

**BOARD OF EDUCATION  
NEWINGTON PUBLIC SCHOOLS  
NEWINGTON, CT 06111**

Newington Town Hall  
**Virtual**  
Wednesday, September 30, 2020  
7:00 p.m.

Board of Education members and NPS staff members *who are using an npsect.org account in the Google Chrome browser* may join by going to [Google Meet](#) and entering the

- nickname: **boemeeting2020**

**OR**

If you are using a different account or browser, you will need a direct link. The link will be provided [in this document](#) 10 minutes prior to the meeting.

**AGENDA**

- A. Call to Order
  - Pledge of Allegiance
  - Roll Call
- B. Presentations of Awards/Proclamations
  - Youth Services Award – Newington Chamber of Commerce
  - Everyday Hero
- C. Public Participation on Any Matter Related to Board Responsibilities
- D. Consent Agenda
  1. Approval of Minutes – Regular Meeting – May 27, 2020
  2. Approval of Minutes – Special Meeting – July 22, 2020
  3. Approval of Minutes – Special Meeting – August 19, 2020
  4. Approval of Minutes – Informational Meeting – September 16, 2020
- E. Superintendent of Schools’ Report
  - Current Reopen Plan
  - Discussion on Changing Mascot
- F. New Business
  1. Action - Budget 2021-2022 Guidelines
  2. Action – Resolution Honoring Cafeteria Workers
  3. Action – Resolution Honoring School Bus Drivers
  4. Action – Resolution Honoring Custodial/Maintenance Staff
- G. Public Participation on Any Matter Related to Board Responsibilities
- H. Remarks by Board Members
- I. Adjournment

SEP 30 2020

**BOARD OF EDUCATION  
NEWINGTON PUBLIC SCHOOLS  
NEWINGTON, CT 06111**

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Newington Town Hall  
Helen W. Nelson Meeting Room  
Wednesday, May 27, 2020 (Virtual)  
7:00 p.m.

**REGULAR MEETING**

PRESENT: Chairperson Paul Vessella, Michael Branda, Dr. Bruce Fletcher, Emily Guion, Beth Manke Hutvagner, Steven Silvia, Cindy Stamm, Robert Tofeldt, Jessica Weaver

ADMINISTRATION: Dr. Maureen Brummett, Lou Jachimowicz, Wendy Crouse, Stephen Foresi

A. Call to Order

Chairperson Paul Vessella called the Regular Meeting of the Newington Board of Education to order at 7:03 p.m.

Pledge of Allegiance

Roll Call

Michael Branda: Here  
Dr. Bruce Fletcher: Here  
Emily Guion: Here  
Beth Manke Hutvagner: Here  
Steven Silvia: Absent  
Cindy Stamm: Here  
Robert Tofeldt: Here  
Paul Vessella: Here  
Jessica Weaver: Here

MOTION: Paul Vessella moved the Newington Board of Education to amend the agenda for F. New Business Item 1. Presentation - Colliers International RE: Anna Reynolds to include revised Educational Specifications. Emily Guion seconded. The motion passed unanimously.

Board member Steven Silvia joined the meeting at 7:05 p.m.

B. Presentation of Awards/Proclamation

1. Appreciation – NCTV – Channel 14/16

2. CAFE Student Leadership Awards
3. Recognition – Valedictorian and Co-Salutatorians
4. Presentation to Human Services Department - NTA

C. Public Participation on Any Matter Related to Board Responsibilities

D. Consent Agenda

1. Approval of Minutes – Regular Meeting – April 22, 2020
2. Approval of Minutes – Regular Meeting – May 13, 2020

MOTION: Steven Silvia moved to approve the consent agenda as presented. Beth Manke Hutvagner seconded. Motion passed unanimously.

E. Superintendent of Schools' Report

- Presentation - Dana Markovics, Director of Foods & Nutrition Services

F. New Business

1. Presentation - Colliers International RE: Anna Reynolds Revised Education Specifications
2. Report – Professional Learning
3. Report – Computer Purchase Program
4. Action - Healthy Food Certification

Board member Emily Guion left the meeting at 9:10 p.m.

MOTION: Dr. Bruce Fletcher moved the Board of Education certifies that all food items offered for sale to students will comply with the Connecticut Nutrition Standards during the period of time July 1, 2020, through June 30, 2021. This certification shall include all food sold 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 arts and any fundraising activities on school premises, whether or not school sponsored. Beth Manke Hutvagner seconded.

Michael Branda voted yes  
Dr. Bruce Fletcher voted yes  
Beth Manke Hutvagner voted yes  
Steven Silvia voted yes  
Cindy Stamm voted yes  
Robert Tofeldt voted yes  
Paul Vessella voted yes  
Jessica Weaver voted yes

Motion passed 8-0.

MOTION: Dr. Bruce Fletcher moved the Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the

following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. Robert Tofeldt seconded.

Michael Branda voted yes  
Dr. Bruce Fletcher voted yes  
Beth Manke Hutvagner voted yes  
Steven Silvia voted yes  
Cindy Stamm voted yes  
Robert Tofeldt voted yes  
Paul Vessella voted yes  
Jessica Weaver voted yes

Motion passed 8-0.

5. Action – Textbooks for Adoption

MOTION: Steven Silvia moved the Board of Education approve the following textbooks: *Introduction to Mass Communications: Media Literacy and Culture*; *United States History & Geography: Modern Times*; and *World History and Geography, Modern Times*. Jessica Weaver seconded.

Michael Branda voted yes  
Dr. Bruce Fletcher voted yes  
Beth Manke Hutvagner voted yes  
Steven Silvia voted yes  
Cindy Stamm voted yes  
Robert Tofeldt voted yes  
Paul Vessella voted yes  
Jessica Weaver voted yes

Motion passed 8-0.

6. Discussion/Possible Action – Meeting Cancellation

MOTION: Dr. Bruce Fletcher moved the Board of Education cancel the regular meeting scheduled for Wednesday, June 10, 2020. Robert Tofeldt seconded.

Michael Branda voted no  
Dr. Bruce Fletcher voted no  
Beth Manke Hutvagner voted no  
Steven Silvia abstained  
Cindy Stamm voted no  
Robert Tofeldt voted no  
Paul Vessella voted no  
Jessica Weaver voted no

Motion failed 7-0; 1 abstained

7. Discussion/Possible Action – Non-Lapsing Fund - MOU

MOTION: Steven Silvia moved the Newington Board of Education enter into this one time MOU with Town regarding the Non-Lapsing account as recommended by the Superintendent of Schools. Dr. Bruce Fletcher seconded.

Michael Branda voted yes  
Dr. Bruce Fletcher voted yes  
Beth Manke Hutvagner voted yes  
Steven Silvia voted yes  
Cindy Stamm voted yes  
Robert Tofeldt voted yes  
Paul Vessella voted yes  
Jessica Weaver voted yes

Motion passed 8-0.

8. Action – Budget Adjustments

MOTION: Paul Vessella moved the Board of Education budget for 2020-2021 be reduced by \$587,835. Dr. Bruce Fletcher seconded.

Michael Branda voted yes  
Dr. Bruce Fletcher voted yes  
Beth Manke Hutvagner voted yes  
Steven Silvia voted yes  
Cindy Stamm voted yes  
Robert Tofeldt voted yes  
Paul Vessella voted yes  
Jessica Weaver voted yes

Motion passed 8-0.

9. Report - Facilities Committee

G. Public Participation on Any Matter Related to Board Responsibilities

H. Remarks by Board Members

I. Adjournment

MOTION: Michael Branda moved to adjourn. Dr. Bruce Fletcher seconded. Motion passed unanimously.

The meeting was adjourned at 10:16 p.m.

Board of Education Meeting  
May 27, 2020  
Page 5  
Respectfully submitted,

Steven Silvia, Secretary

Debra O. Craig, Board Clerk

**PUBLIC PARTICIPATION**

None

SEP 30 2020

D2

**BOARD OF EDUCATION  
NEWINGTON PUBLIC SCHOOLS  
NEWINGTON, CT 06111**

Newington Town Hall  
Wednesday, July 22, 2020 (Virtual)  
6:00 p.m.

**SPECIAL MEETING**

PRESENT: Chairperson Paul Vessella, Michael Branda, Dr. Bruce Fletcher, Emily Guion, Beth Manke Hutvagner, Steven Silvia, Cindy Stamm, Robert Tofeldt, Jessica Weaver

ADMINISTRATION: Dr. Maureen Brummett, Lou Jachimowicz, Wendy Crouse, Stephen Foresi, Kristen Freeman, Kimberly Davis

A. Call to Order

Chairperson Paul Vessella called the Regular Meeting of the Newington Board of Education to order at 6:00 p.m.

Pledge of Allegiance

Roll Call

Michael Branda: Here  
Dr. Bruce Fletcher: Here  
Emily Guion: Here  
Beth Manke Hutvagner: Here  
Steven Silvia: Absent  
Cindy Stamm: Here  
Robert Tofeldt: Here  
Paul Vessella: Here  
Jessica Weaver: Here

B. Public Participation

C. New Business

1. Discussion and Possible Action School Calendar 2020-2021

MOTION: Robert Tofeldt moved the Board of Education amend the 2020-2021 school calendar as recommended by the Superintendent of Schools. Beth Manke Hutvagner seconded.

Michael Branda voted yes  
Dr. Bruce Fletcher voted yes  
Emily Guion voted yes  
Beth Manke Hutvagner voted yes  
Steven Silvia voted yes  
Cindy Stamm voted yes  
Robert Tofeldt voted yes  
Paul Vessella voted yes  
Jessica Weaver voted yes

Motion passed 9-0.

2. Discussion and Possible Action on Graduation Requirements

MOTION: Jessica Weaver moved the Board of Education approve that the required credits for graduation for the Class of 2021 and 2022 be reduced from twenty-five (25) to twenty-one (21) to align with the current state statutes and mirror the requirements for all classes graduating in 2020 and earlier. Robert Tofeldt seconded.

Michael Branda voted yes  
Dr. Bruce Fletcher voted yes  
Emily Guion voted yes  
Beth Manke Hutvagner voted yes  
Steven Silvia voted yes  
Cindy Stamm voted yes  
Robert Tofeldt voted yes  
Paul Vessella voted yes  
Jessica Weaver voted yes

Motion passed 9-0.

3. Discussion and Possible Action Reopen Plan

No Action was taken.

4. Other

D. Public Participation

E. Remarks by Board Members

I. Adjournment

MOTION: Michael Branda moved to adjourn. Emily Guion seconded. Motion passed unanimously.

The meeting was adjourned at 8:26 p.m.



Respectfully submitted,

Steven Silvia, Secretary

Debra O. Craig, Board Clerk

## **PUBLIC PARTICIPATION**

Jason Sikorski  
11 Roberts Street

Mr. Sikorski felt the Parent Return to School Survey was hard to answer. He would like to see the school virtual meetings referred to at this meeting happen before the next survey. He also had a few questions regarding the wearing of masks in school.

Dana Havens  
113 Stoddard Avenue

Ms. Havens would like to see a picture of the masks and shields that will be provided for the students on their return to school. She also had concerns regarding her children's' allergy symptoms presenting at school. She does like the clear backpacks for high school. Ms. Havens also questioned why some classes could not be livestreamed.

Melissa Cook  
35 Amidon Avenue

Ms. Cook is a parent proud to be in this town, but she has concerns with the tonight's presentation. She is disappointed with the virtual learning presentation and feels the administration could provide a better plan. She also mentioned that no Special Education services were discussed.

Forrest Helvie  
282 Lamp Lighter Lane

Mr. Helvie had a few questions regarding the tonight's presentation. He had questions regarding Special Education, students working with staff new to them, and how IEPs and 504's would work with distance learning. He would like to know if there will be a way to reconcile the different times younger students will need to check in if parents are unable to assist them due to a conflict. He also questioned if quarantined students provided proof of a negative test, could they return.

Karen Peterson  
144 Forest Drive

Ms. Peterson would like more information as to what STEM classes would be like this year, i.e. Biomedical Academy example; and how the innovations classes would be integrated into the general curriculum. She also would like to know if a student is distance learning would they be able to participate in school events, i.e., school photo day. Her last question was regarding teachers teaching without a mask if they participated in routine testing.

Eileen Francolino  
116 Lydall Road

Ms. Francolino is in the para and learning teachers group and has concerns as they are at higher risk due to their responsibilities and are not paid for sick time. How would this work? Would they be paid for sick time?

Jen Rodriguez  
71 Northwood Road

Ms. Rodriguez is a Newington teacher as well as a parent. She has made a decision not to send her child to the academy program due to the large number of students he would come in contact with. She was questioning the air quality in schools and the use of air conditioners. Ms. Rodriguez also spoke of her appreciation for all the work done on the reopening plan.

BOARD OF EDUCATION  
NEWINGTON PUBLIC SCHOOLS  
NEWINGTON, CT 06111

SEP 30 2020

D 3

Newington Town Hall  
Wednesday, August 19, 2020 (Virtual)  
6:00 p.m.

**SPECIAL MEETING**

PRESENT: Chairperson Paul Vessella, Michael Branda, Dr. Bruce Fletcher, Emily Guion, Beth Manke Hutvagner, Steven Silvia, Cindy Stamm, Robert Tofeldt, Jessica Weaver

ADMINISTRATION: Dr. Maureen Brummett, Lou Jachimowicz, Wendy Crouse, Stephen Foresi

A. Call to Order

Chairperson Paul Vessella called the Regular Meeting of the Newington Board of Education to order at 6:00 p.m.

Pledge of Allegiance

Roll Call:

Michael Branda: Here  
Dr. Bruce Fletcher: Here  
Emily Guion: Here  
Beth Manke Hutvagner: Here  
Steven Silvia: Here  
Cindy Stamm: Here  
Robert Tofeldt: Here  
Paul Vessella: Here  
Jessica Weaver: Here

B. Public Participation

C. New Business

1. Discussion and Possible Action Childcare for Teachers

MOTION: Cindy Stamm moved the Newington Board of Education authorize the Superintendent or her designee to develop and run a school aged childcare program (students in grades K-7) for district employees unable to secure daycare for their children due to COVID-19. Employees will be charged a nominal fee and the program will only run while COVID-19 impacts the regular school schedule. Emily Guion seconded.

AMENDED MOTION: Cindy Stamm moved the Newington Board of Education authorize the Superintendent or her designee to develop and run a school aged childcare program (students in grades K-8) for district employees unable to secure daycare for their children due to COVID-19. Employees will be charged a nominal fee and the program will only run while COVID-19 impacts the regular school schedule. Emily Guion seconded.

Michael Branda voted yes  
Dr. Bruce Fletcher voted yes  
Emily Guion voted yes  
Beth Manke Hutvagner voted yes  
Steven Silvia voted yes  
Cindy Stamm voted yes  
Robert Tofeldt voted yes  
Paul Vessella voted yes  
Jessica Weaver voted yes

Motion passed 9-0.

2. Superintendent's Update on Reopen Plan
3. Other

D. Public Participation

E. Remarks by Board Members

I. Adjournment

MOTION: Robert Tofeldt moved to adjourn. Emily Guion seconded. Motion passed unanimously.

The meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Steven Silvia, Secretary

Debra O. Craig, Board Clerk

### **PUBLIC PARTICIPATION**

None

SEP 30 2020

D4

**BOARD OF EDUCATION  
NEWINGTON PUBLIC SCHOOLS  
NEWINGTON, CT 06111**

Newington Town Hall  
Virtual  
Wednesday, September 16, 2020  
7:00 p.m.

**INFORMATIONAL MEETING**

PRESENT: Chairperson Paul Vessella, Michael Branda, Dr. Bruce Fletcher,  
Beth Manke Hutvagner, Steven Silvia, Cindy Stamm, Robert Tofeldt, Jessica  
Weaver

ADMINISTRATION: Dr. Maureen Brummett, Lou Jachimowicz, Wendy Crouse,  
Stephen Foresi, Chris Meyers

ABSENT: Emily Guion

STUDENT REPRESENTATIVE: Lindsay Forauer

A. Call to Order

Chairperson Paul Vessella called the Informational Meeting of the Newington Board of Education to order at 7:05 p.m.

Pledge of Allegiance

Roll Call

Michael Branda: Here  
Dr. Bruce Fletcher: Here  
Emily Guion: Absent  
Beth Manke Hutvagner: Here  
Steven Silvia: Here  
Cindy Stamm: Here  
Robert Tofeldt: Here  
Paul Vessella: Here  
Jessica Weaver: Here

B. Presentation of Awards/Proclamations

C. Public Participation on Any Matter Related to Board Responsibilities

D. Standing Committee Information Item

1. Report – Finance Committee
2. Report – Facilities Committee
3. Report – Student Policy Committee
4. Report – Curriculum Committee
5. Report – Executive Committee
6. Report – Student Representatives

E. Other Business Information Item

1. Report – School Opening 2020
2. Report – Gifts to Schools 2019-2020
3. Discussion – Future Agenda Items 2020-2021
4. Discussion – PTA/PTO/PAC Representation 2020-2021
5. Discussion – Budget 2021-2022 Guidelines
6. Discussion – NHS Mascot & Committee Meetings
7. Update – Childcare for Teachers
8. Update – Fall Sports
9. Update – AFSCME MOU and NTA MOU

Chris Meyers left the meeting at 8:47 p.m.

Wendy Crouse left the meeting at 8:47 p.m.

Chairperson Paul Vessella called an Executive Session to order at 8:49 p.m.

Meeting returned to Regular Session at 9:48 p.m.

F. Communications from Board Members Serving as a Liaison to Agencies/Committees

G. Public Participation on Any Matter Related to Board Responsibilities

H. Remarks by Board Members

I. Adjournment

MOTION: Michael Branda moved to adjourn. Jessica Weaver seconded. The motion passed unanimously.

The meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Steven Silvia, Secretary

Debra O. Craig, Board Clerk

**PUBLIC PARTICIPATION**

None

**DATE:** September 25, 2020

**September 30, 2020**

**E**

**TO:** Members of the Board of Education

**FROM:** Dr. Maureen L. Brummett, Superintendent of Schools

**SUBJECT: SUPERINTENDENT'S MONTHLY REPORT – SEPTEMBER 2020**

### **ADMINISTRATION**

**Dr. Maureen L. Brummett, Superintendent of Schools**

- An update will be provided on the current reopen plan.
- A discussion on changing mascots.

The information that follows will highlight various activities in the different schools.

### **OFFICE OF HUMAN CAPITAL DEVELOPMENT**

**Stephen Foresi, Assistant Superintendent of Schools**

**Kim Davis, Director of Talent Management**

- Flexibility is our new montra! And with that, the Office of HCD continues to engage in all of the activities and responsibilities we have in previous years, but differently.
- During the summer months, the Office of Human Capital Development has been extremely busy hiring certified and non-certified staff to support student learning. The majority of interviews took place virtually. Additionally, we also filled various athletic coaching and intern positions. At this time, we are still in the process of hiring learning tutors, paraeducators, bus drivers, custodians and daily subs.
- The Office of HCD created a staff handbook called *Return to Work Guidelines and Procedures During the COVID-19 Pandemic*. This handbook outlines leave provisions for COVID-related absences.
- Mr. Foresi worked with AFSCME, the NTA and the Nurse's unions to develop the necessary Memorandum of Understandings (MOUs) required to accommodate any changes in working conditions for these unionized groups.
- The Office of HCD finalized the hiring of additional security officers and monitors to support the vast needs of each school concerning arrival, dismissal and during-the-day responsibilities required during the COVID-19 pandemic.
- The annual New Educator Orientation program was held in the month of August. Each session was developed to provide five days of relevant and meaningful information and activities to support new teachers to begin the 2020-21 school year with confidence and success. Some of this work was accomplished in-person, and some virtual. The program commenced on August 13, 2020 with our annual team building activity, *The NPS Amazing Race*. The race incorporated opportunities for new staff to explore the surrounding community, while also gathering relevant facts about our district and each school's vision, missions, and goals. This year, we used our busses so that new staff could socially distanced while on the race.
- An administrative retreat was held in August to continue to develop our ReOpen protocols and informal administrators about new Title IX regulations that went into effect on August 14, 2020.
- Teachers and support staff participated in professional development opportunities during the week of August 24 through August 28, 2020. Social Emotional Learning and instructional technology were a big focus during that week's learning.

- The Office of Human Capital monitored class size and the potential impact on staffing.
- The Office of Human Capital coordinated both TEAM mentors assignments for all beginning teachers, and informal mentors for all new teachers to the school district.
- Mr. Foresi has worked with staff from the Open Choice Program to ensure our slots are being filled. At this time, we have 104 Open Choice students which is approximately 2.7% of our overall student population.
- Mr. Foresi developed and implemented an in-district child care program for staff who required child care in order to work due to the varied schedules of surrounding district schools. The child care program supports eight child care providers, including a program manager and provides child care to over 60 children, servicing approximately 45 staff.
- Mr. Foresi sent out mandated training information to all staff so that everyone is in compliance with their mandated responsibilities.

### **CURRICULUM, INSTRUCTION AND ASSESSMENT**

**Wendy Crouse, Assistant Superintendent of Curriculum & Instruction**

**Kristen Freeman, Director of Curriculum & Instruction**

**John (Jay) Salerno, Director of Educational Technology**

- Annually, new course offerings and revisions in curriculum, assessment and requisite instructional strategies are made to strengthen alignment to state and national standards, to meet legislative requirements, embed technology, and meet the changing demands of 21<sup>st</sup> century college and career skills so that every student achieves rigorous academic standards. This summer curriculum and program improvements included:
  - Science K-4
  - Biology
  - Anatomy and Physiology
  - Algebra IB
  - Latin - Year 2
  - World Language - Year 4
  - Grades 5-8 Social Studies (still in progress)
  - U.S. History
  - Economics
  - Occupational Childcare and Development (still in progress)
- During the week of August 24<sup>th</sup> all staff participated in a variety of professional learning sessions. Sessions focused on Health and Safety, Social and Emotional Learning, Curriculum Updates, and Technology Integration.
- Over the summer Jay Salerno, Craig Holland, John Pedemonti, and Brett Dunaway participated in professional learning in order to become Google Admin Console certified. The Google Admin Console is where the district controls all of the settings for the G Suite Platform. With four members of ET/IT now certified, the level of support is tremendously enhanced.
- All of the members of the Educational Technology Department facilitated a variety of professional learning sessions in the area of technology integration for all staff on August 27<sup>th</sup>.
- The district has moved to 1:1 Chromebooks for all students in grades K-12 in order to support Distance and Hybrid learning. PK students will be supported with Chromebooks in the in-class cart model.



**STUDENT SERVICES – Marilena Gulioso, Director of Student Services**

**Special Education – Grades 9-12 - Submitted by Clare Salerno**

- Newington High School is back in full swing in both the in person and hybrid models.
- PPTs continue to be held virtually with some in person as requested by the parents.

**Psychology & Social Work - Submitted by Angie Magnano**

- The School Psychologists and Social Workers have been busy supporting students, both remote and hybrid, on their transition back to school during these unprecedented times. They engaged in professional development activities as the school year began.
- Several school psychologists/social workers participated in the RULER team training this summer. All were very appreciative to Dr. Brummett for this opportunity.
- School psychologist presented a professional development on the RULER and Rethink Ed to staff at Elizabeth Green.
- School Social Worker is co-teaching Rethink Ed with a classroom teacher to support students' social-emotional needs.

**HEALTH SERVICE – Mercy Hetherington, Senior Nurse Administrator**

- Dr. MacGilpin successfully administered 25 sports and entry physicals on August 13th at Newington High School with the assistance of the school nurses.
- The nurses worked on ensuring all students were compliant with the state mandated physicals/immunization requirements.
- The nurses collaborated with building administrators, teachers, parents, and caregivers to meet the health and educational needs of incoming medically complex students.
- The nurses were successful with getting new students cleared to start in a timely manner.
- The nurses are busy sending for, receiving and reviewing new records as well as sending out records to receiving schools for the withdrawals.
- The nurses worked on developing/updating Individual Health Care Plans, for students with needs, including assessment, identification of the issue, development of a plan of action, implementation of the plan, and evaluation of the outcome.
- The nurses instructed staff on the Health and Safety Policies and Procedures related to COVID-19 as well as proper procedure for PPE for needed staff.
- The nurses are assessing knowledge and understanding of the health and safety requirements of staff, students and parents and ensure follow through on a daily basis.
- The nurses are providing answers to COVID-19 questions or concerns regarding health and safety procedures and practices as needed, staying current on the latest guidelines of COVID-19.
- The nurses are monitoring staff and student absenteeism and track reasons for their absences, on a daily basis, so the nurse administrator and superintendent, along with local

health officials, may identify any trends that would suggest spread of illness such as COVID-19.

#### **MAINTENANCE/CUSTODIAL SERVICES (Plant Operations) – Dick Vida – Supervisor**

- The custodial staff have been busy meeting the many challenges in cleaning and sanitizing our schools since the pandemic hit and doing a fine job. This includes all out athletic team pool, gym, and field house locations.
- They have been practicing COVID protocol. Social Distancing, Wearing a Face Mask, Gloves, Washing hands frequently, and using sanitizer.

#### **MAINTENANCE/CUSTODIAL SERVICES (Maintenance Department) Dick Vida – Supervisor**

- Plumbing repairs have been addressed and repairs completed as requested.
- Clogged floor drains at Elizabeth Green and Newington High School have been cleared. Some blockage as far as 120 feet out in the pipe.
- Roof repairs have been completed at Martin Kellogg, Newington High and Anna Reynolds.
- Minor electrical repairs have been completed as requested.
- District school PA & bell systems recalibrated as requested.
- School house logos have been installed in the stairwell leading to BOE Offices.
- Door hardware and lock repairs are ongoing issues in all our schools and addressed as needed.
- John Wallace bleacher inspection has been completed and we are waiting for a final report.
- John Paterson new gym and corridor flooring looks fantastic and vibrant.
- Painting of Ruth Chaffee corridor and door frames has added a touch of class to the school.

#### **TRANSPORTATION – Dean Barnes, Director of Transportation**

- The CT DMV Disqualification List is checked weekly. There were no Newington drivers on the list.
- This summer we reviewed 3,500+ pieces of survey data from each of the two survey's the Superintendent sent out regarding a family's choice to do distance learning or hybrid learning. This included updating the Transfinder which rolls into the PowerSchool database for each student doing distance learning or in person learning, taking the school bus or doing parent transportation or walking to school. Since school has started we've made over 500+ changes to students' transportation choices. Changes include switching to or from distance learning, to or from in person learning, parent transport, walker, alternate bus stops, etc.
- There are thirty-one regular runs this year and eleven runs for students with special needs.
- We have had a very successful start to the school year- students have been very cooperative and great role models in wearing their masks on the buses. Drivers have been extra diligent in their efforts cleaning the buses and providing a safe way to school.
- We created the bus runs so that every day the stops and times are the same, this way nothing changes between the hybrid model and a full reopening.

#### **BUSINESS/NON-INSTRUCTIONAL OPERATIONS – Finance Office**

Monthly Expenditure Summary Report through August 31, 2020 follows.

Expenditure Summary Report

Summary Expenditure Report

Account No/Description	Original Budget	Adjusted Budget	Y-T-D Encumbrance	Period Expended	Y-T-D Expended	Available Balance	Percent
1002 Art	751,261.00	751,261.00	706,083.10	31,679.55	32,972.29	12,205.61	98.38
1006 Workforce Development	718,397.00	718,397.00	609,343.55	25,124.78	26,374.37	82,679.08	88.49
1008 Education Technology	1,761,847.00	1,761,847.00	1,144,518.57	146,097.06	241,524.25	375,804.18	78.67
1012 English/Language Arts	4,270,827.00	4,270,827.00	3,486,575.64	145,176.79	151,750.05	632,501.31	85.19
1014 World Language	1,365,420.00	1,365,420.00	1,285,366.80	55,255.44	57,292.19	22,761.01	98.33
1020 Mathematics	4,342,738.00	4,342,738.00	4,083,530.93	169,819.18	176,392.44	82,814.63	98.09
1022 Music	1,173,918.00	1,173,918.00	1,106,964.99	45,819.03	47,839.27	19,113.74	98.37
1024 Wellness	1,548,038.00	1,548,038.00	1,469,213.31	63,226.72	65,272.71	13,551.98	99.12
1026 Reading	4,120,721.00	4,120,721.00	3,871,619.01	162,389.08	168,408.64	80,693.35	98.04
1028 Science	3,505,296.00	3,505,296.00	3,255,408.88	135,731.40	142,304.66	107,582.46	96.93
1029 STEM	610,511.00	610,511.00	552,726.64	22,827.87	24,168.70	33,615.66	94.49
1030 Social Studies	3,612,024.00	3,612,024.00	3,389,208.99	142,898.85	149,472.11	73,342.90	97.97
1190 Other Salaries	1,216,025.00	1,216,025.00	.00	21,821.00	35,831.00	1,180,194.00	2.95
1200 Special Education	10,804,854.00	10,804,854.00	7,931,388.83	311,130.98	396,638.19	2,476,826.98	77.08
1205 Homebound K-12	82,200.00	82,200.00	.00	795.00	1,766.76	80,433.24	2.15
1300 Continuing/Adult Education	104,949.00	104,949.00	21,839.77	1,067.61	1,067.61	82,041.62	21.83
2120 School Counseling Services	1,199,824.00	1,199,824.00	1,109,089.65	64,990.06	81,237.99	9,496.36	99.21
2130 Health/Nursing Services	630,007.00	630,007.00	511,388.12	27,210.18	27,300.18	91,318.70	85.51
2140 Psychological Services	1,282,176.00	1,282,176.00	1,229,879.55	52,132.45	53,032.45	-736.00	100.06
2150 Speech/Hearing	681,843.00	681,843.00	653,603.36	35,716.61	40,266.61	-12,026.97	101.76
2210 Curriculum & Staff Development	324,399.00	324,399.00	134,657.64	16,440.68	31,683.13	158,058.23	51.28
2220 Media/Library Services	826,532.00	826,532.00	755,130.83	36,647.24	41,179.24	30,221.93	96.34
2310 Board of Education	567,784.00	567,784.00	89,650.50	3,729.05	3,729.05	474,404.45	16.45
2320 Central Direction	1,874,188.00	1,874,188.00	1,286,844.91	128,766.77	234,279.93	353,063.16	81.16
2410 Building Direction	3,916,490.00	3,916,490.00	2,809,742.95	245,936.41	453,410.92	653,336.13	83.32
2590 General Supplies	239,260.00	239,260.00	186,467.80	6,806.85	12,393.78	40,398.42	83.12
2610 Maintenance	2,226,885.00	2,226,885.00	737,314.56	110,037.54	178,579.32	1,310,991.12	41.13
2620 Plant Operation	4,909,874.00	4,909,874.00	2,264,590.38	238,682.78	407,919.53	2,237,364.09	54.43
2700 Transportation	3,364,257.00	3,364,257.00	950,962.20	73,153.61	110,927.18	2,302,367.62	31.56
2810 Evaluation, Planning & Dev	102,560.00	102,560.00	588.14	390.90	390.90	101,580.96	.95
2900 Insurance	811,910.00	811,910.00	.00	.00	157,662.41	654,247.59	19.42
2950 Employee Benefits	12,942,342.00	12,942,342.00	454,529.66	746,504.22	4,094,967.88	8,392,844.46	35.15
3210 Student Activities-Non-Athletics	170,847.00	170,847.00	.00	800.00	1,620.00	169,227.00	.95
3220 Student Activities-Athletics	607,407.00	607,407.00	163,150.99	14,901.72	18,684.01	425,572.00	29.94
3300 Community Services	100,400.00	100,400.00	.00	2,323.18	2,323.18	98,076.82	2.31
3600 COVID	.00	.00	131,795.16	52,834.12	52,834.12	-184,629.28	.00
10 General Fund	76,768,011.00	76,768,011.00	46,383,175.41	3,338,864.71	7,723,497.05	22,661,338.54	70.48

SEP 30 2020

F 1

DATE: September 25, 2020  
TO: Members of the Board of Education  
FROM: Dr. Maureen L. Brummett, Superintendent of Schools  
SUBJECT: **BUDGET GUIDELINES 2021-2022**

Earlier this month the Board of Education reviewed draft guidelines for presentation to the staff to use in the development of a fiscal year budget. The draft included various thoughts, suggestions and comments forwarded by individual board members or comments reflected in discussions during the past school year.

**Recommended Motion:**

Move the Board of Education approve the Budget Guidelines for the 2021-2022 school year as reviewed on September 16, 2020.

MLB:skp

Attachment

DATE: September 25, 2020

TO: Members of the Board of Education

FROM: Dr. Maureen L. Brummett, Superintendent of Schools

SUBJECT: **REQUEST FOR 2021-2022 BUDGET GUIDELINES**

Each year, the Superintendent of Schools prepares guidelines for the staff to use in the development of a fiscal year budget. I am now in the process of developing the guidelines for the educational budget for the 2021-2022 fiscal year.

The budget calendar indicates the guidelines from the Superintendent are due to the staff by October 1, 2020. The schedule requires designated staff to submit budget requests to principals and administrators in charge of specific programs by October 30, 2020 then to Central Office staff by November 13, 2020. The review by the Superintendent of Schools will begin on December 17, 2020. The Superintendent of Schools' Proposed Budget will be presented to the Board of Education on **February 3, 2021**. This process provides a series of careful reviews prior to the presentation of Superintendent's proposed budget requests to the Board of Education. The process will assist in the development of a budget that clearly supports the Board's educational priorities.

The thoughts, suggestions and comments of Board of Education members are important to ensure the guidelines truly reflect the type of budget the Board would like to review during the 2021-2022 budget process. The existing and new agreements with contracted employees will require necessary funding. Ongoing curriculum needs and curriculum enhancements must also be considered due to the gradual shift to mastery-based learning. Replacement of technology equipment and software will need to be included in the general operating budget. The need for general maintenance and replacement in our aging facilities must also be recognized in the budget process. I am anticipating a very reasonable request this year provided there are no unanticipated developments. The Board may wish to consider the areas listed below for consideration in the establishment of guidelines:

- 1. Continuous Improvement of Student Achievement that Includes Districtwide Performance that Exceeds State and National Averages**
- 2. Expand Student Access to Social/Emotional Supports**
- 3. Provide Infrastructure, and Instructional Supplies that Support 21st Century Learning**
- 4. Increase and Enhance Opportunities for Extended Learning**
- 5. Enhance the Integration of Technology Into Instruction**
- 6. Expand Access to Early Childhood Education**
- 7. Expand Opportunities for Professional Learning and Collaboration**

8. **Maintain Support for the Arts, Athletics, and Student Activities**
9. **Maintain emphasis on student/staff ratio comparable to the State and reference group.**
10. **Design and Fund the Capital Improvement Plan**
11. **Provide sufficient funds to meet the conditions of negotiated contracts including health insurance costs**
12. **Provide sufficient funds for safety and security.**

**The Mission Statement for Newington Public Schools**

*The Mission of the Newington Public School system, an educational partnership of school, family and community, is to ensure every student acquires the knowledge, skills and attitudes to continue to learn, live a productive life and contribute to a diverse, rapidly changing society. This is accomplished within a caring environment through a planned program of quality learning experiences that challenge and encourage each individual to reach full potential.*

The Mission represents the purpose of the school system and its reason for existing; therefore, no changes were made to the Mission Statement. The objectives, strategies and parameters were reviewed and adjusted to meet the current needs of our school system and students. The major objectives are:

- Every student graduates college and/or career, and citizenship ready.
- The district can adapt to internal and external influences efficiently and effectively.
- Students and staff members feel safe, supported and respected.
- The district commits to investing in infrastructure that support 21<sup>st</sup> Century Learning.

Through this process, a set of themes emerged for the operation of the school system that we will live within as we strive to achieve our mission. These parameters can also be considered as possible budget guidelines. These are:

- Positive relationships among students and staff create a safe, emotionally supportive and engaging climate for learning.
- Clear and consistent communication to all stakeholders garners support & understanding.
- Variety of learning opportunities and experiences – course offerings, internships, academies, technology – provided to students to prepare them for future learning and success.
- Staff diversity that reflects the composition of the community supports learning and relationships.
- Adaptable learning spaces address student and staff needs.

The above information provides a background for Board members to consider in providing budget guidelines to the Superintendent. We look forward to your comments and suggestions.

MLB:skp

SEP 30 2020

F 2

DATE: September 25, 2020  
TO: Members of the Board of Education  
FROM: Dr. Maureen L. Brummett, Superintendent of Schools  
SUBJECT: **RESOLUTION HONORING CAFETERIA WORKERS**

Each year the Board of Education recognizes cafeteria workers. The date selected for this year is October 14, 2020. This is the date of a regular Board of Education meeting. Representatives from the Newington Cafeteria staff will be invited to accept the resolution from the Board of Education on October 14, 2020.

**Recommended Motion:**

Move the Board of Education approve a resolution honoring school cafeteria workers and proclaiming October 14, 2020 as School Cafeteria Workers' Day.

MLB:skp



**RESOLUTION HONORING  
NEWINGTON SCHOOL CAFETERIA WORKERS  
October 14, 2020**

- WHEREAS,** *Wednesday, October 14, 2020 has been proclaimed as Newington School Cafeteria Workers' Day; and*
- WHEREAS,** *the Newington School Cafeteria Workers prepare and serve an average of 2300 meals per day; and*
- WHEREAS,** *the Newington School Cafeteria Workers follow local and state health standards when preparing meals; and*
- WHEREAS,** *the Newington School Cafeteria Workers prepare meals following nutritional guidelines established by the United States Department of Agriculture and the State of Connecticut; and*
- WHEREAS,** *the Newington School Cafeteria Workers have shown dedication and conscientious performance when serving school lunches.*

**THEREFORE, WE DO HEREBY PROCLAIM,**

*Wednesday, October 14, 2020 as Newington School Cafeteria Workers' Day.*

**BE IT RESOLVED:**

*That we urge all of the citizens of our community to join with us in actively expressing gratitude to Newington Cafeteria Workers on this very special day.*

**BE IT FURTHER RESOLVED:**

*That the Secretary of the Newington Board of Education is directed to spread this resolution upon the minutes of this meeting and to provide a suitable copy for presentation.*

\_\_\_\_\_  
*Paul J. Vessella, Chairperson*

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*Robert Tofeldt, Vice Chairperson*

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*Steven Silvia, Secretary*

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*Michael Branda, Member*

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*Bruce Fletcher, Member*

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*Emily Guion, Member*

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*Beth Hutvagner, Member*

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*Cindy Stamm, Member*

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*Jessica Weaver, Member*



SEP 30 2020

F 3

DATE: September 25, 2020  
TO: Members of the Board of Education  
FROM: Dr. Maureen L. Brummett, Superintendent of Schools  
SUBJECT: **RESOLUTION HONORING SCHOOL BUS DRIVERS**

Each year the Board of Education recognizes school bus drivers for their accomplishment to the community. This year the date selected is Wednesday, October 14, 2020. We will invite representatives from the Transportation Department to accept a resolution from the Board at the October 14, 2020 meeting.

**Recommended Motion:**

Move the Board of Education approve the resolution honoring school bus drivers and proclaiming Wednesday, October 14, 2020 as School Bus Drivers' Day.

MLB:skp



RESOLUTION HONORING NEWINGTON  
SCHOOL BUS DRIVERS  
October 14, 2020

WHEREAS, Wednesday, October 14, 2020 has been proclaimed as Newington School Bus Drivers' Day; and

WHEREAS, the Newington School Bus Drivers have shown dedication and conscientious performance when driving students to and from school and to special activities; and

WHEREAS, the Newington School Bus Drivers have outstanding driving safety records; and

WHEREAS, the Newington School Bus Drivers maintain a close working relationship with school staff and parents; and

WHEREAS, the Newington School Bus Drivers actively participate in community affairs, and show a willingness to go above and beyond the workday.

THEREFORE, WE DO HEREBY PROCLAIM,  
Wednesday, October 14, 2020 as Newington School Bus Drivers' Day.

BE IT RESOLVED: That we urge all of the citizens of our community to join with us in actively expressing our gratitude to Newington School Bus Drivers on this very special day.

BE IT FURTHER RESOLVED: That the Secretary of the Newington Board of Education is directed to spread this resolution upon the minutes of this meeting and to provide a suitable copy for presentation.

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*Paul J. Vessella, Chairperson*

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*Robert Tofeldt, Vice Chairperson*

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*Steven Silvia, Secretary*

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*Michael Branda, Member*

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*Bruce Fletcher, Member*

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*Emily Guion, Member*

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*Beth Hutvagner, Member*

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*Cindy Stamm, Member*

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*Jessica Weaver, Member*

SEP 30 2020

F 4

DATE: September 25, 2020

TO: Members of the Board of Education

FROM: Dr. Maureen L. Brummett, Superintendent of Schools

SUBJECT: **RESOLUTION HONORING SCHOOL CUSTODIANS  
AND MAINTENANCE WORKERS**

Each year the Board of Education recognizes school custodians and maintenance workers for their commitment to the community. This year the date selected is Wednesday, November 11, 2020. The presentation of the proclamation by the Board of Education is scheduled for Wednesday, November 11, 2020. We will invite representatives from the Custodial/Maintenance Department to accept a resolution from the Board at the November 11<sup>th</sup> meeting.

**Recommended Motion:**

Move the Board of Education approve the resolution honoring school custodians and maintenance workers and proclaiming Wednesday, November 11, 2020 as School Custodian and Maintenance Workers' Day.



*RESOLUTION HONORING  
NEWINGTON SCHOOL CUSTODIANS AND  
MAINTENANCE WORKERS  
November 11, 2020*

- WHEREAS, Wednesday, November 11, 2020 has been proclaimed Custodian and Maintenance Workers' Day; and*
- WHEREAS, the Newington School Custodians and Maintenance Workers thoroughly clean, dust, scrub, refinish, sanitize, repair, paint and maintain all areas for safety and comfort in all buildings on a daily and nightly basis; and*
- WHEREAS, the Newington School Custodians and Maintenance Workers have shown dedication and conscientious performance in carrying out their many tasks to maintain and improve our school buildings; and*
- WHEREAS, the Newington School Custodians and Maintenance Workers maintain a close working relationship with school staff; and*
- WHEREAS, the Newington School Custodians and Maintenance Workers show a willingness to go above and beyond the work day to keep our schools shining at all times.*

*THEREFORE, WE DO HEREBY PROCLAIM,  
Wednesday, November 11, 2020, as Newington School Custodian and Maintenance Workers' Day.*

*BE IT RESOLVED: That we urge all of the citizens of our community to join with us in actively expressing gratitude to Newington School Custodians and Maintenance Workers on this very special day.*

*BE IT FURTHER RESOLVED: That the Secretary of the Newington Board of Education is directed to spread this resolution upon the minutes of this meeting and to provide a suitable copy for presentation.*

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*Paul J. Vessella, Chairperson*

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*Robert Tofeldt, Vice Chairperson*

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*Steven Silvia, Secretary*

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*Michael Branda, Member*

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*Bruce Fletcher, Member*

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*Emily Guion, Member*

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*Beth Hutvagner, Member*

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*Cindy Stamm, Member*

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*Jessica Weaver, Member*