

THIS MEETING IS NOT BEING LIVE-STREAMED AND ACCESS BY PHONE IS NOT AVAILABLE

Board of Education
May 17, 2022

Reed School Library
6:30 p.m.

As citizens of our community, we will conduct ourselves in accordance with Newtown's Core Character Attributes as displayed in our character tree. We will be responsible for our actions and show respect for each other. We will interact peacefully, productively, and politely. We will be trustworthy and honest and show compassion toward others. Newtown's continued success is contingent upon our ability to persevere, to follow through with our commitments, and to stay focused on the greater good.

A G E N D A

- Item 1 PLEDGE OF ALLEGIANCE
- Item 2 CELEBRATION OF EXCELLENCE
 - Profiles in Professionalism
 - Weller Award Recognition
- Item 3 DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF THE SUPERINTENDENT OF SCHOOLS
- Item 4 CONSENT AGENDA
 - Donation to Newtown High School
 - Correspondence Report
- Item 5 **PUBLIC PARTICIPATION
- Item 6 REPORTS
 - Chair Report
 - Superintendent's Report
 - Committee Reports
 - Student Representatives Report
 - Action on Financial Report and Transfers for Month Ending April 30, 2022
- Item 7 PRESENTATIONS
 - PEAC Presentation
- Item 8 OLD BUSINESS
 - Second Read and Possible Action on Policies
 - 4112.6/4212.6 Personnel Records
 - 4112.8 Nepotism
 - 4114/4214 Assignment/Transfer/Reassignment
- Item 9 NEW BUSINESS
 - Discussion and Possible Action on Service Contracts for
 - HVAC Service at Newtown High School & Reed Intermediate School
 - Trash/recycling Services
 - Action on Minutes of May 3, 2022
- Item 10 **PUBLIC PARTICIPATION
- Item 11 EXECUTIVE SESSION
 - Discussion of the Incoming Superintendent's Contract
- Item 12 ADJOURNMENT

***During the first Public Participation, the Board welcomes commentary regarding items on the agenda. After being recognized, please state your name and address for the record. We request that speakers be respectful and limit comments to not more than three minutes. The Board of Education does not discuss personnel items or student matters in public. During the second Public Participation, commentary may address the agenda or may introduce issues for the Board to consider in the future. The Board does not engage in dialogue during either public comment period. If you desire more information or answers to specific questions, please email the BOE: NewtownBOE@newtown.k12.ct.us*

12 Dickinson Drive
Sandy Hook, CT 06482
(203) 426-7657

Sandy Hook School

Memo

To: Dr. Rodrigue
From: Erin Ardino
cc:
Date: May 11, 2022
Re: Donation from Newtown Education Foundation

Sandy Hook School received the attached \$900 donation from the Newtown Education Foundation. This donation is to be used towards STEM materials for each grade level.

We are asking for approval of this donation. Once approved, we will deposit the check into the SHS Activity Account to be spent appropriately.

If you have any questions, please contact our office.

Thank you!

**NEWTOWN BOARD OF EDUCATION
MONTHLY FINANCIAL REPORT
APRIL 30, 2022**

SUMMARY

The tenth report of the 2021-22 school year begins our fourth quarter and continues to provide year to date expenses, active encumbrances and anticipated obligations. Many of the accounts have been forecasted as a “full budget spend” in order to determine an estimated full year position. These estimates are captured in the “anticipated obligations” column and are adjusted throughout the year.

During the month of April, the Board of Education spent approximately \$8.0M; \$4.2M on salaries and approximately \$3.8M on all other objects (includes \$2M final installment for employee benefits).

Changes in anticipated obligations have resulted in an additional amount of \$156,466; adding to our year-end balance.

The current year-end projected balance is now showing a positive position of \$456,791. This balance has increased over the prior month projection with the majority of this change coming from the release of anticipated salaries and balance adjustments.

TRANSFERS

This report does include budget transfers in the amount of \$278,110.

A portion of the request is from object 100 to object 100 (salaries) and is for the realignment of Middle School teacher salaries. These positions were identified in the budget process and have now been correctly recorded. The total transfer amount for this object code is \$98,110.

We are also requesting a transfer of \$80,000 from object 500 (transportation) to object 500 (contracted services). This transfer is required to cover the costs of the i-ready program. During the budget process, a decision was made to reclass a portion of our transportation credit towards the cost of the i-ready program. *The credit is for buses that have not run this year due to not having drivers.*

There is also a request to transfer \$100,000 from the special education contingency account to cover the deficit that we are experiencing in contracted services. Because we have had unfilled positions in our behavioral therapist group, we had to hire an outside agency to cover these required student services. The current deficit in the special education contracted services account is \$78,212. This is subject to change before year-end.

MAJOR MOVERS

➤ **SALARIES**

Once again, the salary balances have increased over the prior month with the majority of this change being found in certified salaries.

Salaries - Certified

Adjustments were made in our anticipated obligations that resulted in an additional \$115,000 over the projected balance increase. The majority of change was found in the teacher, tutor and sub accounts.

- The adjustments that were made in the teacher accounts were for positions that we anticipated filling this year; however, they will not be filled until the beginning of next year.
- We also experienced additional savings from hiring replacements at a lower rate resulting in savings in turnover.
- As we close in on year-end, the chances of filling open sub positions as well as tutoring positions becomes less. Therefore, we have adjusted these accounts accordingly.

Salaries – Non-Certified

Similar to the non-certified salary accounts, adjustments were made in our anticipated obligations, releasing over \$34,000.

- Extra work accounts were adjusted to reflect projections in secretarial and nursing overtime.
- Adjustments were also made in the custodial salary account for employee turnover and open positions.
- Behavioral Therapist unfilled positions were also adjusted to reflect the reality of filling these positions before the close of the year.

➤ PROFESSIONAL SERVICES

This object contains two sub-objects that experienced a release in anticipated obligations, resulting in an increased year-end projected balance. The additional balance found here was \$53,134.

- Professional service accounts contain expenditures for legal, consulting and services for our special education students. However, the majority of this change was due to the release in anticipated obligation for special education testing services. Because many of these professionals have experienced scheduling delays (due to the pandemic), we were unable to utilize these services. Many testing dates have been pushed into next year.
- Professional educational services contain expenditures associated with staff training. Again, due to scheduling and compounded by the lack of subs, we were unable to provide additional training to our staff. Therefore, releasing approximately \$24,000.

➤ BENEFITS

Unemployment

Unemployment charges have been extremely difficult to track this year. We have recently experienced an increase in charges for employees that resigned last year; again, making this account very difficult to project.

We are anticipating this account to end the year with a deficit of approximately \$15,000.

➤ **PURCHASED PROPERTY SERVICES**

Building Site & Emergency Services

These accounts are very difficult to predict due to the nature of the services. Considered contingent accounts, they are budgeted and projected based on past experience. They typically experience a full budget spend, and at times are over budget.

This year we have included the cost of the Hawley move. As of now, these accounts show a deficit of just over \$87,000; however, this is subject to change depending on emergency services and other building requests that may arise.

➤ **OTHER PURCHASED SERVICES**

Tuition – Out-of-District

Special education out-of-district tuition has been extremely difficult to predict this year. Many of these services were delayed; therefore, resulting in an additional \$74,000 to our fund balance. This includes anticipated outplacements, adjustments to current services, adjustments to attendance and delays in PPT's.

Another factor in the increase to this balance was the additional funding that was provided in our excess cost grant. Our budget accounts for a 75% state reimbursement rate for high cost out-of-district tuition. However, this year the state funded 81.98% which provided an additional \$116,683 in revenue offset to this account. Historically, the state has been funding this grant between 70% - 75%. However, again due to educational disruptions that were experienced throughout the state, the reimbursement rate was not anticipated to be this high.

However, new regulation is anticipated for next year which may present a lower rate of return than what was budgeted.

➤ **REVENUE**

Revenue received in the month of April totals \$1,010 for student tuition.

All accounts will be closely monitored and any issues that arise will be reported to the Board immediately.

Tanja Vadas
Director of Business & Finance
May 12, 2022

**NEWTOWN BOARD OF EDUCATION
2021-22 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING APRIL 30, 2022**

OBJECT CODE	EXPENSE CATEGORY	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<u>GENERAL FUND BUDGET</u>								
100	SALARIES	\$ 52,183,415	\$ 37,680,133	\$ 13,708,440	\$ 794,842	\$ 305,363	\$ 489,479	99.06%
200	EMPLOYEE BENEFITS	\$ 11,665,232	\$ 11,215,825	\$ 2,160	\$ 447,247	\$ 544,355	\$ (97,107)	100.83%
300	PROFESSIONAL SERVICES	\$ 687,417	\$ 354,578	\$ 51,895	\$ 280,945	\$ 230,621	\$ 50,324	92.68%
400	PURCHASED PROPERTY SERV.	\$ 1,847,678	\$ 1,312,193	\$ 267,965	\$ 267,521	\$ 344,525	\$ (77,004)	104.17%
500	OTHER PURCHASED SERVICES	\$ 9,429,686	\$ 7,045,669	\$ 2,139,114	\$ 244,903	\$ 203,809	\$ 41,094	99.56%
600	SUPPLIES	\$ 3,381,039	\$ 2,467,886	\$ 293,157	\$ 619,996	\$ 659,794	\$ (39,798)	101.18%
700	PROPERTY	\$ 329,112	\$ 65,845	\$ 139,533	\$ 123,734	\$ 134,178	\$ (10,444)	103.17%
800	MISCELLANEOUS	\$ 74,119	\$ 55,874	\$ 1,361	\$ 16,884	\$ 16,637	\$ 247	99.67%
910	SPECIAL ED CONTINGENCY	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	0.00%
TOTAL GENERAL FUND BUDGET		\$ 79,697,698	\$ 60,198,001	\$ 16,603,625	\$ 2,896,072	\$ 2,439,281	\$ 456,791	99.43%
900	TRANSFER NON-LAPSING							
GRAND TOTAL		\$ 79,697,698	\$ 60,198,001	\$ 16,603,625	\$ 2,896,072	\$ 2,439,281	\$ 456,791	99.43%
100	SALARIES							
	Administrative Salaries	\$ 4,236,559	\$ 3,494,987	\$ 735,012	\$ 6,560	\$ 12,798	\$ (6,238)	100.15%
	Teachers & Specialists Salaries	\$ 32,891,949	\$ 22,667,021	\$ 10,043,094	\$ 181,834	\$ 18,029	\$ 163,805	99.50%
	Early Retirement	\$ 81,000	\$ 81,000	\$ -	\$ -	\$ -	\$ -	100.00%
	Continuing Ed./Summer School	\$ 94,233	\$ 86,294	\$ 7,939	\$ -	\$ -	\$ -	100.00%

**NEWTOWN BOARD OF EDUCATION
2021-22 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING APRIL 30, 2022**

OBJECT CODE	EXPENSE CATEGORY	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
	Homebound & Tutors Salaries	\$ 159,858	\$ 81,004	\$ 14,413	\$ 64,440	\$ 44,841	\$ 19,599	87.74%
	Certified Substitutes	\$ 642,310	\$ 497,976	\$ 81,173	\$ 63,162	\$ 78,200	\$ (15,038)	102.34%
	Coaching/Activities	\$ 662,356	\$ 646,272	\$ 1,333	\$ 14,750	\$ 14,009	\$ 742	99.89%
	Staff & Program Development	\$ 150,083	\$ 102,186	\$ 100,515	\$ (52,619)	\$ 5,780	\$ (58,399)	138.91%
	CERTIFIED SALARIES	\$ 38,918,348	\$ 27,656,741	\$ 10,983,480	\$ 278,127	\$ 173,657	\$ 104,470	99.73%
	Supervisors & Technology Salaries	\$ 1,101,338	\$ 859,402	\$ 164,405	\$ 77,531	\$ 12,002	\$ 65,530	94.05%
	Clerical & Secretarial Salaries	\$ 2,318,762	\$ 1,809,372	\$ 490,481	\$ 18,909	\$ 600	\$ 18,309	99.21%
	Educational Assistants	\$ 2,939,688	\$ 2,100,868	\$ 621,296	\$ 217,524	\$ 42,813	\$ 174,711	94.06%
	Nurses & Medical Advisors	\$ 927,175	\$ 651,572	\$ 283,467	\$ (7,864)	\$ 5,000	\$ (12,864)	101.39%
	Custodial & Maint. Salaries	\$ 3,331,418	\$ 2,558,544	\$ 666,575	\$ 106,299	\$ 15,876	\$ 90,423	97.29%
	Non-Certied Adj & Bus Drivers Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	Career/Job Salaries	\$ 134,711	\$ 86,717	\$ 45,517	\$ 2,477	\$ (7,281)	\$ 9,758	92.76%
	Special Education Svcs Salaries	\$ 1,449,812	\$ 1,020,657	\$ 307,329	\$ 121,826	\$ 8,897	\$ 112,929	92.21%
	Security Salaries & Attendance	\$ 676,153	\$ 535,791	\$ 144,881	\$ (4,519)	\$ 1,500	\$ (6,019)	100.89%
	Extra Work - Non-Cert.	\$ 118,010	\$ 82,335	\$ 1,010	\$ 34,665	\$ 14,800	\$ 19,865	83.17%
	Custodial & Maint. Overtime	\$ 236,000	\$ 292,851	\$ -	\$ (56,851)	\$ 35,500	\$ (92,351)	139.13%
	Civic Activities/Park & Rec.	\$ 32,000	\$ 25,283	\$ -	\$ 6,717	\$ 2,000	\$ 4,717	85.26%
	NON-CERTIFIED SALARIES	\$ 13,265,067	\$ 10,023,392	\$ 2,724,960	\$ 516,715	\$ 131,706	\$ 385,009	97.10%
	SUBTOTAL SALARIES	\$ 52,183,415	\$ 37,680,133	\$ 13,708,440	\$ 794,842	\$ 305,363	\$ 489,479	99.06%
200	EMPLOYEE BENEFITS							
	Medical & Dental Expenses	\$ 8,532,018	\$ 8,530,735	\$ 1,660	\$ (377)	\$ 5,335	\$ (5,712)	100.07%
	Life Insurance	\$ 86,760	\$ 73,821	\$ -	\$ 12,939	\$ 15,000	\$ (2,061)	102.38%
	FICA & Medicare	\$ 1,641,519	\$ 1,225,629	\$ -	\$ 415,890	\$ 415,890	\$ -	100.00%
	Pensions	\$ 869,471	\$ 898,061	\$ 500	\$ (29,090)	\$ 45,000	\$ (74,090)	108.52%

**NEWTOWN BOARD OF EDUCATION
2021-22 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING APRIL 30, 2022**

OBJECT CODE	EXPENSE CATEGORY	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
	Unemployment & Employee Assist.	\$ 102,000	\$ 51,213	\$ -	\$ 50,787	\$ 63,130	\$ (12,343)	112.10%
	Workers Compensation	\$ 433,464	\$ 436,365	\$ -	\$ (2,901)	\$ -	\$ (2,901)	100.67%
	SUBTOTAL EMPLOYEE BENEFITS	\$ 11,665,232	\$ 11,215,825	\$ 2,160	\$ 447,247	\$ 544,355	\$ (97,107)	100.83%
300	PROFESSIONAL SERVICES							
	Professional Services	\$ 518,402	\$ 282,255	\$ 36,870	\$ 199,277	\$ 170,864	\$ 28,413	94.52%
	Professional Educational Serv.	\$ 169,015	\$ 72,323	\$ 15,024	\$ 81,668	\$ 59,757	\$ 21,911	87.04%
	SUBTOTAL PROFESSIONAL SERV.	\$ 687,417	\$ 354,578	\$ 51,895	\$ 280,945	\$ 230,621	\$ 50,324	92.68%
400	PURCHASED PROPERTY SERV.							
	Buildings & Grounds Contracted Svc.	\$ 678,563	\$ 573,325	\$ 90,848	\$ 14,390	\$ 18,547	\$ (4,157)	100.61%
	Utility Services - Water & Sewer	\$ 151,157	\$ 73,866	\$ -	\$ 77,291	\$ 77,291	\$ -	100.00%
	Building, Site & Emergency Repairs	\$ 475,000	\$ 314,409	\$ 116,505	\$ 44,086	\$ 131,114	\$ (87,028)	118.32%
	Equipment Repairs	\$ 275,366	\$ 149,472	\$ 21,498	\$ 104,396	\$ 90,062	\$ 14,333	94.79%
	Rentals - Building & Equipment	\$ 267,592	\$ 201,120	\$ 39,113	\$ 27,359	\$ 27,511	\$ (152)	100.06%
	Building & Site Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	SUBTOTAL PUR. PROPERTY SERV.	\$ 1,847,678	\$ 1,312,193	\$ 267,965	\$ 267,521	\$ 344,525	\$ (77,004)	104.17%
500	OTHER PURCHASED SERVICES							
	Contracted Services	\$ 831,975	\$ 642,210	\$ 178,932	\$ 10,833	\$ 122,731	\$ (111,898)	113.45%
	Transportation Services	\$ 4,461,980	\$ 3,391,136	\$ 703,739	\$ 367,104	\$ 277,104	\$ 90,000	97.98%
	Insurance - Property & Liability	\$ 385,500	\$ 425,660	\$ -	\$ (40,160)	\$ -	\$ (40,160)	110.42%
	Communications	\$ 128,815	\$ 150,385	\$ 15,947	\$ (37,517)	\$ (4,670)	\$ (32,848)	125.50%
	Printing Services	\$ 26,169	\$ 8,018	\$ 7,980	\$ 10,171	\$ 9,316	\$ 855	96.73%
	Tuition - Out of District	\$ 3,373,676	\$ 2,280,164	\$ 1,201,229	\$ (107,716)	\$ (221,308)	\$ 113,592	96.63%

**NEWTOWN BOARD OF EDUCATION
2021-22 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING APRIL 30, 2022**

OBJECT CODE	EXPENSE CATEGORY	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
	Student Travel & Staff Mileage	\$ 221,571	\$ 148,096	\$ 31,286	\$ 42,189	\$ 20,636	\$ 21,554	90.27%
	SUBTOTAL OTHER PURCHASED SERV.	\$ 9,429,686	\$ 7,045,669	\$ 2,139,114	\$ 244,903	\$ 203,809	\$ 41,094	99.56%
600	SUPPLIES							
	Instructional & Library Supplies	\$ 773,786	\$ 580,181	\$ 127,953	\$ 65,652	\$ 98,504	\$ (32,852)	104.25%
	Software, Medical & Office Supplies	\$ 214,816	\$ 124,821	\$ 41,371	\$ 48,624	\$ 50,903	\$ (2,279)	101.06%
	Plant Supplies	\$ 391,100	\$ 329,279	\$ 45,642	\$ 16,179	\$ 42,049	\$ (25,870)	106.61%
	Electric	\$ 1,043,970	\$ 804,516	\$ -	\$ 239,454	\$ 228,454	\$ 11,000	98.95%
	Propane & Natural Gas	\$ 416,899	\$ 335,597	\$ -	\$ 81,302	\$ 77,302	\$ 4,000	99.04%
	Fuel Oil	\$ 63,000	\$ 67,438	\$ -	\$ (4,438)	\$ 1,859	\$ (6,297)	109.99%
	Fuel for Vehicles & Equip.	\$ 202,401	\$ 148,511	\$ -	\$ 53,890	\$ 41,390	\$ 12,500	93.82%
	Textbooks	\$ 275,067	\$ 77,542	\$ 78,192	\$ 119,334	\$ 119,334	\$ -	100.00%
	SUBTOTAL SUPPLIES	\$ 3,381,039	\$ 2,467,886	\$ 293,157	\$ 619,996	\$ 659,794	\$ (39,798)	101.18%
700	PROPERTY							
	Technology Equipment	\$ 130,960	\$ 24,255	\$ 28,710	\$ 77,996	\$ 77,996	\$ -	100.00%
	Other Equipment	\$ 198,152	\$ 41,590	\$ 110,824	\$ 45,738	\$ 56,183	\$ (10,444)	105.27%
	SUBTOTAL PROPERTY	\$ 329,112	\$ 65,845	\$ 139,533	\$ 123,734	\$ 134,178	\$ (10,444)	103.17%
800	MISCELLANEOUS							
	Memberships	\$ 74,119	\$ 55,874	\$ 1,361	\$ 16,884	\$ 16,637	\$ 247	99.67%
	SUBTOTAL MISCELLANEOUS	\$ 74,119	\$ 55,874	\$ 1,361	\$ 16,884	\$ 16,637	\$ 247	99.67%
910	SPECIAL ED CONTINGENCY	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	0.00%

**NEWTOWN BOARD OF EDUCATION
2021-22 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING APRIL 30, 2022**

OBJECT CODE	EXPENSE CATEGORY	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	%
								EXP
TOTAL LOCAL BUDGET		\$ 79,697,698	\$ 60,198,001	\$ 16,603,625	\$ 2,896,072	\$ 2,439,281	\$ 456,791	99.43%

SPECIAL REVENUES

EXCESS COST GRANT REVENUE	STATE PROJ 18-Jan	PROJECTED 1-Mar	ESTIMATED Total	VARIANCE to Budget	FEB DEPOSIT	MAY DEPOSIT	% TO BUDGET
51266 <i>Special Education Svcs Salaries ECG</i>	\$ (2,857)	\$ (7,170)	\$ (7,170)	\$ (29,540)	\$ (5,860)	\$ (1,310)	19.53%
54116 <i>Transportation Services - ECG</i>	\$ (339,660)	\$ (333,218)	\$ (333,218)	\$ (29,399)	\$ (259,137)	\$ (74,081)	91.89%
54160 <i>Tuition - Out of District ECG</i>	\$ (1,270,593)	\$ (1,193,144)	\$ (1,193,144)	\$ (68,349)	\$ (944,836)	\$ (248,308)	94.58%
<i>Total</i>	\$ (1,613,110)	\$ (1,533,532)	\$ (1,533,532)	\$ (127,288)	\$ (1,209,833)	\$ (323,699)	92.34%
	Variance Jan - March	\$ 79,578			Total*	\$ (1,533,532)	

*75% of Jan Proj

SDE MAGNET TRANSPORTATION GRANT	\$ (13,000)	\$ (9,100)	\$ (9,100)	\$ (11,700)	\$ (6,500)	\$ (2,600)	43.75%
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OTHER REVENUES

<u>BOARD OF EDUCATION FEES & CHARGES - SER</u>	<u>APPROVED BUDGET</u>	<u>ANTICIPATED</u>	<u>RECEIVED</u>	<u>BALANCE</u>	<u>% RECEIVED</u>
LOCAL TUITION	\$32,430		\$38,882	(\$6,452)	119.89%
HIGH SCHOOL FEES FOR PARKING PERMITS	\$30,000		\$30,000	\$0	100.00%
MISCELLANEOUS FEES	\$6,000		\$2,148	\$3,852	35.79%
TOTAL SCHOOL GENERATED FEES	\$68,430		\$71,029	(\$2,599)	103.80%

<u>OTHER GRANTS</u>	<u>21-22 BUDGET</u>	<u>YTD EXPENSE</u>	<u>ENCUMBER</u>	<u>BALANCE</u>	<u>%</u>
214 ESSER II	\$625,532	\$368,934	\$208,151	\$48,447	92.26%
ESSER III (estimated \$809k for 21-22 use)	\$809,095	\$472,652	\$229,357	\$107,086	86.76%

**2021 - 2022
 NEWTOWN BOARD OF EDUCATION
 TRANSFERS RECOMMENDED
 MAY 17, 2022**

AMOUNT	FROM		TO		REASON
	CODE	DESCRIPTION	CODE	DESCRIPTION	
ADMINISTRATIVE					
\$98,110	100	TEACHERS & SPECIALISTS SALARIES	100	TEACHERS & SPECIALISTS SALARIES	TO ADJUST TEACHER BUDGETS FOR REALLOCATION OF MIDDLE SCHOOL TEACHERS
\$80,000	100	TRANSPORTATION SERVICES	500	CONTRACTED SERVICES	TO USE TRANSPORTATION CREDIT TO PURCHASE I-READY SOFTWARE
\$100,000	900	SPECIAL ED CONTINGENCY	500	CONTRACTED SERVICES	TO COVER THE DEFICIT IN SPECIAL ED CONTRACTED BEHAVIORAL THERAPIST SERVICE

**2021 - 2022
 NEWTOWN BOARD OF EDUCATION
 DETAIL OF TRANSFERS RECOMMENDED
 MAY 17, 2022**

FROM			TO		
OBJECT CODE	AMOUNT		OBJECT CODE	AMOUNT	
100	\$98,110	TEACHERS & SPECIALISTS SALARIES \$49,229 001-50-028-0000-51121 MIDDLE SCHOOL - SCI. TEACHERS \$48,881 001-50-030-0000-51121 MIDDLE SCHOOL - S.S. TEACHERS	100	\$98,110	TEACHERS & SPECIALISTS SALARIES \$49,229 001-50-020-0000-51121 MIDDLE SCHOOL - MATH TEACHERS \$48,881 001-50-010-0000-51121 MIDDLE SCHOOL - ENG. TEACHERS
500	\$80,000	TRANSPORTATION SERVICES \$80,000 001-92-087-0000-54110 TRANSPORTATION TRANS. LOCAL REG ED	500	\$80,000	CONTRACTED SERVICES \$80,000 001-80-080-0000-54000 CURRICULUM CONTRACTED SERVICES
900	\$100,000	SPECIAL EDUCATION CONTINGENCY \$100,000 1-75-050-0000-5100 UNFORESEEN EVENTS	500	\$100,000	CONTRACTED SERVICES \$100,000 001-75-61-0000-54000 SPED PREK - 12 CONTRACTED SERVICES
	\$278,110			\$278,110	

Budget Committee

Subgroup Facilitator

Tanja Vadas
Director of Business & Finance Newtown Public Schools

Group Members

Chris Geissler
Principal, Middle Gate Elementary School

Dr. Christianne Golesky
Newtown Parent



Budget Committee Goals

Community Awareness

to increase community awareness of the budget process



Increase Turnout

to increase community turnout at the budget vote each year



Community Engagement

to increase community engagement in the budget process

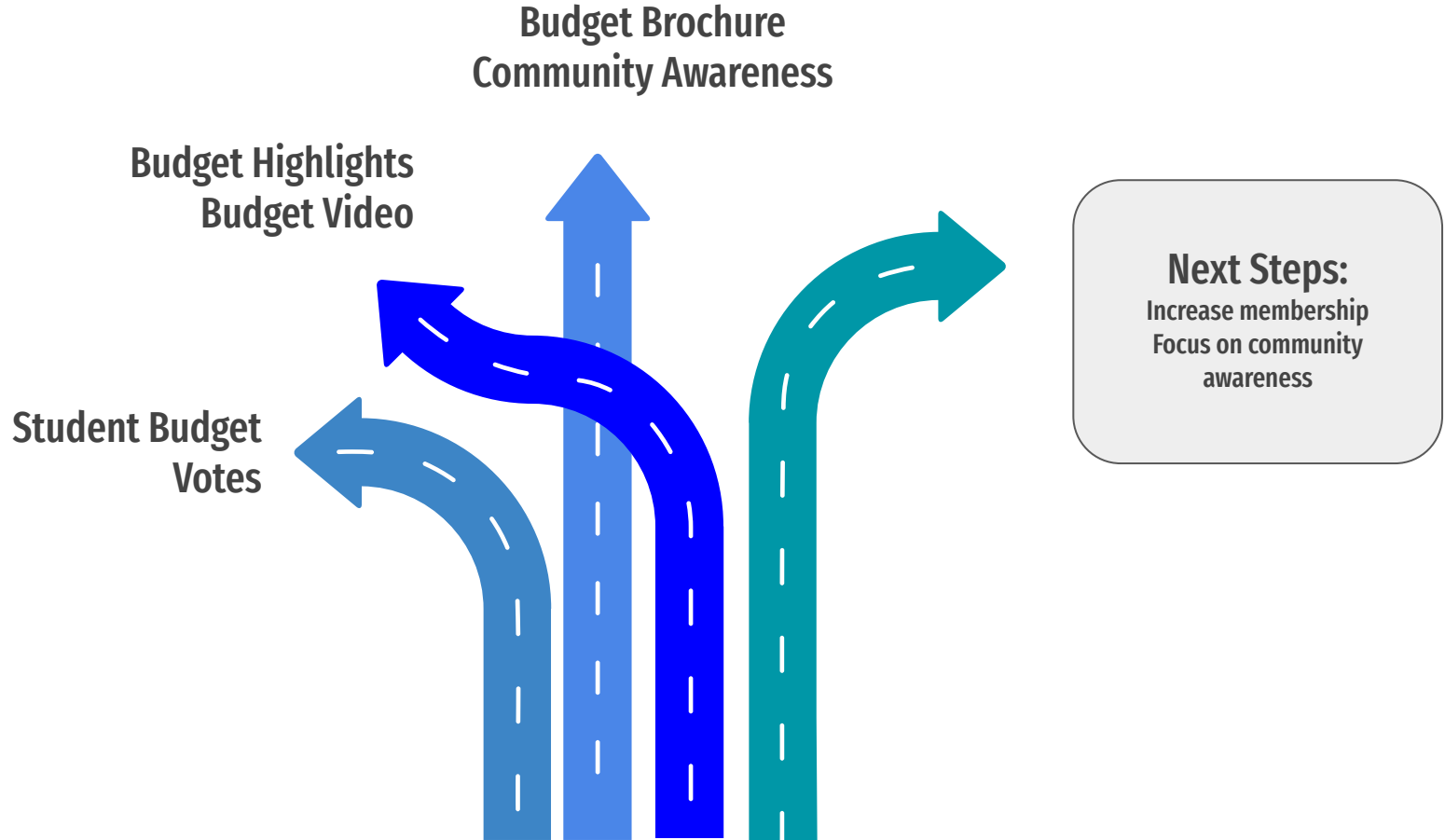


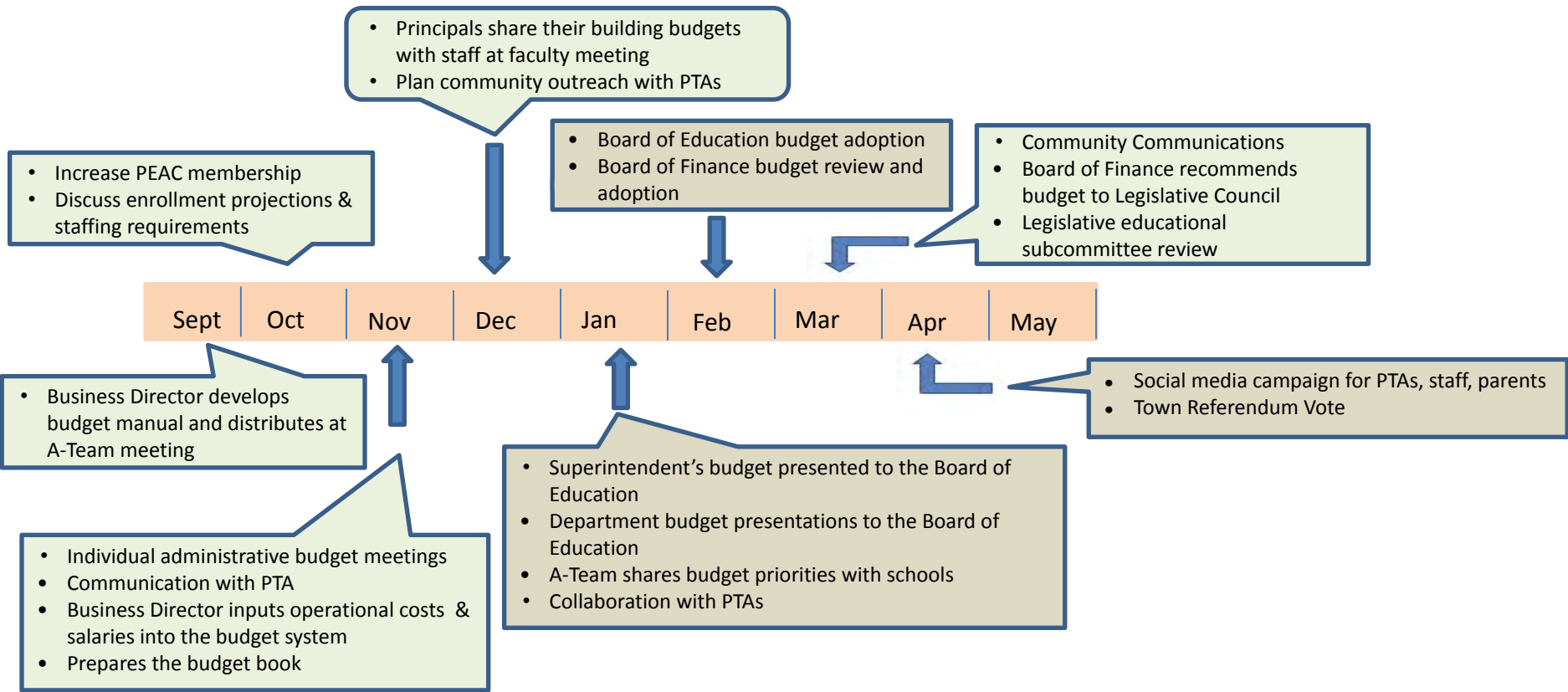
Support our Schools

to support the programming of NPS through the budget



Multi-Year Progress





Our Schools

Newtown High School
12 Berkshire Rd.
Sandy Hook, CT 06482
(203) 426-7646
Dr. Kim Longobucco,
Principal



Newtown Middle School
11 Queen St.
Newtown, CT 06470
(203) 426-7642
Mr. Tom Einhorn, Principal



Reed Intermediate
3 Trades Lane
Newtown, CT 06470
(203) 270-4080
Dr. Matt Correla, Principal



Hawley Elementary
29 Church Hill Rd
Newtown, CT 06470
(203) 426-7666
Mr. Chris Moretti, Principal



Head O' Meadow
Elementary
94 Boggs Hill Rd
Newtown, CT 06470
(203) 426-7670
Mr. Tim Napolitano,
Principal



Middle Gate Elementary
Cold Spring Rd.
Newtown, CT 06470
(203) 426-7662
Mr. Chris Geissler, Principal



Sandy Hook Elementary
12 Dickinson Dr.
Sandy Hook, CT 06482
(203) 426-7657
Dr. Kathy Gombos, Principal



Newtown Board of Education Members



Deb Zukowski
Chair



John Vuorio
Vice Chair



Don Ramsey
Secretary



Dan Cruson
Member



Rebekah Harrihan
Member



Janet Kuzma
Member



Jennifer Lanin
Member

Dr. Lorrie Rodrigue, Superintendent
(203) 426-7621

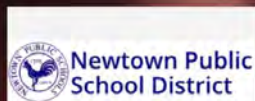
Anne Uberti, Assistant Superintendent
(203) 426-7617

Tanja Vadas, Director of Business
(203) 426-7619



At Our Core

*This communication is brought to you by the PEAC Budget Subcommittee in partnership with the office of the Superintendent of Newtown Public Schools



Newtown Public Schools Budget Brochure

The Budget Process

The **planning Process** for the Newtown Public School Budget begins as early as September. There is a tremendous amount of information to gather, analyze and discuss as each department will thoughtfully identify their areas of need.

Final considerations are then made made by the Superintendent and Business Department by January and our first budget book is produced.

Once the budget is adopted by the Board of Education, our operational plan will then be presented to the various Town Board's for review and approval.

Finally, in April, the Newtown Public School budget is ready for the community to cast their vote at our annual referendum.

“

A tremendous amount of time is spent planning all areas of the educational budget.

LET YOUR VOICES BE HEARD AT THE PUBLIC HEARING FOR THE BUDGET

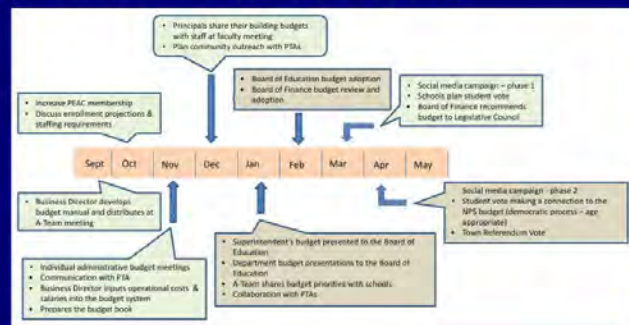
** MARCH 16 2022 @ 7:00**

Budget Categories

In order to build a solid educational spending plan, all areas must be considered. Listed below are some of the broad categories.

- Quantity and quality of educational programs, including teacher support and class sizes
- Social and emotional learning
- Interscholastic sports and activities
- Student transportation
- Maintenance of buildings
- Electricity & heating
- Staff salary increases (majority of union contracts) and benefits

Below is a timeline of our budget activities



PEAC

Communications and Branding Subcommittee 2021-2022 Update

Team Members:

Facilitator:

Janice Gabriel - NHS Theatre

Monica Kwarcinski - Newtown Parent

Nadia Papalia - NMS Language Arts Consultant

Deborah Petersen - Director of Pupil Personnel

Denise Strong - RIS 5th Grade Math & Science

BLACKBOARD ROLL OUT

- Rolled out Blackboard to the entire NPS community
- Positive feedback received

Newtown Public Schools
Newtown Public School District

What's New [Version History](#)

Version 5.6.20000 Tw ago

- Enhanced social media post user experience
- Implemented Authentication using Passcode
- Integrated the Instagram Feed
- Twitter Power Track API Integration
- Minor Bug Fixes and Improvements

Preview

Grades Notifications

10:08

Home Directory

My School

- Newtown High School

District

- NEWTOWN PUBLIC SCHOOLS

Board of Education

- Board of Education

Middle Schools

- Newtown Middle School

Intermediate Schools

- Reed Intermediate School

Elementary Schools

- Hawley Elementary School
- Head Omeadow Elementary School
- Middle Gate Elementary School
- NEWTOWN PUBLIC SCHOOLS
- Sandy Hook Elementary School

Pre - Schools

- Newtown Pre-School

Newtown Public Schools

TOP STORIES

Najia Anim (center) with Dr Toby and Mrs. Ma...

Anonymus Alerts

Notifications

PowerSchool Parent/Student

News

Menus

My School Bucks

Calendar

2021-22 School Year

Student Info

powered by Blackboard

Home News

Newtown High School
Newtown High School

7 SAT Exams @ NHS

DATE Sat, May 7, 2022
TIME All Day

NEWTOWN PUBLIC SCHOOLS
NEWTOWN PUBLIC SCHOOLS

7 SAT Exams @ NHS

DATE Sat, May 7, 2022
TIME All Day

NEWTOWN PUBLIC SCHOOLS
NEWTOWN PUBLIC SCHOOLS

5 Newtown Night of Jazz @ NHS

DATE Thu, May 5, 2022
TIME 7:00 PM to 8:30 PM

Newtown High School

2:46

Newtown PS

Dashboard

Class Overview Q4

ENGLISH 7 100% A+

HEALTH 7 100% A+

CHORUS 7 98% A+

MATH 7 98% A+

SOC ST 7 100% A+

LUNCH-LEARN LAB 7 98%

Dashboard Classes Customizer Scheduler More





MISSION STATEMENT REVISION

- Shared with faculty and staff, parents, and students
- Feedback requested
- As of May 11:
 - 97 parents provided feedback
 - 369 students provided feedback
 - 118 faculty/staff provided feedback
- Next steps
 - Compile feedback
 - Provide revised statement and feedback to strategic planning committee

DISTRICT VIDEO

- Held planning meetings to identify goals
- Next steps
 - Compile assets
 - Begin shooting video

PEAC
Diversity, Equity, &
Inclusion
Subcommittee
2021-2022





EDUCATORS

Katherine Abrego, World Language Teacher NHS

Suzanne Hurley, Library Media Specialist

Wesley Johnson, DEI Coordinator

Frank Purcaro, Director of Teaching & Learning

Rachel Torres, Social Studies Teacher NHS,
Parent

Sara Wasley, Library Media Specialist

PARENTS/ COMMUNITY

Sabeena Ali

Satra Arokium

Jess Velasco

Jennifer Padilla

David Weiss

Christine Wilford

WHAT DO WE BELIEVE?

Mission Statement:

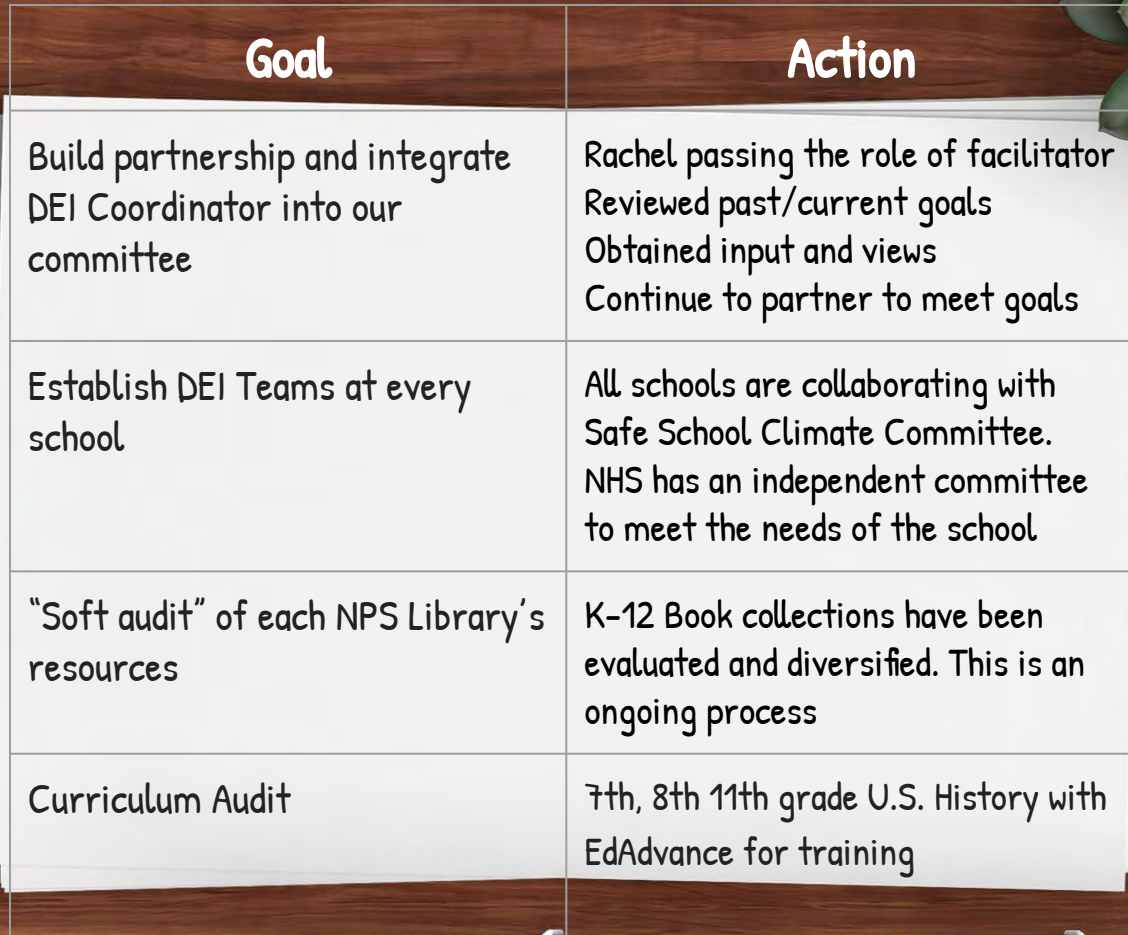
The PEAC Diversity, Equity & Inclusion sub-group commits to partnering with Newtown Public Schools in the journey to cultivate, nurture, and sustain a safe, respectful, and inclusive culture across the district.

Vision Statement:

We intend to recognize the integrity of diversity, and use this to inspire dialogue and forge community bonds.

Values:

- All voices are empowered, valued, consulted, and included
- Respect for people, communities, and cultures
- Systemic and Sustainable results
- Recognize and celebrate the richness inherent in differences
- All work and committee goals are student-centered
- Growth through meaningful experiences



Goal	Action
Build partnership and integrate DEI Coordinator into our committee	Rachel passing the role of facilitator Reviewed past/current goals Obtained input and views Continue to partner to meet goals
Establish DEI Teams at every school	All schools are collaborating with Safe School Climate Committee. NHS has an independent committee to meet the needs of the school
"Soft audit" of each NPS Library's resources	K-12 Book collections have been evaluated and diversified. This is an ongoing process
Curriculum Audit	7th, 8th 11th grade U.S. History with EdAdvance for training

Goal Cont.

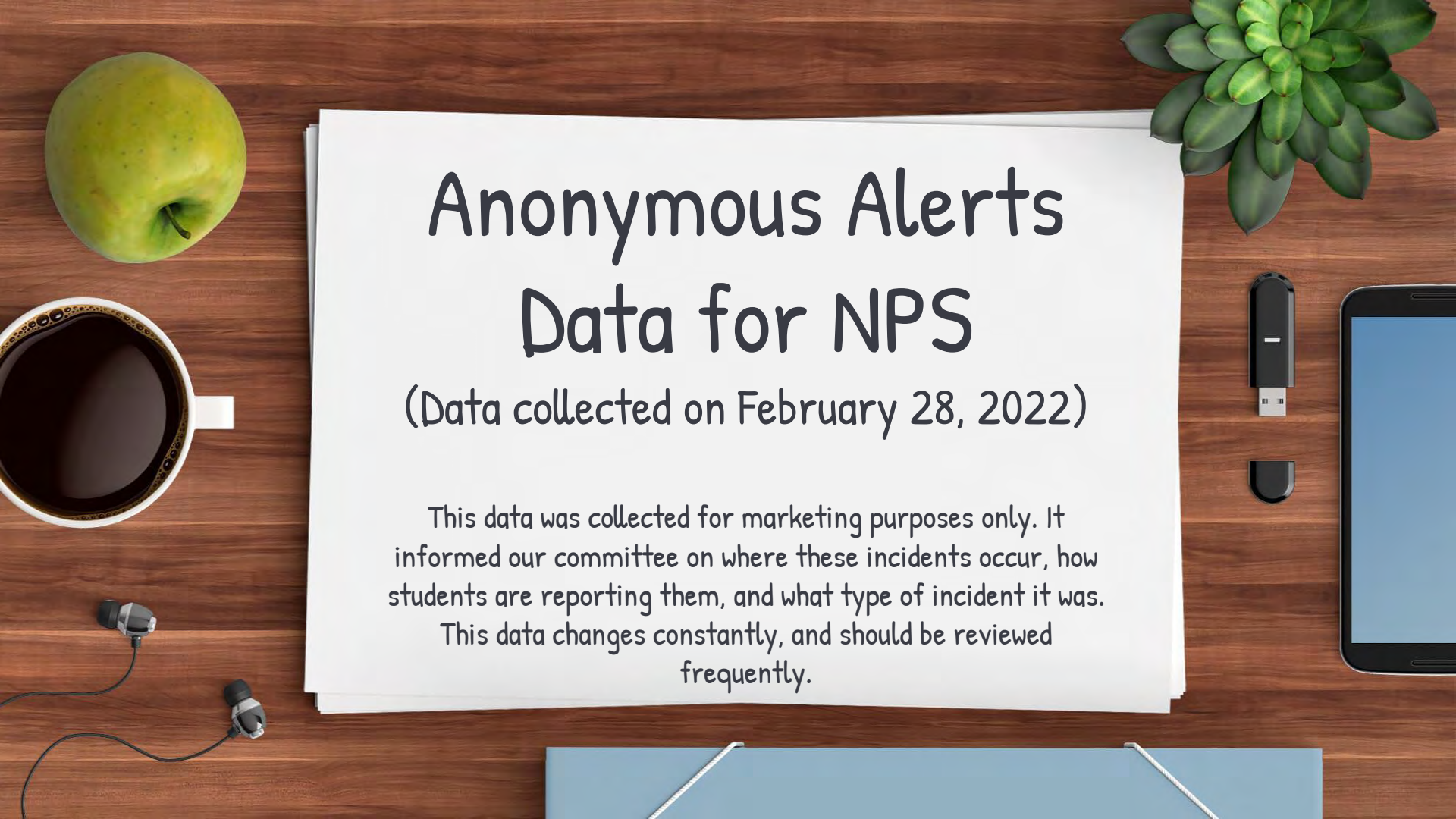
Support Safe School Climate Committees in developing survey questions

Anonymous Alerts Enhancements, Campaign, & Data
(Data on next slides)

Action Cont.

Provided a list of potential questions as well as general wording to specifically address diversity, equity, and inclusion

Increase to 1,000 character length to capture more information
Contribution to Anonymous Alert Survey for grades 6 - 12
Addition of "racial discrimination" to generic poster posted in schools



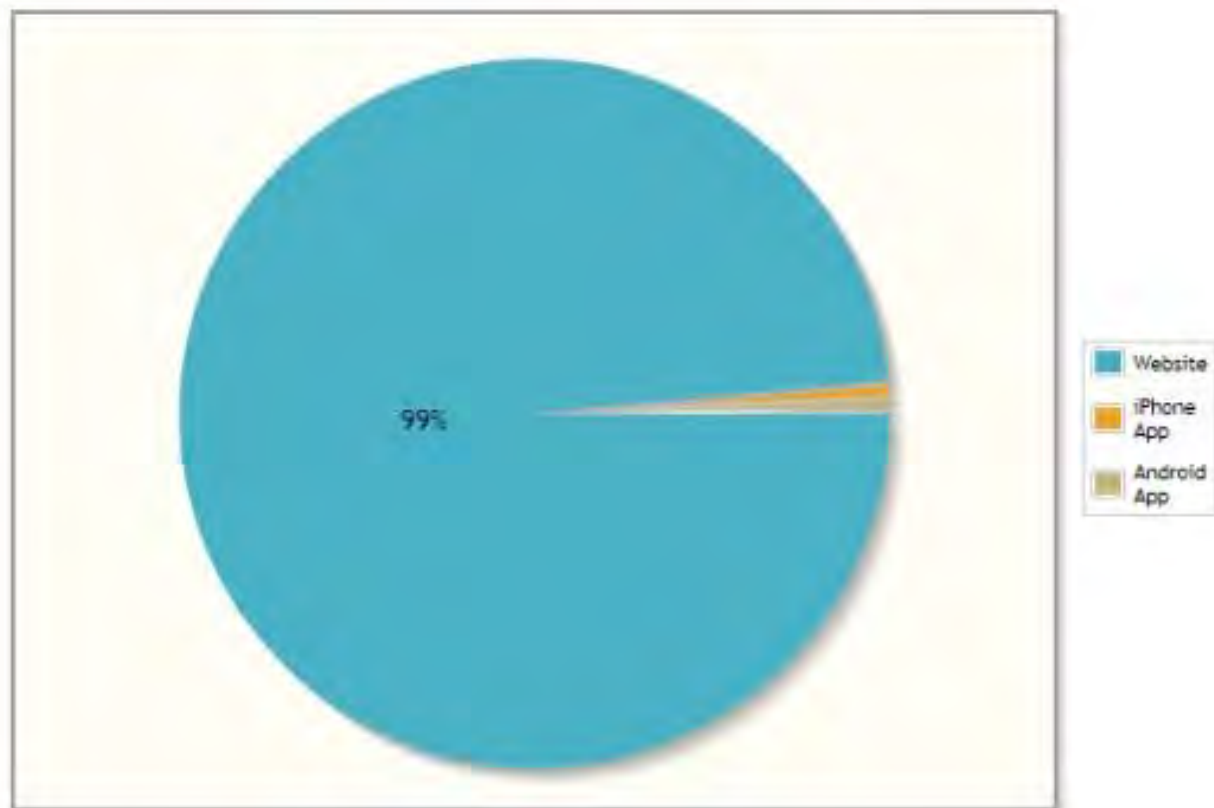
Anonymous Alerts Data for NPS

(Data collected on February 28, 2022)

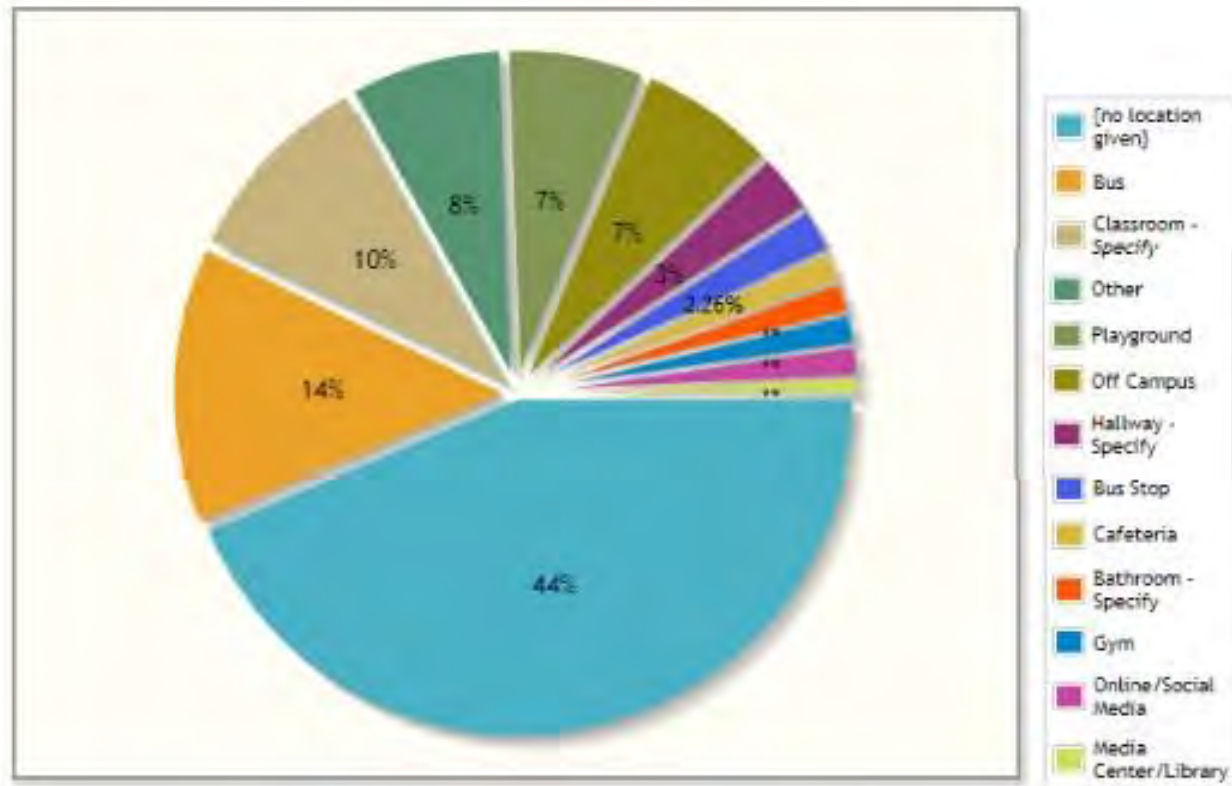
This data was collected for marketing purposes only. It informed our committee on where these incidents occur, how students are reporting them, and what type of incident it was.

This data changes constantly, and should be reviewed frequently.

Anonymous Alerts Submission Types to-date

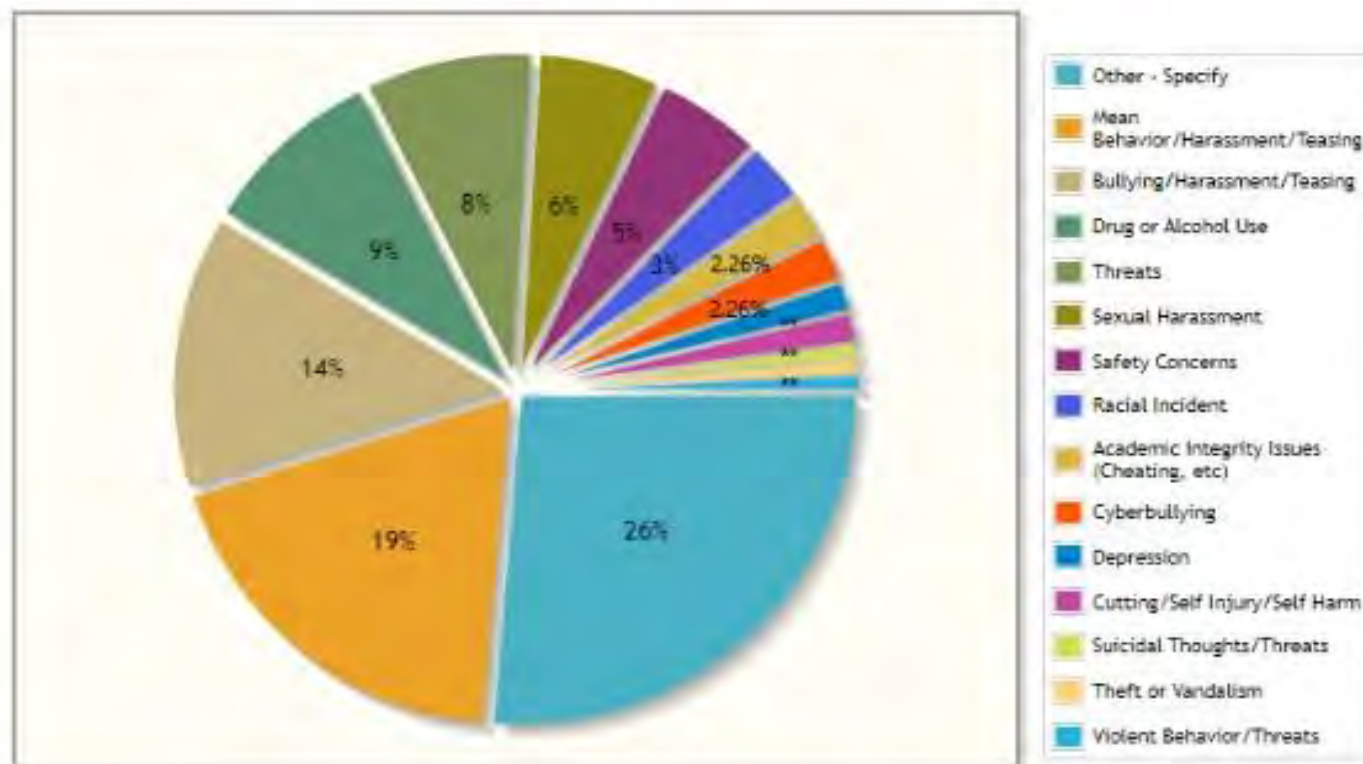


Anonymous Alerts Locations to-date



** Less than 1%

Anonymous Alerts Incidents to-date



** Less than 1%

NEXT STEPS

DEI Training

For all PEAC Committees to help foster a school community that moves forward together and that benefits all students

Equity Plan

Collaborate with DEI Coordinator to provide input and finalize

Establish goals and partner with DEI Coordinator to align with and support realization of equity/sustainability plan

Anonymous Alerts

Collaborate to make additional enhancements

Poster & Video Awareness Campaign individualized for K-12 schools based on data



THANK YOU!

PEAC GOALS



“To promote a partnership between educators and parents that will embrace core values, further a common language for all stakeholders, and support District priorities in the best interest of students.”

Dr. Lorrie Rodrigue, Superintendent

Partnerships Team



At Our Core

Facilitator - Deborah Lubin (Hawley Kindergarten Teacher & Newtown Parent)

Newtown Parents and PTA Reps:

- Kelly Chokbengboune
- Kim Hettenbach
- Mary Murphy

Newtown Educators:

- Jennifer Arnold: *Director* Newtown Continuing Education and Newtown Parent
- Anne Dalton: Coordinator of Health and Wellness
- Cynthia McArthur (SHS Language Arts Consultant)
- Michelle Hiscavich (Dir. of Visual and Performing Arts, NHS Orchestra)



Partnerships Team Goals: To support, nurture, and assist in maintaining positive relationships between the Newtown Public Schools and our surrounding community.

2021-2022 Accomplishments

- After school Social/Emotional Learning Groups Pilot Program- Kids Core
 - March Multicultural Reading Palooza
- Database of permanent Senior and Volunteer Readers Grades K-4
 - Launched parent emotional support survey

Information Gathered from Multicultural Storytelling Palooza Month



At Our Core

March 2022

Multicultural Storytelling-Palooza Month!

Connecting Cultures through

Literature, Music, and the Arts

Suggested activities

Week 1:

Literature Connections	Music Connections	Arts Connections
Listen to a book from the read aloud list Listen to a Bengali Folktale Listen to a Chinese Folktale Listen to a German Fairytale Have a Virtual Guest Reader Write a Fairy Tale (page 72)	Listen to Music from India Listen to Traditional Chinese Instrumental Music Listen to German Dance Music Synchronized Drumming from 2008 Olympics in China	Make Rangoli Art Learn Chinese Brush Painting Art Printing like German Artist Albrecht Durer

Week 2:

Literature Connections	Music Connections	Arts Connections
Listen to The First Music: A Folktale From Africa Listen to African and African-American Folktales Listen to Ghanaian Goldilocks Listen to a Norwegian Folktale	Listen to Traditional African Music Listen to African Folk Music Instrumental: Marimba, Kalimba, and Drums Listen to excerpts from Peer Gynt Suite No. 1	Learn African Dance Moves Make African Art Patterns Watch Traditional Norwegian Dancing Watch Russian Folk Dance: Kalinka

Information Gathered from Multicultural Storytelling Palooza Month

Multicultural Reading Palooza Calendar



Information Gathered from Multicultural Storytelling Palooza Month



Please continue to offer this opportunity in the future. It was a wonderful way to engage all readers creatively. Your many efforts are appreciated!

I would have loved to have used the materials, they looked great, but we had already planned reading activities through March. If I know this is happening again next year, I will be sure to incorporate it.

You should distribute calendars every month that promote diversity and different social justice issues. Making it "one month" only is limiting, when we should be celebrating differences every day.

I think it should be monthly thing not just one month a year.

Information Gathered from Multicultural Storytelling Palooza Month



I teach Spanish level 2-3 this year. I like the resources you have and the calendar. I did not add any suggestions for this year; however, if you could have books about Costa Rica, Puerto Rico in Spanish with be helpful for us. I enjoyed the plan for March.

Thank you for setting this up for us, it was very helpful. Maybe we could have a section on the form where teachers can share what they did and how it worked with their classes. It would also be nice to have activities that require less prep. It would be great to have more mystery readers, but it was hard to get people to sign up.

More current selection of books. Please distribute suggestions earlier. It was released on such short notice it was hard to integrate into existing plans.

I would love more book choices. I shared almost all of the books with my class. I will use this every year with my students.

It was very helpful. Thank you.



Photos from Multicultural Storytelling Palooza Month





Photos from Multicultural Storytelling Palooza Month





Photos from Multicultural Storytelling Palooza Month





Photos from Multicultural Storytelling Palooza Month



Photos from Multicultural Storytelling Palooza Month





Photos from Multicultural Storytelling Palooza Month





Photos from Multicultural Storytelling Palooza Month



Kids Core 2021-22

- Registration through Newtown Adult & Continuing Education
 - Social Emotional Learning Groups (K-2) & (3-4)
 - Three, 8-week sessions offered throughout the year
 - Small group settings in elementary buildings
 - Engaging activities to promote socialization
 - No cost to Newtown families - grant funded



Photos from Kids Core



At Our Core





Photos from Kids Core





Photos from Kids Core



Photos from Kids Core



At Our Core





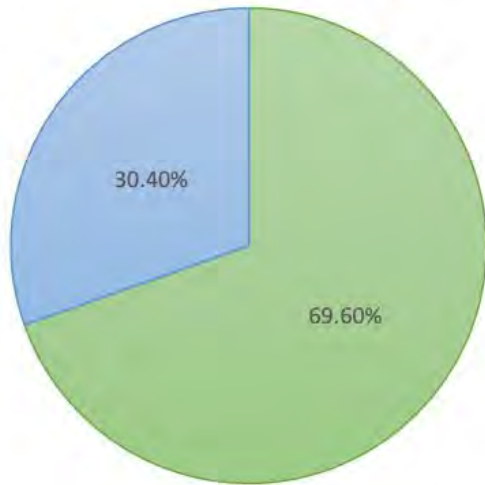
Photos from Kids Core



Parent Emotional Support Survey Results

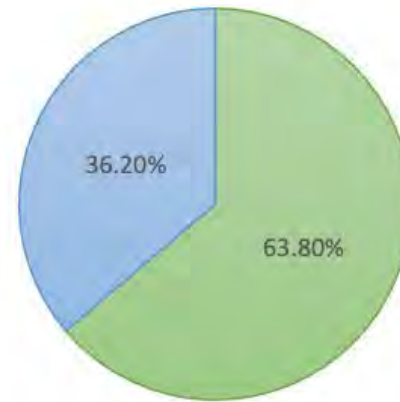
** Results based on 260 responses from Newtown parents

Do you feel you currently have access to adequate services for your emotional needs at this time?



■ Yes ■ No

Do you feel you currently have access to adequate services for your child's emotional needs at this time?

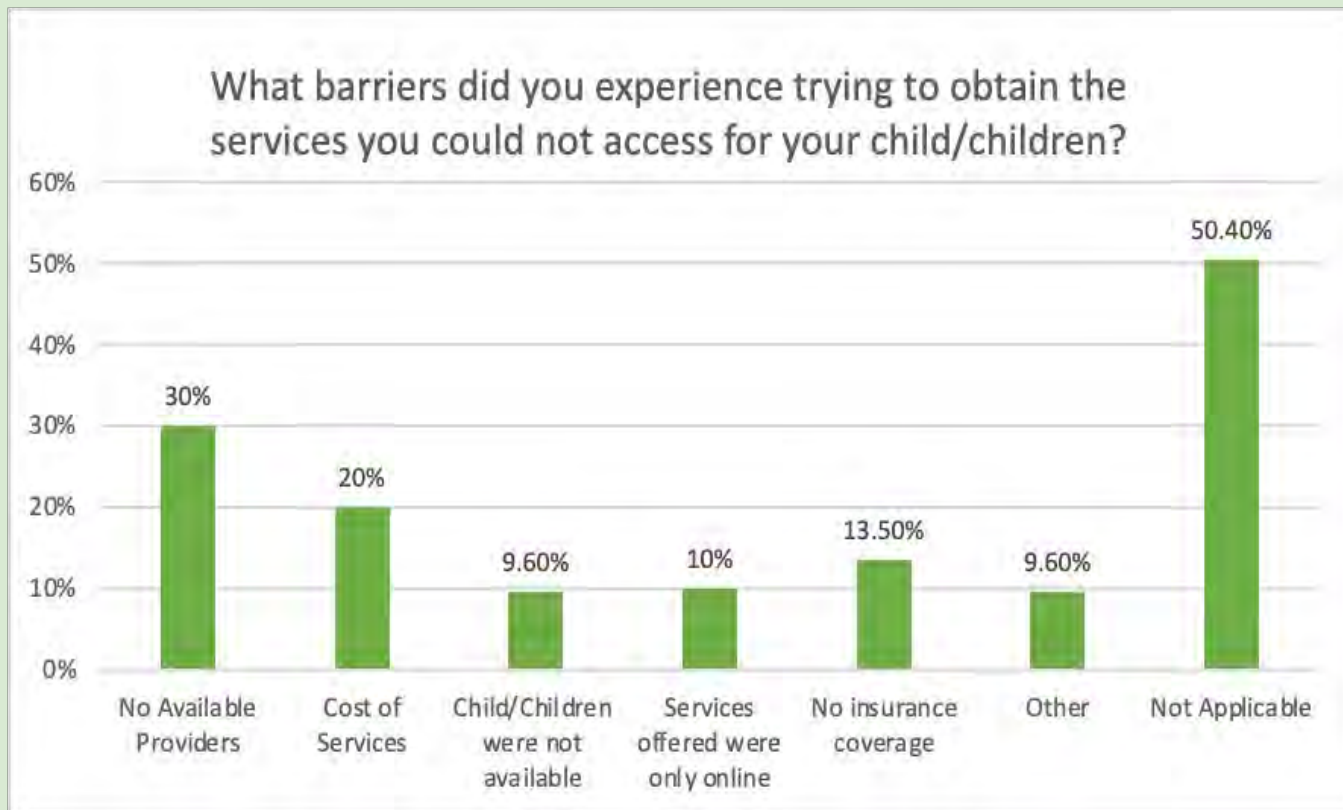


■ Yes ■ No

Barriers Reported in the Parent Emotional Support Survey

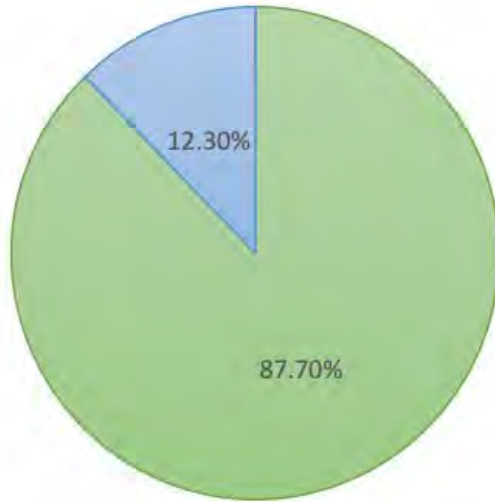
30% of parents could not find an available provider for their child's needs

34% of parents could not find an affordable / insurance covered provider



Plan: Newtown Mental Health Providers Directory

Would you be interested in having access to a detailed directory of mental health providers and supports made available to you through a public website?



■ Yes ■ No

Includes:

- Provider names / Credentials
- Address
- Email address
- Phone Number
- Services offered / specialties
- Ages they see
- Telehealth vs in person
- Insurances they take
- Bilingual
- Direct website links

To be continued

- Finalize Mental Health Resources Directory for parents (currently includes 100+ providers- therapists, medication prescribers, etc.)
- Post directory on school district website and promote widespread awareness of this resource
- Ongoing collaboration with community partners (Newtown-Sandy Hook Community Foundation, Resiliency Center, Newtown Youth & Family, etc.)
- Update directory by school district Wellness Coordinator



Partnership Team Future Visions:

- Kids Core Program through Continuing Education in all four Elementary Schools and possibly upper grades
- Newtown students begin visiting Senior Center again and welcome Seniors back to our schools
- Maintenance of provider directory

Personnel Certified/NonCertified

Personnel Records

Personnel records shall be kept on all current employees and shall include information usually expected in good personnel administration.

A file shall be kept for all resigned or retired employees, including such essential information as shall seem appropriate to the administration as specified by state and federal laws.

The Superintendent, on behalf of the Board, shall notify an employee and a collective bargaining representative, if any, in writing when a request is made for disclosure of the employee's personnel, medical or similar files, if the Superintendent reasonably believes disclosure would invade the employee's privacy.

~~The records will be disclosed unless written objection is received from the teacher or employee's collective bargaining representative, within seven business days from the receipt by employee or collective bargaining representative.~~

~~The records may be disclosed when the Superintendent does not believe such disclosure would legally constitute an invasion of privacy. The records, in such a situation, shall first be disclosed to the requestor, followed within a reasonable time after disclosure, with the sending of a written or electronic copy or brief description of such request to the employee and any applicable collective bargaining representative. Disclosure shall only be considered an invasion of privacy where (1) such records do not pertain to a legitimate matter of public interest and (2) disclosure of such records would be highly offensive to a reasonable person.~~

~~Records maintained or kept on file by the State Department of Education or the Board of Education that are records of a teacher's performance and evaluation shall not be released without the written consent of the teacher. Such records are not public records subject to FOI.~~

~~Records maintained or kept on file by the State Department of Education or the Board, that are records of a teacher's personal misconduct shall be deemed to be public records, and subject to disclosure under the Freedom of Information Act. Disclosure of such records of a teacher's personal misconduct shall not require the consent of the teacher. (*"Teacher" includes all certified employees below the rank of Superintendent.*)~~

~~Each employee's own file shall be available for his or her inspection at reasonable times, and, upon request, employees will be provided a copy of information contained in his or her file.~~

The Superintendent shall comply with state and federal law, including the Freedom of Information Act (FOIA), when a request is made for disclosure of an employee's personnel, medical or similar files.

Files containing medical information regarding an employee will be kept separate from other personnel files.

Personnel Certified/NonCertified

Personnel Records (continued)

~~In accordance with federal law, (ESSA), the District shall notify parents at the beginning of each school year of their right to request information regarding the professional qualifications and degrees of teachers and the qualifications of paraprofessionals for any teacher or paraprofessional who is employed by a school receiving Title I funds and who provides instruction to their child at that school. The District will provide such information on request in a timely manner. The District shall also provide notification to the parent/guardian of a child who has been assigned or has been taught for four or more consecutive weeks by a teacher not meeting applicable state certification at the grade level and subject area in which the teacher has been assigned.~~

~~**NOTE:** The information to be provided upon request regarding teachers shall indicate whether the student's teacher has met state certification for the grade level and/or subjects taught. Information pertaining to a paraprofessional should indicate the educational background of the individual, including secondary school diploma or its equivalent, study at an institution of higher education and any degree earned.~~

Legal Reference: Connecticut General Statutes

- 1206 Denial of access to public records or meetings.
- 1213 Agency administration. Disclosure of personnel, birth and tax records.
- 1-214 Objection to disclosure of personnel or medical files (as amended by PA 18-93)
- 1-215 Record of arrest as public record
- 10151a Access of teacher to supervisory records and reports in personnel file.
- 10151c Records of teacher performance and evaluation not public records. (as amended by PA 02-138 and PA 13-122)

Perkins v. Freedom of Information Commission, 228 Conn. 158 (1993)

The Americans with Disabilities Act

~~Section 1112(e)(6) The Every Student Succeeds Act (ESSA)~~

~~Section 1112(e)(1)(B) The Every Student Succeeds Act (ESSA)~~

Policy adopted:

**NEWTOWN PUBLIC SCHOOLS
Objection to Release of Personnel Records**

The Newtown Public Schools shall provide notice to an employee and the employee's collective bargaining representative, if any, whenever the District receives a request to inspect or copy records contained in an employee's personnel or medical files and similar files, and the Superintendent or designee reasonably believes that the disclosure of such records would legally constitute an invasion of privacy (the "Notice"). The employee or the employee's collective bargaining representative, if any, may object to the release of records that the Superintendent or designee has determined legally constitute an invasion of privacy.

This form shall be used by an employee or employee's collective bargaining representative who is objecting to the release of information that the Superintendent or designee has deemed to be an invasion of privacy. Such records will be disclosed to the requesting party UNLESS this form is received by the District within seven (7) business days from the receipt by the employee or the employee's collective bargaining representative, if any, of the Notice or, if there is no evidence of receipt of written notice, not later than nine (9) business days from the date the Notice is actually mailed, sent, posted or otherwise given.

Date: _____

Name, address and phone number of employee concerned:

Name, address and phone number of employee's collective bargaining representative, if any:

Description of the records that the Superintendent reasonably believes would legally constitute an invasion of privacy and the disclosure of which the employee or representative objects.

Under the penalties of false statement, to the best of my knowledge, information and belief, there are good grounds to support my objection to the release of the records described above and my objection is not intended to delay the process.

Signature of employee or employee's collective bargaining representative

Print name

Date

Personnel – Certified

Nepotism

Purpose

It is the policy of the Board to recruit and hire qualified applicants for employment within the Newtown Public Schools, while avoiding both nepotism and the appearance of nepotism.

Definitions

“**Immediate family**” means a spouse, child, parent, sister, brother, half-sister or half-brother.

“**Relative**” means a sister-in-law, brother-in-law, mother-in-law, father-in-law, daughter-in-law, son-in-law, step parent, aunt, uncle, niece, nephew, first cousin, grandparent, step child, foster child, grandchild or individual living in the same household.

“**Familial relationship**” means a relationship between a member of one’s immediate family or a relative, as defined within this policy.

Prohibitions on Hiring

No relative or immediate family member of the Superintendent shall be hired to any position of employment by the Board of Education.

No immediate family members of a Board member or any other district level administrator shall be hired to any position of employment by the Board of Education.

Restrictions on Employment of Relatives or Immediate Family Members

No individuals shall be hired in a position of employment that would result in a supervisory or evaluative relationship between a current employee and a relative or immediate family member.

No employee may be involved in the process of screening for advancement in the application process, interviewing or hiring his or her relatives or immediate family members.

Employees will not be hired, promoted, transferred or assigned to work in positions in the same school or work unit or department in which a relative or immediate family member is already employed, unless the Superintendent of Schools approves such an assignment ~~in writing.~~

No administrator or supervisor shall supervise any of his or her relatives or immediate family members.

~~Employees will not be hired, promoted, transferred or assigned to work in positions in which they will have access to confidential information regarding a relative, such as, but not limited to, information regarding benefits selections, confidential medical information or personnel records that are not subject to public disclosure.~~

P4112.8(b)

Personnel – Certified

Nepotism (continued)

~~Restrictions on Employment of Immediate Family Members~~

~~No individuals shall be hired in a position of employment that would result in a supervisory or evaluative relationship between a current employee and an immediate family member.~~

~~No employee may be involved in the process of screening for advancement in the application process, interviewing or hiring of an immediate family member.~~

~~Employees will not be hired, promoted, transferred or assigned to work in positions in the same school or work unit or department in which an immediate family member is already employed, unless the Superintendent of Schools approves such an assignment in writing.~~

~~No person who is a member of the immediate family of a building administrator or department supervisor may be nominated for or transferred or otherwise assigned to any position within that administrator's building or supervisor's department.~~

~~No administrator or supervisor shall supervise any member of his or her immediate family.~~

~~Employees will not be hired, promoted, transferred or assigned to work in positions in which they will have access to confidential information regarding an immediate family, such as, but not limited to, information regarding benefits selections, confidential medical information or personnel records that are not subject to public disclosure.~~

Disclosure Requirements

A Board member or administrator who has an existing familial relationship with an employee, as defined above, or who has had a change in circumstances which creates a familial relationship with any employee of the **Newtown** Public Schools, shall declare such relationship to the Superintendent or Chair of the Board immediately.

If a change in circumstances creates a familial relationship between an employee and his or her supervisor, the Board, through its Superintendent, reserves the right to seek a transfer of any employee in order to resolve any concerns about the operations of the district with respect to nepotism or the appearance of nepotism. The Superintendent may also provide for the evaluation and/or supervision of the employee outside of the typical chain of command in order to resolve any concerns about nepotism or the appearance of nepotism.

A Board member or administrator who knows that a relative or immediate family member has applied for a position with the Newtown Public Schools shall declare such relationship to the Superintendent or the Chair of the Board as soon practicable.

In addition to the requirements set forth above regarding familial relationships, if a romantic relationship develops between an employee and (1) an administrator who has a supervisory or evaluative relationship with the employee, or (2) a member of the Board, the affected administrator or member of the Board shall declare such relationship to the Superintendent.

P4112.8(c)

Personnel – Certified

Nepotism (continued)

Recusal

~~A member of the Board should not vote on any action of the Board which will directly affect a relative or member of his or her immediate family.~~

Discharge and Denial of Re-Employment

No current employee will be discharged or denied re-employment pursuant to an applicable recall provision based on this Policy.

ADOPTED: _____

REVISED: _____

Personnel – Certified/Non-Certified

Assignment/Transfer/Reassignment

The assignment and transfer of all certified/support staff personnel shall be the responsibility of the Superintendent of Schools (Superintendent) or designee.

~~Requests for transfer within the school system may be made at any time and must be in writing. Transfers are subject to availability of position, vacancies, and qualifications of employee.~~

Transfers will be made in the best interests of the school system, subject to provisions of applicable employee organization agreements and [Newtown](#) Board of Education policies.

~~Not later than the November meeting of the Board of Education the Superintendent shall present the staff listing of regular assignments. Changes of regular assignments shall be reprinted periodically.~~

Policy adopted:
cps 5/04

HVAC Service at Newtown High & Reed Intermediate

Bid Opening: May 5, 2022 - 2:00PM

	Newtown High School		
	Yr 1	Yr 2	Yr 3
Eastern Mechanical Services, Inc.	\$81,500.00	\$83,900.00	\$86,500.00
Blizzard Mechanical, LLC	\$175,000.00	\$183,750.00	\$141,000.00
Harry Grodsky & Co, Inc.	\$105,400.00	\$180,562.00	\$111,818.86
	Reed Intermediate		
	Yr 1	Yr 2	Yr 3
Eastern Mechanical Services, Inc.	\$61,250.00	\$63,100.00	\$65,000.00
Blizzard Mechanical, LLC	\$128,000.00	\$134,400.00	\$141,000.00
Harry Grodsky & Co, Inc.	\$62,560.00	\$64,437.00	\$66,370.00
	Hourly Labor	Materials Markup	
Eastern Mechanical Services, Inc.	135	10%	
Blizzard Mechanical, LLC	115	25%	
Harry Grodsky & Co, Inc.	125	30%	

Low bidder is Eastern Mechanical Services, Inc. Recommend awarding HVAC service contract to vendor for Year 1 with option to renew for Year 2 & 3. All bidders attended in-person walkthrough to visit both locations on April 11, 2022. Service will start July 1, 2022.

Waste Hauling & Recycling Bid
Bid Opening: May 5, 2022 - 2:00PM

Associated Refuse Haulers

Year 1: \$107,580.00

Year 2: \$110,808.00

Year 3: \$114,132.00

Recommend awarding contract to Associated Refuse Haulers for a period of three years. Vendor currently provides our waste and recycling services. Vendor is registered with the Town of Newtown and HRRRA as a waste hauler.