



**NORWICH BOARD OF EDUCATION  
AGENDA-REGULAR BOARD MEETING**

**March 10, 2020**

**5:30 pm**

**Kelly STEAM Magnet Middle School-Community Room  
25 Mahan Drive, Norwich, CT 06360**

**SALUTE TO THE FLAG**

**APPROVAL OF MINUTES**

Regular Meeting-February 11, 2020 (Attach. #1)

**PUBLIC COMMENT**

**REPORT OF THE CHAIRPERSON**

**REPORT OF THE SUPERINTENDENT** (Attach. #2)

**REPORT OF THE BUSINESS ADMINISTRATOR**

**NEW BUSINESS**

- **ACTION ITEM:** Discussion and possible action to approve the 2020-2021 Norwich Board of Education proposed budget

**UNFINISHED BUSINESS**

- First Read: 2020-2021 Norwich Public Schools calendar (Attach. #3)

**COMMITTEES/LIAISONS**

1. Budget Expenditure-Heather Romanski
2. Otis Library Liaison-Dr. Yvette Jacaruso
3. Integrated Day Charter School Liaison-Christine DiStasio
4. NFA Liaison-Heather Romanski
5. LEARN Liaison-Aaron Daniels (Attach. #4)

**BOARD REPORTS**

### **EXECUTIVE SESSION**

Pursuant to CT General Statute 1-200, members of the Board of Education move to go into Executive Session for discussion concerning employment of a public employee (teacher) as well as the Superintendent's mid-year self-assessment. The Superintendent of Schools, Dr. Kristen E. Stringfellow may be asked to participate for some or all of the Executive Session at the request of the Board of Education.

**ACTION ITEM:** Discussion and possible action regarding agreement with a teacher and the Norwich Teachers' League

### **ADJOURNMENT**

**NORWICH BOARD OF EDUCATION**  
**Norwich, Connecticut**

**DRAFT MINUTES OF:**  
**February 4, 2020**  
**REGULAR BOARD MEETING – BOARD OF EDUCATION**  
**KELLY STEAM COMMUNITY ROOM**

**PRESENT:** Heather Romanski, Mark Kulos, Patricia Staley, Kevin Saythany, Christine DiStasio, Carline Charmelus, Swaranjit Singh Bhatia.

**ABSENT:** Dr. Yvette Jacaruso, Aaron Daniels

**STAFF:** Dr. Kristen E. Stringfellow, Superintendent  
 Athena L. Nagel, Business Administrator  
 Jamie H. Bender, Director of Student Services & Special Education  
 Amber Rutigliano, Executive Assistant to the Superintendent  
 Administrators, Principals and Teachers

**MEDIA:** The Day, The Bulletin

Heather Romanski called the meeting to order at 5:30 p.m. and a quorum was declared.

Mrs. Romanski asked Christine DiStasio to lead the Pledge of Allegiance.

A moment of silence was observed for the Kelly 7<sup>th</sup> grade student that passed away recently.

**APPROVAL OF MINUTES:**

**MOTION:** Made by Patricia Staley (seconded by Mark Kulos) to approve the minutes of the January 14, 2020 meeting. Motion passed 7-0.

**PUBLIC COMMENT:**

None

**REPORT OF THE CHAIRPERSON:**

Heather Romanski reported on the Moriarty School Snow Ball held on January 23rd and the Discovery Day event held at Otis Library on January 25<sup>th</sup>.

**REPORT OF THE SUPERINTENDENT:**

Dr. Stringfellow reported on:

- Recognition Awards: Kai-Leigh Palmer (The Key is Me), Eric Johnson (I Make a Difference) and Adnel Martinez (You Inspire Me)
- Draft 20-21 school calendar
- Dual Language & Arts Middle School closing
- Magnet Registration Update
- Kelly STEAM named National Magnet School of Distinction
- School Spring on-line teacher recruitment
- AESOP-Absence Management on-line platform
- Students displaced from Puerto Rico earthquake

- NFA tuition increase
- State Accountability Index results including Mahan school being named a school of distinction
- Budget sub-committee meetings
- Events attended
- Upcoming events

**REPORT OF THE BUSINESS ADMINISTRATOR:**

Athena Nagel reported on:

- **Food Service:** Update on January meals served and update on metal flatware
- **Technology Department:** Answered & resolved 147 technical requests for the month of January, SchoolMint implemented for registration
- **Facilities Department:** Completed projects, upcoming projects and Stanton gym/cafeteria floor update
- **Business Office:** Update on claims for the month of January and plan for year to date, three open business office positions filled, update on FMLA and Substitute service search/bids

**Budget Expenditure:**

Next Meeting: February 5<sup>th</sup> at 6:00 pm-Kelly STEAM Community Room

**School Facilities Review Committee:**

Patricia Staley reported that the City Council accepted the final report of the School Facilities Review Committee. The committee has been disbanded and a new School Building Committee has been established by the City Council.

**NFA Liaison:**

Heather Romanski reported that she attended the most recent Board of Trustees meeting. Her and Dr. Stringfellow are meeting with the Board Chair on February 5, 2020 to discuss the NFA contract.

**Board Reports:**

Mark Kulos reported that the 3<sup>rd</sup> annual Dr. Grace Sawyer Jones debate for area high schools will take place at Three Rivers Community College on February 24<sup>th</sup>.

Swaranjit Singh Bhatia reported that he attended the MLK Jr. luncheon at NFA on January 17<sup>th</sup>. He attended an NACA meeting regarding the 2020 census as well as the press conference regarding the census with the Lt. Governor. This is the first time in 125 year that the Sikh American is being recognized on the census with a separate ethnic code. He also attended the Norwich Discovery Day at Otis Library. World Religion Day was celebrated on January 20<sup>th</sup> and of note, January 27<sup>th</sup> was the 75<sup>th</sup> anniversary of the International Holocaust Remembrance Day.

**EXECUTIVE SESSION**

**MOTION:** Made by Kevin Saythany (seconded by Swaranjit Singh Bhatia) to go into Executive Session. The motion passed unanimously.

The Board went into Executive Session at 6:38 pm. The Board returned from Executive Session at 7:23 pm. There were no votes taken in Executive Session.

**MOTION:** Made by Swaranjit Singh Bhatia (seconded by Christine DiStasio) to authorize the Superintendent to finalize a settlement agreement with a former employee as discussed in Executive Session. Motion passed 7-0.

**MOTION:** Made by Mark Kulos (seconded by Patricia Staley) to adjourn the meeting. Motion passed 7-0.

The meeting was adjourned at 7:25 pm.

Respectfully submitted,

*Carline Charmelus*

Carline Charmelus,  
Secretary

**Superintendent Report****March 10, 2020**1. Recognition Awards

- The "Key is Me" award winner is Diane Egger, Resource Room Teacher, Huntington
- The "I Make a Difference" award winner is Sarah Brown, STRIVE Para Educator, Huntington
- The "You Inspire Me" award winner is Kiara Cruz, Grade 2, Uncas School nominated by her teacher, Jodie Stefano

2. Norwich Public Schools Calendar-First Reading (Attached)

- Due to alignment to NFA and coordination with area schools, we have adjusted the start date to August.

3. Magnet School Registration Update

Phase 1: Discovery Day, social media &amp; website outreach

- 20% available K seats filled
- 18% completion rate for incoming 6<sup>th</sup> graders

Phase 2: Paper flyers in backpacks of Grade 5 students

- 35.45% available K seats filled
- 27.14% completion rate for incoming 6<sup>th</sup> graders

Phase 3: Targeted email and text messages

- 38.18% available K seats filled
- 39.71% completion rate for incoming 6<sup>th</sup> graders

Phase 4: School Messenger targeted families

- 70.91% available K seats filled
- 53.43% completion rate for incoming 6<sup>th</sup> graders

Phase 5: Personal phone calls from the registration office to targeted families

- 82.73% available K seats filled
- 64.86% completion rate for incoming 6<sup>th</sup> graders

Phase 6: Conferences (week of 3-4-2020) someone trained on School Mint was in attendance for each school's parent conference night to assist families in completing their applications.

The deadline for registration is March 31, 2020.

4. NGSS Next Generation Science Standards Assessment PowerPoint5. Residency Update:

	February	Year To Date (from November 2019)
Investigations-How Many Families	28	83
Investigations-How Many Students	44	108
Students Deemed non-residents of Norwich	7	22 (1 Preston, 5 New London, 1 Montville, 1 Ledyard, 1 Griswold, 4 Sprague, 1 Willimantic, 3 Hartford, 1 Groton, 2 Kentucky, 1 Baltic, 1 Mystic)
Requested Hearings	1	4
Changed districts voluntarily	6	18
Active Residency Investigations	5	NA
Active Cases of Chronic Truancy	15	15

6. State Accountability Index Report Increases-Brief PowerPoint Presentation

Here are the highlights:

- CT statewide performance on the education scorecard dropped from 74.9% to 74.2%
- Next Generation Accountability System gives an index to each public school in the state. The results for every school and district overall can be viewed at [edsight.ct.gov](http://edsight.ct.gov)
- The index is based on math and ELA score proficiency, math and ELA score growth, chronic absenteeism rates, college preparatory courses and exams, graduation rates, college entrance rates, physical fitness and art access. Last year was the fourth year of this system.
- The state recognized 162 Schools of Distinction for overall performance, high academic growth and/or overall performance and Mahan was celebrated as a school of distinction. Mahan had the best ELA performance in southeastern CT for high needs students!

- The state added 10 new focus schools for state support because of low achievement or low growth for students with high needs and no Norwich schools were added.
- NPS say an 8.4% increase in its overall index from 50.9 to 59.3.

7. Budget (preview of recommended budget scheduled for a vote this evening)

Special Education Director Jamie Bender verified through NFA the planned number of students that NFA plans to charge the Sachem Resource new tuition rate and Athena Nagel adjusted the budget accordingly.

The anticipated budget includes a new position of Transportation Director with the charge of increasing financial efficiencies, increasing student safety and coordinating a plan/pilot for some component of regional out of district transportation (a shared service with neighboring towns).

8. Tentative City Budget Meetings

- Friday, March 6, 2020 Ad Hoc Committee 6:30PM Kelly Community Room
- Friday, March 20, 2020 Ad Hoc Committee 6:30PM Kelly Community Room
- Monday, April 6, 2020 City Manager Proposed Budget 7:30PM City Hall
- Tuesday, April 14, 2020 NPS Presents School Budget 6:30PM City Hall
- Thursday, April 16, 2020 1<sup>st</sup> City Budget Meeting 7:30PM City Hall
- Monday, May 4, 2020 Adoption of Preliminary Budget 7:30PM City Hall
- Monday, May 11, 2020 2<sup>nd</sup> City Budget Meeting 7:30PM City Hall
- Monday, June 1, 2020 City Budget Adoption (Tentative) 7:30PM City Hall

9. Events Attended

- Meeting with Chair Romanski and NFA, February 5, 2020
- BOE Budget Meeting, February 5, 2020
- Moriarty Instructional Rounds Prep Meeting, Thursday, February 5, 2020
- Key Stakeholders Meeting February 6, 2020
- City of Norwich Goals Session with Chair Romanski, Saturday, February 8, 2020 at NPU
- District School Improvement Meeting, February 10, 2020
- Principal Collaborative, February 25, 2020
- Denise Amburn retirement February 25, 2020
- New England Science & Sailing Grant Meeting February 27, 2020
- BOE Budget Meeting, February 26, 2020
- BOE Budget Meeting, March 4, 2020
- Stanton Instructional Rounds Prep, March 5, 2020
- City Council Ad Hoc Committee Friday, 6:30PM Kelly Community Room

10. Events coming up

- Board of Education Meeting, March 10, 2020
- NFA Partner District Superintendent's Meeting, March 11, 2020
- All City Music Concert, May 11, 2020
- CT Innovation Conference, Sacred Heart University, March 13, 2020
- Meeting with Senators & Representatives, March 16, 2020
- Instructional Rounds at Stanton, March 19, 2020
- Debrief at Stanton, March 20, 2020
- City Council Ad Hoc Committee Friday, 6:30PM Kelly Community Room
- NPSEF, March 23, 2020
- Key Stakeholders Meeting, March 24, 2020
- Principal Collaborative, March 24, 2020
- CAPSS/Neag Leadership Meeting, March 25, 2020
- Policy Committee Meeting, March 25, 2020
- Adult Ed Award CAACE, March 27, 2020
- DSIC District School Improvement Committee, March 30, 2020
- CSDOE Opportunity District Monitoring in Hartford, March 31, 2020

# **“The Key is ME!” Teacher Award Recipient**

**March 2020**

**Awardee:** Diane Egger

**Current Assignment:** Huntington Elementary School  
Resource Room Teacher

## **Rationale:**

This teacher...

- Walks into the building with a smile and gives 100% of herself to ensure her students get the help and support they need to be successful in their classroom, as well as, the resource room. An example of this is how she checks to make sure one of her student's hearing aid batteries are charged and working so his day will be successful.
- Comes in early and stays late making sure her students are getting what they need. She is dedicated, caring, passionate, creative and an asset to our school.
- Provides materials and support to the classroom teacher to allow her students to thrive, as well as, a calming demeanor when things can feel overwhelming.
- Goes above and beyond to offer classroom assistance whenever she is called or checking-in on her students. She makes sure they are fully engaged in their class.

Mrs. Egger is an exceptional teacher at Huntington Elementary. She is most deserving of this recognition.



# **“I Make a Difference” Support Staff Award Recipient**

## **March 2020**

**Awardee:** Sarah Brown

**Current Assignment:** Huntington Elementary School  
STRIVE Para Educator

### **Rationale:**

This professional...

- Integrated with my class as soon as she was hired and has become an integral part of the team. She came with a great deal of experience and a big bag of tricks that have been very helpful in our classroom. She has a great rapport with students and staff and always can lighten stressful situations with humor.
- Spent weeks demonstrating great patience and understanding while working with my most challenging student, resulting in a huge difference. She is able to adapt and adjust according to each student. She is very flexible and willing to work with all behavior types.
- Celebrates all milestones with the same level of excitement.
- Communicates well and takes the time to build relationships with everyone in the classroom.

Ms. Brown gives everything she has to our school, our students, and our staff at Huntington Elementary. She is most deserving of this award.

# **“You Inspire Me” Student Award Recipient**

**March 2020**

**Awardee:** Kiara Cruz

**Current Assignment:** Uncas Elementary School  
2nd-grade Student

## **Rationale:**

Kiara inspires me each and every day! She comes to school every day with a positive attitude and a contagious smile. She always tries her best and never gives up even when the task may be difficult. Kiara is a student who was new to our district this year and quickly adjusted to school. She became a positive role model for her peers and always leads by example. She is kind, helpful, and chooses love. She’s made great progress this year and is always eager to learn new things. She inspires me each day to try my hardest, give my best, and to never give up. I am so very proud of her! Thank you, Kiara, for inspiring me!

--

**Jodie Stefano** - Grade 2 Teacher, Uncas Network School



# NORWICH PUBLIC SCHOOLS 2020-2021 CALENDAR

24 Staff PD  
 25 Staff PD  
 26 **First Day School: Grades 6-8**  
 Staff PD: Grades K-5  
 27 **First Day School: K-5**  
 (Pre-K: TBD)

AUGUST '20						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

9 BOE Meeting - 5:30 pm  
 15-16 No School:  
**Winter Recess**

7 No School:  
**Labor Day**  
 8 BOE Meeting - 5:30 pm

SEPTEMBER '20						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MARCH '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

3-5 Early Release /  
 Family Conferences  
 9 BOE Meeting - 5:30 pm  
 12 No School / Staff PD

12 No School:  
**Columbus Day**  
 13 BOE Meeting - 5:30 pm  
 22 **Early Release / Staff PD\***  
 \*(Tentative Date for PD)

OCTOBER '20						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL '21						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

2 No School: **Good Friday**  
 6 BOE Meeting - 5:30 pm  
 12-16 No School:  
**Spring Recess**

3 No School / Staff PD  
 4-6 Early Release /  
 Family Conferences  
 11 No School:  
**Veterans Day**  
 10 BOE Meeting - 6:00 pm  
 25-27 No School:  
**Thanksgiving Recess**

NOVEMBER '20						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY '21						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

6 Early Release / Staff PD\*  
 \*(Tentative Date for PD)  
 11 BOE Meeting - 5:30 pm  
 31 No School:  
**Memorial Day**

8 BOE Meeting - 5:30 pm  
 23-31 No School:  
**Holiday Recess**

DECEMBER '20						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE '21						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

8 BOE Meeting - 5:30 pm  
 10 **Last Day School (ER)** for  
 Grades 6-8\* (180 student days)  
 11 **Last Day School (ER)** for  
 Grades Pre-K-5\*  
 (180 student days)  
 Staff PD: Grades 6-8

\*Additional days may be added

1 No School:  
**New Year's Day**  
 12 BOE Meeting - 5:30 pm  
 18 No School:  
**Marin Luther King Day**  
 19 No School / Staff PD

JANUARY '21						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**Key:**

BOE: Board of Education, ER: Early Release, PD: Professional Development  
[www.norwichpublicschools.org](http://www.norwichpublicschools.org)

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Pou alysyen ki pale kreol selman, si ou gen on dokiman ou bezwen tradwi, kontakte nou nan numero sa  
 860.823.4205 x2595 ou byen sou entenet nan [ts@norwichpublicschools.org](mailto:ts@norwichpublicschools.org)  
 Nou tradwi tou an panyol ak chinwa.

**LEARN REPORT FEBRUARY 2020**

Meeting was held at the Ocean Ave. LEARNing Academy.

LEARN is looking for support beyond 21 years old.

We spent a little time talking about the difference between “regionalism,” working together where it makes sense, and “regionalization,” forcing groups together due to geography.

Considering creating minority teacher scholarships to aide in recruitment.

Dual Language and Arts Magnet Middle School is closing.

Meeting concluded with a tour.

Aaron Daniels

# NORWICH BOARD OF EDUCATION

## NON-AGENDA

March 10, 2020

### REPORTS

Monthly Out of District Special Education Placement Report  
Year to Date Budget Report  
Special Education Contracted Services & Tuition Report  
Norwich Public Schools Enrollment-March 2020

### PERSONNEL

#### APPOINTMENTS:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>	<u>EFFECTIVE</u>
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#### RESIGNATIONS:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>EFFECTIVE</u>
Tiffany Kaminski	Grade 8/Teachers'	Personal	3-10-20
Jennifer Knight	Teacher/Veterans	Retirement	11-4-2020
Alexis Gilliland	Grade 8/Kelly/Math	Personal	3-20-2020

#### MISCELLANEOUS:

Budget Expenditure Minutes-February 5, 2020 meeting  
Budget Expenditure Minutes-February 25, 2020 meeting  
Budget Expenditure Minutes-March 4, 2020 meeting

# *NPS OUT OF DISTRICT PLACEMENT REPORT*

March 2020

## Overview

One hundred and forty-six students are currently enrolled in programs out of the Norwich Public School District. In addition to these students:

Fifty-four Special Education students are enrolled at Parent Choice School programs.

Twenty Special Education students are enrolled at the Norwich Transition Academy. (Three of these are out of town tuition students).

Twenty-eight students currently have 504 Plans managed by the Special Education Department.

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Special Notes: None at this time.

## Outside Agency placements impacting the OOD roster:

A student attending Lebanon Elementary School is no longer Norwich Nexus.

A student attending JC Thames Valley was placed with USDI/Solnit.

A student already attending Adelbrook was registered with NPS.

A student attending Plainfield High School moved and was registered at Plainville High School.

A NFA student on homebound was placed at CT Junior Republic Ed & Voc. Center.

## NPS initiated changes to the OOD roster:

A student already attending Bradley/New London Regional Program has registered with NPS.

A NPS elementary student has been placed at Bradley/New London Regional Program.

A student at CT Coastal Academy was placed on Homebound instruction pending new placement.

A NPS elementary student was placed at the LEARN Intensive Program @ Ocean Ave.

A student attending Waterford Country School moved to the EASTCONN NRP Program.

A student at JC Northeast Program was placed on Homebound instruction pending new placement.

A student from VLA was placed at JC Thames Valley.

A student attending Thames Academy moved to Norwich Transition Academy.

A student already attending the LEARN/The Friendship School program registered with NPS.

A student at Ledyard High School was found eligible for Special Education Services.

## NPS students exiting Out of District programs:

*A student attending Bradley New London Regional Program moved out of Norwich.*

*A student attending EASTCONN EVC moved out of Norwich.*

*A student attending Gallup Hill School returned to an NPS elementary school.*

*A student attending JC Thames Valley moved out of Norwich.*

*A student attending JC Thames Valley discontinued schooling and withdrew from NPS at this time.*

*A student at Norwich Transition Academy exited with diploma.*

*A student attending Bennie Dover/Stem School Program moved out of Norwich.*

*A student attending the LEARN/RMMS School Program moved out of Norwich.*

*A student at EASTCONN Act High School moved out of Norwich.*

*A student at Dual Language moved out of Norwich.*

FOR 2020 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1000 GENERAL FUND							
51111 SALARIES-CERTIFIED	18,502,487	18,502,487	9,511,472.55	1,416,999.30	11,684,446.54	-2,693,432.09	114.6%
51112 SALARIES-NON-CERTIFIED	7,123,678	7,123,678	4,141,981.43	595,539.88	4,339,963.85	-1,358,266.83	119.1%
51121 TEMP PAY CERT PERSONNEL	525,000	525,000	219,119.73	41,583.87	13,344.49	292,535.78	44.3%
51122 TEMP PAY SUPPT PERSONNEL	254,000	254,000	216,704.55	33,158.61	.00	37,295.45	85.3%
52000 FRINGE BENEFITS	0	0	159,920.55	33,592.49	.00	-159,920.55	100.0%
52201 BLUE CROSS/MAJ.MEDICAL	4,705,097	4,705,097	3,525,419.33	462,139.33	5,090.00	1,174,587.67	75.0%
52203 LIFE INSURANCE	31,802	31,802	35,650.74	4,103.50	8,151.83	-12,000.93	137.7%
52204 UNEMPLOYMENT COMPENSTN	120,000	120,000	70,908.94	-9,381.69	49,091.06	.00	100.0%
52205 WORKERS' COMPENSATION	550,000	550,000	347,914.82	41,941.45	.00	202,085.18	63.3%
52206 CITY RETIREMENT PLAN	908,000	908,000	605,333.36	75,666.67	.00	302,666.64	66.7%
52207 FICA EMPLOYER'S SHARE	1,250,000	1,250,000	295,850.30	-239,377.62	.00	954,149.70	23.7%
52208 SEVERANCE PAY	50,000	50,000	4,300.00	.00	.00	45,700.00	8.6%
52209 MEDICARE REIMBURSEMENT	10,000	10,000	828.70	.00	.00	9,171.30	8.3%
53323 CONTRACT HEALTH SERVICES	1,472,000	1,472,000	497,738.53	.00	497,835.01	476,426.46	67.6%
53330 PROFESSIONAL SERVICES	2,296,100	2,296,100	1,39,521.91	5,546.35	118,124.56	38,383.53	87.0%
53333 CONTR TRANS-FIRST STUDENT	4,127,654	4,127,654	1,586,463.88	-266.61	2,893,475.19	-352,291.07	108.5%
54400 PROPERTY SERVICES	941,044	941,044	561,224.30	.00	349,807.65	30,012.04	96.8%
54431 CONTRACT REPAIRS BLDGS.	190,955	190,955	69,071.52	.00	21,099.08	100,784.40	47.2%
55510 SPED CONTRACTED TRANS	4,000,000	4,000,000	2,020,080.07	411.00	2,422,514.88	-442,594.95	111.1%
55520 PROPERTY INSURANCE	350,000	350,000	241,366.55	.00	78,881.28	29,752.19	91.5%
55530 COMMUNICATIONS	95,632	95,632	88,412.24	-2,167.67	80,785.56	-73,565.80	176.9%
55531 ADVERTISING	2,000	2,000	696.00	.00	.00	1,304.00	34.8%
55532 POSTAGE	19,000	19,000	13,903.97	.00	5,000.00	96.03	99.5%
55560 TUITION	34,112,850	34,112,850	19,726,927.94	750,723.64	11,305,978.49	3,079,943.57	91.0%
55580 REIMBURSABLE EXPENSES	35,975	35,975	26,750.10	3,154.57	2,209.98	7,014.92	80.5%
55590 OTHER PURCH SERVICES	944,458	944,458	470,384.35	-31,457.92	466,833.12	7,240.43	99.2%
55592 ADULT EDUCATION	201,116	201,116	201,116.00	.00	.00	.00	100.0%
55593 MAINTENANCE SERVICES	386,111	386,111	216,066.96	.00	73,126.02	96,918.02	74.9%
56611 INSTRUCTIONAL SUPPLIES	239,027	239,027	108,789.86	1,604.35	32,037.50	35,403.96	20.4%
56612 HEALTH SUPPLIES	12,900	12,900	5,988.89	.00	2,252.39	98,199.64	58.9%
56613 MAINTENANCE SUPPLIES	65,375	65,375	34,915.55	232.27	10,671.32	4,658.72	63.7%
56614 CUSTODIAL SUPPLIES	120,000	120,000	106,668.72	.00	13,128.03	19,788.13	99.8%
56620 HEATING EXPENSES	603,946	603,946	247,707.01	.00	347,195.93	9,043.06	98.5%
56627 VEHICLE FUEL	453,280	453,280	236,383.33	.00	259,374.79	-42,478.12	109.4%
56641 CURRICULUM MATERIALS	20,000	20,000	2,251.30	.00	.00	17,748.70	11.3%
56642 LIBRARY SUPPLIES/MTRLS.	25,000	25,000	23,402.82	.00	1,571.18	26.00	99.9%
56690 SUPPLIES-OTHER	3,000	3,000	868.22	.00	1,383.45	748.33	75.1%
56692 OFFICE SUPPLIES	44,132	44,132	26,527.45	175.31	25,836.87	-8,232.32	118.7%
56694 PROFESSIONAL MATERIALS	3,000	3,000	4,492.66	.00	145.00	-1,637.66	154.6%



FOR 2020 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
57720 CAPITAL PROJECTS	300,000	300,000	131,200.35	.00	70,510.84	98,288.81	67.2%
57730 INSTRUCT. EQUIP. REPAIR	3,400	3,400	.00	.00	.00	3,400.00	.0%
57731 INSTRUCTIONAL EQUIPMENT	5,000	5,000	4,200.58	.00	2,556.72	-1,757.30	135.1%
57734 TECHNOLOGY EQUIPMENT	30,000	30,000	.00	.00	.00	30,000.00	.0%
57735 SOFTWARE LICENSING	65,000	65,000	104,956.46	.00	9,375.91	-49,332.37	175.9%
57736 MAINT VEH/EQUIP REPAIR	24,250	24,250	12,113.95	40.74	3,329.95	8,806.10	63.7%
57739 OTHER EQUIPMENT	32,188	32,188	23,704.49	.00	241.37	8,242.14	74.4%
58810 DUES & SUBSCRIPTIONS	5,380	5,380	8,794.28	106.00	340.00	-3,754.28	169.8%
59920 UNDESIGNATED	-2,265,337	-2,265,337	.00	.00	.00	-2,265,337.00	.0%
TOTAL GENERAL FUND	81,039,000	81,039,000	46,087,267.28	3,091,067.82	35,195,709.84	-243,977.12	100.3%

GRAND TOTAL

81,039,000

81,039,000

46,087,267.28

3,091,067.82

35,195,709.84

-243,977.12

100.3%

\*\* END OF REPORT - Generated by Sandra Kuchta \*\*

**SPED Contracted Services and Tuition Report**

**FY 2019-2020**

**As of March 2, 2020**

<b>Account 560</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Projected</b>	<b>Credit</b>	<b>Difference</b>
Tuition In-State Public	\$ 3,858,496.00	\$ 3,331,699.00	\$ 133,471.50	\$ -	\$ 393,325.50
Tuition In-State Non-Public	\$ 5,724,898.00	\$ 1,176,152.06	\$ 694,777.13	\$ -	\$ 3,853,968.81
Tuition Out of State Public	\$ -	\$ -	\$ -	\$ -	\$ -
Tuition Out of State Non-Public	\$ 87,988.00	\$ 8,566.82	\$ 60,351.08	\$ -	\$ 19,070.10
NFA Special ED. Tuition	\$ 4,793,946.00	\$ 1,102,253.56	\$ 3,857,887.46	\$ -	\$ (166,195.02)
Ledyard SPED Tuition	\$ 60,000.00	\$ 16,233.20	\$ (16,233.20)	\$ -	\$ 60,000.00
Ledyard VOAG SPED	\$ -	\$ -	\$ -	\$ -	\$ -
NL Science & Tech Tuition	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 70,000.00
<b>TOTALS for Tuition</b>	<b>\$ 14,595,328.00</b>	<b>\$ 5,634,904.64</b>	<b>\$ 4,730,253.97</b>	<b>\$ -</b>	<b>\$ 4,230,169.39</b>
<b>GRAND TOTAL</b>	<b>\$ 15,678,328.00</b>	<b>\$ 5,757,626.40</b>	<b>\$ 4,743,164.23</b>	<b>\$ -</b>	<b>\$ 5,177,537.37</b>

**SPED Contracted Services and Tuition Report**

**FY 2019-2020**

**As of March 2, 2020**

<b>Account 323</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Projected</b>	<b>Credit</b>	<b>Difference</b>
Extended School Year	\$ 109,000.00	\$ -	\$ -	\$ -	\$ 109,000.00
Speech Services - Public	\$ 90,000.00	\$ 4,878.02	\$ 18,737.50	\$ -	\$ 66,384.48
Health Services - OT	\$ 200,000.00	\$ 44,276.69	\$ 25,165.13	\$ -	\$ 130,558.18
Health Services - PT	\$ 100,000.00	\$ 13,825.13	\$ (1,886.17)	\$ -	\$ 88,016.04
Contract Services - Evals	\$ 483,000.00	\$ 52,357.85	\$ 45,122.15	\$ -	\$ 385,520.00
Audiological Services	\$ 50,000.00	\$ 6,300.49	\$ 4,119.99	\$ -	\$ 39,579.52
Contracted Services	\$ 85,000.00	\$ 10,043.75	\$ (2,000.00)	\$ -	\$ 76,956.25
Contracted Services - IDCS	\$ 195,000.00	\$ 781.38	\$ 365.75	\$ -	\$ 193,852.87
<b>TOTALS for Contract Serv.</b>	<b>\$ 1,312,000.00</b>	<b>\$ 132,463.31</b>	<b>\$ 89,624.35</b>	<b>\$ -</b>	<b>\$ 1,089,867.34</b>

NORWICH PUBLIC SCHOOLS ENROLLMENT 2019-2020

March 2020

GRAND TOTAL	212	62	375	242	386	319	267	294	270	641	407	19	3,494
	Bishop	Case St.	Huntington	Mahan	Moriarty	Stanton	Uncas	Vets	Weq	Kelly	TMMIS	NTA	
PRE-Kindergarten													
TOTAL PRE-K	212	62		20									294
KINDERGARTEN			20	17	20	18	20	16	22				
			20	14	20	18	21	16	21				
			21		20	17		17					
TOTAL KDG.			61	31	60	53	41	49	43				338
GRADE 1			23	16	21	19	17	23	22				
			23	18	21	20	17	23	21				
MULTI GRADE 1/2			22		22	20							
TOTAL GRADE 1			68	34	64	59	44	46	43				358
GRADE 2			20	22	21	20	20	18	22				
			20	22	21	20	20	18	22				
MULTI GRADE 1/2			21		20	19		17					
TOTAL GRADE 2			61	44	62	59	50	53	44				373
GRADE 3			19	17	21	18	17	19	22				
			19	16	21	18	17	19	21				
			19		21	18	17						
TOTAL GRADE 3			57	33	63	54	51	38	43				339

**NORWICH PUBLIC SCHOOLS ENROLLMENT 2019-2020**  
**March 2020**

	Bishop	Case St.	Hunt	Mahan	Moriarty	Stanton	Uncas	Vets	Weq	Kelly	TMMS	NTA	Totals
GRADE 4				18	22	23	22	20	25				
				17	22	23	23	20	25				
				21	22			21					
<b>TOTAL GR. 4</b>				<b>63</b>	<b>66</b>	<b>46</b>	<b>45</b>	<b>61</b>	<b>50</b>				<b>366</b>
GRADE 5				22	24	24	18	23	24				
				22	23	24	18	24	23				
				21	24								
<b>TOTAL GR. 5</b>				<b>65</b>	<b>71</b>	<b>48</b>	<b>36</b>	<b>47</b>	<b>47</b>				<b>345</b>
<b>TOTAL GRADE 6</b>										222	124		<b>346</b>
<b>TOTAL GRADE 7</b>										229	140		<b>369</b>
<b>TOTAL GRADE 8</b>										190	143		<b>333</b>
<b>SPED-MAHAN</b>													<b>14</b>
Trans. Academy													<b>19</b>
<b>GRAND TOTAL</b>	<b>212</b>	<b>62</b>	<b>375</b>	<b>242</b>	<b>386</b>	<b>319</b>	<b>267</b>	<b>294</b>	<b>270</b>	<b>641</b>	<b>407</b>	<b>19</b>	<b>3,494</b>
<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2012-2013</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>	
SEPTEMBER	3,910	3,878	3,883	3,758	3,878	3,808	3,735	3,668	3,622	3,555	3,489	3,511	3,481
OCTOBER	3,991	3,920	3,867	3,792	3,819	3,793	3,762	3,689	3,640	3,582	3,510	3,508	3,484
NOVEMBER	4,016	3,901	3,873	3,853	3,803	3,786	3,754	3,701	3,630	3,575	3,525	3,529	3,486
DECEMBER	4,007	3,903	3,866	3,856	3,832	3,790	3,737	3,729	3,615	3,584	3,513	3,502	3,504
JANUARY	4,017	3,887	3,881	3,845	3,822	3,784	3,750	3,740	3,617	3,615	3,540	3,519	3,489
FEBRUARY	4,034	3,883	3,899	3,839	3,848	3,792	3,730	3,725	3,630	3,604	3,561	3,545	3,479
MARCH	4,041	3,886	3,897	3,766	3,862	3,827	3,739	3,729	3,628	3,626	3,573	3,553	3,494
APRIL	4,041	3,883	3,881	3,807	3,874	3,770	3,755	3,720	3,615	3,620	3,583	3,542	
MAY	4,042	3,887	3,882	3,828	3,870	3,775	3,741	3,718	3,634	3,627	3,591	3,548	
JUNE	4,034	3,887	3,883	3,849	3,868	3,772	3,738	3,697	3,630	3,626	3,570	3,566	

January IN	Bishop	Case	Hunt	Mahan	Mor	Stan	Uncas	Vets	Weq	KMS	TMMS	VLA	NTA	TOTAL
New	10	1	3	2	0	6	4	7	0	3	6	0	1	43
Intra Dist	0	0	2	0	0	1	0	2	0	0	0	0	0	5
TOTAL MOVEMENT	10	1	5	2	0	7	4	9	0	3	6	0	1	48
January OUT														
Intra Dist.	0	0	0	0	0	1	3	1	0	0	0	0	0	5
Out of District	4	0	3	0	1	0	2	3	0	6	1	0	0	20
Out of State	0	0	2	4	2	0	2	1	0	1	1	0	0	13
Parochial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Charter	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Out of District Magnet	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Out of Country	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Homeschool	0	0	1	0	0	0	1	0	0	0	0	0	0	2
Other	0	1	1	0	0	0	0	0	0	1	0	0	1	4
TOTAL MOVEMENT	4	1	7	4	3	1	8	6	0	8	2	0	1	45

February IN	Bishop	Case	Hunt	Mahan	Mor	Stan	Uncas	Vets	Weq	KMS	TMMS	VLA	NTA	TOTAL
New	7	0	1	1	0	8	8	5	0	6	2	0	0	38
Intra Dist	0	0	2	1	0	0	0	1	0	1	2	0	0	7
TOTAL MOVEMENT	7	0	3	2	0	8	8	6	0	7	4	0	0	45
February OUT														
Intra Dist.	0	0	0	0	1	2	1	0	0	2	0	1	0	7

Out of District	1	0	1	2	0	3	0	2	1	1	0	0	0	0	11
Out of State	0	0	1	0	2	3	0	2	0	0	0	0	0	0	8
Parochial	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Charter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Out of District Magnet	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Out of Country	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Homeschool	0	0	0	0	0	1	1	0	0	1	1	0	0	0	4
Other	0	0	0	0	0	1	1	0	0	0	0	0	1	0	3
<b>TOTAL MOVEMENT</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>10</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>33</b>

OOD 1

**NORWICH BOARD OF EDUCATION  
BUDGET EXPENDITURE COMMITTEE**

**February 5, 2020**

**6:00 p.m.**

**Kelly STEAM Magnet Middle School Community Room**

**MINUTES**

**Present:** Heather Romanski, Patricia Staley, Mark Kulos, Carline Charmelus (arrived at 6:10 pm), Singh Swaranjit Bhatia, Kevin Saythany, Stacy Gould and Derell Wilson.

**Staff:** Kristen E. Stringfellow, Ed.D., Superintendent  
Athena Nagel, Business Administrator  
Kaitlyn O'Leary, Director of Strategic Initiatives  
Jamie Bender, Director of Student Services & Special Education  
Amber Rutigliano, Executive Assistant to the Superintendent  
Administrators

**Media:** The Day

The meeting was called to order at 6:00 pm by Heather Romanski.

Dr. Stringfellow gave a detailed presentation including an overview of the budget process, including:

- The budget creation
- Budget history
- Student demographics/enrollment
- Special Education associated costs
- Staffing
- EL/Bilingual staff & students
- Health Insurance
- Revenue Sources
- NFA tuitions per pupil expenditure projection
- Other high school and magnet school costs
- Transportation

Kaitlyn O'Leary, Director of Strategic Initiatives presented on the Fiscal Year 2020 grant budget including a breakdown of federal, state, school-specific, preschool and extended learning grants.

Athena Nagel provided information for the 2019-2020 year including no current deficit in the health insurance fund and the fact that SPED transportation costs may be slightly higher than anticipated.



Other items discussed included:

- Possible 10.94% increase in NFA tuition for the 2020-2021 school year (uncertain until final SPED placements are determined), with a more likely increase of 8.35%.
- For possible consideration: hiring of three additional reading teachers at the lowest performing schools, the addition of an Assistant Special Education Director and the addition of middle school sports teams.
- Anticipated needs: an additional maintainer, a 3% increase in utility and healthcare costs, an additional teacher (coach) for the Norwich Transition Academy due to increased enrollment and replacement of the district AEDs.

Meeting adjourned at 7:50 pm

**NORWICH BOARD OF EDUCATION  
BUDGET EXPENDITURE COMMITTEE**

**February 26, 2020**

**6:00 p.m.**

**Kelly STEAM Magnet Middle School Community Room**

**MINUTES**

**Present:** Heather Romanski, Aaron Daniels, Swaranjit Singh Bhatia, Carline Charmelus, Kevin Saythany, Mark Kulos, Derell Wilson, Yvette Jacaruso, Christine DiStasio, Stacy Gould (arrived at 6:24pm)

**Staff:** Kristen E. Stringfellow, Ed.D., Superintendent  
Athena Nagel, Business Administrator  
Kaitlyn O'Leary, Director of Strategic Initiatives  
Jamie Bender, Director of Student Services & Special Education  
Amber Rutigliano, Executive Assistant to the Superintendent

**Media:** The Day

The meeting was called to order at 6:00 pm by Heather Romanski.

Dr. Stringfellow gave a detailed presentation including an overview of the budget with updated information. Information requested at the last meeting and any supporting information was added. She provided a document with rank order per pupil expenditures for the 2018 school year for all Connecticut school districts. Connecticut enrollments by town were also provided from 2013-2019.

Athena Nagel provided a budget projection for 2020/2021, which includes an 11.5% increase. She provided a Norwich Public Schools Forecast handout as of 2/25/20 including account description, revised budget and year to date expenditures. There is currently a \$1,106,792,179 deficit.

Other items discussed:

- Regionalizing Special Education transportation costs

Meeting adjourned at 7:40 pm

**NORWICH BOARD OF EDUCATION  
BUDGET EXPENDITURE COMMITTEE**

**March 4, 2020**

**6:00 p.m.**

**Kelly STEAM Magnet Middle School Community Room**

**MINUTES**

**Present:** Heather Romanski, Aaron Daniels (arrived at 6:10 pm), Swaranjit Singh Bhatia, Carline Charmelus, Kevin Saythany (arrived at 6:28 pm), Mark Kulos, Derell Wilson, Yvette Jacaruso, Christine DiStasio, Stacy Gould, Patricia Staley

**Staff:** Kristen E. Stringfellow, Ed.D., Superintendent  
Athena Nagel, Business Administrator  
Kaitlyn O'Leary, Director of Strategic Initiatives  
Jamie Bender, Director of Student Services & Special Education  
Amber Rutigliano, Executive Assistant to the Superintendent

**Media:** None

The meeting was called to order at 6:00 pm by Heather Romanski.

Dr. Stringfellow reviewed new updates to the budget presentation from the last two meetings. Updated/new information included 54% of students with 504 plans or IEPs, city fund balance information, updated high school entry requirements, high school tuition updates for the 2020-2021 school year, rank per pupil expenditures for the fiscal year 2018 as well as a 2017 spending comparison for NFA feeder schools and alliance districts. She also reviewed important comparisons to make when examining data.

Dr. Stringfellow addressed & answered questions from committee members including:

- Explanation for the education cost sharing formula
- Job descriptions and costs for additional staffing needs (including a maintainer, Transition Academy job coach, a reading teacher and a draft job description for an Assistance Special Education Director)
- What is included in the per pupil expenditure
- Explanation of certified vs non certified staff

Other Items Discussed:

- Shared services for the custodial/maintenance department with the City
- Breakdown of maintenance/custodial department costs
- Special Education regional transportation program with other districts
- Addition of a Transportation manager (advantages & disadvantages)

Athena Nagel reported on budget projections as of 3/4/20 with additional information as to why there was a decrease or increase to each category. She included what has been requested for the 2020-2021 year. She last projected \$1.4 million dollars of excess cost for the 19/20 school year. \$1.29 million dollars has been received at this time.

Kaitlyn O'Leary reported that the Title 4 grant has now been approved. They are currently spending down the 19/20 grant funds and are working on figures and projections for the 20/21 school year. She gave an update on the IDEA grant. She also reported that the total fiscal allocation for fiscal year 2020 budget is \$15,432,674 with \$14,286, 628.97 being for public and \$1,146,045.03 allocated for private schools.

Other items discussed:

- Clarification needed for placement of NFA special education students (**Update as of 3/5/20:** NFA Resource is for students attending the Broadway campus, they will not be going to Sachem Resource program. For Sachem Resource, there are approximately 20 Norwich students enrolled, next year those students will be billed for the higher rate)

Meeting adjourned at 8:12 pm