

## Board of Education Regular Meeting

Tuesday, March 10, 2020 6:30 PM

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

<b>I. Call to Order</b>	<b>Speaker (s) :</b> Deborah Cain
<b>II. Salute to the Flag</b>	<b>Speaker (s) :</b> Deborah Cain
II.A. Moment of Silence in Honor of Karen Share	<b>Speaker (s) :</b> Michael Conner
<b>III. Adoption of Agenda</b>	<b>Speaker (s) :</b> Deborah Cain
<b>IV. District Highlights</b>	<b>Speaker (s) :</b> Deborah Cain
IV.A. Recognition of Bielefield Student - Winner of Senator Chris Murphy's Martin Luther King Jr. Essay Contest	<b>Speaker (s) :</b> Michael Conner
IV.B. Recognition of Macdonough Student - Winner of Securities Industry and Financial Markets Association InvestWrite Essay Contest	<b>Speaker (s) :</b> Michael Conner
IV.C. Recognition of Farm Hill Staff and Students - Winners of MakerSpace Logo Design	<b>Speaker (s) :</b> Michael Conner
IV.D. Recognition of District Leaders - AASA Innovation & Transformational Leadership Network District	<b>Speaker (s) :</b> Michael Conner
IV.E. Recognition of Board Member - Connecticut's Top 100 Women of Color	<b>Speaker (s) :</b> Michael Conner
<b>V. Public Session</b>	<b>Speaker (s) :</b> Deborah Cain
<b>VI. Communications</b>	<b>Speaker (s) :</b> Deborah Cain
VI.A. Report of Student Representative	<b>Speaker (s) :</b> Evan Davis
<b>VII. Consent Agenda</b>	<b>Speaker (s) :</b> Deborah Cain
VII.A. Minutes of February 11, 2020 BOE Regular Meeting	<b>Speaker (s) :</b> Deborah Cain
VII.B. Minutes of February 24, 2020 Joint Board of Education and Common Council Workshop	<b>Speaker (s) :</b> Deborah Cain
VII.C. Extended Field Trip - Middletown High School Robotics Team to Worcester, MA	<b>Speaker (s) :</b> Samuel Faulkenberry
VII.D. Extended Field Trip - Moody School to Sturbridge, MA	<b>Speaker (s) :</b> Jennifer Cannata
VII.E. Moody and Macdonough Oil Tanks	<b>Speaker (s) :</b> Natalie Forbes
VII.F. Adjournment	<b>Speaker (s) :</b> Deborah Cain
VII.G. Career and Technical Education Secondary Supplemental Enhancement Grant	<b>Speaker (s) :</b> Natalie Forbes
<b>VIII. Department Reports</b>	<b>Speaker (s) :</b> Deborah Cain
VIII.A. Financial Report	<b>Speaker (s) :</b> C Bourne / C Walcott
VIII.A.1. Action on Line Item Transfer Report	<b>Speaker (s) :</b> C Bourne / C Walcott

VIII.B.	Facilities Department	<b>Speaker (s)</b> : Peter Staye
VIII.C.	Personnel Report	<b>Speaker (s)</b> : Geen Thazhampallath
VIII.D.	Transportation Report	<b>Speaker (s)</b> : Mark Langton
<b>IX. Superintendent's Report</b>		<b>Speaker (s)</b> : Michael Conner
IX.A.	MPS Covid-19 (Coronavirus) Precautions Being Taken	<b>Speaker (s)</b> : Michael Conner
IX.B.	MakerSpace Presentation	<b>Speaker (s)</b> : Rebecca Deotte
IX.C.	District News	<b>Speaker (s)</b> : Deborah Cain
<b>X. Committees</b>		<b>Speaker (s)</b> : Deborah Cain
X.A.	Budget Committee	<b>Speaker (s)</b> : Sean King
X.B.	Curriculum Committee	<b>Speaker (s)</b> : Lisa Loomis
X.C.	Facilities Committee	<b>Speaker (s)</b> : Deborah Cain
X.D.	Policy Committee	<b>Speaker (s)</b> : Justin Taylor
X.E.	Representative Reports	<b>Speaker (s)</b> : Deborah Cain
X.F.	New Middle School Building Committee	
<b>XI. Action Items</b>		<b>Speaker (s)</b> : Deborah Cain
XI.A.	2020-2021 Superintendent's Proposed Budget	<b>Speaker (s)</b> : Michael Conner
XI.B.	Future Ready Technology Plan	<b>Speaker (s)</b> : Michael Skott
XI.C.	Policy # 5112- Ages of Attendance-Revised Policy - First Reading	<b>Speaker (s)</b> : Justin Taylor
XI.D.	Policy # 5118.1-Homeless Students - Revised Policy- First and Final Reading	<b>Speaker (s)</b> : Justin Taylor
<b>XII. Future Agenda Items</b>		<b>Speaker (s)</b> : Deborah Cain
XII.A.	New Items	<b>Speaker (s)</b> : Deborah Cain
XII.A.1.	Discussion of Future Field Trips	<b>Speaker (s)</b> : Deborah Cain

**Board of Education Regular Meeting**  
February 11, 2020, 6:30 PM  
Middletown Common Council Chambers

**I. CALL TO ORDER**

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

**Board Members Absent:** Anita Dempsey White and Christopher Sugar

**Others Present:** Superintendent of Schools Dr. Michael Conner, Chief of Academic Officer Dr. Magda Parvey, Chief of School Operations and Communication Marco Gaylord, Chief of Administration Christine Bourne, Director of Pupil Services and Special Education Amy Clarke, Director of Technology Mike Skott, Director of Instructional Technology Michelle Gohagon, Director of Facilities Peter Staye, Director of Innovation & Grant Services Natalie Forbes, Manager of Human Resources Geen Thazhampallath, Manager of Transportation Mark Langton, Finance & Resource Management Specialist Cheryl Walcott, Student Representative Evan Davis, Interim Assistant to the Superintendent/Board Secretary Joyce Carey, and seventy-eight (78) visitors.

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

**II. SALUTE TO THE FLAG**

Student Representative Evan Davis led the Pledge of Allegiance.

**III. ADOPTION OF AGENDA**

**MOTION:** Move to adopt the Agenda was made with a motion by Mr. King and a second by Ms. Loomis.

**MOTION:** Move to add an item to the Agenda this evening as Consent Agenda Item VII.I. UCONN District Wellness Policy Review Research Project passed with a motion by Ms. Loomis and a second by Mr. King – unanimous vote.

**MOTION:** Move to add an item to the Agenda, XI B.2. World Languages-Spanish at the Middle School passed with a motion by Ms. Loomis and a second by Mr. King – unanimous vote.

**VOTE:** Adoption of the Consent Agenda, as amended, passed with a unanimous vote.

**IV. DISTRICT HIGHLIGHTS**

**A. Bridge2Brilliance Lawrence Elementary School Student Recognition**

Dr. Conner called forward Lawrence School Principal James Gaudreau. He recognized First Grade Student Lillie Kobe for outstanding work and originality in creating books. Dr. Conner presented Lillie with a certificate from Bridge2Brilliance

**B. Woodrow Wilson KIDLit Team Recognition**

Dr. Mayo Molina shared that on January 28, 2020 the Middletown Public Schools' KidsLit Team came in second place and will compete in the USA Final on January 30<sup>th</sup> at the Ethel Walker School. The students came forward and introduced themselves.

**C. Middletown High School (MHS) Good Samaritan Student Recognition**

Mr. Marco Gaylord asked MHS Principal Colleen Wiener to come forward. She recognized MHS Junior Dylan Sassu. Dylan received a Good Samaritan plaque for his positive actions on January 22, 2020, in assisting a crossing guard during a medical emergency she was experiencing. He was honored for his actions.

## V. PUBLIC SESSION

Chair Cain explained the rules of Public Session.

Ed McKeon, Councilman and parent, stated he was speaking on behalf of himself and Councilman Phil Pessina in support of the MHS Minority Student Coalition recent presentation at an assembly. He spoke about intolerable vs. uncomfortable behavior and thanked the Minority Student Coalition for their presentation.

Faith Jackson, Middlesex County NAACP President and Director of Equal Opportunity and Diversity Management stated that she had viewed the video of the presentation. She spoke about race, equality, and inclusion stating this is a serious issue which needs to be talked about.

Sasha Crockett, MHS parent, spoke of an image that was posted on social media of the Minority Student Coalition Presentation being taken out of context.

Jewel Lucien, MHS student, addressed the Board about the assembly about comfort vs. discomfort of students. She stated that a one hour and twenty minute assembly does not equate to over 400 years of oppression.

Monica Belyea, spoke in support of Minority Student Coalition presentation. She helped in the preparation of the assembly. She read statement from Jennifer Billingsly.

Diana Martinez, parent of MHS student, spoke on raising children and her feelings on presentation.

Gwen Samuels, parent of Middletown student, spoke of feelings on meeting. Congratulated all students in presentation

Precious Price, resident and Director/Community Coordinator of the Racial Justice Coalition, stated that it is ok that people feel uncomfortable. She said everyone needs to keep telling the truth until there is no longer a need to. She acknowledged students, Dr. Conner, Mayor Florsheim, and administrators for supporting our students. She stated she will be sharing a flyer about an upcoming event on February 27<sup>th</sup> at Cross Street Church to talk about how to shut down racism in our schools and build something better.

Parrish Holloman, President of Middlesex County NAACP Youth Council. He commended the Minority Student Coalition on the presentation and encouraged them to continue programs.

Mayor Ben Florsheim, expressed his appreciation for the program. He spoke about the uncomfortable feelings of people discussing history. He encouraged people to continue speaking and confronting history. He shared his two reactions to the program: It was very good and it was going to cause discomfort in the community.

Ari Kubie, District Teacher and Equity Coach Bielefield, Commended MHS students and encouraged people to try harder, listen more and speak less.

Rebecca Johnson, resident, shared that resources available for State and Federal agencies. She encouraged the BOE to think about outside consulting from State agencies and the State Department of Education.

Patricia Hall teacher, mentor for students in presentation thanked Yolanda Hart. Spoke of students being seen and encouraged students to continue.

Yolande Hart, Minority Student Coalition Co-Advisor spoke of the support of students and recognized the outpouring of support for the Minority Student Coalition students.

Kylie Burke, Daniela Santiago, Nyemah West, Michael Walker, Neveah Anderson, members of the Minority Student Coalition, discussed the purpose of presentation and future plans.

Mondell Davis, resident, spoke of the 1619 project by New York Times.

Scott Kessler, MHS parent stated that he was pleased with the presentation.

David Roane, resident, shared how proud he is of the students and the support of the community in the room that evening. He encouraged parents and students to continue having these uncomfortable conversations.

Sana Cotton, parent, spoke regarding social media comments and those present at meeting tonight. She questioned the follow up meeting on Saturday.

Bishop McKissick, resident, spoke about making society uncomfortable and not slowing down this effort.

Justin Carbonella, Youth Services Bureau Director and parent, commended the Minority Student Coalition members. He thanked the MHS administration for allowing students to be brave and to lead.

Ed Ford, Jr., Common Council Member, stated that these conversations must continue. He noted the importance of discussions about race and moving our community forward.

Sazjane Stringer, prospective Middletown resident, expressed concerns of safety of future Middletown Public Schools children. She shared a quote scrolling all day on a monitor in a West Hartford elementary school during an Ode to Black History Month, by the famous activist Ruby Bridges, "Racism is a grownup disease and we must stop using our children to spread it."

Dr. Conner recited a quote from a respected educator, Dr. Tyronne Howard, "If you are trying to make everyone okay with the discomfort of conversations about race, you will not succeed in closing all achievement gaps and opportunity gaps." Dr. Conner said addressing racial equity is messy, however, what the Minority Student Coalition presented is not just for Black History Month, but American History. He said there will be no backlash because this is exposing what American History is and presenting a necessary conversation that is long overdue. Dr. Conner stated he wished to follow up on Bishop McKissick's comments and shared a quote from Martin Luther King, "The time is right, let's do what is right, and do what's right, right now." He commended the students, and supports them on behalf of himself and the Middletown Public Schools (MPS).

Chair Cain commended the Minority Student Coalition members and read Board of Education Policy 6144 Controversial Issues aloud. She stated that all students are covered under this policy, also noting when she was a student at MHS she was a member of the Coalition. During Black History Month, teacher Mrs. Saunders would show students "Eyes on the Prize". So to students today she says the thing that they did right was the day we started to fight, keep your eyes on the prize and hold on.

India Weston MHS student and member of the Minority Student Coalition, stated that she participated in the assembly. She expressed appreciation that these conversations are happening in Middletown.

Chair Cain reminded people of the Community Conversation this coming Saturday and encouraged attendance.

## **VI. COMMUNICATIONS**

### **A. Report of Student Representative**

Student Representative Evan Davis highlighted some of the activities by the MHS Student Council. He discussed the Seasons of Love Food Drive at MHS and said applications are being accepted for Student Council Representatives. He shared that Matilda the Musical starring MHS and Keigwin students will run from March 3-7. He spoke of the Unified Theater production which highlights teamwork and performance of students who have different abilities with the spotlight on student leadership. Participants range from grade 4 through age 24. He said the MHS Minority Student Coalition had a Black History celebration.

## **VII. CONSENT AGENDA**

**MOTION:** Move to approve the Consent Agenda was made with a motion by Mr. King and a second by Ms. Loomis.

**MOTION:** Move to add an item to the Consent Agenda titled Consent Item VII.I UCONN District Wellness Policy Review Research Project passed with a motion by Ms. Loomis and a second by Mr. King – unanimous vote.

**MOTION:** Move to remove Consent Agenda Items VII. E. Extended Field Trip-MHS VoAg Plum Island Tour-Career Presentation (Exact date TBD), VII. F. Extended Field Trip-MHS Chorus Trip to Festival in NH 3-19 to 3-21-20, and VII. I. UCONN District Wellness Policy Review Action Project passed with a unanimous vote.

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

- A. Minutes of January 7, 2020 BOE Regular Meeting
- B. Grants Status Report
- C. Extended Field Trip - MHS, VoAg Trip to PA 3-5 to 3-6-20
- D. Extended Field Trip - MHS VoAg- Plum Island STEM Student Forum 3-18-20
- G. Extended Field Trip - Ultimate Frisbee Trip to Regional Tournament in NJ 4-18 to 4-19-20
- H. Extended Field Trip - MHS Ultimate Frisbee Regional Tournament in MA 5-16 to 5-17-20

**VOTE:** Move to approve the Consent Agenda, as amended, passed with a motion by Mr. Pulino and a second by Ms. Loomis – unanimous vote.

**Items removed from the Consent Agenda**

- E. Extended Field Trip - MHS Vo-Ag Plum Island Tour-Career Presentation (Exact date TBD)  
There was a discussion about this trip and it was agreed to table this item.

**MOTION:** Move to table the Extended Field Trip of MHS Vo-Ag to Plum Island for a tour and presentation passed with a motion by Mr. King and a second by Ms. Loomis.

- F. Extended Field Trip - MHS Chorus Trip to Festival in NH 3-19 to 3-21-20  
Advisor Stephanie Zak responded to Board member questions.

**MOTION:** Approval of the Extended Field Trip for MHS Chorus Trip was approved with a unanimous vote.

**Item added to Consent Agenda at beginning of meeting and removed at this point for discussion and individual action:**

- I. UCONN District Wellness Policy Review Research Project

School Health Supervisor Mary Emerling explained this research project, responded to questions, and requested Board approval.

**MOTION:** Move to approve a UCONN District Wellness Policy Review Research Project passed with a motion by Ms. Loomis and a second by Mr. King – unanimous vote.

## VIII. DEPARTMENT REPORTS

### A. Financial Report

Ms. Bourne reviewed the Financial Statement.

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

Ms. Bourne reviewed the transfers, added that shifts are normal around this time and responded to questions.

**MOTION:** Move to approve the Line Item Transfer Report passed with a motion by Mr. King and a second by Ms. Loomis— unanimous vote.

### B. Facilities Department

There were no questions for Director of Facilities Peter Staye.

### C. Personnel Report

Chair Cain welcomed Mr. Thazhampallath to the Board of Education. He provided an overview of the Personnel Action report and responded to questions. Dr. Conner added that the Dean of Students position at Bielefield was not filled internally and would be posted externally in the future.

### D. Transportation Report

There were no questions for Mr. Langton.

## IX. SUPERINTENDENT'S REPORT

### A. Innovation 2021 Presentation

Dr. Conner provided an overview. A presentation was done by Dan Raucci, Grades 6 -12 ELA Curriculum Supervisor, Richard Cordaway, Grades 6 – 12 Math Curriculum Supervisor, Crystal Caouette, Grades 6 – 12 Science Curriculum Supervisor, Chief Academic Officer Dr. Magda Parvey and Keigwin School Principal Dr. Silvia Mayo Molina. WWMS Principal Cheryl Gonzalez is home with the flu and not able to be here this event. After the presentation there was a discussion and the team responded to questions. Dr. Conner thanked everyone for their efforts for leading this project.

### B. District News

Chair Cain asked if Board members had district news they wished to share. Ms. Cain recognized Dr. Conner on finishing his Harvard classwork. She also shared that Dr. Conner was honored by the United Way with their Community Leadership Award.

## X. COMMITTEES

### A. Budget Committee

Budget Committee Chair Sean King gave an overview of last evening's Budget Committee meeting.

Chair Cain called a brief recess called at 8:30 PM. She called the meeting back to order at 8:42 PM.

### B. Facilities Committee

Ms. Cain reported on the committee's last meeting sharing there was discussion about smoke detectors at the new middle school currently under construction and phone outages at district schools. Ms. Cain stated it is her recommendation that each school be provided a cell phone in the event of a phone outage at schools and this has been done. She also noted that this item is included for correction in the Facilities Department's Five-Year Plan. Ms. Cain and Mr. Gaylord responded to questions. The next meeting will be on February 19<sup>th</sup> at 5 PM at Macdonough School.

**C. Curriculum Committee**

Curriculum Committee Chair Lisa Loomis stated that the committee's last meeting minutes are in the Board packet. She provided an overview of the last Curriculum Committee meeting and responded to questions.

**D. Policy Committee**

Policy Committee Chair Justin Taylor reported on the Policy Committee's last meeting. He responded to questions. Dr. Conner stated the Dean of Students position at Bielefield School will be posted externally.

**E. Representative Reports**

There were no reports.

**F. New Middle School Building Committee**

**XI. ACTION ITEMS**

**A. Middletown High School World Language Expansion; Mandarin**

Dr. Conner spoke about Mandarin. After looking at budget, it was agreed that this would be moved for inclusion in the 2020-2021 budget.

**MOTION:** Move to table this item passed with a motion by Mr. King and a second by Ms. Loomis – unanimous vote.

**B. 1. Middletown High School World Language Expansion; Expansion of Italian II**

Dr. Parvey introduced MHS World Languages Teacher Andres Alphonso who explained the expansion of Italian II. He responded to questions.

**MOTION:** Move to approve the expansion of MHS World Language Italian II passed with a motion by Mr. King and a second by Ms. Loomis – unanimous vote.

**B. 2. World Language Expansion Middle School Spanish**

There was a discussion. Ms. Loomis shared that at the elementary level, Spanish is currently only taught at Lawrence School and expressed the hope it could be expanded to all elementary schools. Dr. Conner supported this as well.

**MOTION:** Move to approve the World Language Expansion Middle School Spanish passed with a motion by Ms. Rose Daniels and a second by Mr. Taylor – unanimous vote.

**C. New Course Proposal - Music in Movies**

Mr. Gaylord explained this new course proposal. He stated it will have minimal impact on the budget noting teachers and students are excited about potential course.

**MOTION:** Move to approve New Course Proposal – Music in Movies at MHS passed with a motion by Ms. Loomis and a second by Mr. Taylor – unanimous vote.

**D. New Course Proposal Introduction to Digital Art**

Mr. Gaylord explained this new course proposal. He stated one or two sections would be offered and no additional teaching staff will be needed. Mr. Gaylord responded to questions.

**MOTION:** Move to approve the New Course Proposal, Introduction to Digital Art, passed with a motion by Ms. Loomis and a second by Mr. Taylor – unanimous vote.

E. Board Approval of the National School Lunch Program (NSLP) Implementation of the Healthy Food Options of Connecticut General Statute (CGS) Section 10-215f for all foods sold to students separately reimbursable meals

Director of Food Services Janet Calabro explained this annual action the Board needs to take action annually on this and the State of Connecticut requires two specifically worded actions for this. She explained further to the Board Members

**MOTION #1:** Pursuant to CGS Section 10-215f, Middletown Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2020, through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups passed with a motion by Mr. King and a second by Ms. Loomis – unanimous vote.

**MOTION #2:** The Middletown Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and Beverages not listed in Section 10-221q of the CGS and will meet the following conditions: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. This motion was made by Mr. King and a second by Ms. Loomis - unanimous vote.

## **XII. FUTURE AGENDA ITEMS**

### **A. New Items**

Chair Cain indicated that March will be a busy month for the BOE as it is the first steps toward approving the 2020 – 2021 budget. The dates have been e-mailed to BOE members, however, she wanted to reiterate that Monday, March 5<sup>th</sup> is the Board Budget Workshop, March 10<sup>th</sup> at the regular meeting the BOE will vote on their budget, and on March 24<sup>th</sup> there will a joint workshop of the BOE and Common Council. She said what happens at the point is the BOE will adopt a budget, the Mayor will then propose his budget. The next step is that the Common Council will review the Mayor's budget and make their amendments, if necessary and adopt the City's 2020 – 2021 budget. After that, it will be either a "go" for the BOE or, back to the drawing Board for the BOE to make adjustments and approve an amended 2020 – 2021 BOE budget. This is the beginning of the budget process, she reminded.

Chair Cain said the next steps in the Naming of the New Middle School process will be April 29<sup>th</sup>, this topic will be brought up in both the Democratic and Republican caucus meetings and will be referred to the Public Works Department on May 13<sup>th</sup>. June 1<sup>st</sup> will be the first Common Council Hearing. The BOE should be prepared to attend the hearing and make their plea and advice which plan of action the BOE approved. She believes that July 6<sup>th</sup> will be the second public hearing and possibly the night that the Common Council will take action/vote on this matter. She stated that she will e-mail BOE members with the dates and updates.

**MOTION:** Move at 9:27 PM to go into Executive Session for the purpose of a Personnel Matter – Superintendent's Mid-Year Review (Proposed for Executive Session) and invite Dr. Conner to participate passed with a motion by Ms. Cain and second by Ms. Loomis – unanimous vote.

**XIII. PERSONNEL MATTER – SUPERINTENDENT MID-YEAR REVIEW (PROPOSED FOR EXECUTIVE SESSION)**

**A. Executive Session**

**MOTION:** Move at 10:24 PM to return to Public Session passed with a motion by Mr. King and a second by Mr. Pulino – unanimous vote.

**B. Public Session**

**XIV. ADJOURNMENT**

**MOTION:** Move to adjourn at 10:25 PM passed with a motion by Ms. Cain and a second by Mr. King – unanimous vote.

Respectfully Submitted,

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Lisa Loomis  
Acting Secretary

LL/jc

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

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

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

Name of School: **Middletown High School**

Date of Request: **2-10-20**

Name of Club or Activity: **MHS Robotics Team**

Trip To: **Quinsigamond Community College, Worcester, MA**

Purpose: **Southern New England Vex Robotics Competition High School Regional Championship**

Number of Students Participating: **15**

Number of students eligible to go on the field trip: **15**

Dates of Trip: From: **3-14-20**

To: **3-15-20**

# of school days missed: **0**

Names of Teachers and Chaperones:

1. <b>Sam Faulkenberry</b>	
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Number of Non-Chaperone Adults going on trip:

Transportation: **car**

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

Amount of money raised through fundraisers: **\$2,000.00**

Lodging: **n/a**

Insurance Arrangements for Staff and Students: **CT Technology Education Association**

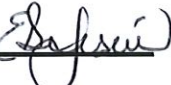
Cost per Student: **\$40**

Cost per Teacher and/or Chaperone:

Cost per Nurse: \$  
(if necessary)

Cost per Paraprofessional: \$  
(if necessary)

Name of teacher making request: **Sam Faulkenberry**  **2/10/20**

Approved by Department Head at secondary level: **Elisha De Jesus**  **2/10/2020**

Approved by Principal: **Colleen Weiner**  **2/11/2020**

Authorized by Chief Academic Officer:  **2-27-20**

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

The Southern New England VEX Robotics High School Regional Championship will be held from 3-14-20 to 3-15-20 at Quinsigamond Community College in Worcester, MA. Middletown High School Robotics Teams 9909B and 9909C have qualified to compete at this tournament through their achievements at state level qualifiers throughout the 2019-20 season. The teams will be competing against top teams from CT, MA, and RI. Any team ranking high enough at this tournament will have the opportunity to compete at the VEX Robotics World Championship in Dallas, TX this coming Spring.



**Van Buren Moody School: Request for authorization to attend a field trip to Sturbridge Village in Sturbridge, Massachusetts.**

Old Sturbridge Village brings history alive for our students as they are immersed in a re-created early 19<sup>th</sup> century rural New England Community. Costumed historians demonstrate life in the early 1800s in more than 40 buildings, gardens, and working farms.

At the Village, students have the unique opportunity to see, hear, smell, taste, and experience early American history up close. From individual interactions with expert, costumed historians including a tin smith, teacher, shoemaker, farmer, craftspeople, and performers to trying their hands at farming, trades, and domestic chores, our students learn more about the history we read about and study throughout our New England Colonies Grade 5 Social Studies unit as noted in our Scope & Sequence for the Second Semester.

**Unit 2: Colonies**

**New England Colonies**

**Obj. #1: Students will learn about the early New England Colonies**

**Obj. #5: Students will identify home and village activities**

**Obj. #7: Students will investigate the nature of change.**

In addition to the walking tour throughout the village, our students will participate in a 50-minute hands-on workshop in the Museum Education Center that allows them to try out some of the activities they'll see costumed historians doing in the Village. Each group of 10 students will participate in a workshop focused on either: hearth cooking, agriculture, textiles, or printing.

Old Sturbridge Village uses its historic buildings and landscapes, expansive collections and programs in agriculture, horticulture, households and trades to produce innovative, immersive and engaging exhibitions, interpretation, educational programs. Old Sturbridge Village was featured as one of the "Top 50 Educational Attractions in the Northeast."

Submitted by: Tammy Behrens and Jill Zquette (Grade 5 Teachers)

## EXECUTIVE SUMMARY

### CAREER AND TECHNICAL EDUCATION SECONDARY SUPPLEMENTAL ENHANCEMENT GRANT

Middletown Public Schools is applying for a Secondary Supplemental Enhancement Grant from the Connecticut State Department of Education in the amount of \$49,970.

The purpose of the Secondary Supplemental Enhancement Grant is *to prepare the next generation of students with the knowledge and skills necessary to compete in the global economy.*

Carl D. Perkins Career and Technical Education Improvement Act seeks to further develop the academic, career and technical skills of secondary students and postsecondary students who elect to enroll in CTE programs by:

- building on the efforts of states and localities to develop challenging academic and technical standards within career pathways aligned with state economic projections;
- assisting students in meeting standards, including preparation for high-skill, high-wage or high-demand occupations in current or emerging professions;
- promoting the development of services and activities that integrate rigorous and challenging academic and career and technical instruction and link secondary and postsecondary education for participating students;
- increasing state and local flexibility in providing services and activities designed to develop, implement and improve linkages between CTE and postsecondary options, including College Career Pathways;
- conducting and disseminating national research, providing professional development and disseminating information on best practices that improve CTE programs, services and activities;
- supporting partnerships among secondary schools, postsecondary institutions, baccalaureate-degree-granting institutions and business and industry;
- providing technical assistance that promotes leadership, initial preparation and professional development and improves the quality of CTE teachers, administrators and counselors; and
- providing individuals with opportunities throughout their lifetimes to develop, in conjunction with other education and training programs, the knowledge and skills needed to keep the United States competitive.

The overall **goals** of Middletown's CTE Secondary Supplemental Enhancement Grant for Aerospace Manufacturing are to: (1) embed competencies toward industry recognized credential attainment in curricula as supported by staff professional development (Solidworks); (2) purchase supplies, equipment, and CAD software; (3) launch a CAD Laboratory that fosters in-depth, first hand engagement in CAD competencies for Advanced Manufacturing; (4) create and extend partnerships between Middletown High School Aerospace & Manufacturing Program and Asnuntuck and Middlesex community colleges; and local Advanced Manufacturing business to include site visits, work based learning opportunities, and mentoring of students.

*Funding Requested: \$49,970*

SUBMITTED BY: NATALIE FORBES, DIRECTOR OF INNOVATION & GRANTS

Fiscal Year: 2020	Expenditures 2018-2019	Appropriation 2019-2020	Appropriation 2019-2020	Encumbrances	Expenditures	Account Balance	Overage/ Deficit	Projection
Object Code - Summary	2018-2019	2019-2020	2019-2020	Encumbrances	Expenditures	Account Balance	Overage/ Deficit	Projection
<b>CERTIFIED SALARIES</b>								
51109 CERTIFIED*CURR WRITING	56,916.75	38,000.00	38,000.00	-	11,226.63	33,773.37	(10,000.00)	55,000.00
51110 CERTIFIED*REG	31,123,191.23	33,002,387.00	33,002,387.00	-	18,165,330.45	14,837,056.55	(175,000.00)	33,177,387.00
51111 KNOWN ATTRITION	-	(179,374.00)	(179,374.00)	-	-	(179,374.00)	-	(179,374.00)
51112 UNKNOWN ATTRITION	-	(358,000.00)	(358,000.00)	-	-	(358,000.00)	-	(358,000.00)
51115 CERTIFIED*OTH ADDL*STIPEND	1,837.34	-	-	-	260.00	(260.00)	(40.00)	40.00
51309 SALARIES: INTERVENTIONISTS	-	-	-	-	4,150.00	(4,150.00)	(11,000.00)	11,000.00
51310 SALARIES: SUBS-DAILY*REG	184,551.26	162,200.00	162,200.00	-	134,867.84	27,332.16	(20,000.00)	182,200.00
51315 SALARIES: SUBS-LT*REG	115,857.35	142,000.00	142,000.00	-	109,502.80	32,497.20	(40,000.00)	182,000.00
51316 SALARIES: SUBS-BLDG*REG	292,179.82	90,000.00	90,000.00	-	36,447.50	53,552.50	30,000.00	60,000.00
51410 SALARIES: ADMINISTRATOR*REG	4,090,374.01	4,538,939.00	4,538,939.00	-	3,099,203.78	1,439,735.22	(20,000.00)	4,558,939.00
51501 LONGEVITY: CERTIFIED	401,880.32	515,000.00	515,000.00	-	242,371.42	272,628.58	30,000.00	485,000.00
51510 ADDL COMP PAID TO TCHRS	-	12,000.00	12,000.00	-	8,955.33	3,044.67	-	12,000.00
51550 EARLY RETIRMENT INCENTIVE	12,000.00	10,500.00	10,500.00	-	-	10,500.00	-	10,500.00
51716 SALARIES: MENTOR	9,042.00	13,080.00	13,080.00	-	6,781.50	6,298.50	-	13,080.00
51718 SALARIES: TUTOR	103,154.25	78,534.00	78,534.00	3,750.00	77,313.76	4,970.24	-	82,284.00
51721 SALARIES: STIPENDS-NON TRB	411,711.31	424,181.00	424,181.00	-	205,092.22	219,088.78	-	424,181.00
51900 OTHER SALARIES	73,831.60	111,583.00	111,583.00	-	82,038.51	29,544.49	-	111,583.00
51901 NON-CONTRACTED CERTIFIED	8,551.00	-	-	-	10,868.61	(10,868.61)	(10,868.61)	10,868.61
51921 SALARIES: CLASS COVERAGE	67,272.24	40,000.00	40,000.00	-	26,774.83	13,225.17	-	40,000.00
<b>_Total_CERTIFIED SALARIES</b>	<b>36,952,350.48</b>	<b>38,641,030.00</b>	<b>38,641,030.00</b>	<b>10,750.00</b>	<b>22,221,185.18</b>	<b>16,430,594.82</b>	<b>(226,908.61)</b>	<b>38,878,688.61</b>
<b>CLASSIFIED SALARIES</b>								
51116 CLASSIFIED*REG	7,220,768.20	7,811,094.00	7,811,094.00	-	4,885,296.66	2,925,797.34	184,000.00	7,627,094.00
51118 CLASSIFIED*OT	216,760.83	147,004.00	147,004.00	-	86,939.86	60,064.14	-	147,004.00
51121 CLASSIFIED*OTH ADDL STIPEND	-	55,000.00	55,000.00	-	12,298.80	42,701.20	-	55,000.00
51123 SALS OF REG EMP PAID TO INSTR A	92,280.50	77,740.00	77,740.00	-	-	77,740.00	-	77,740.00
51200 SAL OF SEASONAL TEMP EMP	9,244.04	4,500.00	4,500.00	-	1,871.03	2,628.97	-	4,500.00
51416 ATHLETIC EVENT-OT	34,262.40	17,001.00	17,001.00	-	23,822.10	(6,821.10)	-	17,001.00
51418 SUBS-SECRETARIES	49,054.04	35,000.00	35,000.00	-	58,033.95	(23,033.95)	(23,033.95)	58,033.95
51419 OT-SNOW REMOVAL	29,487.42	30,000.00	30,000.00	-	16,065.23	13,934.77	-	30,000.00
51420 OT-CUSTODIAL COVERAGE	32,992.54	50,000.00	50,000.00	-	12,750.03	37,249.97	10,000.00	40,000.00
51711 SALARIES: PHYSICIAN	10,000.12	10,000.00	10,000.00	-	5,384.68	4,615.32	-	10,000.00
<b>_Total_CLASSIFIED SALARIES</b>	<b>7,694,850.09</b>	<b>8,237,339.00</b>	<b>8,237,339.00</b>	<b>-</b>	<b>5,102,462.34</b>	<b>3,134,876.66</b>	<b>170,966.05</b>	<b>8,066,372.95</b>

Object Code - Summary	Expenditures 2018-2019	Appropriation 2019-2020	Apprpr. Adj	Encumbrances	Expenditures	Account Balance	Overage/ Deficit	Projection
<b>PARAPROFESSIONALS</b>								
51210 SALARIES: AIDES/PARAS*REG	3,004,410.80	3,762,575.00	-	-	2,266,395.48	1,496,179.52	150,000.00	3,612,575.00
51212 SALARIES: AIDES/PARAS*OT	-	500.00	-	-	-	500.00	-	500.00
51215 SALARIES: AD ED/PARAS*REG	981.08	-	-	-	571.41	(571.41)	(571.41)	571.41
51216 SALARIES: LIBRARY PARAS*REG	101,155.64	104,613.00	-	-	62,850.07	41,762.93	4,600.00	100,013.00
51503 LONGEVITY: PARAS	13,650.00	13,800.00	-	-	14,200.00	(400.00)	(400.00)	14,200.00
51713 SALARIES: LUNCH AIDE	83,042.68	185,680.00	-	-	109,674.39	76,005.61	55,000.00	130,680.00
51920 SALARIES: STUDENT VOCATIONAL	3,264.28	6,000.00	-	2,745.00	2,622.50	632.50	-	6,000.00
<b>_Total_ PARAPROFESSIONALS</b>	<b>3,206,504.48</b>	<b>4,073,168.00</b>	<b>-</b>	<b>2,745.00</b>	<b>2,456,313.85</b>	<b>1,614,109.15</b>	<b>208,628.59</b>	<b>3,864,539.41</b>
<b>EMPLOYEE BENEFITS</b>								
51970 SAL: CLOTHING ALLOCATION	19,600.00	21,002.00	774.00	-	20,395.00	1,381.00	1,381.00	20,395.00
52100 GROUP LIFE INSURANCE	217,455.00	221,525.00	1,013.00	-	222,538.00	-	-	222,538.00
52205 FICA	472,447.09	382,613.00	-	-	349,891.56	32,721.44	-	382,613.00
52210 MEDICARE	715,206.22	682,740.00	-	-	436,374.60	246,365.40	-	682,740.00
52300 RETIREMENT CONTRIB	24,384.86	20,577.00	-	-	21,447.09	(870.09)	-	20,577.00
52500 TUITION REIMB	-	4,500.00	-	-	-	4,500.00	-	4,500.00
52600 UNEMPLOY COMPENSATION	20,606.00	85,000.00	-	53,420.00	31,580.00	-	20,000.00	65,000.00
52700 WORKERS COMPENSATION	630,000.00	670,000.00	-	182,735.00	468,200.88	19,064.12	19,064.12	650,935.88
52831 HEALTH INS*CERTIFIED/PARAS	7,087,605.29	7,104,172.00	-	972,528.95	6,131,643.05	-	-	7,104,172.00
52832 HEALTH INS*CLASSIFIED	5,121,725.00	5,197,892.00	1,991.00	-	5,199,883.00	-	-	5,199,883.00
52840 DENTAL INSURANCE	966,321.89	1,061,962.00	(1,991.00)	189,189.13	828,146.87	42,635.00	42,635.00	1,017,336.00
52950 DISABILITY INSURANCE	21,613.66	28,500.00	-	10,433.89	18,066.11	-	-	28,500.00
52960 UNUSED SICK BENEFIT	66,635.93	40,001.00	-	-	61,091.26	(21,090.26)	(21,090.26)	61,091.26
52961 UNUSED VACATION PAYOUT	-	15,000.00	-	-	-	15,000.00	15,000.00	-
52990 OTHER POST EMPL BENEFITS	123,748.00	209,169.00	(1,013.00)	-	207,261.00	895.00	895.00	207,261.00
52991 ACA HEALTH INSURANCE	-	24,000.00	-	-	153.00	23,847.00	8,000.00	16,000.00
<b>_Total_EMPLOYEE BENEFITS</b>	<b>15,487,348.94</b>	<b>15,768,653.00</b>	<b>774.00</b>	<b>1,408,306.97</b>	<b>13,996,671.42</b>	<b>364,448.61</b>	<b>85,884.86</b>	<b>15,683,542.14</b>
<b>PURCHASED SERVICES</b>								
53010 PURCHASED PROF SVCS	312.00	350.00	-	272.00	78.00	-	-	350.00
53020 LEGAL SERVICES	119,066.40	130,000.00	-	38,356.00	91,644.00	-	-	130,000.00
53040 NURSING SERVICES	-	50,850.00	(524.00)	35,746.22	13,019.60	1,560.18	-	50,326.00
53070 TESTING / SCORING	50,788.78	59,849.00	2,435.00	2,925.30	59,358.70	-	-	62,284.00
53200 PROF EDUC SERVICES	7,749.75	20,000.00	-	-	1,500.00	18,500.00	10,000.00	10,000.00
53205 EMPLOYEE TRNG/DEV SVCS	1,068.50	1,500.00	-	-	-	1,500.00	-	1,500.00

Object Code - Summary	Expenditures		Appropriation		Appropri. Adj	Encumbrances	Expenditures	Account Balance	Overage/ Deficit	Projection
	2018-2019	2019-2020	2019-2020	2019-2020						
<b>PURCHASED SERVICES (cont.)</b>										
53220 INSERVICE - PROF MTGS/DEV	23,100.82	57,173.00	(1,982.50)	3,759.78		8,785.39	42,645.33	10,000.00	45,190.50	
53240 FIELD TRIPS	6,372.70	5,600.00	3,000.00	2,510.97		3,550.03	2,539.00	-	8,600.00	
53251 STUDENT ACTIVITIES	7,124.00	9,000.00	-	3,128.62		2,172.16	3,699.22	-	9,000.00	
53300 PURCH PROF SVCS: TECH	123,631.24	131,000.00	-	25,153.00		98,317.00	7,530.00	-	131,000.00	
53400 PURCH PROF SVCS: OTHER	793,896.23	615,093.00	17,500.00	128,342.30		470,238.50	34,012.20	-	632,593.00	
53520 PURCH PROF SVCS: OTHR TECH	124,444.68	109,357.00	-	29,739.28		66,045.56	13,572.16	-	109,357.00	
53530 PURCH PROF SVCS: POLICE	8,807.83	9,000.00	-	4,022.00		3,978.00	1,000.00	-	9,000.00	
53540 PURCH PROF SVCS: SPORTS OFF	39,611.51	64,241.00	-	-		29,107.48	35,133.52	-	64,241.00	
53900 OTHER PURCHASED SERVICES	38,549.87	48,100.00	-	4,578.96		30,577.21	12,943.83	-	48,100.00	
54010 PURCH PROPERTY SVCS	30,632.60	23,500.00	(4,074.00)	1,697.06		18,541.28	(812.34)	-	19,426.00	
54103 SNOW PLOWING/SANDING	23,230.00	30,000.00	-	12,010.00		11,990.00	6,000.00	-	30,000.00	
54200 CLEANING SERVICES	-	-	-	-		-	-	-	-	
54400 RENTAL LAND/BUILDINGS-TLC	34,500.00	34,500.00	-	8,625.00		25,875.00	-	-	34,500.00	
54410 RENTAL OF LAND & BLDGS-ADED	77,058.00	77,058.00	-	2,800.00		74,258.00	-	-	77,058.00	
54411 WATER/SEWER	79,211.80	98,616.00	-	41,938.33		56,677.67	-	7,000.00	91,616.00	
54420 RENTAL OF EQUIP&VEHICLES	6,364.82	6,500.00	-	1,810.16		1,582.84	3,107.00	-	6,500.00	
54421 DISPOSAL	166,294.59	135,000.00	-	28,870.38		82,278.02	23,851.60	(40,000.00)	175,000.00	
54424 LAWN CARE	8,730.00	10,000.00	-	4,987.50		-	5,012.50	-	10,000.00	
54430 RENTAL OF COMPUTER RELATED EC	393.00	393.00	-	-		-	393.00	-	393.00	
54440 RENTALS	2,281.20	2,314.00	-	957.50		1,333.50	23.00	-	2,314.00	
54500 CONSTRUCTION SERVICES	11,692.15	-	-	-		-	-	-	-	
54900 ENERGY PERFORM CONTRACT	345,915.37	95,915.00	-	-		95,915.00	-	-	95,915.00	
55010 PURCHASED SERVICES	811,101.37	1,070,961.00	82,481.84	81,932.77		864,801.81	206,708.26	-	1,153,442.84	
55011 VACCINES	690.00	6,900.00	-	2,760.00		690.00	3,450.00	-	6,900.00	
55100 PUPIL TRANSPORTATION	5,487,939.79	5,926,866.00	(1,000.00)	45,614.38		5,476,920.03	403,331.59	300,000.00	5,625,866.00	
55105 TRANSPORTATION*SUMMER	211,456.10	207,809.00	-	-		185,201.82	22,607.18	22,607.18	185,201.82	
55109 TRANS*SPED OUT OF TOWN	372,589.82	300,000.00	-	219,979.47		244,819.03	(164,798.50)	(164,798.50)	464,798.50	
55190 TRANS*HOMELESS	90,882.50	100,000.00	-	63,436.50		47,817.22	(11,253.72)	(11,253.72)	111,253.72	
55191 TRANS*DCF	-	-	-	45,998.00		8,745.00	(54,743.00)	(54,743.00)	54,743.00	
55205 PROP/CASUALTY INSURANCE	488,144.00	488,144.00	-	-		488,144.00	-	-	488,144.00	
55206 ATHLETIC INSURANCE	22,564.00	27,000.00	-	-		23,560.00	3,440.00	3,440.00	23,560.00	
55300 COMMUNICATIONS/TELEPHONE	301,462.03	268,200.00	-	91,952.43		211,526.29	(35,278.72)	(35,278.72)	303,478.72	
55301 POSTAGE	35,227.34	38,805.00	(2,700.00)	19,761.78		7,037.47	9,305.75	-	36,105.00	
55303 SECURITY MONITORING	72,813.97	75,000.00	(8,000.00)	-		67,000.00	-	-	67,000.00	
55400 ADVERTISING	3,808.61	7,150.00	-	-		1,682.83	5,467.17	-	7,150.00	



Object Code - Summary	Expenditures		Appropriation	Appr. Adj	Encumbrances	Expenditures	Account Balance	Overage/ Deficit	Projection
	2018-2019	2019-2020							
<b>SUPPLIES &amp; MATERIALS (cont.)</b>									
<u>Total_SUPPLIES &amp; MATERIALS</u>	3,147,096.17	3,574,420.00		(15,604.41)	1,224,932.52	2,076,919.37	256,963.70	55,554.00	3,503,261.59
<b>PROPERTY</b>									
54300 MAINT: REPLACEMENT	692,474.97	820,914.00		(78,943.00)	184,087.20	328,771.28	229,112.52	-	741,971.00
54303 MAINT: GROUNDS	10,130.00	22,000.00		(1,000.00)	6,700.00	12,583.19	1,716.81	-	21,000.00
54304 ELEVATOR MAINTENANCE	24,234.44	41,880.00		-	16,453.36	18,397.80	7,028.84	-	41,880.00
57300 NEW EQUIPMENT	117,414.20	139,075.00		(22,677.24)	16,534.54	56,188.39	43,674.83	-	116,397.76
57330 FURNITURE AND FIXTURES	6,133.26	4,200.00		(1,050.00)	-	1,577.65	1,572.35	-	3,150.00
57340 TECH REL HW/EQUIP	203,755.89	172,350.00		(69,040.69)	564.63	83,548.48	19,196.20	-	103,309.31
<u>Total_PROPERTY</u>	1,054,142.76	1,200,419.00		(172,710.93)	224,339.73	501,066.79	302,301.55	-	1,027,708.07
<b>DUES &amp; FEES</b>									
53310 PURCH PROF SVCS: AUDIT	-	42,000.00		-	32,000.00	-	10,000.00	10,000.00	32,000.00
58100 MEMBERSHIPS & DUES	73,512.85	83,251.00		-	3,162.00	67,515.00	12,574.00	5,000.00	78,251.00
<u>Total_DUES &amp; FEES</u>	73,512.85	125,251.00		-	35,162.00	67,515.00	22,574.00	15,000.00	110,251.00
<b>MAJOR PROJECTS</b>									
57400 INFRASTRUCTURE	-	-		-	-	-	-	-	-
57500 IMPRV OTHER THAN BUILDINGS	-	-		92,000.00	-	-	92,000.00	-	92,000.00
<u>Total_MAJOR PROJECTS</u>	-	-		92,000.00	-	-	92,000.00	-	92,000.00
<b>TUITION</b>									
55600 TUITION/MAGNET SCHLS-REG ED	974,260.00	1,177,920.00		-	-	858,823.00	319,097.00	319,097.00	858,823.00
55610 TUIT OTHR DIST IN STATE-SPED	141,684.83	120,000.00		231,300.00	368,133.12	582,308.44	(599,141.56)	(599,141.56)	950,441.56
55620 TUIT OTHR DIST O/S STATE-SPED	81,500.00	116,000.00		-	44,052.74	62,724.10	9,223.16	-	116,000.00
55630 TUIT TO PRIVATE SOURCES-SPED	3,120,006.55	3,659,703.00		(231,300.00)	859,636.03	2,535,321.58	33,445.39	-	3,428,403.00
<u>Total_TUITION</u>	4,317,451.38	5,073,623.00		-	1,271,821.89	4,039,177.12	(237,376.01)	(280,044.56)	5,353,667.56
<b>Grand Total</b>	82,415,391.10	87,591,972.00		-	5,162,146.12	59,705,681.55	22,724,144.33	82,839.97	87,509,132.03

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 14-Feb-2020 to 03-Mar-2020 For FY 2020

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Journal#: 37143 Date: 03-Mar-2020						
From 1010-002-1000-180-57300-00000	BIELEFIELD: PHYS ED*NEW EQUIP	250.00		250.00	11.99	
To 1010-002-2410-000-56440-00000	BIELEFIELD: MEDIA To purchase a portable projector	208.00		208.00		11.99
Journal#: 37144 Date: 03-Mar-2020						
From 1010-002-1000-180-57300-00000	BIELEFIELD: PHYS ED*NEW EQUIP	250.00		250.00	66.59	
To 1010-002-2410-000-56110-00000	BIELEFIELD: INSTR SUPPL To purchase owl pellets for 3rd grade classes	1,000.00		1,000.00		66.59
Total Transfer for Bielefield School					78.58	78.58
Journal#: 37092 Date: 14-Feb-2020						
From 1010-100-2210-210-55100-00000	PRE SCHOOL: PUPIL TRANSP	252,515.00		252,515.00	73,242.59	
To 1010-930-2100-200-55191-00000	SPED: TRANSPORT*DCF					73,242.59
From 1010-930-2100-200-55100-00000	SPED: PUPIL TRANSP	2,187,348.00		2,187,348.00	175,565.94	
To 1010-930-2100-200-55109-00000	SPED: TRANS*SPED OUT OF TOWN	300,000.00		300,000.00		175,565.94
From 1010-940-2700-000-55100-01201	STU TRANSP: PUPIL TRANS-GHA	33,098.00		33,098.00	33,098.00	
To 1010-940-2700-000-55190-00000	STU TRANSP: HOMELESS To reappropriate funding where the SPED Transportation lines are underfunded based on SPED student needs this FY.	100,000.00		100,000.00		33,098.00
Journal#: 37093 Date: 19-Feb-2020						
From 1010-960-2320-000-58903-00000	EXEC ADMIN: PROF DEV IMPROVE	45,000.00	-17,500.00	27,500.00	9,000.00	
To 1010-960-2320-000-55800-00000	EXEC ADMIN: TRAVEL/CONF To cover any additional Mileage and Travel Conference Costs for the remaining of the fiscal year.	4,500.00		4,500.00		9,000.00
Journal#: 37094 Date: 20-Feb-2020						
From 1010-100-1000-000-55600-00000	CURR: TUITION [ALL SCHL]	1,177,920.00		1,177,920.00	319,097.00	
To 1010-930-2100-200-55610-00000	SPED: TUIT OTHR DIST IN STATE To lesson SPED Tuition Deficit using remaining Magnet School Appropriation that is not needed.	120,000.00	231,300.00	351,300.00		319,097.00
Journal#: 37095 Date: 24-Feb-2020						
From 1010-940-2600-000-53220-00000	OPER/MAINT PLANT: IN SVC-PROF MTG/DEV	6,948.00		6,948.00	1,500.00	
To 1010-940-2620-000-54010-00000	MAINT/BLDGS: PURCH PROP SVCS	23,500.00	-4,074.00	19,426.00		1,500.00

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 14-Feb-2020 to 03-Mar-2020 For FY 2020

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
TRANSFER TO ACCOMODATE UNEXPECTED EXPENSES FOR EQUIPMENT REPAIR						
Journal#: 37096 Date: 24-Feb-2020						
From 1010-002-1000-105-56110-00000	BIELEFIELD: ART*INSTR SUPPL	750.00		750.00	13.60	
From 1010-002-1000-160-56115-00000	BIELEFIELD: MATH*COMMON CORE MATL	1,180.00		1,180.00	729.51	
From 1010-002-1000-150-56110-00000	BIELEFIELD: LIT & READ*INSTR SUPPL	3,271.00		3,271.00	1,355.50	
To 1010-002-1000-110-56115-00000	BIELEFIELD: ELA*COMMON CORE MATL To purchase a laminator	4,292.00		4,292.00		2,098.61
Journal#: 37100 Date: 25-Feb-2020						
From 1010-940-2630-000-54103-00000	CARE/UPKEEP GROUNDS: SNOW PLOWING/SANDING	30,000.00		30,000.00	4,000.00	
To 1010-940-2630-000-55010-00000	CARE/UPKEEP GROUNDS: PURCH SVCS TRANSFER TO ACCOMODATE UNEXPECTED EXPENSES FOR GROUNDS KEEPING	30,000.00		30,000.00		4,000.00
Journal#: 37116 Date: 27-Feb-2020						
From 1010-062-1000-120-53220-00000	MHS: FOREIGN LANG*IN SVC-PROF MTG/DEV	3,000.00	-2,000.00	1,000.00	1,000.00	
From 1010-062-1000-120-55800-00000	MHS: FOREIGN LANG*TRAVEL/CONF	1,200.00	-500.00	700.00	700.00	
From 1010-062-1000-120-55010-00000	MHS: FOREIGN LANG*PURCH SVCS	30,000.00	-5,000.00	25,000.00	96.00	
To 1010-062-1000-120-56110-00000	MHS: FOREIGN LANG*INSTR SUPPL To purchase instructional foreign language supplies.	3,000.00	5,441.69	8,441.69		1,796.00
Journal#: 37117 Date: 27-Feb-2020						
From 1010-062-1000-190-53220-00000	MHS: SOC SCIENCE: INSEV - PROF MTGS/DEVELOP	2,000.00		2,000.00	1,000.00	
To 1010-062-1000-190-56110-00000	MHS: SOC SCIENCE*INSTR SUPPL To purchase instructional social studies supplies.	2,000.00		2,000.00		1,000.00
Journal#: 37122 Date: 28-Feb-2020						
From 1010-015-2410-000-56120-00000	KEIGWIN: ADMIN SUPPL	6,085.00		6,085.00	200.00	
To 1010-015-2410-000-55800-00000	KEIGWIN: TRAVEL/CONFERENCES Money is needed for ESL conference that was not planned last year.					200.00
Journal#: 37124 Date: 28-Feb-2020						
From 1010-012-1000-150-56115-00000	MOODY: LIT & READ*COMMON CORE MATL	1,900.00		1,900.00	28.24	
From 1010-012-1000-150-56420-00000	MOODY: LIT & READ*LIBR MATLS	1,500.00		1,500.00	81.78	
From 1010-012-1000-170-56110-00000	MOODY: NAT/PHYS SCIENCE*INSTR SUPPL	600.00		600.00	38.14	
From 1010-012-1000-350-56110-00000	MOODY: PERFORM ARTS*INSTR SUPPL	500.00	66.40	566.40	33.45	
From 1010-012-1000-350-54300-00000	MOODY: PERFORM ARTS*MAINT: REPLACEMT	400.00		400.00	400.00	

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 14-Feb-2020 to 03-Mar-2020 For FY 2020

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
From 1010-012-1000-190-56110-00000	MOODY: SOC SCIENCE*INSTR SUPPL	1,400.00		1,400.00	453.01	
From 1010-012-2410-000-54300-00000	MOODY: MAINT: REPLACMT	450.00		450.00	50.00	
From 1010-012-2410-000-55500-00000	MOODY: PRINTING	500.00		500.00	171.39	
From 1010-012-2410-000-55301-00000	MOODY: POSTAGE	700.00		700.00	362.80	
To 1010-012-2410-000-56120-00000	MOODY: ADMIN SUPPL	9,143.00	-1,270.80	7,872.20		1,618.81
	TRANSFER REQUEST TO PURCHASE NECESSARY SUPPLIES TO SUPPORT INNOVATION AND TECHNOLOGY AND INNOVATION IN THE CLASSROOM					

Journal#: 37130 Date: 02-Mar-2020

From 1010-013-2410-000-55800-00000	LAWRENCE: TRAVEL/CONF	1,000.00		1,000.00	1,000.00	
To 1010-013-2410-000-56900-00000	LAWRENCE: SUPPL*OTHER	2,800.00		2,800.00		1,000.00
	Will transfer to Supply, Other to cover increased need for copy paper due to IB and reports.					

Journal#: 37131 Date: 02-Mar-2020

From 1010-062-1000-105-53240-00000	MHS: ART*FIELD TRIPS	1,000.00		1,000.00	650.00	
To 1010-062-1000-105-56110-00000	MHS: ART*INSTR SUPPL	12,000.00		12,000.00		650.00
	To purchase additional art instructional supplies.					

Journal#: 37138 Date: 03-Mar-2020

From 1010-062-1000-160-53220-00000	MHS: MATH*IN SVC-PROF MTG/DEV	1,000.00		1,000.00	1,000.00	
From 1010-062-1000-160-55100-00000	MHS MATH*PUPIL TRANSPORTATION	500.00		500.00	500.00	
To 1010-062-1000-160-56110-00000	MHS: MATH*INSTR SUPPL	2,000.00		2,000.00		1,500.00
	To purchase additional mathematics instructional supplies.					

Journal#: 37142 Date: 03-Mar-2020

From 1010-001-2410-000-53300-00000	SPENCER: PURCH SVCS: TECH	1,500.00		1,500.00	250.00	
To 1010-001-2410-000-55301-00000	SPENCER: POSTAGE	300.00		300.00		250.00
From 1010-001-1000-170-56110-00000	SPENCER: NAT/PHYS SCIENCE*INSTR SUPPL	1,500.00		1,500.00	945.98	
To 1010-001-2410-000-56120-00000	SPENCER: ADMIN SUPPL	2,615.00	1,830.00	4,445.00		945.98
	Transfer from purchased services to postage to cover add'l postage needed. Transfer from science to admin supplies to cover add'l supplies needed for the remainder of the yr.					

Journal#: 37146 Date: 03-Mar-2020

From 1010-054-2410-000-56110-00000	WWMS: INSTR SUPPL	1,047.00		1,047.00	688.93	
To 1010-054-2410-000-56120-00000	WWMS: ADMIN SUPPL	8,501.00		8,501.00		688.93
	Move funds from instructional supplies to administrative supplies to support the Teachers supply needs.					

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 14-Feb-2020 to 03-Mar-2020 For FY 2020

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Journal#: 37147 Date: 03-Mar-2020						
From 1010-005-1000-180-56110-00000	FARM HILL: PHYS ED*INSTR SUPPL	300.00		300.00	1.00	
To 1010-005-2220-440-56420-00000	FARM HILL: LIBR/MEDIA*LIBR MATLS Transfer to Library for Library Materials and Books.	1,000.00		1,000.00		1.00
Journal#: 37148 Date: 03-Mar-2020						
From 1010-009-1000-105-56110-00000	MACDONOUGH: ART*INSTR SUPPL	650.00		650.00	170.62	
From 1010-009-1000-180-56110-00000	MACDONOUGH: PHYS ED*INSTR SUPPL	500.00		500.00	235.89	
From 1010-009-2220-440-56110-00000	MACDONOUGH: LIBR/MEDIA*INSTR SUPPL	900.00		900.00	17.28	
From 1010-009-2220-440-56410-00000	MACDONOUGH: LIBR/MEDIA*TEXTBOOKS	2,000.00		2,000.00	7.22	
From 1010-009-1000-170-56110-00000	MACDONOUGH: NAT/PHYS SCIENCE*INSTR SUPPL	1,085.00		1,085.00	76.02	
To 1010-009-1000-350-56110-00000	MACDONOUGH: PERFORM ARTS*INSTR SUPPL	600.00		600.00		507.03
From 1010-009-2410-000-56120-00000	MACDONOUGH: ADMIN SUPPL	12,000.00		12,000.00	150.00	
To 1010-009-2410-000-55301-00000	MACDONOUGH: POSTAGE TRANSFERS TO PURCHASE STAGE SKIRT, ART INSTRUCTION MATERIALS, PHYS ED MATERIALS, ELA INSTRUCTION SUPPLIES AND ADDITIONAL POSTAGE.	500.00		500.00		150.00
Journal#: 37149 Date: 03-Mar-2020						
From 1010-960-2580-000-53300-00000	TECH SVCS: PURCH SVCS: TECH	5,000.00		5,000.00	800.00	
To 1010-960-2580-000-55800-00000	TECH SVCS: TRAVEL/CONF Transfer is to cover costs for flights for Technologist to attend PowerSchool Unveristy.	6,000.00		6,000.00		800.00
Journal#: 37154 Date: 03-Mar-2020						
From 1010-005-1000-360-57300-00000	FARM HILL: TECH EDUC*NEW EQUIP	3,000.00		3,000.00	199.97	
To 1010-005-1000-350-54300-00000	FARM HILL: PERFORM ARTS*MAINT: REPLACEMT Transfer for Music repairs and replacement items (instruments).	100.00		100.00		199.97
Total Transfer for Central Office					628,909.86	628,909.86
Journal#: 37107 Date: 27-Feb-2020						
From 1010-100-2210-160-56500-00000	CURR: MATH*SUPPL*TECH RELATED	96,472.00		96,472.00	6,400.00	
To 1010-100-2210-160-55010-00000	CURR: MATH*PURCH SVCS To support Illustrative Math K-5 Pilot, and training	9,000.00		9,000.00		6,400.00
Total Transfer for CURRICULUM					6,400.00	6,400.00

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 14-Feb-2020 to 03-Mar-2020 For FY 2020

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Journal#: 37155      Date: 03-Mar-2020						
From 1010-005-1000-105-56110-00000	FARM HILL: ART*INSTR SUPPL	2,000.00		2,000.00	.03	
From 1010-005-1000-190-56110-00000	FARM HILL: SOC SCIENCE*INSTR SUPPL	500.00		500.00	500.00	
From 1010-005-1000-160-56110-00000	FARM HILL: MATH*INSTR SUPPL	500.00		500.00	253.46	
From 1010-005-2410-000-55010-00000	FARM HILL-PURCHASED SERVICES	2,000.00	-195.00	1,805.00	247.00	
From 1010-005-1000-170-56110-00000	FARM HILL: NAT/PHYS SCIENCE*INSTR SUPPL	1,500.00		1,500.00	577.00	
From 1010-005-1000-110-56110-00000	FARM HILL: ELA*INSTR SUPPL	3,500.00		3,500.00	462.07	
From 1010-005-1000-150-56110-00000	FARM HILL: LIT & READ*INSTR SUPPL	1,645.00		1,645.00	145.50	
To 1010-005-2410-000-56120-00000	FARM HILL: ADMIN SUPPL	6,500.00		6,500.00		2,185.06
	Transfer to Admin Supplies to purchase for Maker Space Supplies					
	Replenish items for Marker Space Room Projects(3D printing					
	Total Transfer for Farm Hill School				2,185.06	2,185.06
Journal#: 37113      Date: 27-Feb-2020						
From 1010-960-2570-000-55011-00000	PERS SVCS: VACCINES	6,900.00		6,900.00	3,450.00	
To 1010-960-2570-000-55500-00000	PERS SVCS: PRINTING	1,500.00		1,500.00		3,450.00
From 1010-960-2570-000-58100-00000	PERS SVCS: MEMBERSHIP/DUES	470.00		470.00	31.90	
To 1010-960-2570-000-56120-00000	PERS SVCS: ADMIN SUPPL	4,400.00		4,400.00		31.90
	Transfer to cover new marketing and recruitment efforts. Video and materials.					
	Transfer to cover additional supplies					
	Total Transfer for Human Resources				3,481.90	3,481.90
Journal#: 37134      Date: 02-Mar-2020						
From 1010-013-2410-000-56420-00000	LAWRENCE: LIBR MATLS	800.00		800.00	3.53	
From 1010-013-1000-110-56420-00000	LAWRENCE: ELA*LIBR MATLS	2,000.00		2,000.00	28.40	
From 1010-013-1000-105-56110-00000	LAWRENCE: ART*INSTR SUPPL	1,500.00		1,500.00	1.23	
To 1010-013-2410-000-56900-00000	LAWRENCE: SUPPL*OTHER	2,800.00		2,800.00		33.16
	Small balances left over from purchases - will transfer to Supply, Other to cover increased need for copy paper due to IB and reports.					
	Total Transfer for Lawrence School				33.16	33.16
Journal#: 37115      Date: 27-Feb-2020						
From 1010-062-2410-000-54300-00000	MHS: MAINT: REPLACEMT	10,200.00		10,200.00	1,010.00	
To 1010-062-2410-000-56900-00000	MHS: SUPPL*OTHER	10,000.00	2,300.00	12,300.00		1,010.00

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 14-Feb-2020 to 03-Mar-2020 For FY 2020

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
	To purchase paper for copying for remainder of the year.					

Journal#: 37118 Date: 27-Feb-2020

From 1010-062-2410-000-54300-00000	MHS: MAINT: REPLACEMT	10,200.00		10,200.00	1,500.00	
To 1010-062-2120-430-55010-00000	MHS: GUIDANCE*PURCH SVCS For graduation expenses such as New England Sound & Hightower Productions.	7,000.00		7,000.00		1,500.00

Journal#: 37119 Date: 28-Feb-2020

From 1010-062-2410-000-55800-00000	MHS: TRAVEL/CONF	5,000.00		5,000.00	666.40	
To 1010-062-2410-000-53240-00000	MHS: FIELD TRIPS To pay for field trip buses for ELL.	1,400.00		1,400.00		666.40

Journal#: 37120 Date: 28-Feb-2020

From 1010-062-2410-000-55800-00000	MHS: TRAVEL/CONF	5,000.00		5,000.00	4,000.00	
From 1010-062-2410-000-56500-00000	MHS: SUPPL*TECH REL	7,500.00		7,500.00	1,342.00	
From 1010-062-2410-000-58100-00000	MHS: MEMBERSHIP/DUES	10,900.00		10,900.00	2,631.00	
From 1010-062-2410-000-54300-00000	MHS: MAINT: REPLACEMT	10,200.00		10,200.00	1,300.00	
To 1010-062-2410-000-55010-00000	MHS: PURCH SVCS To pay for graduation and other services.	10,000.00		10,000.00		9,273.00

Journal#: 37128 Date: 02-Mar-2020

From 1010-062-1000-170-53220-00000	MHS: NAT/PHYS SCIENCE*IN SVC-PROF MTG/DEV	2,000.00		2,000.00	245.00	
From 1010-062-1000-170-55010-00000	MHS: NAT/PHYS SCIENCE*PURCH SVCS	1,000.00		1,000.00	1,000.00	
From 1010-062-1000-170-56410-00000	MHS: NAT/PHYS SCIENCE*TEXTBOOKS	2,500.00		2,500.00	2,500.00	
To 1010-062-1000-170-56110-00000	MHS: NAT/PHYS SCIENCE*INSTR SUPPL To purchase instructional supplies for three new grade nine Earth Science units.	20,100.00		20,100.00		3,745.00

Total Transfer for MHS

16,194.40 16,194.40

Journal#: 37121 Date: 28-Feb-2020

From 1010-011-1000-105-56110-00000	SNOW: ART*INSTR SUPPL	750.00		750.00	.41	
From 1010-011-1000-180-56110-00000	SNOW: PHYS ED*INSTR SUPPL	750.00		750.00	1.76	
From 1010-011-1000-350-56110-00000	SNOW: PERFORM ARTS*INSTR SUPPL	450.00		450.00	.83	
From 1010-011-1000-350-57300-00000	SNOW: PERFORM ARTS*NEW EQUIP	400.00		400.00	.46	
To 1010-011-1000-110-56110-00000	SNOW: ELA*INSTR SUPPL	2,300.00		2,300.00		3.46

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 14-Feb-2020 to 03-Mar-2020 For FY 2020

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
	TRANSFER FUNDS TO PURCHASE NECESSARY CONSUMABLES TO SUPPORT CLASSROOM INSTRUCTION					

Journal#: 37150 Date: 03-Mar-2020

From 1010-011-1000-110-56115-00000	SNOW: ELA*COMMON CORE MATL	1,711.00		1,711.00	898.94	
From 1010-011-1000-160-56115-00000	SNOW: MATH*COMMON CORE MATL	1,200.00		1,200.00	31.44	
To 1010-011-1000-150-56900-00000	SNOW: LIT & READ*SUPPL*OTHER	2,500.00		2,500.00		930.38
	WE WOULD LIKE THESE FUNDS TRANSFERRED TO LIT & READ*SUPPLIES*OTHER IN ORDER TO PURCHASE MATERIALS TO SUPPORT RIGOR AND RELEVANCE IN THE CLASSROOMS					

Journal#: 37151 Date: 03-Mar-2020

From 1010-011-1000-105-56110-00000	SNOW: ART*INSTR SUPPL	750.00		750.00	10.96	
From 1010-011-1000-170-56110-00000	SNOW: NAT/PHYS SCIENCE*INSTR SUPPL	1,200.00		1,200.00	200.00	
From 1010-011-2220-440-56110-00000	SNOW: LIBR/MEDIA*INSTR SUPPL	1,500.00		1,500.00	1.26	
From 1010-011-2410-000-56440-00000	SNOW: MEDIA	400.00		400.00	51.84	
From 1010-011-2410-000-53220-00000	SNOW: INSERV- PROF MTGS/DEVELOP	1,750.00		1,750.00	168.90	
To 1010-011-2410-000-56110-00000	SNOW: INSTR SUPPL	5,000.00		5,000.00		432.96
	WE WOULD LIKE THESE FUNDS TRANSFERRED INSTRUCTIONAL SUPPLIES IN ORDER TO PURCHASE NECESSARY SUPPLIES TO SUPPORT INSTRUCTION IN THE CLASSROOM					

Journal#: 37152 Date: 03-Mar-2020

From 1010-011-1000-105-56110-00000	SNOW: ART*INSTR SUPPL	750.00		750.00	17.23	
From 1010-011-2410-000-55500-00000	SNOW: PRINTING	300.00		300.00	300.00	
To 1010-011-2410-000-56900-00000	SNOW: SUPPL*OTHER	3,000.00		3,000.00		317.23
	WE WOULD LIKE THESE FUNDS TRANSFERRED TO SUPPLIES*OTHER IN ORDER TO PURCHASE COPY PAPER					

Journal#: 37153 Date: 03-Mar-2020

From 1010-011-2410-000-54300-00000	SNOW: MAINT: REPLACENT	750.00		750.00	305.21	
To 1010-011-2410-000-57300-00000	SNOW: NEW EQUIP	1,000.00		1,000.00		305.21
	WE WOULD LIKE THESE FUNDS TRANSFERRED TO THE NEW EQUIPMENT LINE IN ORDER TO PURCHASE EQUIPMENT FOR THE SCHOOL					

Total Transfer for Snow School

1,989.24 1,989.24

Journal#: 37123 Date: 28-Feb-2020

From 1010-110-3000-910-51721-00000	ATHLETICS: STIPENDS-NON TRB-COACHES	337,060.00		337,060.00	3,652.44	
To 1010-110-3000-910-51416-00000	ATHLETICS: EVENT-OT-CUST/PARKS	17,001.00		17,001.00		3,652.44

Date Range: 14-Feb-2020 to 03-Mar-2020 For FY 2020

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
	To cover negative balance of Custodial OT line.					
Total Transfer for Student Activities/Athletics					3,652.44	3,652.44

Journal#: 37103 Date: 26-Feb-2020

From 1010-014-1000-110-56110-00000	WESLEY: ELA*INSTR SUPPL	2,000.00		2,000.00	.10	
To 1010-014-2410-000-56120-00000	WESLEY: ADMIN SUPPL	7,639.00		7,639.00		.10
From 1010-014-1000-180-56110-00000	WESLEY: PHYS ED*INSTR SUPPL	1,000.00		1,000.00	23.00	
To 1010-014-2410-000-56120-00000	WESLEY: ADMIN SUPPL	7,639.00		7,639.00		23.00
From 1010-014-1000-110-58100-00000	WESLEY: ELA*MEMBERSHIP/DUES	330.00		330.00	110.10	
To 1010-014-2410-000-56120-00000	WESLEY: ADMIN SUPPL	7,639.00		7,639.00		110.10
From 1010-014-1000-350-56110-00000	WESLEY: PERFORM ARTS*INSTR SUPPL	900.00		900.00	70.70	
To 1010-014-2410-000-56120-00000	WESLEY: ADMIN SUPPL	7,639.00		7,639.00		70.70
	transfer excess to supply line					

Total Transfer for Wesley School

1,392.40 1,392.40

Journal#: 37133 Date: 02-Mar-2020

From 1010-014-1000-190-54300-00000	WESLEY: SOC SCIENCE*MAINT: REPLACEMT	1,800.00		1,800.00	1,188.50	
To 1010-014-2410-000-56120-00000	WESLEY: ADMIN SUPPL	7,639.00		7,639.00		1,188.50
	transfer excess for science supplies					

Total Transfer for Wesley School

1,392.40 1,392.40

Journal#: 37108 Date: 27-Feb-2020

From 1010-054-1000-105-54300-00000	WWMS: ART*MAINT: REPLACEMT	500.00		500.00	500.00	
To 1010-054-1000-105-56900-00000	WWMS: ART*SUPPL*OTHER	6,400.00		6,400.00		500.00
	Transfer from maintenance to purchase art supplies. Equipment does not need to be serviced this year.					

Journal#: 37109 Date: 27-Feb-2020

From 1010-054-1000-170-53220-00000	WWMS: NAT/PHYS SCIENCE*IN SVC-PROF MTG/DEV	1,500.00		1,500.00	1,500.00	
To 1010-054-1000-170-56110-00000	WWMS: NAT/PHYS SCIENCE*INSTR SUPPL	6,100.00		6,100.00		1,500.00
	Transfer from Prof. Development to purchase science supplies Teachers will not be attending InService/Professional Develo					

Journal#: 37110 Date: 27-Feb-2020

From 1010-054-1000-160-55010-00000	WWMS: MATH*PURCH SVCS	700.00		700.00	700.00	
To 1010-054-1000-160-56900-00000	WWMS: MATH*SUPPL*OTHER	2,000.00		2,000.00		700.00

Date Range: 14-Feb-2020 to 03-Mar-2020 For FY 2020

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Transfer from purchased services to purchase math materials No need to purchase computer math subscription this year.						
Journal#: 37111 Date: 27-Feb-2020						
From 1010-054-1000-110-53220-00000	WWMS: ELA*IN SVC-PROF MTG/DEV	500.00		500.00	500.00	
To 1010-054-1000-110-56110-00000	WWMS: ELA*INSTR SUPPL	1,300.00		1,300.00		500.00
Trans from InSvc to purchase ELA supplies/reading materials Teachers will not attend InService/Professional Development this year.						
Journal#: 37112 Date: 27-Feb-2020						
From 1010-054-1000-190-56500-00000	WWMS: SOC SCIENCE*SUPPL*TECH REL	350.00	-80.00	270.00	270.00	
To 1010-054-1000-190-56900-00000	WWMS: SOC SCIENCE*SUPPL*OTHER	2,025.00		2,025.00		270.00
Trans from technology supplies to purchase SS class supplies						
Journal#: 37139 Date: 03-Mar-2020						
From 1010-054-1000-350-56110-00000	WWMS: PERFORM ARTS*INSTR SUPPL	1,000.00		1,000.00	157.27	
From 1010-054-1000-350-57300-00000	WWMS: PERFORM ARTS*NEW EQUIP	500.00		500.00	101.27	
To 1010-054-1000-350-54300-00000	WWMS: PERFORM ARTS*MAINT: REPLACEMT	2,955.00		2,955.00		258.54
Transfer money for musical instrument repair.						
Journal#: 37140 Date: 03-Mar-2020						
To 1010-054-2410-000-58100-00000	WWMS: MEMBERSHIP/DUES	1,080.00		1,080.00		250.00
From 1010-054-2410-000-56110-00000	WWMS: INSTR SUPPL	1,047.00		1,047.00	250.00	
Transfer funds for NASSP membership						
Journal#: 37141 Date: 03-Mar-2020						
From 1010-054-2410-000-54440-00000	WWMS: RENTALS	700.00		700.00	23.00	
From 1010-054-2410-000-56110-00000	WWMS: INSTR SUPPL	1,047.00		1,047.00	46.82	
To 1010-054-2410-000-55500-00000	WWMS: PRINTING	2,000.00		2,000.00		69.82
Transfer funds to purchase referral forms and good news postcards						
Journal#: 37145 Date: 03-Mar-2020						
From 1010-054-2410-000-56110-00000	WWMS: INSTR SUPPL	1,047.00		1,047.00	61.25	
To 1010-054-2410-000-57330-00000	WWMS-FURNITURE AND FIXTURES	3,900.00	-1,050.00	2,850.00		61.25
Tranfer funds to purchase furniture for math classroom						





## Office of Talent & Performance Management

“Unlocking the Potential in ALL Students”

Chief of Talent & Performance Management Geen Thazhampallath  
311 Hunting Hill Avenue, Middletown, CT 06457 Telephone: (860) 638-1404  
Email: [thazg@mpsct.org](mailto:thazg@mpsct.org) , Web: [www.middletownschoools.org](http://www.middletownschoools.org)

## BOARD OF EDUCATION MONTHLY UPDATE MARCH 10, 2020

- **On-Boarding Plan:**

- Completed week 8 (two months);
- Meeting or met with union leadership of each bargaining unit;
- Meeting or planning tours with each district site;
- Reviewing internal processes for digitization or innovation. Already moved internal processes like the Transfer Process, Degree Change Process and On-Boarding Process toward digitization;
- Attending conf. calls for bi-weekly updates on new HRIS system implementation with specific focus on Candidate/New Hire On-Boarding. Utility target date set for end of April 2020.
- Attending varied systems meetings and learning sessions regarding systems; Working to schedule for entire SMT Frontline Central training and individualized AESOP training;
- Scheduling meetings/on-site walk-thru with Norwalk, Hartford Talent Offices to learn of their processes, structures, systems and procedures;

- **Recruitment & Retention:**

- Continued Meet & Greets with Area Schools including recent meetings with Southern Assoc. Dean and with Central CT Dean’s Office. Attending other events on March 11 and 18 at CCSU. Meeting with UConn, Quinnipiac representatives career & deans’ offices as well;
- Committed to attending CCSU mock interviews with Special Ed/Pupil Services and World Languages departments which are two need areas;
- Scheduled to attend career fairs for educators at CCSU, Southern & UConn (State’s biggest);
- Re-starting recruitment utility by current faculty & staff at fairs and interviews
- Re-examining marketing materials to consider rebranding of recruitment materials and for new website redesign; Working with local firm owned and operated by a female person of color who serves as a visiting teacher at Southern;
- Attended ACES Statewide Forum on Recruitment & Retention of Diverse Educators
- Created new recruiting video for release shortly; Working w/ former MHS alum who studies digital media at UConn;

- **Other Organizational Meetings & Events:**

- Attended staff meeting at Lawrence School following death of MPS faculty member. Arranged district coverage in collaboration with building principal and EAP presence following sudden loss;
- Held or attended varied contractual labor hearings or mediation meetings;
- Participant of Middletown Paraprofessional negotiation team;
- Office hosts individualized maternity leave informational meetings with expecting educators regarding FMLA timelines and provisions;
- Supporting budgetary process with specific interest in Talent Office redesign;
- Attended conf. call for update on new HRIS system implementation with specific focus on new candidate/new hire on-boarding utility with target functionality by End of April 2020;



## Office of Talent & Performance Management “Unlocking the Potential in ALL Students”

Chief of Talent & Performance Management Geen Thazhampallath  
311 Hunting Hill Avenue, Middletown, CT 06457 Telephone: (860) 638-1404  
Email: [thazg@mpsct.org](mailto:thazg@mpsct.org) , Web: [www.middletownschoools.org](http://www.middletownschoools.org)

- Working with IT team to implement new email for Talent Office and web redesign to make it easier for candidates to reach MPS;
- **Important Faculty & Staff Related Movements/Notices:**
  - Untimely loss of a teacher at Lawrence School- Ms. Karen Share
  - Notices of Resignation(s)/Retirement(s) received from the following individuals:
    - Ms. Carla J. Petruzzi from Bielefield School retirement effective June 30, 2020 after **41 Years. All at one school.**
    - Ms. Patricia Session retirement effective June 30, 2020 after 8 Years
    - Ms. Danielle Fix resignation for personal geographic career considerations
    - Ms. Ashlee Taylor-Love resigned to pursue an alternate personal pathway



# Middletown Public Schools

Mark Langton,  
Manager of Transportation

## TRANSPORTATION REPORT

February 1, 2020 THROUGH February 29, 2020

2019 – 2020 SCHOOL YEAR										
CATEGORY	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
NEW STUDENTS	12	6	9	3	22	15				
SCHOOL TRANSPORTATION CHANGES	41	21	9	13	10	13				
LEFT DISTRICT / SCHOOL	7	3	11	7	10	7				
BUS DRIVER COMPLAINTS	2	0	0	0	1*	0				
BUS CONDUCT REPORTS	64	65	34	45	51	58				
BUS ACCIDENTS	1*	2*	0	0	2*	1*				

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

- ❖ A DATTCO bus bringing Pope John Paul students home was struck head on by a pick-up truck. The pick-up truck ran the stop sign while making a left hand turn and struck the bus in its lane of travel. Pick-up truck driver was cited for failure to stop at a stop sign. Middletown Police, Westfield Fire Department and Hunter's Ambulance responded to the scene. No injuries were reported.

Dear Parents and Guardians,

While the spread of Covid - 19 (Coronavirus) certainly warrants concern and awareness to the potential for widespread infection in the United States, Middletown Public Schools have not yet been notified to be concerned at a level that requires actions beyond what we normally do in terms of preventive measures during the influenza season. For your information we continue to take the following actions with regard to our school system.

Informed staff and students of:

- 1) the need for diligent hand washing;
- 2) containment of coughs and sneezes;
- 3) cleaning of shared spaces, toys, and/or other learning apparatus whenever possible to the extent possible;
- 4) staying home or keeping children home who are sick and encouraging them to report directly to their health care provider with suspicion of any illness beyond the common cold.

Our facilities department continues to utilize cleaning protocols associated with seasonal influenza. The following precautions are taken:

- 1) cleaning of shared items and surface areas;
- 2) cleaning of high traffic areas;
- 3) cleaning of touch points and hard surfaces (doorknobs, desktops, chairs, etc.)

We ask that you, too, help us in preventing or mitigating the impact of potential infection of our schools and community by taking the same actions outlined above.

And, as previously mentioned, Middletown Public Schools Administrative staff is collaborating with local health officials and maintaining a position at informational updates and guidance provided by the State Departments of Public Health and Education.

We hope this update will help you in your conversations with your children, friends, and neighbors. It is our hope that we can stave off any infection by working together through prevention, early detection via private health care providers and/or rapid response to health and education department officials in order to keep our district staff and families healthy and learning.

Thank you,  
Marco Gaylord  
Chief of School Operations and Communications  
860-638-1485  
gaylordm@mpsct.org

MIDDLETOWN BOARD OF EDUCATION  
BUDGET COMMITTEE

Minutes

Monday, February 10, 2020, 5:30 PM  
Dr. Alfred B. Tychsen Administration Building

**BOE Members Present:** Sean King (Chair),

**Also Present:** Dr. Conner, Dr. Parvey, Chris Bourne, Cheryl Walcott, Amy Clarke, Janet Calabro, Marco Gaylord, Michael Skott, Pat Alston (Community Member), Brian Kaskel (Community Member), Vincent Loffredo (Common Councilman)

Called to order 5:34 p.m.

1. Approval of Minutes from 1/6/20

This agenda item was passed.

2. Cafeteria Funds

Janet Calabro presented a cafeteria funds report. This month's report includes an analysis of revenues and expenses both including and excluding the summer program. The report continues to include per meal numbers as well. January expenses include a \$7700 charge for technical support for software for food services office that runs cash register accounting system. This is a new expense this year because alliance grant funds paid for the software in connection with the installation last year. Payroll was high this month \$34,000, which may be due to an extra payroll period. One courier is out as well, which requires paying sick time and coverage.

3. Finance and OT Report

Chris Bourne presented a financial report and overtime report and explained various projections in the reports. She noted a negative projection in curriculum writing. We received less in grants in the summer and we are now doing 4th grad summer school for June/July. A few openings in classified salaries are helping. Interventionists - we added 2 new staff, which we can't support with grant funds and will require a budget transfer. Lots of parental leaves are affecting substitute teacher lines, but other salaries will be shifted to cover them. There is a negative in the admin line due to moving Grants Director into the admin column. We are still good on duty aides, unemployment compensation and workers comp. Unused sick benefit payments were unexpected due to certain 466 retirements. Those will be offset by unused vacation payouts. Para insurance includes a \$3000 subsidy to purchase benefits on the marketplace. The water/sewer has gotten a little better. The disposal line is still subject to further conversation with the city. Pupil transportation/homeless transportation and utilities steady. The admin reserve will no longer be needed and has been taken back.

The OT report reflects that we are good shape. Custodian OT mainly occurs during the summer. Athletics will chip in from its revenue funds from tickets if the OT expenses run over budget. Central office is holding security office OT to about \$3000 instead of the \$6000 budgeted. This OT line was overbudgeted because it was manually entered in 2 schools in AUC inadvertently, which represented a duplication. There was a question about how to predict overtime better. OT is difficult to predict due to varying attendance and length of competitions.

#### 4. Line Item Transfers

Chris B. and Cheryl W. presented the proposed line item transfers. Most transfers are needed to move funds to pay out of correct lines. Supplies are shifted to even out custodial needs. Mike S. gave more details about the need for nurses' laptops. These transfers are for the high school - current laptops are about 12 years old. WWMS transfer is for funds for teacher inservice. Roof repairs - these are for unplanned repairs not on five year plan. Custodial manager did a good job with inventory at beginning of the year to reduce costs.

#### 5. Future Ready Technology Plan

Mike S. presented the proposed Future Ready Technology Plan. Past technology plans had to fit a model - fill in the blank. This plan is a little more open ended. Mike S. had been planning to put this together for awhile. The district had an outside company do a technology audit and have provided support afterward with a report. The audit only looked at the back end of the technology infrastructure - servers, etc. Future Ready is a national initiative designed to align technology to everything happening in the district. The goals are tied to the district wide SOP. Involvement of technology is growing. He touched on the financial implications on the plan. It involves more capital purchasing, which had been in the operating budget in the past. 3621 Chromebooks are becoming obsolete in September 2021. The plan calls for purchasing half this year and half next year. We also have to look at whether devices will last longer than the standard five years. May be able to repurpose some of the current devices. Also, there may be some grant funding available to offset some of the costs. These purchases will be part of our CNR discussions with Council. It would be preferable to make purchases before the end of the fiscal year to leave time for setup of new devices. Mike S. reviewed the need to update access points. Each access point can handle about 64 devices. We can get these units through e-rate funding, which may change. We have been getting 60% reimbursement through e-rate, but we are hoping to move up to 80% reimbursement. The percentage is tied to F/R populations but not tied to CEP schools, so we can purchase the units for any school in the district. New servers aren't too expensive. The plan is seeking to add more virtual servers and more redundancy. Network switches are contemplated to separate security and curriculum platforms, but we still need to do more analysis. There is less need for desktop computers due to increase in laptop use. We still use desktops for computer labs, libraries, etc., so will still need to do some upgrades. Mike S. also highlighted a need for a shift in staffing. We are looking to add technicians and an additional higher level software specialist. We will have to discuss classifications with the union and city. March 5th workshop will break down CNR requests further.

#### 6. 2020-2021 Budget Book Discussion

Chris B. led a discussion regarding the budget book development. On Feb 24th, the administration is hosting a discussion with Common Council to discuss its forecasting model at City Hall. The budget book will be expanding lines in budget. It will include purposeful spending in individual schools to support equity based budgeting. The book will also include monitoring and strategic spending reports and will be expanded to report individual schools. The book will also include climate information, details about STEM, IB, etc. It will include worksheets from departments and identify short term wins. The book will also report how this year's increase has been used to support the children. It will also include data on growth. Lots of information will be included in addition to the usual line items.

## 7. Other Items

An issue was discussed regarding leases. The Transition Center f/k/a Transition to Life lease is ending. The district will look at another three year lease to be discussed at next budget meeting. The Adult Education lease was also signed last year. The district negotiated the current lease at the same rate as the previous 15 year lease. The current lease went through the business office. It was discussed at a previous budget meeting. The district has another Adult Ed site in Old Saybrook. There was a question about what is the process for procuring leases. The current AE space is for \$6/sq. ft. BOE policy says the superintendent may enter a lease. Mayor's office and council discussed vacant spaces in the city including school buildings, Green Street, etc. Finance Dept. has asked what is out there. Councilman Loffredo expressed some concerns that a transparent process must be followed in approving leases. There was further discussion about whether Board policy was followed and whether there should be additional scrutiny of the policy.

There was an additional question about posting contracts on the website.

Adjourn 6:58 p.m.

Respectfully submitted,

Sean King

Budget Committee Chair

**MIDDLETOWN BOARD OF EDUCATION  
CURRICULUM COMMITTEE**

**February 20, 2020**

**Dr. Alfred B. Tychsen Administration Building**

**5:32 PM**

<b><u>Board of Education Committee Members Present</u></b> Lisa Loomis, Chair Justin Taylor DeLita Rose-Daniels	<b><u>Also Present</u></b> Dr. Magda Parvey, Chief Academic Officer Geen Thazhampallath, Chief of Talent & Performance Management Rebecca Deotte, MLIS at Wesley Colleen Weiner, MHS Principal Sheila Daniels, community member Beth Corbin, community member
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**Highlights of Meeting:**

- Makerspace Update - Rebecca Deotte
  - Spaces for students to design, create, innovate, collaborate, reflect - use and develop a Design Thinking Framework
  - Now in all 8 elementary schools - no 2 are the same
    - Green screens, 3D printers, robots, etc
  - Next Steps:
    - Elementary level - 1 library class & 1 maker class per week; maker-based performance tasks to solve real-world problems (would require reviewing schedules for MLISs and students) - Fall 2020
    - Middle school innovation hub - Fall 2021
    - High school pathways - in progress
    - MLISs are going to ISTE conference to become ISTE certified
  - How to measure success? TBD
  
- Talent and Performance Office Redesign and Minority Recruitment Update - Geen Thazhampallath
  - Recommendation to encourage city-side to develop memorandum of understanding if not a full charter revision for Superintendent to be responsible for oversight of non-certified staff working within schools
  - Communication:
    - Need to modernize recruitment efforts and branding- creating recruitment video
    - Need to improve organizational communication
  - Innovating Processes
    - Use Google Forms instead of papers
    - New HRIS (Human Resources Information System) anticipated May 2020 to provide more sophisticated HR analytics
    - Creating a centralized email address and phone line
  - Rebuilding Relationships
    - strengthen/revive relationships with local colleges and universities
  - Redesigning Model & Mindset
    - Visiting other districts to learn best practices and structures

- Potentially adding Talent Specialist position and Administrative Support
  - Not just recruitment but performance management and retention (esp. for educators of color)
  - Potential audit of recruitment and retention practices by RACCE
- Update on Equity Curriculum Subcommittee
    - Goal to develop a subcommittee of community members to advise development of new and revised curriculum by fall
    - Get input from upcoming equity community conversations and students to inform development of committee
  - Update on curriculum audit
    - Dr. Parvey has requested a proposal from the Institute for Learning out of Pittsburgh that has audited curriculum for other districts. Goal to have them complete curriculum audit this Spring through lens of rigor and relevance and equity
    - Professional learning will be needed in order for teachers to write/revise rigorous & culturally relevant curriculum. PL has begun with the work with PEG (Pacific Education Group) and training equity coaches & having courageous conversations - that work needs to be formalized. Can/should we survey staff on the equity training? If so, it should be professionally designed, anonymous, and from the BOE.
  - Racial Equity Policy - discussion and next steps
    - Dr. Conner hoping for approval before August 2020 - 2 readings required
    - Need for strong, specific, measurable regulation to support policy
  - Update on Plan for Reducing Testing
    - Dr. Parvey thinks next year should be spent training faculty on the new assessment (reading and math inventory) to be prepared for implementation in Fall 2021. Next year assessments would be the same as this year (NWEA).

**The meeting adjourned at 7:16 PM**  
**The next meeting will be TBD**  
**at Dr. Alfred B. Tychsen Administration Building**

Respectfully submitted,  
Lisa Loomis,  
Curriculum Committee Chair

## Middletown Public Schools -Board of Education

### BOE Facilities Committee Meeting Minutes

February 29, 2020

The meeting was held at the Macdonough School and was called to order at 5:30 PM.

Members Present: Deborah Cain (Chairperson), Peter Staye, Marco Gaylord, Sean King, John Giuliano, Dan Penney, Vinnie Loffredo, Michael Harris and guests from Eversource Patrick Burns, Jack Cunningham and Andy Brydges

I. Introductions – Guests from Eversource were introduced.

I. Presentation of Results for Energy & Deferred Maintenance Audit (M. Harris)

Michael Harris, City Energy Coordinator, with representatives of ECS, the contractor, and Eversource presented the results of an energy / deferred maintenance audit his department performed over the summer. Funds from the energy savings generated by replacing streetlights paid for the audit.

The largest potential for energy savings with the shortest payback is replacing the existing florescent lighting with LED. Average payback 0eriod is approximately 6 years after considering the incentive provided by Eversource. Eversource recalculates its incentives every 3 years. The next reset is expected in 2021, with incentives for LED lighting expects to retire as LED lighting in now main-stream.

III. Review of the January 15, 2020 Meeting Minutes

Minutes, accepted by John Giuliano and Sean King were adopted.

IV. New Woodrow Wilson Middle School Update/Status

The construction is proceeding and the retaining wall is up with slabs going in next week. March 7th the crane will be assembled. Steel placement will last approximately 80-days. Fire, Police and ambulance departments, Life Star and Brainerd airport have all been advised.

A plan has been worked out with the South Fire District regarding the addition of smoke detectors (locker rooms, restrooms and specific areas.). That plan is being priced by O&G and should be presented at the March meeting of the building committee.

The decision to connect the future community center to gas is in the hands of the City.

V. Tour of Macdonough School by Principal Damian Reardon

Principal Reardon stated that he was pleased with the way the work order system has been working with many things getting done. Lighting in parking lot has been upgraded and better visibility at night.

There has been a new front door as well as kindergarten doors installed and stairwells A & B have been painted. He is hopeful for a third custodian where now there are only two; a day and a night custodian to do all the work.

New lighting and ballasts are scheduled to be replaced in the Cafeteria along with some additional security items as window film has been installed along with new radios and an alert system that staff can use to lock down with one button.

The playground and sidewalk are new also. Mr. Reardon praised Bob Mounts for all the help he has given to him and his staff.

The next meeting will be March 18, 2020 at 5:30 PM at the Spencer School library.

The meeting was adjourned at 7:16 PM by Deborah Cain & seconded by Sean King.

Minutes recorded by Leslie A. Spatola.

***Leslie A. Spatola***

Facilities Committee Recording Secretary



# Middletown Public Schools Future Ready Technology Plan 2025

## *District Vision*

All students will be provided with an innovative and equitable education; helping students develop skills and knowledge needed to be successful in an increasing changing, digital world.

## Curriculum, Instruction, and Assessment



### Vision Statement

Through pervasive technology use, students and teachers will have robust adaptive tools to customize learning through innovative methods preparing them for college and career readiness.

**Goal:** Use digital tools to improve student learning and reduce the achievement gap as well as solve real world, relevant problems.

A Curriculum Integration Process (1.2, 1.5)  
Engage the Village into the Process (1.5, 4.1)  
Ensure Safety (4.6)  
Keep Teachers Current (2.2)

**Goal:** In order to stay innovative, continually examine the district's current methods as well as best practices from other pioneering districts.

Examine the Change Process Pioneering Districts Used (3.0)  
Plan but Continually Adjust (3.0)

## Use of Space and Time



### Vision Statement

Through the use of technology, the district will expand and unlock the learning potential beyond traditional educational structures of space and time.

**Goal:** Develop strategies to allow students and teachers to participate in anytime, anywhere learning.

Focus on Instruction, Not Device (1.2)  
Begin with the End in Mind (1.1, 1.3, 1.4)

**Goal:** Design and implement personalized learning systems to facilitate innovations that allow for anytime, anywhere learning.

Constant Updating of Competence (1.2, 1.5)  
Align Tools with Vision (1.2, 2.5)

## Robust Infrastructure



### Vision Statement

Continually develop a robust network infrastructure to support the myriad of devices and systems present across the district with the ability to dynamically manage and maintain the ever changing instructional and non-instructional demands.

**Goal:** Continually examine devices in use and latest trends to ensure devices are current and meet the instructional needs of all students

There Is No Perfect Device: Prioritize (1.2, 2.5)  
Continually Review Refresh Cycle Best Practices (1.2, 2.5)

**Goal:** Maintain a standard replacement cycle for district technology through examination of best practices and use of all available funding sources.

Establish a Replacement Cycle (2.5)  
Push the Envelope: Keep an Eye on the Future (1.2, 2.5)

**Goal:** Maintain district technology support system to provide support to instructional and non-instructional users.

Seamless Instructional, Technical, and Productivity Support (2.5)

## Data and Privacy



### Vision Statement

Maintain integrity of student privacy as aligned with CT Student Privacy Laws, while using data analysis to support instruction and student achievement.

**Goal:** Create systems and processes to ensure MPS is protecting student data to meet and exceed the requirements of State of Connecticut Data Privacy Law, COPPA, and FERPA using the Trusted Learning Environment Program from CoSN.

Apply for a Trusted Learning Environment Seal (2.5, 4.6)  
A Roadmap to Data Transparency, Security, and Privacy (2.5, 4.6)

**Goal:** Continue to develop and maintain systems for data collection, analysis, and usage.

Feedback Loops (2.5)  
Establish a Standard (2.5)

## Community Partnerships



### Vision Statement

Clear communication, transparency and strong partnerships, provide equitable resources for all stakeholders to enhance our schools' digital learning environment.

**Goal:** Continue to promote the district brand creating a uniform message to the greater community through the utilization of various platforms.

Expectation for Conveying the Brand (2.3)

**Goal:** Work across the district to incorporate technology to maximize communication throughout the community.

Plan for Outreach and Permanent Connections (2.3, 4.1)

**Goal:** Regularly review district technology policies as they relate to all stakeholders to keep in line with district goals and expectations.

Develop a Plan for Determining the Appropriate Technology Policies (2.5)

## Personalized Professional Learning



### Vision Statement

Teacher use of individualized, self-directed learning using multiple professional learning models to professionally strengthen their teaching in order to be better enabled to support student digital learning.

**Goal:** Develop methods to expand learning opportunities for professional staff.

Solicit Teacher and Leader Input (2.2)

Collaborate to Set Goals for Teacher Success (2.2)

Pilot Personalized Learning with Leaders (2.2, 2.5)

**Goal:** Develop strategies to determine teachers' 21st Century skills ensuring alignment with district curriculum and instruction.

Data Informs Planning (3.0)

Back Map Implications, Communicate Expectations (2.5)

Assessing Readiness (2.5)



# Middletown Public Schools

## Future Ready Technology Plan 2025



<b>District Vision</b>	<b>4</b>
Statement of Leadership	4
Curriculum, Instruction, and Assessment	5
Goal: Use digital tools to improve student learning and reduce the achievement gap as well as solve real world, relevant problems.	5
Goal: In order to stay innovative, continually examine the district’s current methods as well as best practices from other pioneering districts.	6
Use of Space and Time	6
Goal: Develop strategies to allow students and teachers to participate in anytime, anywhere learning.	7
Goal: Design and implement personalized learning systems to facilitate innovations that allow for anytime, anywhere learning.	7
Robust Infrastructure	8
Goal: Continually examine devices in use and latest trends to ensure devices are current and meet the instructional needs of all students.	8
Goal: Maintain a standard replacement cycle for district technology through examination of best practices and use of all available funding sources.	9
Goal: Maintain district technology support system to provide support to instructional and non-instructional users.	10
Data and Privacy	11
Goal: Create systems and processes to ensure MPS is protecting student data to meet and exceed the requirements of State of Connecticut Data Privacy Law, COPPA, and FERPA using the Trusted Learning Environment Program from CoSN.	11
Goal: Continue to develop and maintain systems for data collection, analysis, and usage.	12
Community Partnerships	13
Goal: Continue to promote the district brand creating a uniform message to the greater community through the utilization of various platforms.	13
Goal: Work across the district to incorporate technology to maximize communication throughout the community.	13

Goal: Regularly review district technology policies as they relate to all stakeholders to keep inline with district goals and expectations.	13
<b>Personalized Professional Learning</b>	<b>14</b>
Goal: Develop methods to expand learning opportunities for professional staff.	14
Goal: Develop strategies to determine teachers' 21st Century skills ensuring alignment with district curriculum and instruction.	15
Goal: Ensure funding for technology is tied to district plans and is student centered.	16
Goal: Consistent budgeting and using Return on Investment in fiscal planning.	17
<b>Across the Gears: Collaborative Leadership</b>	<b>18</b>
Goal: Develop leadership and vision in the district with cross-functional teams to align with the district Strategic Operating Plan.	18
Goal: Examine various innovative methods of instruction using Digital Learning across all grades and curriculum areas	19

## District Vision

All students will be provided with an innovative and equitable education; helping students develop skills and knowledge needed to be successful in an increasingly changing, digital world.

## Statement of Leadership

The guiding principle behind our technology plan is to unlock the potential for all students as they prepare for the 21st Century by the time they leave the Middle Schools. This invariably requires the successful use and integration of technology resources in a safe, responsible, and productive manner.

During the 2017-18 school year Middletown Public Schools adopted our strategic operating plan: **Middletown 2021: Keys to Innovation and Equity**. The district plan provides a comprehensive blueprint around equity, innovation, and improvement; to close the achievement gap. The district strategic operating plan is designed for all district departments to work towards convergence to accomplish the district's goal of unlocking the potential of each student. One of the key points is to make sure everything is focused on the most important customer, our students.

Future Ready Schools is a Project of the Alliance for Excellent Education, working in partnership with the US Department of Education and a vast coalition of over 50 national and regional partners. Future Ready provides district leaders, like us, tools to work collaboratively to make personalized, student-centered learning a reality in all schools. At the heart of Future Ready is the Future Ready Framework, a robust structure for digital learning visioning, planning, and implementation focused on Personalized Student Learning. The research-based Framework emphasizes collaborative leadership and creating an innovative school culture. All content focuses on seven key areas (called gears), plus leadership, each of which are addressed during the comprehensive planning process. This framework keeps student learning at the heart of all decision-making.

## Curriculum, Instruction, and Assessment

### Vision Statement

Through pervasive technology use, students and teachers will have robust adaptive tools to customize learning through innovative methods preparing them for college and career readiness.

**Goal: Use digital tools to improve student learning and reduce the achievement gap as well as solve real world, relevant problems.**

### *Strategies*

#### A Curriculum Integration Process (1.2, 1.5)

Integrate skills into the existing curriculum once a framework for the skills has been created. There are several approaches to integrating 21st Century Skills/Deeper Learning into the district curriculum. One approach is to create a framework for each skill that defines its components, the strategies for strengthening that component in students, and the grade levels at which that strategy might be implemented. The process results in a description of how to teach the skill from the simplest concepts to the most complex. The curriculum can then be reviewed unit by unit and decisions made where that component already exists or might best fit and how it would change the learning that takes place in that unit. Engaging key stakeholders in this process, including multi-disciplinary teams of teachers, is essential to ensuring the skills are adequately aligned with the curriculum and fostering buy-in among staff members.

#### Engage the Village into the Process (1.5, 4.1)

Bring together a larger and more diverse group of educators and community members to help you clarify and refine your vision. Vet the language; anticipated changes to expectations; and anticipated benefits to students, educators, and the community with this group. Keep the school board in the vision development loop.

#### Ensure Safety (4.6)

Leverage the expertise of privacy and security experts to troubleshoot your plans along the way. Consider inviting these experts to be part of your internal team to

ensure that best practices and future readiness in privacy and security are a consistent part of the conversation.

### Keep Teachers Current (2.2)

Collect data on teacher training needs, specific to the collection and analysis of student data. Be sure that strategies for analysis are clear and that all teachers will continually have access to the training necessary to make quality use of any data they are provided.

**Goal: In order to stay innovative, continually examine the district's current methods as well as best practices from other pioneering districts.**

### *Strategies*

#### Examine the Change Process Pioneering Districts Used (3.0)

Examine the work of districts/organizations that have made project-based learning a priority. Study research, materials, and instructional resources in order to identify the components that are relevant and important to your district. Focus on the instructional design process as a foundation for analyzing stakeholders' needs, developing a plan, designing the instruction, and assessing the outcomes.

#### Plan but Continually Adjust (3.0)

Review the district's existing technology integration plan to assure that it is aligned to the new vision for digital learning. Make sure the plan identifies implementation roles and responsibilities as well as measurable goals and outcomes. Due to rapid changing technology developments and requirements, build in an annual reexamination of technology policies, practices and funding to maintain effectiveness and efficiency. The review process should include district leaders, teachers, students, and subject matter experts. Identify methods and timelines to evaluate the implementation of the integration plans. Develop a comprehensive communication plan.

## Use of Space and Time

### **Vision Statement**

Through the use of technology, the district will expand and unlock the learning potential beyond traditional educational structures of space and time.

**Goal: Develop strategies to allow students and teachers to participate in anytime, anywhere learning.**

*Strategies*

Focus on Instruction, Not Device (1.2)

Begin working with cross-functional teams to identify curriculum and/or instructional issues that may be barriers for the staff to fully embrace flexible, anytime, anywhere learning. Build out a concrete plan that aligns curriculum and instruction with the district's vision for flexible learning.

Begin with the End in Mind (1.1, 1.3, 1.4)

In the Seven Habits of Highly Effective People, Steven Covey emphasizes having a picture of the end goal prior to attempting to create the tangible version. With a clear vision of what digital learning accessible during and beyond school hours will look like in your district, have the leadership team back-map what infrastructure, policies, and community agreements need to be in place in order to make that vision possible.

**Goal: Design and implement personalized learning systems to facilitate innovations that allow for anytime, anywhere learning.**

*Strategies*

Constant Updating of Competence (1.2, 1.5)

Provide leadership and resources, such as instructional coaches, professional development, curriculum guidance and resources, and data related to student outcomes to support educators as they make the necessary pedagogical shifts to embrace personalized learning. Guiding student-centered, personalized learning requires ongoing capacity to use technology to elicit and make use of extensive input from students, subject matter experts, and other stakeholders, as well as facilitating student inquiry, discussion, and collaboration. Building capacity and competence to use technology and resources while tailoring instructional practice to meet the needs of the learner requires ongoing support (e.g., authentic training on tools and practices that fit, flexible time, 24/7 access to learning-enabling technology and connectivity).

Align Tools with Vision (1.2, 2.5)

Seek out digital learning environments or content management systems that could support your vision. Begin meeting with vendors and sharing your vision.

Evaluate each vendor based on that vision, continually seeking out vendors and other stakeholders who can positively contribute to the work of your district over time. Be considerate of the possibility of providing an internal solution that could also meet your initial needs.

## Robust Infrastructure

### Vision Statement

Continually develop a robust network infrastructure to support the myriad of devices and systems present across the district with the ability to dynamically manage and maintain the ever changing instructional and non-instructional demands.

**Goal: Continually examine devices in use and latest trends to ensure devices are current and meet the instructional needs of all students.**

### *Strategies*

#### There Is No Perfect Device: Prioritize (1.2, 2.5)

List the criteria by which the district will select the devices once a district's educational priorities are set and the approach (i.e., 1:1, BYOD, sharing via carts, or hybrid – see Investigating Level Strategies for more information on models) is established. As Doug Johnson says in his article, Power Up/Choosing the Right Device, “No device does everything well... and every device can... do most of what is needed.” Include criteria for high-speed, efficient access for all schools' current uses and resources, as well as those in schools' future plans. Those might include collaboration tools, communication tools, productivity tools, educational gaming, content management systems, learning management systems, web browsers, and assessment systems. List specialty uses separately, with the acknowledgement that these might require devices with more capacity and features (e.g., video/image production/rendering, CAD/CAM, music synthesizers). Also consider the specific needs of special populations of students, including assistive devices for students with special needs. Lastly, include criteria such as requirements related to maintenance, support, configuration, and processes for updating. Device criteria may vary across grade levels and schools depending on anticipated short-term and long-term visions as well as current educational priorities.

## Continually Review Refresh Cycle Best Practices (1.2, 2.5)

Follow best practice from successful programs. Review these practical technology director tips:

1. Evaluate technology needs, effectiveness, and expandability
2. Be willing to change plans along the way. Identify what “industry standards” are and what is actually feasible for a district (e.g., new hardware for staff and students every 3 years)
3. Reuse refreshed hardware to fill other district needs
4. Sell back or trade in older technology to help fund new devices
5. Infrastructure refresh every 5-7 years
6. Access point refresh every 5 years
7. Switches, controllers, routers, servers, and other network equipment refreshed every 7 years
8. Accept “good enough” when necessary. A 4-year refresh for staff and student devices isn’t ideal, but may be necessary
9. Connect with local tech recyclers to recycle often
10. Donate obsolete hardware to local initiatives such as maker spaces.

**Goal: Maintain a standard replacement cycle for district technology through examination of best practices and use of all available funding sources.**

### *Strategies*

#### Establish a Replacement Cycle (2.5)

Translate the district’s vision for digital learning into a specific plan of action informed by use cases as well as national and state standards and trends for digital learning. For example, a district might interpret the district vision of equitable, robust access to digital learning to mean that every student has 24/7 access to a personal, school-provisioned device. Once agreed upon, this universal access will serve as a foundation for an inventory system and budgetary system that, upon purchase or lease establishes the life cycle of the device, and budgets for acquisition, repair, maintenance and operations.

## Push the Envelope: Keep an Eye on the Future (1.2, 2.5)

Evaluate needs, effectiveness, and expandability. Be willing to change plans along the way. Revisit the “industry standards” periodically; note what is actually feasible for a district. The rate of change in technology is fast-paced, so to keep up, a district must establish a vision that is flexible and revisited regularly.

**Goal: Maintain district technology support system to provide support to instructional and non-instructional users.**

### *Strategies*

#### Seamless Instructional, Technical, and Productivity Support (2.5)

Insure the Information Technology and Instructional Technology groups work closely with the curriculum group, the staff development group, and the group responsible for digital content, in order to ensure a seamless approach to instructional and technical assistance. Instructional, technical, and productivity support systems are essential components of every learning technology plan. Effective uses of technology and the integration of 21st Century skills into the curriculum often means significant shifts in pedagogy for teachers and other curricular, assessment, and instructional leaders. To facilitate the collaboration, the plan should include:

- Communication strategies to stay current across groups (e.g., share twitter feeds, meet regularly with the intent of discussing current issues from all perspectives, etc.).
- Commitment to review cycles of new initiatives in one and all groups that provide opportunities for feedback.
- A model that visually shows various services to the end user. Use the model to analyze overlap and redundancies.
- A collaboratively created single web presence for user support (instructional, technical, and productivity) that integrates services for the user across groups. Just as educators think STUDENT-Centered, support systems need to think USER-Centered.
- Mapped “glide paths” that educators might travel as they get more technology savvy, as they integrate technology and 21st Century skills into their curriculum, as they develop their own PLNs, etc.

- Analysis of those “glide paths” and anticipate the support these educators will need as they “go digital.” For example, perhaps a goal is full integration of technology across the curriculum, supported through 1 to 1. A “glide path” could be anticipated that paces such implementation. Perhaps that starts by forming shared leadership teams across schools in the district based on content focus. These core teams could be just the people to also train technical basics, and productivity basics. After a time, use these cadres as mentors to others.

## Data and Privacy

### Vision Statement

Ensuring our commitment to the privacy of our students’ data through the engagement of contracts in line with the Connecticut Student Data Privacy Law as well as national guidelines.

**Goal: Create systems and processes to ensure MPS is protecting student data to meet and exceed the requirements of State of Connecticut Data Privacy Law, COPPA, and FERPA using the Trusted Learning Environment Program from CoSN.**

### *Strategies*

#### Apply for a Trusted Learning Environment Seal (2.5, 4.6)

Develop a strategic, long-term data plan, which is informed by the guiding questions, needs assessment, and the feasibility study. The process should be led by the Chief Privacy Officer and be completed by a multi-functional team of stakeholders from the district, schools, and community. The plan should address topics such as an integrated system of data structures to provide a wide variety of data to stakeholders (e.g., student information systems with basic student data, data warehouses with current and historic data, curriculum management systems for instructional supports, assessment systems for district-specific assessment data), privacy and security, data governance, training for staff and parents, and authorized user accessibility. The document should be a living document that is updated on a regular schedule to reflect progress and changing priorities. It should include long-term goals and shorter-term actions, with assigned responsibilities supported through allocated budgets.

## A Roadmap to Data Transparency, Security, and Privacy (2.5, 4.6)

Write policies and procedures to guide students, staff, parents, and community to ensure safety, privacy, and security. Begin this once you have a definitive list of datasets your district manages, plus situations where students might be generating personally identifiable information stored in the cloud or by a third party vendor. You will need a basic policy, plus procedures for various groups. The policy should clearly and transparently specify the security protections that the district has in place, as well as the processes that should be followed should a breach occur. The district policies should also be specific about when parent notification is required for storage and usage of student data, and describe parents' rights with respect to student data.

**Goal: Continue to develop and maintain systems for data collection, analysis, and usage.**

### *Strategies*

#### Feedback Loops (2.5)

Tap key users across the district to provide feedback to the district data committee during the design, implementation, and continued development and rollout of data systems. Establish a formal communication feedback loop to ensure that users understand how to communicate with district leadership about data needs and concerns, as well as input about the availability and adequacy of existing resources.

#### Establish a Standard (2.5)

Plan to provide the professional learning and training required to ensure educators are prepared to meet and exceed job responsibilities related to data. Insure students and parents are equipped to use data effectively. Base training on a clear understanding of the data sets available in the district, the questions asked and answered through data, data roles and responsibilities, and data uses in the district and definitions of data literacy. Consider that instruction will need to be offered at several levels: accessing data; selecting data; interpreting data; and making decisions with data. The professional development must provide scaffolding for staff during their learning process, as well as just-in-time offerings and support to assist staff during the decision-making process.

## Community Partnerships

### Vision Statement

Clear communication, transparency and strong partnerships, provide equitable resources for all stakeholders to enhance our schools' digital learning environment.

**Goal: Continue to promote the district brand creating a uniform message to the greater community through the utilization of various platforms.**

#### *Strategies*

##### Expectation for Conveying the Brand (2.3)

The school district should establish the process and expectation that every school in the district carries the district brand and logo for 21st century digital learning - in addition to any local school insignias - on all internal, external and on-line communications.

**Goal: Work across the district to incorporate technology to maximize communication throughout the community.**

#### *Strategies*

##### Plan for Outreach and Permanent Connections (2.3, 4.1)

Assign responsibility for partnership activities to a district-level staff member who will facilitate and prioritize partnership activities within and across schools. Establish a plan for the district leadership team to periodically review potential partnerships or special projects with current partners to ensure partnerships continue to meet the community and district's needs.

**Goal: Regularly review district technology policies as they relate to all stakeholders to keep inline with district goals and expectations.**

#### *Strategies*

##### Develop a Plan for Determining the Appropriate Technology Policies (2.5)

Develop a plan that builds upon the district's digital learning policies to include processes that involve stakeholders in determining appropriate technology access policies for various student groups. A process for determining appropriate

balance between online student safety versus assuring that all students have the access and learn the skills required to be competent in a digital information age is essential for enhancing digital learning. The plan should establish a shared leadership committee, made up of district instructional personnel, principals, teachers, parents, students, and community members that will review the district's AUP/RUP and other policies related to digital access at least once a semester. The plan should include clear goals for the district, as well as delineate roles for all stakeholders. Changes in policy and practice as advised by this committee should be made annually.

## **Personalized Professional Learning**

### **Vision Statement**

The importance of teachers' use of individualized, self-directed learning using multiple professional learning models to professionally strengthen their teaching in order to be better enabled to support student digital learning.

**Goal: Develop methods to expand learning opportunities for professional staff.**

### *Strategies*

#### Solicit Teacher and Leader Input (2.2)

Meet with representative teams of teachers and leaders from across the district in the spring to plan the following year of professional learning opportunities. Using student achievement and teacher supervision data to guide desired outcomes, work to purposefully allow for teacher "voice and choice" in their learning. This can be accomplished in a number of ways. Examples include:

- Poll teachers periodically using their own survey.
- Utilize the "Professional Learning" and "Curriculum and Instruction" assessments in this planning tool to collect their priorities and perceptions.
- Revise the teacher evaluation processes to have teachers set goals and identify the professional development they will require to attain those goals.

Aggregate these needs across schools and the district to inform planning for professional learning.

## Collaborate to Set Goals for Teacher Success (2.2)

In addition to setting goals relating to student academic achievement, use Personalized Learning Communities (PLC) to establish specific goals relating to individual learning for education professionals. Specifically, assign tasks to find new ways of gathering and learning relevant material through the PLC, then discuss how to document and share that learning. Consider systems and procedures that your district will put in place to support educators in collaborating and sharing their new expertise to ensure all personnel have access to these innovative approaches to improving instructional practice.

## Pilot Personalized Learning with Leaders (2.2, 2.5)

Perform a pilot program that addresses administrators' engagement in personalized professional learning through a range of technology-based professional learning opportunities (i.e., Twitter feeds, edWeb, EdCamp, blogs, MOOCS, etc.). Emphasize the value that personalized learning brings to the district, while de-emphasizing seat time as the defining measure of success. Define alternative metrics of success and measure results.

**Goal: Develop strategies to determine teachers' 21st Century skills ensuring alignment with district curriculum and instruction.**

### *Strategies*

## Data Informs Planning (3.0)

Conduct a teacher and staff self-assessment or online performance test that identifies teachers' skill levels in 21st Century skills. The plan should include a requirement that education professionals monitor their professional growth against individual, team/school, and district goals.

## Back Map Implications, Communicate Expectations (2.5)

"Begin with the end in mind." As the scope of professional learning becomes, the district team should "back map" from their professional learning plan to convey to other departments the implications of their plan (e.g., human resources should be notified of new expectations for teachers and administrators for hiring purposes, Information Technology should be notified as to the device, networking and bandwidth load, etc.).

## Assessing Readiness (2.5)

Assess the readiness of educators for 21st Century learning and teaching, clearly differentiating between technical competency, and capacity to use technology effectively in student-centered learning, to meet the needs of all students. This could be accomplished using various models/assessments of readiness for digital learning (e.g., Future Ready [www.dashboard.futurereadyschools.org](http://www.dashboard.futurereadyschools.org), the Technology Integration Matrix <http://fcit.usf.edu/matrix>, LoTI <http://www.loticonnection.com/>, TRAx Digital Learning, <http://metiri.com>.) and determine where teachers and school systems are in their technology use.

## Budget and Resources

### **Vision Statement**

Maintaining sustainable resources, allocated to support both operational and digital learning initiatives, including the measurement and analysis of student progress and sustainability.

**Goal: Ensure funding for technology is tied to district plans and is student centered.**

### *Strategies*

#### Is It In The Plan? (2.5)

Before making expenditures ask, “Is it identified or supported in the budgetary plan?” All digital learning expenditures should be vetted according to policies, implementation strategies, accountability metrics and timelines. Leaders and staff should be able to clearly establish how expenditures are determined and approved.

#### Making It Student-Centered (1.2)

Have students demonstrate examples of technology-enabled learning and 21st Century skills made possible through the district’s investment in digital learning as part of budget communication meetings. Examples of such personal learning include: virtual music lessons, a webinar with an expert on water quality, virtual tutors, or a collaborative research project with other districts. Use data from review metrics such as TCO to illustrate budgetary decisions that made the student learning possible.

### Be Data Informed (2.6)

Do an inventory of all digital learning resources and technology. Determine the frequency and quality of student use of current digital learning resources and technology. Do you know what digital learning resources are actually being used by students and how often? Do you know how staff and students use these resources to meet their learning goals? Answers to both questions are used to determine digital learning needs.

### Maximizing Funding Allocation (2.6)

Map each digital learning resource and tool to the district's curriculum and instruction plans to identify gaps and redundancies. Focus on maximizing the potential for student-centered learning. Include frequency and quality of student use. Then prioritize needed resources according to the potential to contribute to personalized and engaged learning and other 21st Century skill development. Finally, explicitly link district funding requirements to the strategic and tactical plans to support student-centered, digital learning. When there are competing tools and resources use your digital learning experts to develop decision matrices that can be used to guide decisions.

**Goal: Consistent budgeting and using Return on Investment in fiscal planning.**

### *Strategies*

#### Put it in the Plan and Prioritize (2.5)

Prioritize the use of funding streams in the district's annual maintenance and operation budgets that have minimal reliance on grants or other temporary sources as part of the process of defining strategies to integrate potential funding solutions across multiple programs and initiatives. Develop a viable plan that identifies funding priorities, proposes viable funding streams, and defines implementation timelines, and accountability measures.

#### Get Input and Support from Cross Functional Teams (2.0)

Review the fiscal plan with key internal and external stakeholders that collectively represent the district's interests for their input and systemic support. Be sure to emphasize the need for consistent funding and how the investment in digital learning (i.e., digital content, productivity software, digital tools, multimedia resources, etc.) can be divided across multiple budgets.

### Draw Conclusions based on Budget Scenarios (2.5, 2.6)

Document and share how this commitment could impact budgetary decisions, student learning and stakeholder perception when the district is committed to the cost, time and effort it takes to calculate and budget according to L-ROI.

## Across the Gears: Collaborative Leadership

### **Vision Statement**

Our leadership will have a clear vision of outcomes, achievable timelines, and goals.

**Goal: Develop leadership and vision in the district with cross-functional teams to align with the district Strategic Operating Plan.**

### *Strategies*

#### Align All Programs to the Vision (2.0)

Identify strategies and actions that are consistent with the district's vision, areas of need, and desired results. Use the vision as the basis for all district planning, including the strategic plan. Using a template as a roadmap for planning will help in assessment and evaluation later. Use the vision to drive the technology investments and the changes to pedagogy and classroom practices.

#### Recruit Agents for Change (2.2)

Identify who the agents of change are at the district and school level. Kotter (1995) suggests that one of the key errors organizations make is not recruiting the right people to lead and facilitate change. Rogers (1983) identifies categories of individuals in terms of their response to innovations, suggesting that those who are both respected by others and open to trying new things should be included in the planning process, as their support is essential to the success of change efforts in an organization. Begin conversations, individual and collaborative, with these individuals, in order to establish a common set of issues to address and a sense of urgency for making changes to address them.

## **Goal: Examine various innovative methods of instruction using Digital Learning across all grades and curriculum areas**

### *Strategies*

#### Assessing Progress (2.5)

Develop a logic model that identifies the long-term, intermediate, and short-term outcomes the district expects to attain through digital learning. Develop the metrics for assessing these outcomes and then fund and implement a system for measuring the progress of all outcomes as well as indicators of success.

#### Analyze Pilot Results (2.5)

Assessment informs instruction. In this case, assessment data from pilot projects guides the timeline for full scale implementation. Interview data provides context for the timeline with realistic deadlines and expectations, as well as helping to learn about potential roadblocks or problems. Review data and findings to inform revisions to your vision and plan.

## **Students**

### **Ages of Attendance**

In accordance with Connecticut General Statute 10-186, the Board of Education shall provide education for all persons five years of age and older, having attained age five on or before the first day of January of any school year, and under twenty-one years of age who is not a graduate of a high school or vocational school, except as provided in Connecticut General Statutes 10-233c and 10-233d. Additionally, according to Connecticut General Statute 10-76d (b2), special education will be provided for children who have attained the age of three and who have been identified as being in need of special education, and whose educational potential will be irreparably diminished without special education.

Parents and those who have the control of children five years of age and over, **and under** eighteen years of age, are obligated by Connecticut law to require their children to attend public day school or its equivalent in the district in which such child resides, unless such child is a high school graduate or the parent or person having control of such child is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools. ~~The parent or person having control of a child sixteen or seventeen years of age **must** consent to such child's withdrawal from school. For the school year commencing July 1, 2011 and each school year thereafter, The parent or person having control of a child seventeen years of age **may** consent to such child's withdrawal from school.~~ **Students under age eighteen are subject to mandatory attendance laws unless they are at least seventeen and their parent/guardian, or other person having control of the child, consents to such child's removal from school.** The parent or person shall exercise this option by personally appearing at the school district office to sign a withdrawal form. Such withdrawal form shall include an attestation from a guidance counselor, **school counselor** or school administrator of the school that this district has provided the parent or person with information on the educational options available in the school system and in the community.

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

The parent or person shall exercise such option by personally appearing at the school district office and signing an option form. The district shall provide the parent or person with information on the educational opportunities available in the school system.

**The above requirements are not to serve as barriers to immediate enrollment of students, designated as homeless or foster children as required by the Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by the ESSA. The District shall work with the local child welfare agency, the school last attended, or other relevant agencies to obtain necessary enrollment documentation.**

**The parent/guardian of any child who is denied admission to school, or an emancipated minor, a student eighteen years of age or older, a homeless child or youth, or an unaccompanied youth who is denied schooling, or an agent or officer charged with the enforcement of attendance laws may request, in writing, a hearing by the Board of Education. Such hearing may be conducted by the entire Board of Education, or by a subcommittee of three Board members, or by a local impartial hearing Board of one or more persons not members of the Board of Education.**

~~A child who has attained the age of sixteen or seventeen (seventeen years of age, effective July 1, 2011) and who has terminated enrollment in the district's schools with parental or guardian permission, as described above, and subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination.~~

**A child who has attained the age of seventeen and who has voluntarily terminated enrollment with parental consent in the district's schools and subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination unless such child seeks readmission to the District not later than ten (10) school days after such termination in which case the Board shall provide school accommodations to such child not later than three school days after such child seeks readmission.**

## **POLICY 5112 (b)**

### **Students**

#### **Ages of Attendance (continued)**

A child who has attained the age of nineteen or older may be placed in an alternative school program or other suitable educational program if he/she cannot acquire a sufficient number of credits for graduation by age twenty-one.

Legal Reference: Connecticut General Statutes  
**4-176e to 4-180a Agency hearings.**

**4-181a Contested cases. Reconsideration. Modifications.**

10-15 Towns to maintain schools

10-15c Discrimination in public schools prohibited. School attendance by five-year olds  
10-76a - 10-76g re special education  
10-184 Duties of parents (re mandatory schooling for children ages of five to sixteen, inclusive) as amended by PA 98-243 PA 00-157 and PA 09-6 (September Special Session)  
10-186 Duties of local and regional boards of education re school attendance. Hearings. ~~(Amended by PA 96-26 An Act Concerning Graduation Requirements and Readmission and Placement of Older Students)~~ (as amended by P.A. 19-179)

**P.A. 19-179 An Act Concerning Homeless Students' Access to Education.**

Appeals to State Board. Establishment of hearing board  
10-233a - 10-233f Inclusive; re: suspend, expel, removal of pupils  
10-233c Suspension of pupils  
10-233d Expulsion of pupils  
State Board of Education Regulations  
10-76a-1 General Definitions (c) (d) (q) (t)

**P.A. 19-179 An Act Concerning Homeless Students' Access to Education**

**McKinney-Vento Homeless Assistance Act (PL 107-110 Sec. 1032) 42 U.S.C. §11431-11435, as amended by the ESSA, P.L. 114-95**

**Federal Register: McKinney-Vento Education for Homeless Children & Youths Program, Vol. 81 No. 52, 3/17/2016**

Policy adopted: April 16, 1996  
Policy revised: September 15, 1998  
Policy revised: June 12, 2001  
Policy readopted: June 7, 2005  
Policy revised: February 9, 2010  
**Policy revised:**

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## REVISED POLICY 5118.1

### Students

#### Homeless Students

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

#### Legal References:

##### State Law:

10-253(e) School privileges for children in certain placements, non-resident children and children in temporary shelters

**Public Act 19-179: An Act concerning Homeless Students' Access to Education.**

##### Federal Law:

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

Policy adopted: January 14, 2003  
Policy readopted: June 7, 2005  
Policy revised: December 12, 2017  
Policy revised:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut