	2012-2013 Appropriation	Adjustment	Expended	Encumbered	Balance	Projection	% Used
414 FUEL OIL	517,002.65	466,500.00	.00	25,197.08	441,302.92	.00	.00	100.0000
416 DIESEL FUEL	542,106.92	481,270.00	.00	121,511.24	319,242.49	40,516.27	.00	91.5814
420 TEXTBOOKS	88,610.83	79,770.00	-885.47	10,416.58	8,362.66	60,105.29	.00	23.8060
430 LIBRARY MATERIALS	34,202.35	43,485.00	-250.00	13,754.78	3,484.37	25,995.85	.00	39.8731
450 MEDIA	6,783.10	7,760.00	.00	3,871.39	305.42	3,583.19	.00	53.8249
460 ADMINISTRATIVE RESERVE	72,434.14	95,313.00	.00	.00	.00	95,313.00	.00	.0000
480 STUDENT ACTIVITIES	10,604.00	10,300.00	.00	1,079.87	2,420.13	6,800.00	.00	33.9806
490 OTHER SUPPLIES AND MATERIALS	105,439.77	152,112.00	1,637.20	78,523.24	15,987.09	59,238.87	.00	61.4705
<b>TOTAL</b>	<b>4,004,679.18</b>	<b>3,976,970.00</b>	<b>-2,120.00</b>	<b>902,609.77</b>	<b>2,276,553.36</b>	<b>795,686.87</b>	<b>.00</b>	<b>79.9820</b>
<b>PROPERTY</b>								
541 NEW EQUIPMENT	68,891.16	66,145.00	.00	21,736.24	7,382.20	37,026.56	.00	44.0221
542 REPLACEMENT-MAINTENANCE	1,128,420.67	1,130,459.00	-5,180.00	448,357.08	436,414.70	240,507.22	.00	78.6269
546 COMPUTER EQUIPMENT	88,688.32	92,744.00	.00	95,167.44	496.78	-2,920.22	.00	103.1487
<b>TOTAL</b>	<b>1,286,000.15</b>	<b>1,289,348.00</b>	<b>-5,180.00</b>	<b>565,260.76</b>	<b>444,293.68</b>	<b>274,613.56</b>	<b>.00</b>	<b>78.6154</b>
<b>DUES &amp; FEES</b>								
391 AUDIT FEE	29,964.09	23,000.00	.00	.00	23,000.00	.00	.00	100.0000
640 MEMBERSHIPS & DUES	51,622.50	43,218.00	.00	39,596.00	377.00	3,245.00	.00	92.4916
<b>TOTAL</b>	<b>81,586.59</b>	<b>66,218.00</b>	<b>.00</b>	<b>39,596.00</b>	<b>23,377.00</b>	<b>3,245.00</b>	<b>.00</b>	<b>95.0995</b>
<b>MAJOR PROJECTS</b>								
543 CAPITAL FUND	120,000.00	43,500.00	.00	.00	.00	43,500.00	.00	.0000
548 RESERVE/PREVENTIVE MAINTENANCE	75,000.00	.00	.00	.00	.00	.00	.00	.0000
<b>TOTAL</b>	<b>195,000.00</b>	<b>43,500.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>43,500.00</b>	<b>.00</b>	<b>.0000</b>
<b>TUITION</b>								
370 TUITION	3,547,418.99	3,643,938.00	.00	1,390,556.82	2,615,322.81	-361,941.63	-747,430.00	109.9327

FINANCIAL STATEMENT AS OF 31-OCT-2012

Obj Description	2011-2012 ... Actual Exp.	2012-2013 Appropriation	Adjustment	Expended	Encumbered	Balance	Projection	% Used
TOTAL	3,547,418.99	3,643,938.00	.00	1,390,556.82	2,615,322.81	-361,941.63	-747,430.00	109.9327
TOTAL BUDGET	70,700,300.58	72,550,000.00	.00	25,393,265.21	11,323,137.64	35,833,597.15	-1,243,185.00	50.6084

## Explanation of Financial Statement October 31, 2012

**The Projection Column** is an estimate of the end of year balances in light of information that was available at the time this report was compiled. It is still early in the school year and things change frequently especially since the winter months are approaching.

The **Salary Lines** are showing a total deficit of \$150k. The actual expenditure total for substitutes has been over \$1.0 million for f.y. 10/11 and f.y. 11/12. The deficit of \$175k in the classified salary line is the projected amount that the café will be in the red by at the end of f.y. 12/13. This is based on two years' worth of information showing that the café fund has not ended the f.y. in a positive position. Paraprofessional deficit is based on having to hire additional special ed paras.

There is no projected deficit in **Employee Benefits**.

The **Purchased Services** line is showing a deficit of \$75,000. This is due to increases in legal, computer consultant and telephone costs.

A projection in **Supplies and Materials** is not shown at this time. It is too early in the year for projections on energy, as we move into the winter months a better picture will develop.

The **Equipment and Replacement Maintenance Account** is not showing a projected balance or a projected deficit at this time.

The **Dues and Fees** Account is not showing a deficit or savings at this time.

The **Tuition Account** is showing a deficit balance of \$747,430 at this time. This is due to a projected deficit in the special education tuition line of \$580,500. Also included is the increase in Middletown students attending magnet schools which is \$166,930 higher than what was budgeted.

**MIDDLETOWN BOARD OF EDUCATION  
CURRICULUM COMMITTEE  
Tuesday, October 16, 2012  
Dr. Alfred B. Tychsen Administration Building  
9:15 AM**

**Board of Education Committee Members Present**

Franca Biales, BOE  
Sheila Daniels, BOE  
Tateisha Perry, Community Member

**Also Present**

Dr. Patricia Charles, Superintendent  
Enza Macri, Associate Superintendent  
Colleen Weiner, Principal-MHS  
Trevor Charles, MHS  
David Reynolds, MHS  
Kathy Adams, MHS

Introductions were made. Tateisha Perry is joining the Curriculum Committee as a parent and community member. We welcome her and appreciate her time.

Trevor Charles presented proposal for new course, Historiography, as an elective in Social Studies Department. Main purpose of course to provide students opportunity to study an area of special interest that is not offered by other MHS courses. This could fall into the category of Capstone project. There was discussion about new course. Enza asked for a rubric. Trevor and Colleen are working on rubric. Pat asked about mentoring opportunities, authentic audience, and what additional resources this course would require.

David Reynolds presented proposal for new course, Engineering and Robotics 2, as a continuation to the Robotics 1 already offered. There was discussion about new course. David said this is a rigorous course and supports STEM program and Math Common Core. There was discussion about how this would affect other courses offered such as Construction 1 & 2. Sheila asked about state testing. Colleen complimented David on having raised scores.

**The meeting adjourned at 10:30 am.**

**The next meeting is scheduled for November 20, 2012 at 9:15 AM at Dr. Alfred B. Tychsen  
Administration Building**

**Franca Biales  
Curriculum Committee Chair**

**MIDDLETOWN BOARD OF EDUCATION  
POLICY COMMITTEE**

**Tuesday, October 16, 2012  
Dr. Alfred B. Tychsen Administration Building  
8:00 a.m.**

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

Sheila Daniels, Chair, Eva Hart, and Ed McKeon

**Also Present:**

Dr. Patricia Charles, Superintendent, Kathleen F. Bengtson, Administrative Assistant, and Sheila Giardina ([sheila-g@comcast.net](mailto:sheila-g@comcast.net)) Community Member.

Our new community member, Sheila Giardina, was welcomed as a great addition to our Policy Committee meetings.

**The following policies were discussed:**

**SERIES 0000 - Mission - Goals - Objectives**

The Policy Committee and Dr. Patricia Charles have decided to review the entire Manual of Policies, Regulations and Bylaws starting from the beginning. Therefore, we are starting with SERIES 0000.

**Policy #0000 - Mission/Philosophy** The Committee reviewed this policy and decided the following:

The **Mission** section of this policy - A discussion took place on how we should determine this statement. Dr. Charles stated she would prefer a mission statement that is not so wordy. What is most critical for the mission statement is a few key words, such as Educate, Inspire, etc. Dr. Charles hopes the process of selecting a mission statement would be interactive and probably best done in a workshop. At the next Board meeting, the Policy Committee will request a special workshop to work on the mission statement and goals. Sheila Daniels will email Dr. Gene Nocera to inform him of this request.

For the **Philosophy** section of this policy - The Committee reviewed our present policy along with CAFE's suggested policy. It was decided to take part of CAFE's policy. Kathy will put it together and then forward it to the Policy committee for its review.

**Policy #0050 - Code of Ethics** - include the City's Code of Ethics along with the Board of Education Ethics. We will check with the city to see if anything is updated. The Committee reviewed the CAFE Standards of Leadership and decided to change our current ethics by substituting CAFE's ethics codes 1-17 and eliminate the wording "Standards of Leadership."

**The Policy Committee recommended this revised Policy #0050 Code of Ethics be presented to the Board of Education at its next meeting and will require two readings. All members agreed.**

**Policy #0200 Goals and Objectives District Goals** Dr. Charles stated these goals are what all administrators and teachers goals are based on. Goals should be done as a Board and then go out to the Administrators and Teachers for their input, then taken back to the Board and ultimately we will get goals that work for everyone. Our Staff is one of our most wonderful resources. We must make sure we get the best and retain the best.

Ed McKeon suggested having a workshop on the goals. The Committee thought it would be important to have Pat Charles present what she would suggest for goals prior to that workshop.

The Committee thought a facilitator should be appointed for this workshop. Sheila Daniels will discuss this with Dr. Gene Nocera. Sheila Daniels wants the workshop to be objective.

**Policy #0300 - Policies for the Public Schools** - This policy is not required and was last revised on April 13, 2004. The Committee reviewed this policy and found it to be unnecessary.

**The Policy Committee recommended this Policy #0300 - Policies for the Public Schools be DELETED from the Middletown Manual of Policies, Regulations and Bylaws. and be presented to the Board of Education at its next meeting and will require two readings. All members agreed.**

**Policy #0500 Comprehensive Improvement Plans/Schedules** - This policy is not required and was last revised on May 27, 2003. The Committee reviewed this policy and found it to be unnecessary.

**The Policy Committee recommended this Policy #0500 Comprehensive Improvement Plans/Schedules be DELETED from the Middletown Manual of Policies, Regulations and Bylaws. and be presented to the Board of Education at its next meeting and will require two readings. All members agreed.**

**Policy #0521 Equal Opportunity- Nondiscrimination** This is a required policy and was updated by the Board of Education on April 17, 2012. The policy was reviewed and is okay as it stands. It was noted that the regulation needs to be updated. Dr. Charles will review the CAGE regulation and then when it is prepared, have it posted online.

The Policy Committee suggested the next policies to review would be:

#5118 Nonresidence attendance.

#5125 Student Ed Records & Notification of Parental/Student Rights

#5145.15 - Directory Information

Series 1000 - Review

Bylaw #9271 - Conflict of Interest Code of Ethics - delete??

**The next Policy Committee meetings will be scheduled for Tuesday, November 20, 2012, at 8:00 A.M. in the Board Room of the Dr. Alfred B. Tychsen Administration Building.**

kfb



# **An Overview of ACES Programs and Services**

**Craig W. Edmondson, Ed.D., Executive Director**  
**Ann P. Dombroski, Ed.D., Assistant Executive Director**  
**Gary J. Shettle, M.S., M.P.A., Assistant Executive Director**

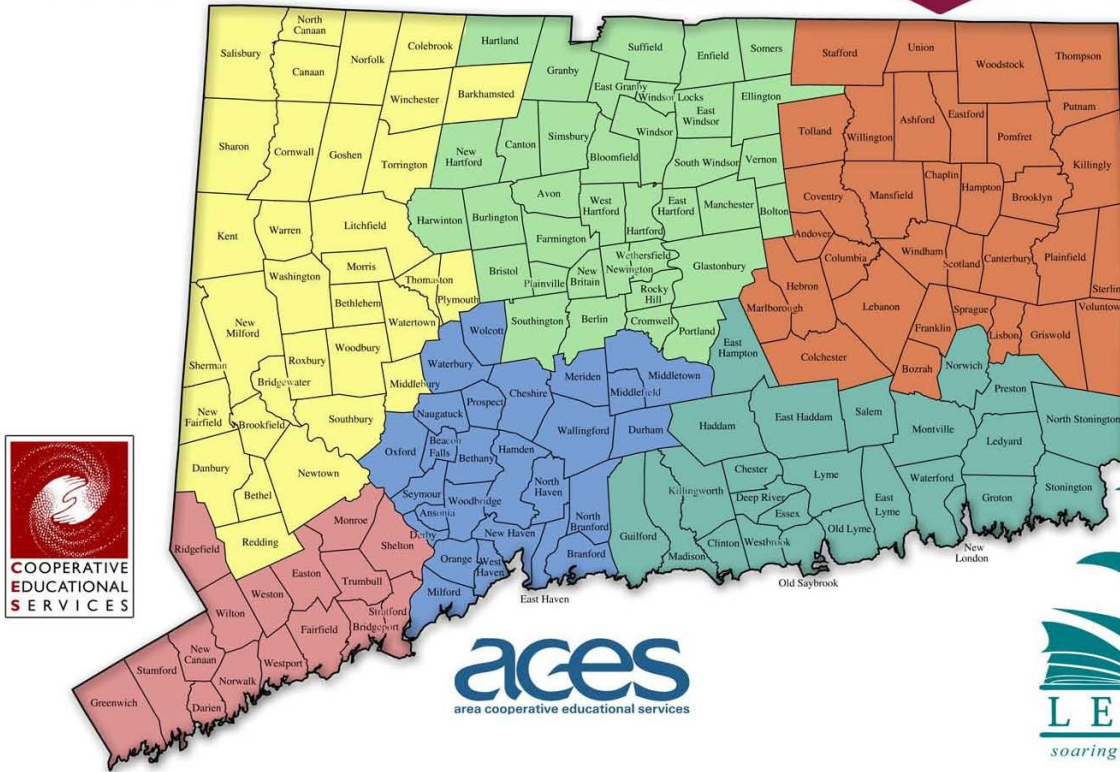
# What is ACES?

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- ❖ ACES is a **regional education service center** (RESC). ACES serves 25 school districts in South Central Connecticut.
- ❖ ACES is a **public school system** that serves over 2,200 students from 58 communities.
- ❖ ACES is a **non-profit business** that provides fee-based services.



# Map of Connecticut Regional Educational Service Centers



# Mission Statement

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The Mission of ACES, a leader and innovator in education, is to empower our students, member districts, and other clients to meet educational and life challenges in the changing global environment by providing collaborative, customized, cost effective solutions to meet identified needs of our educational community.

# GOVERNING BOARD

## Executive Director

**Assistant Executive Director,  
*Curriculum & Programs***

**Magnet Schools**

ECA  
TEMS  
WIMS

**Special Education Schools**

Mill Road  
Village School  
Whitney East/West  
Whitney North  
Center for Autism

**Educational Technology**

**Pupil / Related Services**

Collaboratives

**Assistant Executive Director,  
*Finance & Operations***

**Fiscal Services**

**Buildings and Grounds**

**Transportation**

**Technology Services**

**Marketing & Public Information**

**ACCESS**

**Early Childhood Education**

**Human Resources**

**Professional Development &  
School Improvement**

**Program Development**

**Behavior Services**

**Extension Therapy Services**

**Occupational Therapy**

**Physical Therapy**

# Peter C. Young Administration Building

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Executive Offices  
Human Resources  
Operations  
Fiscal Services  
Pupil Services  
Program Development  
Marketing/Public  
Information  
Open Choice



350 State Street, North Haven, CT 06473

# Staff Development Building

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Professional Development  
and School  
Improvement (PDSI)  
Early Childhood Services  
Extension Therapy  
Services



205 Skiff Street, Hamden, CT 06517

# Village School

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Early Childhood  
Pre-School Severe  
Communication/Behavior  
Disorders  
Multiply Handicapped  
Integrated Pre-School  
Applied Behavior Analysis  
Early Intensive Behavioral  
Intervention (Autism)  
ACES Child Care/  
Before and After School



31 Temple Street, North Haven, CT 06473

# Mill Road School

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Mill Road School is a K - 8<sup>th</sup> grade school that serves students with serious social, emotional and behavioral difficulties. Mill Road features two programs: The Mill Road Program and The Urban Youth Elementary School



295 Mill Road, North Haven, CT 06473

# Whitney High School North

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Whitney High School North provides a positive, individualized, multi-faceted environment for 9<sup>th</sup> – 12<sup>th</sup> grades students with serious emotional disabilities. WHN features Culinary Arts and other vocational and workforce incentive programs.



205 Skiff Street, Hamden, CT 06517

# Whitney High School East

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Whitney High School East provides vocational and life experiences to special needs high school students, functioning at various levels, as they transition into adult life. WHE features an on site work center.



261 Skiff Street, Hamden, CT 06517

# Whitney High School West

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Whitney High School West provides educational opportunities for high school students with cognitive delays, ages 14 through graduation or age 21.



205 Skiff Street, Hamden, CT 06517

# Center for Autism Spectrum and Developmental Disorders

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CASDD is an educational and clinical program serving students ages 11 – 21 with Autism Spectrum and Developmental Disorders. The Center currently serves 35 students from 21 districts throughout Connecticut.

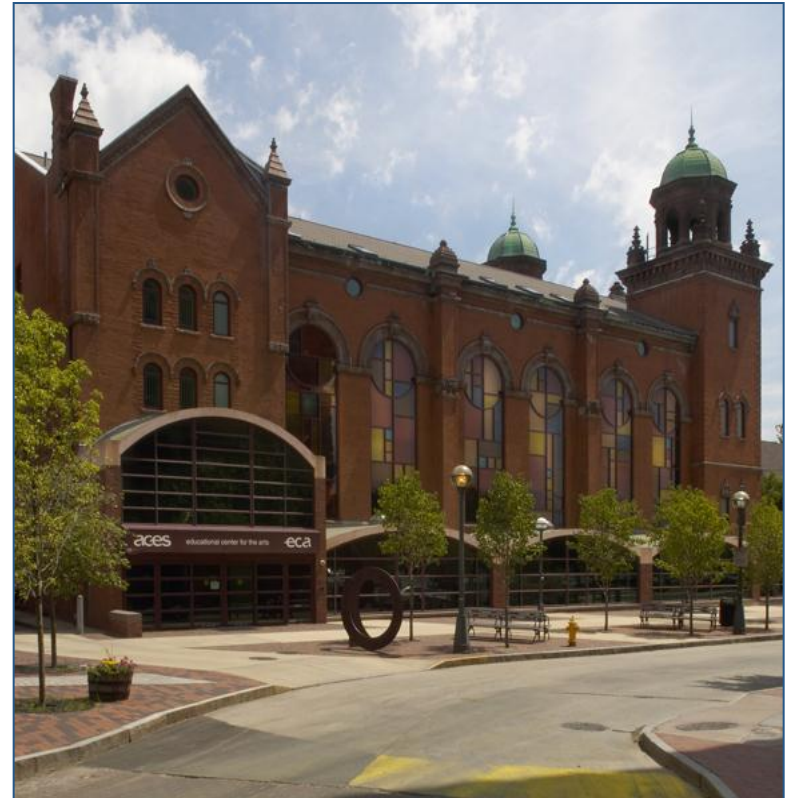


26 Old Post Road, Northford, CT 06472

# Educational Center for the Arts

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The Educational Center for the Arts is a half-day interdistrict magnet high school that provides instruction in the literary, visual and performing arts for 300 9<sup>th</sup> – 12<sup>th</sup> grade students.



55 Audubon Street, New Haven, CT 06510

# Thomas Edison Middle School

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Thomas Edison Middle School serves 723 6th – 8th grade students from Meriden, Middletown, North Haven, Regional District #13, Terryville, Wallingford and Waterbury. TEMS focuses on math, science and technology.



1355 No. Broad Street, Meriden, CT 06450

# Wintergreen Interdistrict Magnet School

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Wintergreen Interdistrict Magnet School is a comprehensive liberal arts magnet school. WIMS serves 640 K - 8 students from Hamden, Meriden, New Haven, Wallingford and Woodbridge.



670 Wintergreen Avenue, Hamden, CT 06473

# ACES Collaboratives

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## West Haven/ACES Special Education Collaborative

West Haven High School

## Hospital of St. Raphael, New Haven

Education services for hospitalized students

# ACES Technology Services

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ACES Technology Services provides technical support for the ACES computer network, all work stations and printers, electronic mail and applications support for MUNIS, ACES computerized financial system, and Power School<sup>TM</sup> ACES computerized student management system as well as consultation with districts.



204 State Street, North Haven, CT 06473

# ACCESS

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ACES ACCESS provides a range of services and supported employment to facilitate independence and community experiences for multi-handicapped adults.

Also, home base for  
**TRANSPORTATION  
SERVICES.**



60 United Drive, North Haven, CT 06473

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# aces

area cooperative educational services



MIDDLETOWN PUBLIC SCHOOLS CULTURAL COUNCIL

2012-2013 Anticipated Budget

ANTICIPATED INCOME

Carry-Over from 2011-12	\$4,713
2012-2013 Expected Board of Education Allotment	<u>16,000</u>
	Total \$20,713

ANTICIPATED GRANTS

Middlesex County Community Foundation (Committed)	\$1,000
Middletown Commission On The Arts ( Received)	5,000
Community and University Services for Education (Committed)	1,000
Elizabeth Carse Foundation (Requested)	3,000
Bob's Discount Furniture Outreach (Received)	<u>1,000</u>
	Total <u>\$11,000</u>

**Income Grand Total \$31,713**

PROPOSED 2012-2013 PROGRAMMING AND COST

1. Tours to the Wesleyan University Center for the Arts (Grade 4, system-wide)	\$1,900
2. Office Supplies	800
3. Program Presentation for Woodrow Wilson Middle School (Grades 7 & 8)	1,500
4. Program for Keigwin Middle School (Grade 6)	1,400
5. Grade 5 (system-wide) museum tours (Wadsworth)	4,500
6. Silent Sounds - Literary Project (Grades 6-12)	3,800
7. Keigwin Band (Grade 6) performances at all elementary schools (8)	1,600
8. Black History/Martin Luther King Observances (system-wide)	7,200
9. All-City Music Festival	3,400
10. All-City Art Show	3,000
11. All-City String Festival	1,500
12. Middletown High School Goes to the Symphony	613
13. Reserve	<u>500</u>

**Cost Grand Total \$31,713**

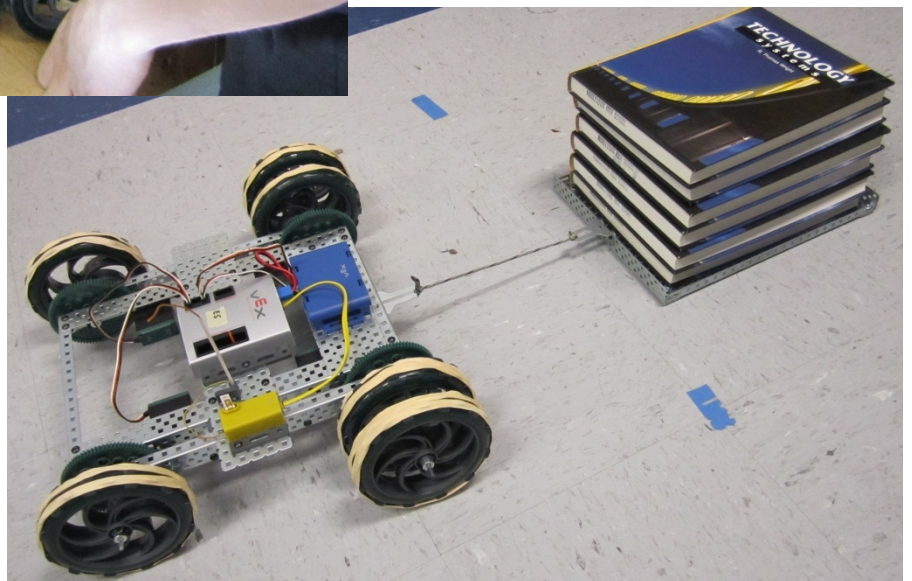
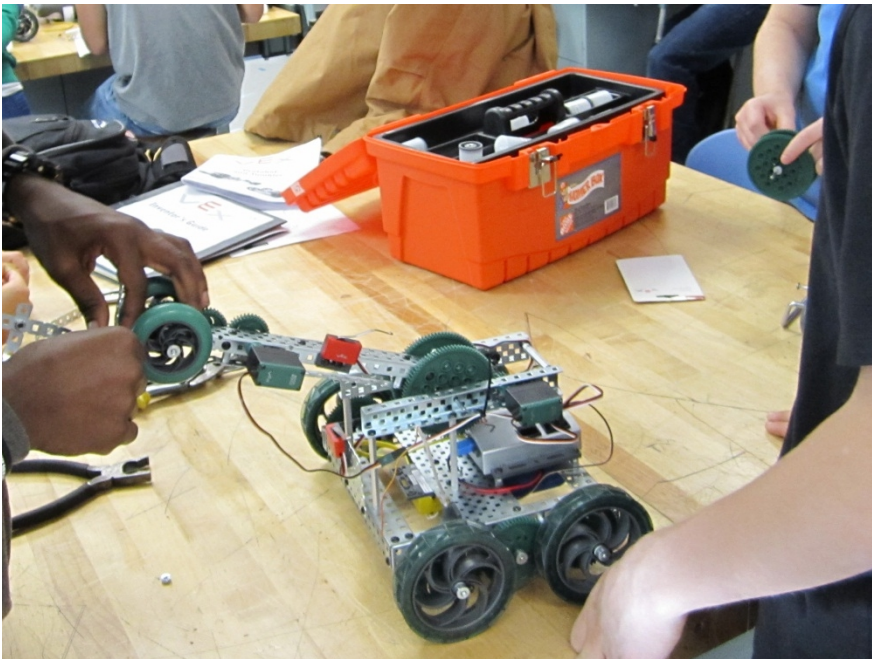
# Engineering and Robotics 2

*New course proposal for school year 2013-2014*

Prepared by:

Sam Faulkenberry  
Joe DiNatale  
Colleen Weiner  
David Reynolds

Technology Education, Middletown High School  
Assistant Principal, Middletown High School  
Principal, Middletown High School  
Coordinator of Career and Technical Education, Middletown Public Schools



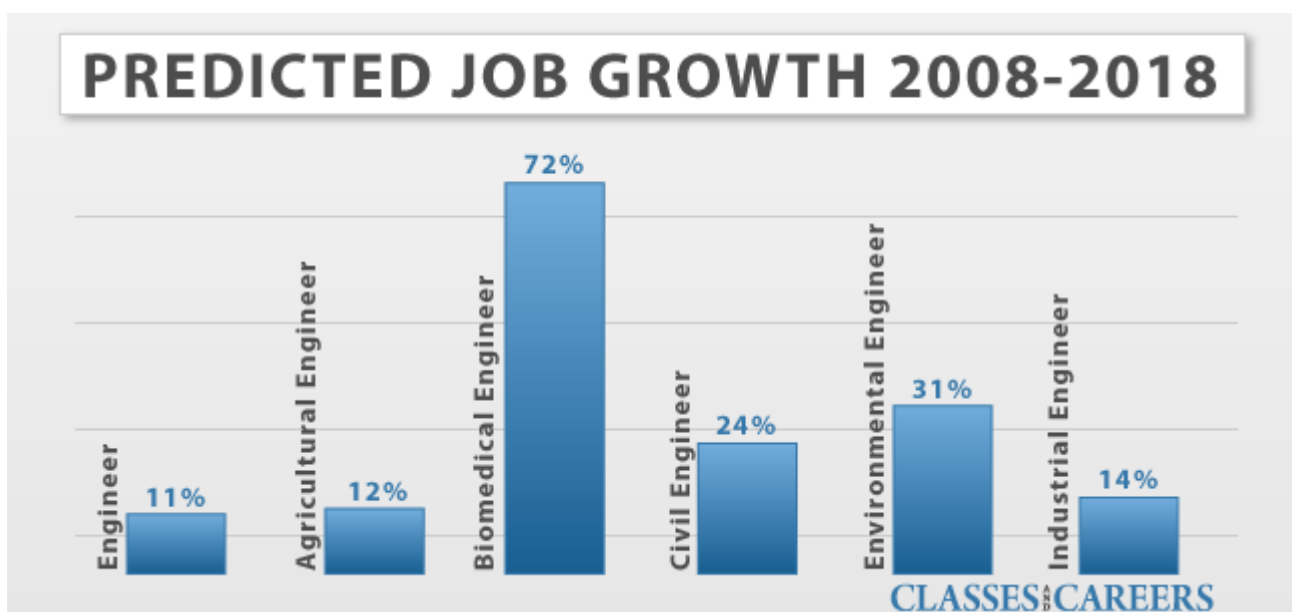
## Summary (proposed change and rationale)

The students of Middletown Public Schools are fortunate to have a very comprehensive array of educational opportunities and the community and administrative support for such. As a vital part of this vision, the Career and Technical Education department of Middletown Public Schools is always working to provide our students with the best instruction in the areas of Business, Finance, Marketing, Family and Consumer Science and Technology Education.

With regards to Technology Education, our district not only provides an exploratory program at Woodrow Wilson, but two outstanding programs at the high school: the national award-winning Video Production program "BlueTube" and the vibrant Engineering and Robotics program taught by Sam Faulkenberry.

This relatively new program currently runs four sections of Engineering and Robotics 1 with 75 students. This is a full year course that combines classroom learning in Engineering principles with real-world application through the industry-leading VEX robotics system and an Engineering and Robotics club.

We are proposing to offer a second year of the program called Engineering and Robotics 2. Students will continue to incorporate pre-engineering and design concepts. Prefabrication procedures will include utilization of CAD software programs such as SolidWorks to digitally represent robot designs and problem solutions. The course curriculum will also focus on participation in state and national competitions with other schools. We anticipate that we will run up to two full year sections of this new course during the school year 2013-2014 of 50 students.



## FAQ

### 1. *What is the cost of the new course?*

We understand the financial realities of the budgets and therefore we are not asking for any money from the Board of Education. We will use funds from the Carl D. Perkins grant to purchase the industry-standard Solidworks program for approximately \$6000 and the extra Robotics kits will come from the Middletown High School Technology Education budget. The computers to run the software will be laptops that we currently have. The curriculum development hours can also be paid for through the Perkins grant.

### 2. *What will this course replace?*

The new course will pull sections away from the half-year courses Construction 1 and Construction 2.

### 3. *Why propose this new course?*

First and foremost, there is a huge need in our nation for Engineers and those with skill and knowledge of Robotics. The national unemployment rate for Engineers is only 2% and the demand for Engineers, especially young engineers (according to US News and World Report) is very high.

[http://www.usnews.com/education/best-graduate-schools/articles/2012/03/22/youre-an-engineer-youre-hired\\_print.html](http://www.usnews.com/education/best-graduate-schools/articles/2012/03/22/youre-an-engineer-youre-hired_print.html)

Furthermore, according to the US Bureau of Labor Statistics "Occupational Outlook Handbook", total employment in Engineering is expected to increase by over 20 million jobs by 2020.

<http://www.bls.gov/ooh/about/projections-overview.htm>

Second, it will allow us to identify and test more state of CT "Concentrators." Just like the core areas have the CMT and CAPT assessments, students in areas of Career and Technical Education (Marketing, Finance, Video Production, etc) are tested as state of CT Concentrators (and our students do well on these assessments).

Third, Engineering and Robotics instruction supports Math achievement, the Math Common Core and STEM education with practical applications.

### 4. *What is the target population?*

We are targeting students that earned at least a 70 in Engineering and Robotics 1. We anticipate the potential student base to be 50.

### 5. *What is your plan for curriculum development?*

The current plan is to create the curriculum prior to August 15, 2013 with the hours being paid for through the Carl D. Perkins grant. The curriculum will be created with a focus not only on industry standards but with both the Common Core and Common Career Technical Core principles.

### 6. *How will the new course be evaluated for success?*

The main evaluation criteria will be the number of students that enroll, student achievement on the Career and Technical Education state of CT assessment and on the activity of the co-curricular Engineering and Robotics club. Over the past five years, students meeting goal on the CTE assessments have increased 400% while the number of students taking the exam has increased 290%.

## **Alignment with the Common Core State Standards for Mathematics**

The new Common Core for Math focuses primarily on “problem solving, reasoning and proof, communication, representation and connections.” Secondly, it has strands of “adaptive reasoning, strategic competence, conceptual understanding, procedural fluency and productive disposition.” Put simply, the Common Core for Math calls for students to learn exactly in the manner in which Engineering and Robotics instruct students.

Students in this course will continually be using mathematical concepts to reason, solve problems, understand the “why” and not just the “what” of concepts and connects math to the real world.

More specifically, the Math Common Core has eight main principles for Math instruction (taken directly from the CCSS for Math) that are all supported directly by the Engineering and Robotics program:

### **Mathematical Practices**

1. Make sense of problems and persevere in solving them.
2. Reason abstractly and quantitatively.
3. Construct viable arguments and critique the reasoning of others.
4. Model with mathematics.
5. Use appropriate tools strategically.
6. Attend to precision.
7. Look for and make use of structure.
8. Look for and express regularity in repeated reasoning.

## **Alignment with the 2012 Common Career Technical Core**

This program is aligned with the new Common Career Technical Core, adopted by 42 states as a compliment to the Common Core State Standards.

## **Alignment with the 2011 Career and Technical Education Standards for Engineering**

This program supports the standards and allows Middletown High School to identify and test more student Concentrators (a Concentrator being a student that has learned the standards and competencies in a career field).

## **S.T.E.M. (Science, Technology, Engineering and Math)**

This program is a vital part of an overall Science, Technology, Engineering and Math program.

According to Hays Blaine Lantz, Jr., Ed.D., 2009, “STEM education offers students one of the best opportunities to make sense of the world holistically, rather than in bits and pieces. STEM education removes the traditional barriers erected between the four disciplines, by integrating them into one cohesive teaching and learning paradigm. ‘STEM education is an interdisciplinary approach to learning where rigorous academic concepts are coupled with real-world lessons as students apply science, technology, engineering, and mathematics in contexts that make connections between school, community, work, and the global enterprise enabling the development of STEM literacy and with it the ability to compete in the new economy.’”

Morrison (2006) outlined several functions of a STEM education. She suggested that students should be:

- **Problem-solvers** – able to define questions and problems, design investigations to gather data, collect and organize data, draw conclusions, and then apply understandings to new and novel situations.
- **Innovators** – creatively use science, mathematics, and technology concepts and principles by applying them to the engineering design process.
- **Inventors** – recognize the needs of the world and creatively design, test, redesign, and then implement solutions (engineering process).

- **Self-reliant** – able to use initiative and self-motivation to set agendas, develop and gain self-confidence, and work within time specified time frames.
- **Logical thinkers** – able to apply rational and logical thought processes of science, mathematics, and engineering design to innovation and invention.
- **Technologically literate** - understand and explain the nature of technology, develop the skills needed, and apply technology appropriately.

Thank you for your support of Career and Technical Education!

Dave Reynolds, Coordinator of Career and Technical Education, 10/9/2012

## Historiography Course Proposal and Syllabus

Course Description: Historiography is the study of history. Students will investigate a variety of social studies issues while learning the skills necessary for proper research. Students will focus on the research and study skills necessary for college preparation, including evaluating sources, document archival retrieval, quantitative and qualitative research, organizing information, hypothesis creation, and drawing thematic conclusions. Students will choose a historical topic and have to evaluate the history of that topic. This will allow students to delve into a content area of their choosing, including but not limited to, Asian studies, Native American history, African culture, Latin American development, Philosophy, Anthropologic studies, Religion, or a variety of other histories to be investigated. This will be a hands-on, project oriented course in which students will continually practice the skills being learned. The course will be technology oriented, making full use of the internet and software skills necessary to do proper research in the 21<sup>st</sup> century.

Text: The Methods and Skills of History (\$23) Supplemental Text: After the Fact (already owned)

### Unit 1: Historical Thinking (5 lessons)

- Uses of History
- Historical Reconstruction
- Continuity and Change
- Multiple Causality and Synthesis
- Contextual Thinking

### Unit2: Confronting the Historical Account (4 lessons)

- Libraries: Real and Virtual
- Reading History
- History on Film
- Evaluating Sources

### Unit 3: Historiography (4 lessons)

- The History of History
- Disciplines of History
- Passing on History
- Formatting of History

Unit 4: Doing History (5 lessons)

- Finding Evidence
- Oral History – Students will have to establish a connection with an expert/mentor in their chosen field to conduct genuine oral history field experience.
- Statistics
- Interpretation
- Writing a History Research Paper (Final Exam Project)
  - APA Citation format
  - Capstone Presentation for authentic audience
  - Assessment Rubric to be designed by district/school ELA Committee in correlation with Common Core standards and Capstone expectations.

This course would align with national and state standards from Common Core State Standards, National Educational Technology Standards from ISTE, and the CT State Framework document approved in July 2010.

**Standard 2: History/Social Studies Literacy**

<i>Competence in literacy, inquiry, and research skills is necessary to analyze, evaluate, and present history and social studies information. Strand</i>	<b>Grade Level Expectations</b> <i>Students will be able to:</i>	<b>Correlations</b>
<b>2.1 – Access and gather information from a variety of primary and secondary sources including electronic media (maps, charts, graphs, images, artifacts, recordings and text).</b>	1. Gather information using various senses. 2. Name or access one source of information (e.g. an adult, a book, the Internet).	ICT Literacy Information and Media Literacy CCSS Not Identified I&TL: 1, 2, 5, 6
<b>2.2 – Interpret information from a variety of primary and secondary sources, including electronic media (e.g. maps, charts, graphs, images, artifacts, recordings and text).</b>	3. Share information gathered from senses, print or media sources in a variety of ways (e.g. retell a story, create a simple graph with assistance, draw a picture to represent an experience).	Critical Thinking and Problem Solving ICT Literacy Information and Media Literacy CCSS Not Identified I&TL: 3, 4, 5, 6, 7
<b>2.3 – Create various forms of written work (e.g. journal, essay, blog, Web page, brochure) to demonstrate an</b>	4. Express personal events related to social studies topics using pictures and letter-like approximations.	Critical Thinking and Problem Solving Information and Media Literacy Creativity and Innovation Skills Communication Skills CCSS Not Identified I&TL: 4, 5,

<b>understanding of history and social studies issues.</b>		6, 7
<b>2.4 – Demonstrate an ability to participate in social studies discourse through informed discussion, debate and effective oral presentation.</b>	5. Share personal experiences through group discussions and dramatization.	Communication Skills CCSS Not Identified I&TL: 3
<b>2.5 – Create and present relevant social studies materials using both print and electronic media (e.g. maps, charts, models, displays).</b>	6. Represent geographic or community locations using classroom materials (e.g. use blocks to build a school, make a hill out of sand, draw a picture of one's house).	Information and Media Literacy Creativity and Innovation Skills Communication Skills

## Purposes-Goals-Objectives

### Code of Ethics and Standards of Leadership

#### Code of Ethics:

Each Board of Education Member will receive a copy of Chapter 40, Code of Ethics, of the Middletown Code of Ordinances. Each Agency of the City of Middletown is expected to adhere to these laws which set forth standards of ethical conduct that help foster and maintain a tradition of responsible and effective public service.

#### ~~Standards of Leadership for Board of Education Members~~ Code of Ethics for the Middletown Board of Education Members is as follows:

- ~~Abiding by the Code of Ethics of the City of Middletown;~~
- ~~Being a staunch advocate of high quality free public education for all children;~~
- ~~Being an agent of the State, to uphold and enforce all laws, rules, regulations, and court orders pertaining to public schools, as well as striving to bring any needed change through legal and ethical procedures;~~
- ~~Striving to help create public schools that meet the individual educational needs of all children regardless of their ability, race, creed, sex, or social standing;~~
- ~~Working to help my community understand the importance of proper support for public education, whether it be in providing adequate financing, optimum facilities, staffing and resources or better education programs for children;~~
- ~~Becoming fully informed about the nature, value, and direction of education in our society and supporting any needed changes in our schools;~~
- ~~Striving to ensure that the community is fully and accurately informed about our schools and communicating the community's aspirations to the school staff;~~
- ~~Recognizing the Board of Education's actions as policy-making, budgeting, planning and appraisal and not the day-to-day running of the school system;~~
- ~~Arriving at conclusions after discussing all aspects of the issue with fellow Board members during public meetings;~~
- ~~Respecting the opinions of others and abiding by the majority rules principle;~~
- ~~Recognizing that no authority exists for individual Board members, only with the whole Board acting during public meetings;~~

## Purposes-Goals-Objectives

### Code of Ethics (continued)

- Refusing to surrender independent judgment to special interests or partisan political groups;
  - Supporting and protecting school personnel in the proper performance of their duties;
  - Ensuring that all complaints are handled according to policies set forth by the Board of Education;
  - Holding confidential all matters pertaining to schools, which, if disclosed, might needlessly injure individuals or the schools;
  - Insisting that all school business transactions be open and ethical;
  - Striving to appoint the best professional leader available when a vacancy exists in the chief administrative position, and to appoint the best trained technical and professional personnel available, upon recommendation by the appropriate administrative officer.
1. I will be a staunch advocate of high quality free public education for all Connecticut children. In fulfilling my responsibilities, I will think of "children first".
  2. I will, as an agent of the state, uphold and enforce all laws, rules, regulations, and court orders pertaining to public schools. I will strive to bring any needed change only through legal and ethical procedures.
  3. I will strive to help create public schools which meet the individual educational needs of all children regardless of their ability, race, creed, sex, or social standing.
  4. I will work unremittingly to help my community understand the importance of proper support for public education, whether it be in providing adequate finance, optimum facilities, staffing and resources, or better educational programs for children.
  5. I will join with my Board, staff, community, and students in becoming fully informed about the nature, value, and direction of contemporary education in our society. I will support needed change in our schools.
  6. I will strive to ensure that the community is fully and accurately informed about our schools, and will try to interpret community aspirations to the school staff.
  7. I will recognize that my responsibility is not to "run the schools" through administration, but together with my fellow Board members, to see that they are well run through effective policies.

8. I will attempt to confine my Board action to policy-making, planning and appraisal, and will help to frame policies and plans only after my Board has consulted those who will be affected by its actions.
9. I will arrive at conclusions only after discussing all aspects of the issue at hand with my fellow Board members in meeting. I will respect the opinions of others, and abide by the principle of majority-rule.
10. I will recognize that authority rests only with the whole Board assembled in public meeting, and will make no personal promises or take any private action which may compromise the Board.
11. I will acknowledge that the Board represents the entire school community, and will refuse to surrender my independent judgment to special interests or partisan political groups. I will never use my position on the Board for personal gain.
12. I will hold confidential all matters pertaining to schools, which, if disclosed, might needlessly injure individuals or the schools.
13. I will insist that all school business transactions be open and ethical.
14. I will strive to appoint the best professional leader available when a vacancy exists in the chief administrative position.
15. I will strive to appoint the best trained technical and professional personnel available, upon recommendation by the appropriate administrative officer.
16. I will support and protect school personnel in the proper performance of their duties. I will strive to ensure that all personnel have not only the requisite responsibilities, but the necessary authority to perform effectively.
17. I will refer all complaints through the proper "chain of command" within the system, and will act on such complaints at public meetings only when administrative solutions fail.

Policy adopted: May 7, 1996  
Revised policy: May 27, 2003  
Revised policy:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## **Mission - Goals - Objectives**

### **Policies for Middletown Public Schools**

The Board of Education shall maintain a manual of policies as the base for the governance of the school system. The policies must at all times be in harmony with applicable laws.

All of the Board of Education's policies shall have their sources in the Board-adopted purposes, goals and objectives pertaining both to student learning and school system operations.

The Board of Education, will to the best of its abilities, make all its actions consistent with its policies.

Policy adopted: May 7, 1996  
Policy revised: April 13, 2004

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## **Mission - Goals - Objectives**

### **Comprehensive Improvement Plans/Schedules**

The Board of Education will develop a long-range plan based on its goals and objectives.

The Middletown Board of Education's long-range plan will specify targets in the areas of regular and special learning programs, transportation, staffing, building utilization, capital improvements, technology, and maintenance of buildings and grounds. The comprehensive long-range plan will focus on the achievement of Board adopted goals and objectives.

Legal Reference: Connecticut General Statutes

10-220 Duties of boards of education

Policy adopted: May 7, 1996  
Policy revised: May 27, 2003

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut