

**GROTON BOARD OF EDUCATION
REGULAR MEETING
AUGUST 24, 2020 @ 6:00 P.M.
REMOTE MEETING**

NOTE: This meeting is being held remotely due to the Coronavirus concern. Members of the public may view or listen to the meeting by following the below steps:

- 1) Using Google Chrome browser, go to www.grotonschools.org
- 2) Hover your mouse over "About Us" and click on Board of Education
- 3) The link to the meeting will be posted prominently on the Board of Education page

Mission Statement: Our mission is teaching and learning.

Board Goals: (1) Provide Dynamic Rigorous Curriculum, (2) Ensure Effective and Engaging Instruction, (3) Embrace Excellent Learning Environment

AGENDA

I. CALL TO ORDER

- A. Pledge of Allegiance

II. RECOGNITION AND PARTICIPATION OF VISITORS AND DELEGATIONS

III. COMMENTS FROM CITIZENS RE: AGENDA ITEMS AND OTHER SUBJECTS OF CONCERN THAT LIE WITHIN THE JURISDICTION OF THE BOARD OF EDUCATION - This is the portion of the agenda where the Board welcomes comments from citizens. Each presentation should be limited to five minutes or less, and citizens should, if possible, submit written comments. Presentations should be related to matters pertinent to Groton. Board members will only ask questions in order to clarify the speaker's presentation and cannot respond during the Comments of Citizens' portion of the Board meeting. Citizens should state their names and addresses for the record.

IV. RESPONSE TO COMMENTS FROM CITIZENS

V. STUDENT REPRESENTATIVE REPORT

VI. SUPERINTENDENT AND ADMINISTRATION REPORTS

- A. Superintendent Report
1. Update re: School Reopening Plans
 2. Update re: Parent Focus Groups
 3. Remote Convocation
 4. Coordination of Cohort Groups
 5. Update re: Fall Athletics
 6. Update re: Tree House Program in the Hybrid Model

VI. SUPERINTENDENT AND ADMINISTRATION REPORTS (Cont'd)

B. Reports and Information from the Staff

1. Assistant Superintendent
 - Overview of the August 28-September 4 Professional Development Program
 - Overview of Distance Learning Program
2. Business Manager Report
 - Object Code Summary (Attachment #1)
 - Health Insurance Report
 - State Funding for COVID-related Expenses
3. Director of Buildings and Grounds
 - Transportation Plan
 - Parent Pick-up/Drop-off Procedures
 - Food Service Meals Program

VII. COMMITTEE REPORTS

- | | |
|-----------------------|------------------------|
| A. Policy | D. Other: |
| B. Curriculum | - Negotiations |
| C. Finance/Facilities | - LEARN |
| | - BoE/TCC/RTM Liaison |
| | - BoE/AGSA/GEA Liaison |
| | - Trails Liaison |
| | - Groton Scholarship |

VIII. ACTION ITEMS

- A. Consent Agenda – all matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion. Points of clarification will be allowed.
1. Approval of the Regular Meeting minutes of July 27, 2020 (Attachment #2)
 2. Approval of the Special Meeting minutes of August 10, 2020 (Attachment #3)
 3. Approval of Gifts
 - A Ripple in the Water has made a donation of 25 masks to Central Office
- B. Old Business
- C. New Business
1. Discussion and possible action regarding a first reading of policy P 1230 Parent Organizations and Booster Clubs (Attachment #4)

MOTION: To approve as a first reading policy P 1230 Parent Organizations and Booster Clubs
 2. Discussion and possible action regarding a first reading of policy P 6172.6 Distance Education (Attachment #5)

MOTION: To approve as a first reading policy P 6172.6 Distance Education

C. New Business (Cont'd)

3. Discussion and possible action regarding a first reading of policy P 6114.81 Emergencies and Disaster Preparedness (Attachment #6)

MOTION: To approve as a first reading policy P 6114.81 Emergencies and Disaster Preparedness

4. Discussion and possible action regarding the 2020-2021 tuition rates (Attachment #7)

MOTION: To approve the 2020-2021 tuition rates

5. Discussion and possible action regarding Tree House rates (Attachment #8)

MOTION: To approve the Tree House rates

6. Discussion and possible action regarding the approval of the proposed BoE/GEA MOU. (It is anticipated that this item will be discussed in executive session.)

MOTION: To approve the proposed BoE/GEA MOU

IX. INFORMATION AND PROPOSALS (Non-Action Items)

- A. Letters, communications, and comments by Board members on meeting items and any other items in their jurisdiction.

X. ADVANCE PLANNING

- A. Future Meeting Dates and Calendar Items for Board Attention

Sept. 8	Policy	5:00 p.m.
Sept. 14	Special Curriculum	4:00 p.m.
Sept. 14	Special Finance/Facilities	5:00 p.m.
Sept. 14	C.O.W.	6:00 p.m.
Sept. 21	C.O.W.	6:00 p.m.
Sept. 28	Regular	6:00 p.m.

Meetings w/Town Bodies:

Sept. 2	Town & City Councils/BoE/RTM	5:30 p.m.
Sept. 3	PSBC	6:00 p.m.
Sept. 17	PSBC	6:00 p.m.

- B. Suggested Agenda Items

XI. ADJOURNMENT

Groton Public Schools

Date prep:		FY21 Budget Summary Review							
8/19/20 12:38 PM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 08/19/2020	Under/(Over)
Salaries									
1 Administrators	105-108	4,642,710	735,305	3,924,761	4,660,066	(17,356)	(0.4%)	4,642,710	0
2 Teachers	101-104,109,123-127	34,415,719	1,500,077	153,503	1,653,580	32,762,139	95.2%	34,342,453	73,266
3 Non-Cert Aides	110-111,130-131,136,139	3,578,209	33,840	0	33,840	3,544,369	99.1%	3,578,209	0
4 Substitute - Cert & Non-Cert	120-121	979,580	263	0	263	979,317	100.0%	979,580	0
5 Clerical	112-114,132-134,144	1,876,870	185,704	59,389	245,093	1,631,777	86.9%	1,876,870	0
6 Custodial/Maintenance/Techs	117-118,129,137-138,147-148	3,563,841	421,566	254,094	675,660	2,888,181	81.0%	3,563,841	0
7 Campus Security/Supervision	128	146,610	3,179	0	3,179	143,431	97.8%	146,610	0
8 Total Salaries	100	49,203,539	2,879,933	4,391,747	7,271,680	41,931,859	85.2%	49,130,273	73,266
Benefits									
9 Health Insurance	201-202	7,965,817	754,047	0	754,047	7,211,770	90.5%	7,965,817	0
10 Workers Comp & Town Pension	211,213	927,138	0	0	0	927,138	100.0%	927,138	0
11 Social Security & Medicare	212,214	1,433,611	160,574	0	160,574	1,273,037	88.8%	1,432,505	1,106
12 Other Benefits	222-227	129,157	99,922	0	99,922	29,235	22.6%	129,157	0
13 Total Benefits	200	10,455,723	1,014,543	0	1,014,543	9,441,180	90.3%	10,454,617	1,106
Purchased Services									
14 Instructional Services	321-324	153,921	2,130	1,200	3,330	150,591	97.8%	153,921	0
15 Professional Services	331	261,078	25,058	38,795	63,853	197,225	75.5%	261,078	0
16 Other Prof Services	332	600,634	493	29,073	29,566	571,068	95.1%	600,373	261
17 OT & PT Services	333	665,591	0	0	0	665,591	100.0%	665,591	0
18 Legal	334	70,000	0	0	0	70,000	100.0%	70,000	0
19 Athletic Officials & Other Athletic Serv	341-342	77,676	0	0	0	77,676	100.0%	77,676	0
20 Computer Network Services	343	139,235	18,765	90,947	109,712	29,523	21.2%	139,235	0
21 Total Purchased Services	300	1,968,135	46,446	160,015	206,461	1,761,674	89.5%	1,967,874	261
Property Services									
22 Water & Sewer	410-411	99,801	2,885	180	3,065	96,736	96.9%	99,801	0
23 Trash & Snow Removal	421-422	156,600	0	83,020	83,020	73,580	47.0%	156,600	0
24 Repair/Maintenance	430-435,490-491,499	486,970	28,215	24,701	52,916	434,054	89.1%	487,170	(200)
25 Rental	441	124,442	6,355	32,755	39,110	85,332	68.6%	124,442	0
26 Total Property Services	400	867,813	37,455	140,657	178,112	689,701	79.5%	868,013	(200)
Transportation, Insurance, Communications, Tuition									
27 Transportation: Schools	510-513	4,855,917	0	0	0	4,855,917	100.0%	4,855,917	0
28 Transportation: Student Activities	567-596	176,589	0	700	700	175,889	99.6%	176,589	0
29 Transportation: Staff	580-584	124,941	3,826	145	3,971	120,970	96.8%	125,267	(326)
30 Insurance	522,525	302,400	291,255	0	291,255	11,145	3.7%	307,281	(4,881)
31 Communications	530-552	124,735	937	3,027	3,964	120,771	96.8%	124,735	0
32 Tuition: Special Education	561-563,568	4,481,290	12,690	100,346	113,036	4,368,254	97.5%	4,481,290	0
33 Tuition: Other	564-567	1,484,839	207,000	0	207,000	1,277,839	86.1%	1,484,839	0
34 Total Trans, Ins, Comm, Tuition	500	11,550,711	515,708	104,218	619,926	10,930,785	94.6%	11,555,918	(5,207)
Supplies									
35 Instructional Supplies	601-609,613-619,622-623,628	470,326	11,863	68,940	80,803	389,523	82.8%	478,111	(7,785)
36 Computer Supplies	610-612	642,796	284,452	73,758	358,210	284,586	44.3%	643,724	(928)
37 Electricity & Heating	631-633	1,344,801	25,439	4,015	29,454	1,315,347	97.8%	1,344,801	0
38 Transportation Supplies	634,656	247,010	0	0	0	247,010	100.0%	247,010	0
39 Textbooks & Library Books	640-642,645,647	121,597	4,315	17,915	22,230	99,367	81.7%	128,109	(6,512)
40 Facility/Maintenance Supplies	650,652-655,657,659	320,220	17,952	153,490	171,442	148,778	46.5%	321,609	(1,389)
41 Other Supplies (staff dev., etc.)	621,624-627,690	70,762	889	5,394	6,283	64,479	91.1%	70,183	579
42 Total Supplies	600	3,217,512	344,911	323,512	668,422	2,549,090	79.2%	3,233,547	(16,035)
Equipment									
43 Instructional Equipment	730,735	64,504	0	11,647	11,647	52,857	81.9%	60,414	4,090
44 Non-Instructional Equip	731,736	26,312	0	0	0	26,312	100.0%	26,312	0
45 Total Equipment	700	90,816	0	11,647	11,647	79,169	87.2%	86,726	4,090
46 Total Dues & Fees	800	83,841	46,132	1,600	47,732	36,109	43.1%	83,997	(156)
47 GRAND TOTAL		77,438,090	4,885,128	5,133,395	10,018,523	67,419,567	87.1%	77,380,965	57,125

Groton Public Schools

Date prep:		FY21 Budget Summary Review							
8/19/20 12:38 PM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 08/19/2020	Under/(Over)
Salaries									
Administrators									
48 Admin	105	1,053,227	181,169	865,742	1,046,911	6,316	0.6%	1,053,227	-
49 Principals	106	1,256,347	215,290	1,184,094	1,399,384	(143,037)	(11.4%)	1,256,347	-
50 Asst. Principals	107	1,956,027	305,553	1,615,057	1,920,610	35,417	1.8%	1,956,027	-
51 Dean	108	377,109	33,294	259,867	293,161	83,948	22.3%	377,109	-
52		4,642,710	735,305	3,924,761	4,660,066	(17,356)	(0.4%)	4,642,710	0
Teachers									
53 Classroom Teachers	101 & 119	24,172,827	1,072,721	153,503	1,226,224	22,946,603	94.9%	24,115,937	56,890
54 Sp.Ed Certified	102	7,462,674	315,812	0	315,812	7,146,862	95.8%	7,446,298	16,376
55 Media Specialist	103	730,616	26,954	0	26,954	703,662	96.3%	730,616	-
56 Guidance	104	1,088,601	42,241	0	42,241	1,046,360	96.1%	1,088,601	-
57 Athletic Director	109	11,769	467	0	467	11,302	96.0%	11,769	-
58 Summer School	123	8,206	40,983	0	40,983	(32,777)	(399.4%)	8,206	-
59 Adult Ed	124	39,905	53	0	53	39,853	99.9%	39,905	-
60 Tutors	125	478,270	846	0	846	477,424	99.8%	478,270	-
61 Coach Stipends	126	344,247	0	0	0	344,247	100.0%	344,247	-
62 Other Student Activities	127	78,604	0	0	0	78,604	100.0%	78,604	-
63		34,415,719	1,500,077	153,503	1,653,580	32,762,139	95.2%	34,342,453	73,266
Non-Cert Aides									
64 Reg.Ed Teacher Aides - Kindergarten	110 & 130	393,049	0	0	0	393,049	100.0%	393,049	-
65 Sp.Ed Aides - Para I	111	758,192	0	0	0	758,192	100.0%	908,513	(150,321)
66 Sp.Ed Aides - Para II	131	2,012,619	16,987	0	16,987	1,995,632	99.2%	1,862,298	150,321
67 School Bus Aides	136	402,029	9,122	0	9,122	392,907	97.7%	402,029	-
68 Other Aides	139	12,320	7,731	0	7,731	4,589	37.3%	12,320	-
69		3,578,209	33,840	0	33,840	3,544,369	99.1%	3,578,209	0
Substitute									
70 Substitute Sp.Ed Certified	121	82,989	0	0	0	82,989	100.0%	82,989	-
71 Substitute Reg.Ed Certified	120	896,591	263	0	263	896,328	100.0%	896,591	-
72		979,580	263	0	263	979,317	100.0%	979,580	0
Clerical									
73 Clerical	112*113*114*132*133*134*143*144	1,876,870	185,704	59,389	245,093	1,631,777	86.9%	1,876,870	0
Custodial/Maintenance/Techs									
74 Custodial	117 & 137	1,938,622	222,995	62,142	285,137	1,653,485	85.3%	1,938,622	-
75 Maintenance	118 & 138	813,603	107,244	62,857	170,100	643,503	79.1%	813,603	-
76 Technicians	129 & 149	705,116	89,340	129,096	218,436	486,680	69.0%	705,116	-
77 Custodial Overtime	147	87,200	825	0	825	86,375	99.1%	87,200	-
78 Maintenance Overtime	148	19,300	1,161	0	1,161	18,139	94.0%	19,300	-
79		3,563,841	421,566	254,094	675,660	2,888,181	81.0%	3,563,841	0
Security									
80 Security/Supervision	128	146,610	3,179	0	3,179	143,431	97.8%	146,610	-
81 Total Salaries		49,203,539	2,879,933	4,391,747	7,271,680	41,931,859	85.2%	49,130,273	73,266
Benefits									
Health Insurance									
82 Group Ins. Prof	201	6,096,027	489,433	0	489,433	5,606,594	92.0%	6,096,027	-
83 Group Ins. Other	202	1,869,790	264,614	0	264,614	1,605,176	85.8%	1,869,790	-
84		7,965,817	754,047	0	754,047	7,211,770	90.5%	7,965,817	0
Workers Comp & Town Pension									
85 Worker's Compensation	211	515,238	0	0	0	515,238	100.0%	515,238	-
86 Town Pension	213	411,900	0	0	0	411,900	100.0%	411,900	-
87		927,138	0	0	0	927,138	100.0%	927,138	0
Social Security & Medicare									
88 Social Security	212	720,155	63,866	0	63,866	656,289	91.1%	720,113	42
89 Medicare	214	713,456	96,708	0	96,708	616,748	86.4%	712,392	1,064
90		1,433,611	160,574	0	160,574	1,273,037	88.8%	1,432,505	1,106
Other Employee Benefits									
91 Retirement Awards	222	1,657	37,423	0	37,423	(35,766)	(2158.5%)	1,657	-
92 Unemployment	223	50,000	49,957	0	49,957	43	0.1%	50,000	-
93 Tuition Reimb Certified	224	76,000	12,543	0	12,543	63,457	83.5%	76,000	-
95 Mentor Stipend	227	1,500	0	0	0	1,500	100.0%	1,500	-
96		129,157	99,922	0	99,922	29,235	22.6%	129,157	0
97 Total Benefits		10,455,723	1,014,543	0	1,014,543	9,441,180	90.3%	10,454,617	1,106

Groton Public Schools

Date prep: 8/19/20 12:38 PM		FY21 Budget Summary Review							
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 08/19/2020	Under/(Over)

Purchased Services

Instructional Services

98	Instructional Services	321 & 323	112,421	0	0	0	112,421	100.0%	112,421	-
99	Instruct Improvement Services	322 & 324	41,500	2,130	1,200	3,330	38,170	92.0%	41,500	-
100			153,921	2,130	1,200	3,330	150,591	97.8%	153,921	0

Professional Services

101	Professional Services	331	261,078	25,058	38,795	63,853	197,225	75.5%	261,078	-
102	Other Professional Services	332	600,634	493	29,073	29,566	571,068	95.1%	600,373	261
103	OT & PT Services	333	665,591	0	0	0	665,591	100.0%	665,591	-
104	Legal Services	334	70,000	0	0	0	70,000	100.0%	70,000	-
105			1,597,303	25,551	67,868	93,419	1,503,884	94.2%	1,597,042	261

Athletic Officials & Other Athletic Services

106	Athletic Officials	341	64,776	0	0	0	64,776	100.0%	64,776	-
107	Other Athletic Services	342	12,900	0	0	0	12,900	100.0%	12,900	-
108			77,676	0	0	0	77,676	100.0%	77,676	0

Computer Network Services

109	Computer Network Services	343	139,235	18,765	90,947	109,712	29,523	21.2%	139,235	-
110	Total Purchased Services		1,968,135	46,446	160,015	206,461	1,761,674	89.5%	1,967,874	261

Property Services

Water/Sewer

111	Water	410	65,527	1,684	180	1,864	63,663	97.2%	65,527	-
112	Sewer	411	34,274	1,201	0	1,201	33,073	96.5%	34,274	-
113			99,801	2,885	180	3,065	96,736	96.9%	99,801	0

Trash & Snow Removal

114	Trash Removal	421	86,600	0	83,020	83,020	3,580	4.1%	86,600	-
115	Snow Removal	422	70,000	0	0	0	70,000	100.0%	70,000	-
116			156,600	0	83,020	83,020	73,580	47.0%	156,600	0

Repair/Maintenance

117	Equipment Repairs	430	115,719	2,860	1,833	4,693	111,026	95.9%	115,919	(200)
118	Grounds Repairs	431	170,017	14,286	9,305	23,591	146,426	86.1%	170,017	-
119	General Bldg Repairs	432	50,912	9,110	0	9,110	41,802	82.1%	50,912	-
120	Painting	433	10,000	0	0	0	10,000	100.0%	10,000	-
121	Heat & Plumbing	434	46,063	0	525	525	45,538	98.9%	46,063	-
122	Electrical	435	11,947	0	0	0	11,947	100.0%	11,947	-
123	Extermination Services	490	12,268	500	10,010	10,510	1,758	14.3%	12,268	-
124	Bldg Fire Protection	491	45,898	146	800	946	44,952	97.9%	45,898	-
125	Other Purch Services	499	24,146	1,312	2,228	3,540	20,606	85.3%	24,146	-
126			486,970	28,215	24,701	52,916	434,054	89.1%	487,170	(200)

Rental

127	Rental	441	124,442	6,355	32,755	39,110	85,332	68.6%	124,442	-
128	Total Property Services		867,813	37,455	140,657	178,112	689,701	79.5%	868,013	(200)

Transportation, Insurance, Communications, Tuition

Transportation: Schools

129	Reg.Ed Pupil Transportation	510 & 516	2,877,836	0	0	0	2,877,836	100.0%	2,877,836	-
130	Sp.Ed - Trans - STA	511	1,063,596	0	0	0	1,063,596	100.0%	1,063,596	-
131	Sp.Ed - Trans - Curtin	512	902,235	0	0	0	902,235	100.0%	902,235	-
132	Pupil Transp Reimbursement	513	12,250	0	0	0	12,250	100.0%	12,250	-
133			4,855,917	0	0	0	4,855,917	100.0%	4,855,917	0

Transportation: Other

134	Transportation - Athletics	587	106,430	0	0	0	106,430	100.0%	106,430	-
135	Transportation - Field Trips	588	51,553	0	700	700	50,853	98.6%	51,553	-
136	Entry Fees - Athletics	591 & 592	13,216	0	0	0	13,216	100.0%	13,216	-
137	Admission Fees	595	5,390	0	0	0	5,390	100.0%	5,390	-
139			176,589	0	700	700	175,889	99.6%	176,589	0

Transportation: Staff

140	Travel - Education	580 & 581	8,800	0	0	0	8,800	100.0%	8,800	-
141	Travel - Admin	582 & 583	30,300	3,500	0	3,500	26,800	88.4%	30,300	-
142	Travel - Conferences	584	85,841	326	145	471	85,370	99.5%	86,167	(326)
143			124,941	3,826	145	3,971	120,970	96.8%	125,267	(326)

Liability & Accident Insurance

144	Liability Insurance	522	286,374	291,255	0	291,255	(4,881)	(1.7%)	291,255	(4,881)
145	Accident Insurance	525	16,026	0	0	0	16,026	100.0%	16,026	-
146			302,400	291,255	0	291,255	11,145	3.7%	307,281	(4,881)

Groton Public Schools

Date prep:		FY21 Budget Summary Review							
8/19/20 12:38 PM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 08/19/2020	Under/(Over)
Communications									
147 Telephone, Telephone Repairs	530	68,810	30	0	30	68,780	100.0%	68,810	-
148 Postage	531	39,425	0	900	900	38,525	97.7%	39,425	-
149 Advertisement	540	5,000	0	717	717	4,283	85.7%	5,000	-
150 Minority Recruitment	541	0	0	0	0	0			-
151 Printing Admin	550	7,500	507	1,410	1,917	5,583	74.4%	7,500	-
152 School Publications	551 & 552	4,000	400	0	400	3,600	90.0%	4,000	-
153		124,735	937	3,027	3,964	120,771	96.8%	124,735	0
Tuition: Special Education									
154 Sp.Ed Vocational	561	461,250	0	3,351	3,351	457,899	99.3%	461,250	-
155 Sp.Ed BoE Placements	562	2,447,750	12,690	96,995	109,685	2,338,065	95.5%	2,447,750	-
156 Sp.Ed State Placements	563	600,000	0	0	0	600,000	100.0%	600,000	-
157 Sp.Ed Magnet Choice	568	972,290	0	0	0	972,290	100.0%	972,290	-
158		4,481,290	12,690	100,346	113,036	4,368,254	97.5%	4,481,290	0
Tuition: Other									
159 Adult Ed	564	210,000	207,000	0	207,000	3,000	1.4%	210,000	-
160 Magnet Tuition	566	1,148,955	0	0	0	1,148,955	100.0%	1,148,955	-
161 Vo Ag Reg Ed Tuition	567	125,884	0	0	0	125,884	100.0%	125,884	-
162		1,484,839	207,000	0	207,000	1,277,839	86.1%	1,484,839	0
163 Total Transportation, Insurance, Communication, Tuition		11,550,711	515,708	104,218	619,926	10,930,785	94.6%	11,555,918	(5,207)
Supplies									
Instructional Supplies									
164 General Classroom	601	101,351	586	21,747	22,333	79,018	78.0%	101,193	158
165 Science	602	21,150	0	5,311	5,311	15,839	74.9%	21,150	-
166 Arts & Crafts	603	20,350	590	9,842	10,431	9,919	48.7%	20,950	(600)
167 Phys. Ed	604	12,400	339	2,235	2,574	9,826	79.2%	12,400	-
168 Music	605	18,850	0	2,906	2,906	15,944	84.6%	18,850	-
169 Kindergarten	606	5,800	380	1,085	1,465	4,335	74.7%	5,800	-
170 Pupil Tests	607	70,225	334	12,141	12,476	57,749	82.2%	70,559	(334)
171 Tech. Ed	608	7,500	0	1,496	1,496	6,004	80.0%	7,500	-
172 Home Ec Supplies	613	12,700	0	0	0	12,700	100.0%	12,700	-
173 Sp.Ed Supplies	615	54,800	4,115	1,448	5,564	49,236	89.8%	54,800	-
174 Athletic Supplies	616	81,475	0	9,045	9,045	72,430	88.9%	81,475	-
175 Math Supplies	617	11,250	4,693	1,513	6,206	5,044	44.8%	17,456	(6,206)
176 Health Supplies	618	1,700	0	0	0	1,700	100.0%	1,700	-
177 Other Supplies	619	2,500	0	0	0	2,500	100.0%	2,500	-
178 Health Serv Pathogen	622	6,250	650	152	802	5,448	87.2%	7,052	(802)
179 School Library Supplies	623	4,950	176	18	194	4,756	96.1%	4,950	-
180 Food, Drink, Snacks	628	37,075	0	0	0	37,075	100.0%	37,075	-
181		470,326	11,863	68,940	80,803	389,523	82.8%	478,111	(7,785)
Computer Supplies									
182 Computer Supplies	610 & 611	110,900	6,808	19,339	26,146	84,754	76.4%	111,130	(230)
183 Software	612	531,896	277,645	54,419	332,064	199,832	37.5%	532,594	(698)
184		642,796	284,452	73,758	358,210	284,586	44.3%	643,724	(928)
Electricity & Heating									
185 Electricity	631	905,538	25,439	4,015	29,454	876,084	96.7%	905,538	-
186 Propane/Natural Gas	632	229,751	0	0	0	229,751	100.0%	229,751	-
187 Heating Oil	633	209,512	0	0	0	209,512	100.0%	209,512	-
188		1,344,801	25,439	4,015	29,454	1,315,347	97.8%	1,344,801	0
Transportation Supplies									
189 Diesel for School Buses	634	205,430	0	0	0	205,430	100.0%	205,430	-
190 Gas for Maintenance	656	41,580	0	0	0	41,580	100.0%	41,580	-
191		247,010	0	0	0	247,010	100.0%	247,010	0
Textbooks & Library Books									
192 Textbooks	640	86,796	4,315	7,132	11,447	75,349	86.8%	90,371	(3,575)
193 Workbooks	641	12,910	0	8,665	8,665	4,245	32.9%	15,847	(2,937)
194 Textbook Rebind	642	450	0	0	0	450	100.0%	450	-
195 Library Books	645	18,391	0	1,938	1,938	16,453	89.5%	18,391	-
196 Periodicals	647	3,050	0	180	180	2,870	94.1%	3,050	-
197		121,597	4,315	17,915	22,230	99,367	81.7%	128,109	(6,512)

Groton Public Schools

Date prep:		FY21 Budget Summary Review							
8/19/20 12:38 PM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 08/19/2020	Under/(Over)
Facility/Maintenance Supplies									
198 Equipment Repair	650	28,660	2,260	657	2,917	25,743	89.8%	28,660	-
199 Grounds Supplies	651	18,675	0	1,359	1,359	17,316	92.7%	18,675	-
200 General Bldg Repair	652	66,430	1,510	4,978	6,487	59,943	90.2%	66,430	-
201 Painting	653	2,500	74	873	947	1,553	62.1%	2,500	-
202 Heat & Plumbing	654	33,720	5,305	14,898	20,203	13,517	40.1%	33,720	-
203 Electrical	655	29,950	1,137	2,031	3,168	26,782	89.4%	29,950	-
204 Safety Supplies	657 & 659	11,985	4,600	123,248	127,848	(115,863)	(966.7%)	13,374	(1,389)
205 Custodial Supplies	658	128,300	3,067	5,447	8,513	119,787	93.4%	128,300	-
206		320,220	17,952	153,490	171,442	148,778	46.5%	321,609	(1,389)
Other Supplies									
207 Sup Serv Guid Imp Ins	621	19,500	0	1,235	1,235	18,265	93.7%	19,500	-
208 Audio Visual	624 & 625	7,402	0	665	665	6,737	91.0%	7,402	-
209 General Admin Supplies	626	13,360	176	357	533	12,827	96.0%	12,715	645
210 School Admin Supplies	627	11,250	264	2,863	3,127	8,123	72.2%	11,546	(296)
211 Professional Materials	690	19,250	450	273	723	18,527	96.2%	19,020	230
212		70,762	889	5,394	6,283	64,479	91.1%	70,183	579
213 Total Supplies		3,217,512	344,911	323,512	668,422	2,549,090	79.2%	3,233,547	(16,035)
Equipment									
Instructional Equipment									
214 Replace Instr Equip	730	29,770	0	2,322	2,322	27,448	92.2%	29,770	-
215 Add Instr Equipment	735	34,734	0	9,325	9,325	25,409	73.2%	30,644	4,090
216		64,504	0	11,647	11,647	52,857	81.9%	60,414	4,090
Non-Instructional Equipment									
217 Replace Non-Instr Equipment	731	25,000	0	0	0	25,000	100.0%	25,000	-
218 Add Non-Instr Equipment	736	1,312	0	0	0	1,312	100.0%	1,312	-
219		26,312	0	0	0	26,312	100.0%	26,312	0
220 Total Equipment		90,816	0	11,647	11,647	79,169	87.2%	86,726	4,090
Dues - Fees									
Dues/Fees									
221 Dues BoE	810	25,541	20,591	0	20,591	4,950	19.4%	25,541	-
222 General Admin Dues	811	15,950	10,456	650	11,106	4,844	30.4%	16,106	(156)
223 School Admin Dues	812	37,465	15,085	950	16,035	21,430	57.2%	37,465	-
224 Other Dues	819	4,885	0	0	0	4,885	100.0%	4,885	-
225 Total Dues/Fees		83,841	46,132	1,600	47,732	36,109	43.1%	83,997	(156)
226 Grand Total		77,438,090	4,885,128	5,133,395	10,018,523	67,419,567	87.1%	77,380,965	57,125

**Groton Public Schools
FY21 Budget Summary Review**

Summary at Program Level III

Function No.	Description	FY21 Budget 2020-2021	Expended 2020-2021	Encumbered 2020-2021	FY21 Total 2020-2021	Remaining Balance	%	FY21 Estimated 2020-2021	Increase (Decrease)
		2020-2021	2020-2021	2020-2021	2020-2021				
Regular Instruction									
1101	FUNCTION-1101 ELEMENTARY	13,102,845	549,232	29,739	578,971	12,523,874	95.6%	13,102,549	296
1102	FUNCTION-1102 ART	674,103	27,745	9,011	36,756	637,347	94.5%	674,703	(600)
1104	FUNCTION-1104 LANGUAGE ARTS	2,336,132	111,374	54,768	166,142	2,169,990	92.9%	2,336,132	-
1105	FUNCTION-1105 WORLD LANGUAGES	1,294,834	55,041	6,404	61,445	1,233,389	95.3%	1,300,158	(5,324)
1106	FUNCTION-1106 CONSUMER SCIENCE	160,712	5,535	0	5,535	155,177	96.6%	160,712	-
1107	FUNCTION-1107 TECHNOLOGY EDUCATION	768,063	30,439	1,496	31,935	736,128	95.8%	730,638	37,425
1108	FUNCTION-1108 MATHEMATICS	2,039,084	165,378	50,651	216,029	1,823,055	92.3%	2,040,597	(1,512)
1109	FUNCTION-1109 MUSIC	738,098	29,031	4,448	33,479	704,619	95.5%	736,098	-
1110	FUNCTION-1110 PHYSICAL EDUCATION	1,159,763	50,058	1,992	52,050	1,107,713	95.5%	1,160,266	(603)
1111	FUNCTION-1111 SCIENCE	2,288,339	99,716	5,311	105,027	2,183,312	95.4%	2,288,339	-
1112	FUNCTION-1112 SOCIAL STUDIES	4,810,607	90,693	51,882	142,574	4,668,033	92.1%	4,810,941	(334)
1114	FUNCTION-1114 HEALTH EDUCATION	231,660	11,410	1,159	12,570	219,090	94.6%	232,819	(1,159)
1115	FUNCTION-1115 MAGNET SCHOOL SUPPORT	30,000	0	1,254	1,254	28,746	95.8%	30,000	-
1116	FUNCTION-1116 CO-OPERATIVE WORK EXPER	0	592	0	592	(592)	0.0%	0	-
1117	FUNCTION-1117 INTERV. BACCALAUREATE	86,195	3,175	1,940	5,114	81,081	94.1%	86,195	-
1119	FUNCTION-1119 UNCLASSIFIED	811,240	288,241	0	288,241	522,999	64.5%	811,240	-
1121	FUNCTION-1121 BUSINESS EDUCATION	308,970	14,240	0	14,240	294,730	95.4%	308,970	-
1123	FUNCTION-1123 HEALTH OCCUPATIONS	114,720	4,969	2,824	7,793	106,927	93.2%	114,386	(166)
1260	FUNCTION-1260 ENRICHMENT	38,551	11,655	0	11,655	26,896	69.8%	38,551	-
1270	FUNCTION-1270 REMEDIAL INSTRUCTION	2,923,229	112,923	0	112,923	2,810,306	96.1%	2,923,229	-
1412	FUNCTION-1412 SUMMER SCH (HIGH SCH CREDIT)	8,834	43,934	0	43,934	(35,100)	(397.3%)	8,834	-
2220	FUNCTION-2220 EDUCATIONAL MEDIA SERV	1,172,652	58,222	2,801	61,023	1,111,629	94.8%	1,172,652	-
Total Regular Instruction		32,112,981	1,724,291	216,697	1,950,988	30,161,993	93.9%	32,084,061	28,920
Special Instruction									
1205	FUNCTION-1205 PRESCHOOL 3-5	1,288,422	45,499	0	45,499	1,242,923	96.5%	1,244,362	44,060
1210	FUNCTION-1210 SPED Summer School	20,290	54,415	0	54,415	(34,125)	(168.2%)	27,446	(7,156)
1220	FUNCTION-1220 OTHER SPECIAL INSTRUCTIO	743,505	11,180	0	11,180	732,325	98.5%	743,505	-
1230	FUNCTION-1230 SPECIAL EDUCATION	8,280,293	240,629	5,400	246,029	8,034,264	97.0%	8,280,293	-
1250	FUNCTION-1250 HEARD	56,595	4,260	0	4,260	52,335	92.3%	56,595	-
1280	FUNCTION-1280 HEARING IMPAIRED	120,185	4,085	780	4,785	115,320	96.0%	120,185	-
Total Special Instruction		10,595,210	369,139	6,180	366,218	10,142,892	96.5%	10,472,206	36,904
Continuing Education									
1310	FUNCTION-1310 HIGH SCHOOL COMPLETION	80,995	561	0	561	80,434	99.3%	80,995	-
1320	FUNCTION-1320 ADULT EDUCATION	210,000	207,000	0	207,000	3,000	1.4%	210,000	-
Total Continuing Education		290,995	207,561	0	207,561	83,434	28.7%	290,995	0
Other Instructional Programs									
1501	FUNCTION-1501 BASEBALL	28,106	0	0	0	28,106	100.0%	28,107	(1)
1503	FUNCTION-1503 BASKETBALL,MEN	45,964	0	0	0	45,964	100.0%	45,965	(1)
1504	FUNCTION-1504 BASKETBALL,WOMEN	45,964	0	0	0	45,964	100.0%	45,965	(1)
1505	FUNCTION-1505 CROSS COUNTRY MEN	15,870	0	0	0	15,870	100.0%	15,870	-
1506	FUNCTION-1506 CROSS COUNTRY WOMEN	15,870	0	0	0	15,870	100.0%	15,870	-
1507	FUNCTION-1507 FOOTBALL	62,477	0	3,776	3,776	58,701	94.0%	62,477	-
1508	FUNCTION-1508 GOLF	11,574	0	0	0	11,574	100.0%	11,574	-
1509	FUNCTION-1509 FIELD HOCKEY, GIRLS	16,960	0	0	0	16,960	100.0%	16,961	(1)
1510	FUNCTION-1510 GYMNASTICS	5,197	0	0	0	5,197	100.0%	5,197	-
1511	FUNCTION-1511 SOCCER,MEN	35,113	0	4,952	4,952	30,161	85.9%	35,113	-
1512	FUNCTION-1512 SOCCER,WOMEN	33,788	0	0	0	33,788	100.0%	33,788	-
1513	FUNCTION-1513 SOFTBALL,WOMEN	37,956	0	0	0	37,956	100.0%	37,956	-
1514	FUNCTION-1514 SWIMMING, MEN	27,642	0	47	47	27,595	99.8%	27,642	-
1515	FUNCTION-1515 TENNIS,MEN	7,497	0	0	0	7,497	100.0%	7,497	-
1516	FUNCTION-1516 TENNIS,WOMEN	7,497	0	0	0	7,497	100.0%	7,497	-
1517	FUNCTION-1517 TRACK,OUTDOOR,MEN	33,729	0	0	0	33,729	100.0%	33,728	1
1518	FUNCTION-1518 TRACK,OUTDOOR,WOMEN	33,528	0	0	0	33,528	100.0%	33,528	1
1519	FUNCTION-1519 WRESTLING	22,098	0	0	0	22,098	100.0%	22,098	-
1520	FUNCTION-1520 INTRAMURAL SPORTS, MENA	15,217	0	0	0	15,217	100.0%	15,217	-
1522	FUNCTION-1522 CHEERLEADING	20,470	0	0	0	20,470	100.0%	20,470	-
1524	FUNCTION-1524 VOLLEYBALL	22,618	0	0	0	22,618	100.0%	22,618	-
1525	FUNCTION-1525 TRACK, INDOOR	25,795	0	0	0	25,795	100.0%	25,795	-
1526	FUNCTION-1526 LACROSSE, MEN	19,666	0	0	0	19,666	100.0%	19,666	-
1527	FUNCTION-1527 LACROSSE, WOMEN	17,666	0	0	0	17,666	100.0%	17,666	-
1528	FUNCTION-1528 SWIMMING, WOMEN	32,788	0	271	271	32,517	99.2%	32,788	-
1529	FUNCTION-1529 FENCING	15,620	0	0	0	15,620	100.0%	15,620	-
1530	FUNCTION-1530 UNIFIED SPORTS	12,181	0	0	0	12,181	100.0%	12,181	-
1549	FUNCTION-1549 OTHER EXPENSES, SPORTS	70,340	3,724	29,073	32,797	37,543	53.4%	69,349	991
1550	FUNCTION-1550 SCHOOL NEWSPAPERS	6,438	400	0	400	6,038	93.0%	6,437	1
1551	FUNCTION-1551 AMPHORA	6,625	0	0	0	6,625	100.0%	6,625	-
1552	FUNCTION-1552 YEARBOOKS	6,014	0	0	0	6,014	100.0%	6,014	-
1555	FUNCTION-1555 OTHER ACTIVITIES	69,541	0	0	0	69,541	100.0%	69,541	-
1555	STUDENT ACTIVITIES 6-12	827,830	4,124	38,118	42,242	785,588	94.9%	826,840	990
TOTAL INSTRUCTION		43,741,816	2,296,155	270,955	2,667,118	41,173,698	94.1%	43,675,182	65,714
Support Services - Pupils									
2101	FUNCTION-2101 SUPPORT SERVICES - SPED CT	921,637	130,019	568,025	698,044	223,593	24.3%	921,464	173
2110	FUNCTION-2110 SOCIAL WORK SERVICES	348,803	19,514	60	19,574	329,229	94.4%	348,803	-
2120	FUNCTION-2120 GUIDANCE SERVICES	1,587,957	72,337	5,300	77,637	1,510,320	95.1%	1,587,957	-
2130	FUNCTION-2130 HEALTH SERVICES	1,229,556	1,143	3,373	4,516	1,225,040	99.6%	1,230,358	(802)
2140	FUNCTION-2140 PSYCHOLOGICAL SERVICES	1,262,682	50,055	1,886	51,942	1,210,740	95.9%	1,262,682	-
2150	FUNCTION-2150 SPEECH & HEARING SERVICE	1,172,189	48,915	3,611	52,526	1,119,663	95.5%	1,172,189	-
Total Support Services - Pupils		6,522,924	321,981	582,256	904,139	5,618,785	86.1%	6,523,453	(629)
Support Services - Staff									
2201	FUNCTION-2201 SUPPORTING SERVICES - CO 1	97,642	27,187	153,503	180,690	(83,048)	(85.1%)	97,642	-
2210	FUNCTION-2210 IMPROVEMENT OF INSTRUCT	286,825	148,181	972	149,153	137,672	48.0%	287,151	(326)
Total Support Services - Staff		384,467	175,368	154,475	329,843	54,624	14.2%	384,793	(326)
General Support Services									
2311	FUNCTION-2311 BOARD OF EDUCATION SERV	30,241	20,591	9,950	30,541	(300)	(1.0%)	30,241	-
2312	FUNCTION-2312 SUPERINTENDENT OFFICE SE	1,530,410	155,621	434,927	589,548	940,862	61.6%	1,530,410	(0)
2313	FUNCTION-2313 BUSINESS OFFICE	899,718	88,857	100,033	188,890	710,828	79.0%	899,468	250
2410	FUNCTION-2410 SCHOOL ADMINISTRATION	4,625,333	527,499	2,502,035	3,029,534	1,595,799	34.5%	4,627,147	(1,814)
Total General Support Services		7,085,702	792,568	3,043,945	3,896,513	3,249,189	45.0%	7,087,266	(1,564)
Operational Services									
2510	FUNCTION-2510 OPERATIONS AND MAINTENANCE	6,933,303	811,293	510,320	1,321,613	5,611,690	80.9%	6,938,184	(4,881)
2520	FUNCTION-2520 PUPIL TRANSPORTATION	5,539,258	30,543	99,389	89,932	5,449,326	98.4%	5,539,258	-
2540	FUNCTION-2540 COMPUTER SUPPORT SERVICE	1,819,141	444,569	463,100	907,669	911,472	50.1%	1,819,141	-
2560	FUNCTION-2560 HEALTH SERVICES STAFF	2,500	0	0	0	2,500	100.0%	2,500	-
Total Operational Services		14,294,202	1,286,405	1,032,809	2,219,214	11,974,988	83.8%	14,299,083	(4,881)
TOTAL SUPPORT SERVICES		28,287,195	2,476,323	4,613,485	7,589,889	20,897,306	73.9%	28,284,595	(7,400)
Community Services									
2710	FUNCTION-2710 NON-PUBLIC SCHOOL	115,000	0	0	0	115,000	100.0%	115,000	0
Non-Programmed Charges									
4100	TUITION PAYMENTS	5,294,878	12,690	90,995	103,685	5,181,193	97.9%	5,294,878	0
GRAND TOTAL		77,438,090	4,805,118	5,181,475	10,066,683	67,371,407	87.0%	77,379,576	58,812
		0.09%							

**GROTON BOARD OF EDUCATION
REGULAR MEETING
JULY 27, 2020 @ 6:00 P.M.
REMOTE MEETING**

MEMBERS PRESENT: Kim Shepardson Watson-Chairperson, Andrea Ackerman-Vice Chairperson, Jane Giuliani, Gretchen Newsome, Liz Porter, Rosemary Robertson, Rita Volkmann, Jay Weitlauf, Lee White

ALSO PRESENT: Mike Graner, Susan Austin, Dennis Colclough, Sam Kilpatrick, Laurie LePine

I. CALL TO ORDER – Chairperson Kim Shepardson Watson called the meeting to order at 6:00 p.m.

MOTION: Watson, Ackerman: To add the Comments from Citizens section to the agenda.
PASSED – UNANIMOUSLY

II. PLEDGE OF ALLEGIANCE

The first order of business was the pledge of allegiance to the flag led by Beth Horler.

III. RECOGNITION AND PARTICIPATION OF VISITORS AND DELEGATIONS

NONE

IV. COMMENTS FROM CITIZENS

1. Mrs. Fran Whitney, 112 Deerfield Ridge Drive, shared her concerns regarding the measures being taken to make the reopening of school safe. (ATTACHMENT #1)
2. Mrs. Beth Horler, GEA President, thanked the staff and administrators on the various committees for their efforts and noted that science and safety should be the driving factor for safety in all decisions. Mrs. Horler noted that the staff was surveyed asking for the top 3 concerns.

V. SUPERINTENDENT AND ADMINISTRATION REPORTS

A. Superintendent Report

- a. Introduction of Vince Varrecchione, FHS Athletic Director – Dr. Graner stated that he received a call from Mr. Varrecchione today stating that his father had passed. Dr. Graner noted that Mr. Varrecchione will give an outline for playing sports at the August 17, 2020 COW meeting.
- b. Update re: Elementary School Naming Committee – Susan Austin stated that she will reconvene the Elementary School Naming Committee and she will broaden the committee and survey to include parents and the community.
- c. Update: Elementary Themes for New Elementary Schools and Charles Barnum – Susan Austin stated that according to data and surveys from parents and the community as well as teachers and staff, the Magnet Themes that emerged were:
 - Active Exploration: Play and Ingenuity
 - Environmental/Marine/Life Science
 - Discovery Academy: Nurturing Creativity and Curiosity

V. SUPERINTENDENT AND ADMINISTRATION REPORTS – cont.

A. Superintendent Report

- d. Update re: Staffing – Laurie LePine noted that all new hires have been identified as a result of retirements and resignations. Mrs. LePine noted that a number of elementary openings as a result of retirements have replacements on a 1 year bases. At the end of the 1 year their situation will be reassessed.
- e. Presentation of Neighborhood Redistricting Alternative Plans by Mike Zuba and Pat Gallagher – Mike Zuba gave a PowerPoint presentation regarding several alternative plans for redistricting; Pat Gallagher addressed each scenario displaying a detailed map. Mike Zuba stated that the next step will be to develop a virtual platform, with the assistance of Dr. Graner, to present the plan to the public.
- f. Update re: School Reopening Plans – Susan Austin gave an overview of the fall reopening model including a hybrid model. Susan Austin noted that staff is working on curriculum for the reentry. Dr. Graner noted that the reentry plan will include:
 - Masks for all students and staff
 - 6 foot distances
 - Hand washing
 - Desk shields
 - Recommissioning of the ventilation system in all school buildings to ensure they are operating at their designed capacity
 - The hiring of daytime custodians to clean surfaces
- g. Update re: State Board of Education Revision of Required Number of School Days – Dr. Graner stated that the State has given permission for districts to go from 180 school days to 177 school days.

VI. COMMITTEE REPORTS

The Committee Reports were tabled.

VII. ACTION ITEMS

A. Consent Agenda

MOTION: Porter, White: To approve the regular meeting minutes of May 26, 2020 and June 22, 2020 and the special meeting minutes of June 8, 29 and July 13, 2020 and Gifts to the Groton Public schools.
PASSED – UNANIMOUSLY

B. Old Business

The items under Old Business were tabled.

C. New Business

- 1. Discussion and possible action regarding the transfer of Carl C. Cutler Middle School to the town of Groton, effective July 28, 2020.

MOTION: Watson, Volkmann: To transfer Carl C. Cutler Middle School, located at 160 Fishtown Road, Mystic, Connecticut, to the Town of Groton, effective July 28, 2020.
PASSED - UNANIMOUSLY

VII. ACTION ITEMS – cont.

C. New Business

2. Discussion and possible action regarding the transfer of West Side Middle School to the town of Groton, effective July 28, 2020.

MOTION: Watson, White: To transfer West Side Middle School, located at 250 Brandegee Avenue, Groton, Connecticut, to the Town of Groton, effective July 28, 2020.
PASSED - UNANIMOUSLY

- The first reading of policies were tabled.

3. Discussion and possible action regarding the addition of one full time special education teacher to support both the APEX Academy and the Transition Academy programs.

MOTION: Watson, Robertson: To approve the addition of one full time special education to support both the APEX Academy and the Transition Academy programs.
PASSED – UNANIMOUSLY

4. Discussion and possible action regarding the establishment of a full time student data manager.

MOTION: Watson, Giulini: To approve the establishment of a full time Student Data Manager.
PASSED - UNANIMOUSLY

The item regarding the Groton Public Schools reopening plan was tabled.

5. Discussion and possible action regarding modification of the 2020-21 school calendar to indicate that September 8 is the first day of school for students for a 177 school year.

MOTION: Watson, White: To modify the 2020-21 school calendar to indicate that September 8 will be the first day of school for students for a 177 school year.

MOTION: Volkmann, White: To amend the motion to read that the 2020-21 school calendar to indicate that September 8 will be the first day of school for students.
PASSED – UNANIMOUSLY

VIII. ADJOURNMENT

MOTION: Ackerman, Robertson: To adjourn at 8:48 p.m.
MOTION PASSED UNANIMOUSLY

July 27, 2020

Dear Members of the Board of Education:

Thank you for the opportunity to speak tonight, and thank you for your service. I hope you and your loved ones are all well. I am sure this was not a year like anything you would have expected when you took on this responsibility. I know it has been challenging for everyone in education. I appreciate your time and full consideration as you plan for possible reopening of schools. What I am sharing here is a shortened version of a message that I emailed to the Board of Education and Dr. Graner earlier today.

I am a parent of children in the elementary and the middle schools, and I have great concerns regarding the measures being taken to make the reopening of schools safe. I hope plans will include 6-foot minimum for social distancing (the CDC criteria based on scientific studies), correct and consistent use of approved personal protective equipment by students and staff, meal services that meet state guidelines for restaurants, and frequent cleaning and sanitization. I am thankful that there are many fewer COVID cases in our area than in the Spring, but feel strongly that we cannot rely on rates to stay low into the fall, and we need a school plan that remains protective when cases increase again.

I urge Groton to only reopen schools in a way that will adequately protect our children, teachers and other adults in the buildings, and the loved ones they go home to.

Parents need complete details on Groton's plans for in-person and distance-learning in order to make informed decisions for their children and families. I hope this plan is available soon and will answer these questions:

1. Is there a plan for testing students and or adults in the building prior to reopening and at checkpoints throughout the year?
2. Will masks with at least two or preferably three layers be provided to students and teachers throughout the year and will there be training to make sure everyone wears masks properly? What are the plans for people who cannot wear masks?
3. Is 6-foot distancing going to be required in school buildings and on school grounds?
4. What about eating and drinking and meal services, as people cannot eat or drink while wearing masks?
5. Will there be tests and adjustments made to school ventilation systems to ensure air quality and rapid air exchange?
6. Have the ventilation problems at NEA been fixed and do they cause particular problems for students and staff?

7. What are the plans for areas and activities outside of classrooms, including movement through halls, restrooms, physical education, recess, and class transitions?
8. Will the schools actually be able to acquire and maintain access to safe hand sanitizers and disinfectants that are proven effective against the virus that causes COVID-19?
9. Will attendance policies be modified to allow students and adults having any COVID symptoms, including congestion, runny nose, headache, upset stomach, fatigue, to stay home?
10. Will days be set aside to train teachers and do "practice runs" of protocols for attending a full school day (meals included, with the same spacing students will experience) prior to the students' return? Will the board of education members and administrators participate in trial runs for all spacing situations and procedures that accurately practice what the children will be doing prior to the children being put in these situations?
11. Will there be increased support provided for students' emotional well-being amid this pandemic and with the new way of school potentially causing stress?
12. How will parents, students, and staff be notified when COVID cases arise? At what level of infection within the schools or the community will schools close again to return to distance-learning? What are the plans if many teachers are unable to continue coming to work?
13. What are the plans for distance learning, or will it look like it did last year?

I know these questions are probably just the tip of the iceberg for some of the decisions that school leaders have been and will be making, and I appreciate your consideration. We parents need to know that you and Groton Public Schools are doing all you can to protect children, teachers, staff, and families from the spread of this terrible disease while supporting educational access for all students. I know this is a challenging task, but safety must be foremost. If you cannot say that all safety guidelines will be followed, then schools should not reopen until they can be.

Thank you for your time, consideration, and service. I wish you all well.

Sincerely,
Frances and Michael Whitney

112 Deerfield Ridge Drive
Mystic, CT 06355

GROTON BOARD OF EDUCATION
SPECIAL MEETING MINUTES
AUGUST 10, 2020 @ 6:00 P.M.
REMOTE MEETING

Members Present: Chairman Kim Shepardson Watson, Vice Chairman Andrea Ackerman, Jane Giulini, Gretchen Newsome, Elizabeth Porter, Rosemary Robertson, Rita Volkmann, Jay Weitlauf, Lee White

Also Present: Michael Graner, Susan Austin, Sam Kilpatrick, Ken Knight

I. CALL TO ORDER

Chairman Watson called the meeting to order at 6:04 p.m.

II. COMMENTS FROM CITIZENS

1. Mrs. Melanie Thompson, SBB parent, addressed her concern with her child who has asthma and his being able to use his nebulizer while at school.
2. Mrs. Rebecca O'Neill, 161 Buckeye Road, regarding the technology that was purchased for this year, if we go Hybrid will the schools provide the updated technology for the child specifically the elementary students.
3. Mrs. Joanna Priest, 39 Huntington Ridge, asked about the use of air conditioners. Mr. Kilpatrick responded that there will be air conditioners and that he will continue to search the CDC sites to keep up with the research. Mrs. Priest addressed cohort classes and calling the students to the gym for dismissal. How will parents be notified of a positive case when detected.
4. Mr. Mike Whitney, 112 Deerfield Ridge, noted the letter he sent to the Board last week:
 - Distance Learning is short on details;
 - Masks for teachers and students; should there be a minimum requirement;
 - Buses and routes;
 - Staffing;
 - More details needed regarding the isolation room.
5. Mr. Justin Barnhill, 7 Pegasus Drive, asked if Kindergarten would be part of the Hybrid model.
6. Mrs. Jen DeSillier, 24 Osage Lane, noted her concern that when students were not in school for their two days, many student will be outside their home and the need for child care situations; therefore, expanding the possibility of coming in contact with COVID and bringing it back to the school. Mrs. DeSillier hopes there has been thought put in and plans to mitigate this increased exposure.
7. Mrs. Katrina Fitzgerald, RTM Member, asked how many students and teachers needed to get sick before returning to remote learning.
8. Mr. Matthew Rogers, 255 Godfrey Road, asked when a decision would be made on reopening school. It was noted that the decision would be made tonight.
9. Mr. Ryan Zimmerman asked the same question as Mr. Rogers.

III. RESPONSE TO COMMENTS FROM CITIZENS

Mr. Weitlauf thanked everyone who logged in to address the Board.

Mrs. Volkmann noted that besides Ledge Light Health District, the Superintendent should solicit input from Dr. Blefeld.

IV. SUPERINENDENT REPORT

A. Introduction of Mr. Vin Varrecchione – Dr. Graner introduced Mr. Varrecchione and asked that give an overview of his background. Mr. Varrecchione gave a brief overview of his background – 33 years in education with half as an administrator.

B. Update re: Plan for Fall Athletics - Mr. Varrecchione noted that the CIAC has put out some recommendations:

- Gathering limitations
- Students will have to self-screen
- Rules regarding face coverings
- No sharing of food; students will bring their own water bottle
- There will be a reduced schedule for games
- There will be a limited number of students at times
- Allowing spectators at games is still being considered

Mr. Varrecchione noted that he has met with the Coaches and went over all the protocol with them.

Mrs. Volkmann recognized Mr. Steve Small. Mr. Small addressed cohort concerns; football being pushed back per CIAC; ECC has noted a 6 game schedule; and the start of the Football season may be moved to the spring.

C. Update re: Parent Focus Groups – Dr. Graner gave an overview of the Focus Groups noting that parents thought the Hybrid Model was the best choice. Dr. Graner noted that Mrs. Horler had surveyed the teachers and the majority was in favor of the Hybrid Model. Mrs. Heidi Hallissey, Paraprofessional President, surveyed the paraprofessional and they too were in favor of the Hybrid Model. Dr. Graner noted that parents gave lots of feedback through live streaming and that parents have the option to change their choice for reopening school. Dr. Graner noted that child care was discussed and that the local YMCA has shown an interest in helping with child care. A variety of resources have also offered their help. Dr. Graner stated that Treehouse will be operating. Dr. Graner stated that health and safety protocols were a high priority of the focus groups.

V. ACTION ITEMS

A. New Business

1. Discussion and possible action regarding the reopening of schools

MOTION: Watson, White: To approve the district's Hybrid Model for reopening with an ongoing assessment of the plan.
YES – Watson, Ackerman, Giulini, Newsome, Robertson, Volkmann, Weitlauf, White
NO – Porter
PASSED

Mrs. White left the meeting at 7:16 p.m.

B. Old Business

1. Discussion and possible action regarding a second reading of policy P 3230.1 Federal Grant Procurement and regulations for policy P 3230.1 (Attachment #1)

MOTION: Porter, Giulini: To approve as a second reading of policy P 3230.1 Federal Grant Procurement and regulations for policy P 3230.1
PASSED - UNANIMOUSLY

2. Discussion and possible action regarding a second reading of policy P3323 Bidding and regulations for policy P 3323 (Attachment #2)

MOTION: Weitlauf, Porter: To approve as a second reading of policy P 3323 Bidding and regulations for policy P 3323
PASSED - UNANIMOUSLY

3. Discussion and possible action regarding a second reading of policy P 4118.7 Good Samaritan (Attachment #3)

MOTION: Volkmann, 2 Robertson:
To approve as a second reading of policy P 4118.7 Good Samaritan.
PASSED - UNANIMOUSLY

VI. ADVANCED PLANNING

A. Suggested Agenda Items

1. Mrs. Watson asked Board members who were interested to update the Mission Statement. Dr. Ackerman, Mrs. Porter, and Mr. Weitlauf volunteered to address this item.

Mrs. Volkmann noted that the revision to the Mission Statement should be a Board Goal. Ms. Austin suggested getting input from the DEI focus group.

2. Mrs. Watson reminded Board members to complete the template for evaluation and to forward it to Dr. Ackerman.
3. Mrs. Volkmann noted a need to discuss a plan for fall athletics.
4. Mrs. Newsome requested an update on how teachers are doing with the Hybrid Model as well as how the district will address feeding the students.
5. Dr. Ackerman requested at an October COW meeting of having teachers discuss with the Board solutions they have come up with in dealing with the Hybrid Model.

VII. ADJOURNMENT

MOTION: Ackerman, Newsome: To adjourn at 7:37 p.m.
PASSED UNANIMOUSLY

Business/Non-Instructional Operations**Federal Funds****Federal Grants and Awards Administration (Federal Fiscal Compliance)**

The Board of Education (Board) of the Groton Public Schools intends to administer federal grant awards efficiently and to comply with all requirements imposed by law, the awarding agency, the Connecticut Department of Education, and/or other applicable pass-through entities, and all requirements applicable to the use of federal funds. To the extent that any provision of a Board policy is contrary to a federal law, regulation, term, or condition applicable to a federal award, the applicable federal requirement must be followed.

The Superintendent or his/her designee shall be responsible to develop, monitor, and enforce effective internal controls over federal awards and grants that provide reasonable assurance that the District is managing the funds in compliance with all requirements for federal grants and awards.

Legal References: Uniform Administrative Requirements for Federal Awards, Title 2, Code of Federal Regulations – 2 CFR Part 200

 Department of Education Direct Grant and State-Administered Programs, Title 34, Code of Federal Regulations – 34 CFR Part 75, Part 76

 Uniform Administrative Requirements for Federal Awards, Title 2, Code of Federal Regulations – 2CFR Sec. 200.474

Policy Adopted:

GROTON PUBLIC SCHOOLS
Groton, Connecticut

Business/Non-Instructional Operations

Federal Funds

Federal Grants and Awards Administration (Federal Fiscal Compliance)

A. Internal Controls

Internal controls must meet all requirements of federal law and regulation, including the Uniform Guidance issued by the U.S. Office of Budget and Management, and shall be based on best practices.

The internal controls must provide for the following:

- 1) identification of all federal funds received and expended and their program source;
- 2) accurate, current, and complete disclosure of financial data in accordance with federal requirements;
- 3) records sufficient to track the receipt and use of funds;
- 4) effective control and accountability over assets to assure they are used only for authorized purposes;
- 5) comparison of expenditures against budget; and
- 6) written procedures for cash management and determining the allowability of costs.

At a minimum, the internal controls shall address the following areas.

1. Allowability

Costs charged by the District to a federal grant must be allowed under the individual program and be in accordance with the cost principles established in the Uniform Guidance. Costs will be charged to a federal grant only when the cost is:

1. reasonable and necessary for the program;
2. in compliance with applicable laws, regulations, and grant or award terms;
3. allocable to the grant;
4. adequately documented; and
5. consistent with Board of Education (Board) policies and administrative regulations that apply to both federally-funded and non-federally funded activities.

Prior written approval for certain cost charges must be obtained as required by the awarding agency in order to avoid subsequent disallowances.

2. Cash Management and Fund Control

Payment methods must be established in writing that minimize the time elapsed between the draw of federal funds and the disbursement of those funds. Standards for funds control and accountability must be met as required by the Uniform Guidance for advance payments.

Federal Funds – cont.**3. Procurement**

All purchases for property and services made using federal funds must be conducted in accordance with all applicable federal and state laws and regulations. Individuals or organizations that develop or draft specifications, requirements, statements of work, and/or invitations for bids, requests for proposals, or invitations to negotiate, must be excluded from competing for such purchases.

Contracts are to be awarded only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed purchase or service. No contract shall be awarded to a contractor who is suspended or debarred from eligibility for participation in federal assistance programs or activities.

Purchasing records must include at least the rationale for the method of procurement, selection of contract type, and contractor selection or rejection; the basis for the contract price; and verification that the contractor is not suspended or debarred.

4. Conflict of Interest

The requirements for conflicts of interest are applicable to all purchases or services.

Each employee, Board member, or agent of the District who is engaged in the selection, award, or administration of a contract supported by a federal grant or award and who has a potential conflict of interest shall disclose that conflict in writing to the Superintendent. The Superintendent shall disclose in writing any potential conflict of interest to the federal awarding agency.

For purposes of this paragraph, a conflict of interest would arise when the employee, Board member, or agent of the District, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of these parties has a financial interest in or receives a tangible personal benefit from a firm considered for a contract. An individual who is required to disclose a conflict of interest shall not participate in the selection, award, or administration of a contract supported by a federal grant or award.

The employee, Board member, or agent with a conflict of interest shall not solicit or accept any gratuities, favors, or items from a contractor or a party to a subcontractor for a federal grant or award but they may accept a single unsolicited item with a value of \$10 or less or multiple unsolicited items from a single contractor or subcontractor having an aggregate monetary value of \$50 or less in a 12-month period. Violations of this provision are subject to disciplinary action.

5. Mandatory Disclosures

The Superintendent shall disclose in writing to the federal awarding agency in a timely manner all violations of federal criminal law involving fraud, bribery, or gratuities potentially affecting any federal award. The Superintendent shall fully address any such violations promptly and shall notify the Board accordingly. The Board may request the Superintendent to develop a plan of correction for Board approval in appropriate situations as determined by the Board.

Federal Funds – cont.**6. Equipment and Supplies Purchased with Federal Funds**

Equipment and supplies acquired with federal funds will be used, managed, and disposed of in accordance with applicable state and federal requirements. Property records and inventory systems shall be sufficiently maintained to account for and track equipment that has been acquired with federal funds.

7. Accountability and Certifications

All fiscal transactions must be approved by the Superintendent or designee and by the person managing the federal program who can attest that the expenditure is allowable and approved under the federal program. The Superintendent or designee shall submit all required certifications and is authorized to sign them on behalf of the Board.

8. Monitoring and Reporting Performance

The Superintendent shall establish sufficient oversight of the operations of federally supported activities to assure compliance with federal requirements and to ensure that program objectives established by the awarding agency are being achieved. Performance reports, including reports of significant developments that arise between scheduled performance reporting dates, must be submitted as required by federal or state authorities.

B. Audits and Corrective Action

1. An annual independent audit will be conducted and the Superintendent or designee will prepare all financial statements, schedules of expenditures, and other documents required for the audit.
2. At the completion of the audit, the Superintendent or designee shall prepare a corrective action plan to address any audit findings. The plan must identify the responsible party and the anticipated completion date for each corrective action to be taken. The Superintendent shall present the plan to the Board for approval.
3. Compliance deficiencies discovered internally through administrative supervision must be addressed promptly with the goal of improving processes to encourage future compliance and reduce audit findings.

C. Training

All individuals responsible for the administration of a federal grant or award shall be provided sufficient training and/or guidance to carry out their duties in accordance with all applicable requirements for the federal grant or award.

Federal Funds – cont.

D. Reporting Mismanagement of Federal Funds

Any employee who reasonably believes that federal funds have been misused or that the District is otherwise in violation of any requirement applicable to the receipt and use of federal funds shall report the matter to the Superintendent or designee.

Policy Adopted:

GROTON PUBLIC SCHOOLS
Groton, Connecticut

Business and Non-Instructional Operations

Soliciting Prices/Bidding Requirements

A. Definitions

1. **Quotation:** A notice, either oral or in writing, whereby a vendor informs the purchaser of the conditions and price under which he/she will furnish supplies, materials, equipment, or services to the purchaser.
2. **Bid:** ~~A notice, in writing in a sealed envelope, delivered to the buyer by a specified date, to be opened in public at a specified date and time by the buyer, whereby a vendor informs the buyer of the conditions and price under which he/she will furnish supplies, materials, or equipment.~~ A notice, either in writing or buyer-requested electronic format, delivered to the buyer by a specified date and time whereby a vendor informs the buyer of the conditions and price under which he/she will furnish supplies, materials or equipment. The bid responses shall be opened in public at a specified date and time at the discretion of the Business Manager or designee. Technical assistance will be provided by the requestor, where applicable, to the Business Manager who has the final responsibility for determining the vendor/price.

B. Procedures

1. Purchases for more than \$5,000 but less than \$10,000

The Superintendent and/or their designee shall solicit quotations from at least three (3) companies if the nature of the commodity or service permits effective competitive pricing, and if possible, feasible, and to the advantage, of the district. The Superintendent of Schools or designee may award bids and/or quotes up to \$10,000 and he/she may reject any or all such bids.

~~An exception may be made if the State of CT negotiated a price.~~

2. Purchases for \$10,000 and above

Purchases for \$10,000 or more shall be bid. Bids shall be advertised if deemed appropriate by the Superintendent or his/her designee. If a bid is not advertised, a vendor list will be utilized. All bids must be submitted in sealed envelopes and marked appropriately on the outside of the envelope. Bids shall be opened at the time specified. Bid openings shall be public. The school district reserves the right to reject any or all bids and reserves the right to waive the bidding procedure. The Superintendent or designee shall award all other bids upon receiving recommendations and bid results from the Business Manager or Superintendent designee.

3. Vehicle Purchase/Replacement Policy

- a) **New-** New vehicles will be purchased within the framework of this policy.
- b) **Used** - Used vehicles shall be purchased from authorized dealers only. The purchase of a used vehicle from private individuals is prohibited. An independent appraisal may be required in addition to the Blue Book Value to determine the value of the vehicle. A vehicle which is more than seven years old may not be considered for purchase unless it is determined to be in the best interest
- c)

Soliciting Prices/Bidding Requirements – cont.

of the district. State of Connecticut bid awards are an acceptable means of purchasing a used vehicle. The process for awarding a contract on a state bid will be consistent with other bid awards.

4. Purchases involving Federal Funds

Purchases involving federal funds must follow policy P 3230.1 Federal Funds

5. Emergency Situation

The Board of Education (Board) recognizes that emergency situations may arise which affect the health, welfare and/or safety of students and/or staff. In an emergency situation, the procedures of sections for quotation and bidding may be suspended for the emergency only. The decision as to whether a given situation is an emergency situation shall be made by the Superintendent and a report will be given to the Board within a two week period of time detailing the emergency, why the policy was suspended and the amount of funds expended and to whom.

The Superintendent of Schools may provide temporary special education transportation pending completion of the bidding process. Such temporary arrangements shall not exceed 30 days without Board approval.

The authority to sign contracts is delegated to the Superintendent of Schools or their designee.

~~Bids are not required on~~ The following purchases are excluded from the above quotes and bid requirements:

1. Purchases where only one supplier exists.
2. Goods and services available through the pre-approved State contracts. (State of Connecticut, Department of Administrative Services website www.das.state.ct.us/busopp.asp)
3. Architectural services.
4. Legal services.
5. Services requiring specific expertise. (consultants, specialists)
6. Textbook purchases.

Business and Non-Instructional Operations

Soliciting Prices (Bids and Quotations)

Regulations Relative to the Bidding Activity

1. The purchasing personnel shall periodically estimate requirements of standard items or classes of items and make quantity purchases, thereby effecting economies. Whenever storage facilities or other conditions make it impractical to receive an entire order at one time, the total quantity should be bid and staggered delivery dates made a part of the bid specifications, or estimated quantities bid with deliveries to be made as requested.
2. Bid instructions and specifications should be clear and complete, setting forth all necessary conditions conducive to competitive bidding.
3. The purchasing personnel shall seek bids from those sources able to offer the best prices, consistent with quality, delivery and service.
4. The bids shall be ~~opened in~~ made available to the public at the discretion of the Business Manager or designee. ~~prescribed time and place and tabulated for review. Whether or not bid opening occurs exactly at the time advertised, no bids may be accepted after said advertised time.~~
5. After the bids have been opened and tabulated, they will be available for those interested to copy or examine. ~~They shall not, however, be removed from the purchasing office.~~ Copies may be shared electronically in pdf format upon request.

Groton Public Schools
Requisition review checklist

Requisition #: _____

Vendor: _____

Person making request: _____

Requisition total: _____

Date: _____

Per Groton Board of Education policy (P3323), all purchases more than \$5,000 but less than \$10,000 require at least three quotes (with certain exceptions).

Were three quotes obtained (circle one)? Yes No

If yes, above, please provide non-awarded vendor names:

If no, check one of following:

- ☐ State of CT negotiated price
- ☐ Purchase where only one supplier exists
- ☐ Architectural services
- ☐ Legal services
- ☐ Service requiring specific expertise
- ☐ Textbook purchases
- ☐ Superintendent waived
- ☐ Other: _____

Per Groton Board of Education policy (P3323), all purchases more than \$10,000 shall be bid (with certain exceptions).

Was this purchase bid (circle one)? Yes No

If yes, above, please provide non-awarded vendor names:

If no, check one of following:

- ☐ State of CT negotiated price
- ☐ Purchase where only one supplier exists
- ☐ Architectural services
- ☐ Legal services
- ☐ Service requiring specific expertise
- ☐ Textbook purchases
- ☐ Superintendent waived
- ☐ Other: _____

(Continued next page)

Groton Public Schools
Requisition review checklist

For purchases involving federal funds, C.F.R. Sections 200.317 to 200.325 must be followed, per Groton Board of Education policy (P3230.1).

Please check all of the following:

- ☐ Avoided unnecessary or duplicate items.
- ☐ Purchase awarded to responsible, capable vendors/contractors.
- ☐ Free from real or apparent conflicts of interest.
- ☐ Contractor/vendor not suspended or debarred.
- ☐ Procurement includes a termination for cause clause.
- ☐ Contractor is on prequalified list, if used.

Signed: _____

Date: _____

Personnel

Good Samaritan

All employees are encouraged to respond to health emergencies involving students or other employees which may occur on school grounds or at a school function, until qualified medical personnel are available. Such response should be reasonable under the circumstances and within the limits of the person's training and capabilities.

Teachers or other school personnel who have completed a course in first aid offered by the American Red Cross, the American Heart Association, the National Ski Patrol, the Department of Public Health or any Director of Health, who render emergency first aid to a person in need thereof on school grounds or at a school function, shall not be liable for ordinary negligence.

Teachers or other school personnel who have completed both a course in first aid, as described above, and a course given by the medical advisor of the school or by a licensed physician **or by the school nurse** in the administration of ~~medication by injection~~, oral, topical, intranasal, inhalant, or cartridge injector medication, who render emergency care by administration of ~~medication by injection~~ oral, topical, intranasal, inhalant, or cartridge injector medication to a person in need thereof on school grounds or at a school function, will not be liable for ordinary negligence.

This Policy shall not be construed to require any teacher or other school personnel to render emergency first aid or to administer medication by injection.

(cf. 5141.21 Administering Medication)

Legal Reference: Connecticut General Statutes 52-557b
 Connecticut General Statutes 10-235
 Connecticut General Statutes 10-236

Policy adopted: July, 1979
 Revised: April 13, 1998

GROTON PUBLIC SCHOOLS
Groton, Connecticut

Community Relations

Other School-Connected Organizations

Parent Organizations and Booster Clubs

Parent organizations and booster clubs are invaluable resources to the district's schools. The Board of Education (Board) recognizes that parent organizations and extracurricular support groups, or "booster clubs" provide important support to district schools and can be valuable means of stimulating community interest in the aims and activities of district schools. All such groups must receive the approval of the school principal, Superintendent or designee, and the Board in order to be recognized as a parent or booster organization.

Support organizations may be defined in two ways:

1. an organization which is created to foster community support and provide resources for a particular sport or activity in the school or school system; or
2. an organization which is created to foster community support and raise funds for the school's general extracurricular program.

While parent organizations and booster clubs have no administrative authority and cannot determine district policy, the Board welcomes their suggestions and assistance. It shall be the duty of the superintendent and respective building principal to represent the best interest of the Board and district in the functioning of these organizations.

Parent organizations and booster clubs are recognized by the Board and permitted to use the district's name, a district school's name, or a district school's team name, or any logo attributable to the district provided they first receive the superintendent or designee's express written consent.

The superintendent or designee may revoke the authorization to use the district's name, logo, or mascot if the superintendent or designee determines that the booster or parent organization has failed to comply with the terms of this policy or any other district policies. The superintendent or designee will notify the applicable organization in writing of the reasons for the revocation. The revocation decision may be appealed to the Board, whose decision shall be final.

Consent to use one of the above-mentioned names or logos will generally be granted if the organization or club has bylaws containing the following:

1. The organization's or club's name and purpose, such as, to enhance students' educational experiences, to help meet educational needs of students, to provide extra athletic benefits to students, to assist specific sports teams or academic clubs through financial support, or to enrich extracurricular activities.
2. The rules and procedures under which it operates.
3. An agreement to adhere to all Board policies and administrative procedures.
4. A statement that membership is open and unrestricted, meaning that membership is open to parents/guardians of students enrolled in the school, district staff, and community members or an agreement not to engage in discrimination based on someone's innate characteristics or membership in a suspect classification.

Parent Organizations and Booster Clubs (continued)

5. A statement that the district is not, and will not be, responsible for the organization's or club's business or the conduct of its members.
6. An agreement to maintain and protect its own finances. The group must maintain bank, financial, and tax exempt status separate from the school or district. The organization will provide to the Board annually or upon request a complete set of financial records or detailed treasurer's report.
7. A recognition that money given to a school cannot be earmarked for any particular expense. Booster clubs may make recommendations, but cash or other valuable consideration must be given to the district to use at its discretion. The Board's legal obligation to comply with Title IX by providing equal athletic opportunity for members of both genders will supersede an organization or club's recommendation.

Parents and other interested community members who wish to organize a parent organization or booster club for the purpose of supporting a specific school program or activity are encouraged to do so as long as the activities of such organizations do not interfere unduly with the total educational program or disrupt district operations in any way. To this end, parent organizations/booster club/support organizations must follow these guidelines:

1. be voluntary;
2. submit an activity schedule in advance to the Superintendent or designee for prior approval. Any time a booster club uses the name of the district or any language suggesting that the district has endorsed, sponsored, or otherwise approved of the club's activities, there must be prior approval by the Superintendent or designee;
3. seek advance approval for any use of school facilities and/or equipment and such use will comply with all policies and regulations established by the Board;
4. avoid interference with any previously approved student activity;
5. seek approval in advance of all fundraising activities by the Superintendent or building Principal;
6. understand and respect the authority of district employees in the administration of their duties;
7. assume all financial responsibility for the booster club, including but not limited to, the provision of adequate insurance coverage, as appropriate; and
8. submit an annual financial report to the Superintendent or designee (or building Principal) giving a full accounting of its financial transactions for the school year, including monies raised and expended. Adequate financial records shall be maintained at all times.

If a booster club wishes to make a contribution of money, service, time or tangible property such as equipment or supplies, a representative of the organization should first meet with the Superintendent or designee. The Superintendent or designee must identify the district's terms and conditions of accepting such gifts in concert with the district's policy pertaining to gifts, grants, and bequests.

All items donated become the property of the district and may be used or disposed of in accordance with district policy and any applicable state law. The district reserves the right to modify the use if the needs of the students or the district change.

Booster club proposed plans, projects, and other activities must be evaluated and promoted in light of their stated contribution to the academic as well as the extracurricular school programs.

Parent Organizations and Booster Clubs (continued)

Careful consideration should be given to the total value of the contribution to all students, and not just to specific student groups.

The Board retains final responsibility and authority on all activities which have an impact on students, school programs, and/or school owned property.

Further, the Board recognizes its responsibility to ensure that equivalent benefits and services are provided to members of both sexes. The Board will consider gender equity and budget implications before accepting booster club donations. Therefore, if booster clubs provide benefits, services, or tangible property that assist only teams or programs of one gender, the Board shall ensure that teams or programs of the other gender receive equivalent benefits, services, or tangible property. If a booster club provides benefits, services, or tangible property which are greater than that which the district is capable of providing to the athletes or programs of the other gender, the administration shall take action, within policy parameters, to ensure equivalency for both sexes.

Legal Reference: Title IX of the Educational Amendments of 1972, 20 U.S.C.A § 1681.
34 C.F.R. §106.31(b) Education Programs or Activities: Specific Prohibitions
(Implementing Title IX)

Policy Adopted:

GROTON PUBLIC SCHOOLS
Groton, Connecticut

Community Relations**Other School-Connected Organizations****Booster Clubs/Organizations**

Booster organizations are important to the extracurricular activities provided for district students. Such organizations provide positive support to the students, the program, and the personnel in a particular program. Booster organizations shall comply with established guidelines in cooperation with the Superintendent or designee. The following guidelines regulate booster organization within this district.

1. Constitution/Bylaws/Officers

Each booster organization involved with school activities or students shall develop and maintain a constitution and bylaws for the organization setting forth the purposes of the organization and the general rules and procedures by which it shall operate. A copy of the constitution and bylaws shall be forwarded to the Superintendent or designee. Each booster organization shall submit a list of officers annually to the Superintendent or designee.

2. Fund Raising Activities

Fund raising activities shall be requested in writing to the building principal, reviewed at the building level, approved by the superintendent or designee and conform to district guidelines. Two (2) major fund-raising activities involving students shall be permitted each year; exceptions may be granted by the superintendent. Fund-raising activities may occur during the length of a particular athletic/sport season or as a special activity approved by the superintendent or designee. No student time during the regular school day shall be allowed for fund-raising activities for any booster organization. Student solicitation within the community for any booster organization shall be reasonable.

Announcements of booster organization events and activities shall clearly indicate that it is sponsored by the group and not the school or district. Groups should warrant that the activities will be adequately supervised.

3. Permissible Awards

An approved booster organization may purchase a sweater, jacket, blazer, blanket, shorts, jersey, cap, watch, ring, photograph, medal, plaque, or similar trophy with appropriate insignia of comparable identification, for an athlete, in recognition of his/her athletic performance, and present such awards at a time appropriate to such recognition.

4. Insurance

Each booster organization shall maintain appropriate insurance coverage recommended by the district for bodily injury and property damage, naming the district as additional insureds. Proof of such coverage shall be submitted to the district's Business Office.

Booster Clubs/Organizations (continued)**5. Audit/Treasurer's Report**

Booster organizations shall handle their own accounting and bookkeeping procedures and maintain their own separate accounts for income and expenditures at the end of each school year.

Each booster organization shall prepare an audit or treasurer's report at least once a year. A copy of the audit/treasurer's report shall be submitted to the Superintendent or designee and forwarded to the Board of Education (Board) upon request. Such report shall provide a full accounting of the organization's financial transactions for the year, including money raised and expended.

6. Use of Facilities

Booster organizations requesting use of facilities and/or services shall initiate those requests with the building principal and in compliance with the district's policy P1330 Use of School facilities. No activity shall be permitted without such approval.

7. Recognition Functions

A booster club may sponsor athletic banquets to which student athletes may be invited without charging admission to such athlete.

A booster club planning a recognition event shall request permission of the building principal to conduct such an event and to clear the date for the event.

8. Concessions

Booster organizations involved in concessions at school events shall follow applicable district guidelines.

9. Expenditures for Equipment, Supplies, etc.

All game uniforms shall be purchased by the district. The "game uniform" shall include any clothing, headgear or shoes that (a) display the school colors or logo (except shoes), (b) are purchased by the district, (c) are worn in warm-up for a contest, during the contest, or immediately subsequent to the contest, and (d) is intended to be collected by the school at the conclusion of the season. Ancillary gear and apparel such as coaching aid equipment items, shoes, bags, or totes, etc., may, however, be purchased and/or donated by booster groups, corporate sponsors, or other non-school sanctioned entities. Items purchased or donated other than by the district must meet the criteria as defined below:

- The donation/purchase of goods shall meet all applicable policies and procedures of the district;
- The donation/purchase of goods shall adhere to all applicable Board policies and guidelines;
- The donation/purchase of goods shall have the written approval of the building principal and athletic director prior to any deliberations commencing with a potential provider;
- Any donation of goods may not be in conflict with any district-level sponsorships that may be in effect;

Booster Clubs/Organizations (continued)

- Any agreement or contract proposed shall be reviewed by the district's attorney and the superintendent or designee;
- Consideration must be given to the impact of booster organization purchases, donations, and/or services on Title IX compliance. Approval will be based on maintaining the necessary equivalence of benefits and services to both genders.

10. Compliance

Should any situation emerge between a booster organization and the administration regarding the management of any school-related activity, the superintendent or designee shall resolve the issue within these established guidelines or Board policy. No booster organization shall engage in any activity outside these guidelines. Further, in conducting its activities, booster organizations shall comply with all state and federal laws, as applicable.

Legal Reference: Title IX of the Educational Amendments of 1972
34 C.F.R. §106.31(b) Education Programs or Activities: Specific Prohibitions
(Implementing Title IX)

Policy Adopted:

GROTON PUBLIC SCHOOLS
Groton, Connecticut

Instruction**Distance Education****Virtual/Online Courses**

The Board of Education (Board) believes that education through virtual/online courses or through university or college courses is an alternative (effective) means of instruction for students. A virtual school is hereby defined as an educational organization that offers courses at various grade levels through Internet or Web-based methods. These schools can offer courses to enhance, supplement, or enrich the existing curriculum and can also provide an alternative means of instruction. Interactive distance learning does not require the student to be physically present in the same location as the instructor or other students.

Virtual/on-line courses will be part of this district's educational program delivery system to increase accessibility and flexibility in the delivery of instruction. In addition to regular classroom-based instruction, students in the district may earn credit through distance education provided by virtual/online courses.

In order to earn credits in meeting the requirements for high school graduation through the successful completion of on-line coursework, the Board, in compliance with C.G.S. 10-221a (17) shall ensure, at a minimum, that (a) the workload required by the on-line course is equivalent to that of a similar course taught in a traditional District classroom setting, (b) the content is rigorous and aligned with curriculum guidelines approved by the State Board of Education, where appropriate, (c) the course engages students and has interactive components, which may include, but are not limited to, required interactions between students and their teachers, participation in on-line demonstrations, discussion boards, or virtual labs, (d) the program of instruction for such on-line coursework is planned, ongoing, and systematic, and (e) the courses are (1) taught by teachers who are certified in the state or another state and have received training on teaching in an on-line environment, or (2) offered by institutions of higher education that are accredited by the Department of Higher Education or regionally accredited; or (3) toward meeting the high school graduation requirement upon the successful completion of the board examination series permitting students in grades 9 through 12 to substitute achievement of a passing score on a series of examinations approved by the State Board of Education for meeting credit requirements for graduation.

If the drop-out rate of the District is determined to be 8% or higher in the previous school year, the Board of Education shall establish an on-line credit recovery program for those students who are identified as being in danger of failing to graduate. These students, once identified by certified personnel, must be allowed to complete on-line District-approved coursework toward meeting high school graduation requirements. Each high school within the District shall designate, from among existing staff, an online learning coordinator to administer and coordinate the online credit recovery program.

Insert additional district information as to how virtual/online courses links to district mission/goals/strategies focusing on student achievement and accountability.

The Board of Education recognizes students may benefit from on-line courses or post-secondary courses to assist students in obtaining credits necessary to earn a diploma, to maintain academic standings, or to provide enrichment for those who might require special courses.

The District will not use on-line courses as the sole medium for instruction in any required subject area for students in grades K-8.

The District will integrate on-line courses as part of the regular instruction provided by a certified teacher for grades K-12.

Distance Education – cont.

High school students may also earn of academic credit to be applied toward graduation requirements by completing online courses through agencies approved by the Board unless the Principal waives that provision in writing stating the reasons why, citing whatever circumstances that has caused this waiver.

Credit from an online or virtual course or a university/college course may be earned only in the following circumstances:

1. The course is not offered at the District's high school.
2. The high school does offer the course, but the student is unable to take it due to an unavoidable scheduling conflict.
3. The course will serve as an alternative or a supplement to extended homebound instruction.
4. The District has expelled the student from the regular school setting, and the student has been offered an alternative educational opportunity.
5. The Principal, with agreement from the student's teachers and parents/guardians, determines the student requires a differentiated or accelerated learning environment.
6. Students taking such courses must be enrolled in the District and take the courses during the regular school day at the school site.
7. A student has failed a course and wishes to recover credits in that course area.
8. The student's PPT or Section 504 Team has determined it to be an appropriate means of instruction.

As determined by Board/school policy, students applying for permission to take a virtual/on-line course will do the following:

- Complete prerequisites and provide teacher/counselor recommendations to confirm the student possesses the maturity level needed to function effectively in an online/college learning environment.
- Obtain the written approval of the Principal or his/her designee before a student enrolls in a virtual course or the university/college course.
- Adhere to the District code of conduct to include rules of behavior and consequences for violations.
- Adhere to attendance requirements of the District.

The school must receive an official record of the final grade before awarding credit toward graduation. Only approved courses shall be posted on student transcripts.

The tuition fee for a virtual course shall be borne by the District for students enrolled full-time. The Board shall pay the fee for expelled students who are permitted to take virtual courses in alternative settings.

Through its policies and/or supervision plan, the school shall be responsible for providing appropriate supervision and monitoring of students taking virtual courses.

Distance Education – cont.

Students will have access to sufficient library media resources such as a “virtual library” available through the World Wide Web, laboratory facilities, technical assistance, and hands-on training and information.

District Review Committee

The Superintendent shall establish a committee to review all distance education courses prior to use by the District. This committee will be comprised of various members of the school district.

Evaluation

The District will evaluate the educational effectiveness of the distance education courses and the teaching/learning process to include assessments based on state curriculum standards as well as student satisfaction. The District will use this evaluation to decide whether to grant credit for the course or to continue or discontinue the use of the distance education course.

Additional language to consider:

- Approval of any course shall be based upon its compliance with Connecticut's academic standards and requirements, including but not limited, to the course content and rigor, its length and scope, its method of assessing knowledge acquired by the student, the qualifications of the instructor, and other appropriate factors.
- Enrollment in an online course will be allowed only if an appropriately certified teacher is available and willing to supervise the student's participation in the course.
- No more than one credit may be earned toward the required credits in each of the core content areas.
- On line course delivery must be from institutions accredited by the New England Association of Schools and Colleges, Southern Association of Colleges and Schools, Middle States Association of Colleges and Schools, North Central Association of Colleges and Schools, Northwest Association of Schools and Colleges, or Western Association of Schools and Colleges; or, if the institution is foreign, recognized by the Connecticut State Department of Education as having appropriate academic standards.

Legal Reference: Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies and procedures.

10-221a High school graduation requirements. (as amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School Graduation and P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses ,Other Subject Areas) and P.A. 10-111, An Act Concerning Education Reform in Connecticut.

Policy Adopted:

GROTON PUBLIC SCHOOLS
Groton, Connecticut

P 6114.81

Instruction**Emergencies and Disaster Preparedness****Pandemic/Epidemic Emergencies****Emergency Suspension of Policy During Pandemic**

The Board of Education (Board) is authorized by statute to govern the District, including the adoption, revision, and suspension of Board policies.

The Board, through this policy, acknowledges school closures in response to a pandemic/epidemic and designates the superintendent of schools or designee to act as a liaison for the District to ensure the health and safety of students, staff, and the community.

The World Health Organization on March 11, 2020 characterized COVID-19 as a pandemic. Governor Lamont declared a state of emergency and directed implementation of appropriate plans and procedures in response to the novel coronavirus (COVID-19). This action included closure of all Connecticut public schools. President Trump declared a national state of emergency.

The Connecticut State Department of Education (CSDE) has authority to waive instructional hours and school days, to interpret graduation requirements, and to oversee the allocation of resources for nutrition, transportation, and other crucial aspects of public education and is providing written guidance to school districts on issues related to COVID -19, including but not limited to, student attendance, distance/online learning, high school credit, meal distribution, and other issues.

Temporary Powers Granted to Superintendent of Schools

The Board grants to the Superintendent the following temporary powers to address the COVID-19 pandemic emergency:

1. Authority to temporarily waive such Board policies or provisions of Board policies as the Superintendent shall deem necessary to comply with guidance from appropriate health or governmental authorities or necessary for other effective response.
2. Authority to take any lawful actions necessary to ensure the continuation of public education, to provide for the health and safety of students and employees, or to respond to direction from appropriate health and government authorities. Such action may include, but are not limited to, adjustments to the curriculum and the provision of alternate educational program options; modifications to the school calendar; adjustments to the delivery of school-provided meals; limitations on access to District property; applying to any governmental body for financial or other aid as may be available; and applying to any governmental body for waiver of regulations or requirements, compliance with which is affected by the COVID-19 pandemic emergency.
3. Authority to enter into contracts without Board approval for any dollar amount for the purchase of materials, equipment, supplies, or services for sanitation, cleaning, technology, or other needs directly related to the COVID-19 emergency situation, provided such action is consistent with all applicable State and Federal laws.
4. Authority to close any school facility without further action by this Board. Such closure shall continue during the emergency created by the COVID-19 pandemic until such time as the Superintendent, in consultation with appropriate health and government authorities, deems it in the best interests of the District and its students to open schools.

Pandemic/Epidemic Emergencies/Emergency Suspension – cont.

5. Authority based upon the needs of the District and the guidance from health and government agencies disseminated by CSDE, to direct staff assignments during District closures, including but not limited to, essential employees who must report to work, employees who may be reassigned, and employees whose services are not needed.
6. Authority to limit access to public school grounds and District buildings during school closures.
7. Authority to waive the requirements requiring advertising for bids and competitive bid procedures for purchases which may be necessary due to the emergency. The Superintendent will document the reasons for which prompt remedial action is necessary to prevent physical injury to persons or to property of the District.

Suspension of Policies

The Board hereby suspends provisions of its policies and/or whole policies, as identified by the Superintendent or designee, if such suspension is necessary to implement the written guidance from CSDE relating to containing COVID-19 for the duration identified in the Governor's order of school closure.

Consultation with Board of Education

The Superintendent shall consult with, and report to the Board as feasible, appropriate, and timely regarding the emergency closure and efforts to implement written guidance from health and government agencies as disseminated by CSDE and other state agencies pertaining to this pandemic situation.

Board of Education Meetings

In the interest of public health, the Board encourages the public to attend its open public meetings via live streaming on television and/or the internet and to limit public comment to written comments. The Board reserves the right to adjust Board meeting dates, times, and locations during the District-wide emergency closure in a manner consistent with the Freedom of Information Act. Further, any or all Board members may attend Board meetings electronically.

Legal Reference: Connecticut General Statutes

10-154a Professional communications between teacher or nurse and student.

10-207 Duties of medical advisors.

10-209 Records not to be public.

10-210 Notice of disease to be given parent or guardian.

10-221 Boards of education to prescribe rules.

19a-221 Quarantine of certain persons.

The Family Educational Rights and Privacy Act of 1974, (FERPA), 20 U.S.C. 1232g, 45 C.F.R. 99.

Policy Adopted:

GROTON PUBLIC SCHOOLS
Groton, Connecticut

Groton Public Schools

FY21 Proposed tuition rates for non-Groton resident students

Proposed
FY2021

Pre-K	\$ 7,191
Elementary School	\$ 14,382
Middle School	\$ 15,804
High School	\$ 16,112
IB Diploma Program	\$ 19,980

Special Education Program Costs

Pre-School	\$ 10,370
Regular Education, K-12	\$ 15,407
Academy Program - Elem & Secondary	\$ 30,890
ABA Program - Elem & Secondary	\$ 29,213
Multi Disabilities - Elem & Secondary	\$ 26,938
NBA	\$ 29,293
Transition Academy	\$ 28,225

Additional Services

OT/PT	Add \$ 3,080
Speech	Add \$ 3,080
Counseling/Social Skills	Add \$ 3,080
Resource Room	Add \$ 5,133



The Tree House Enrichment Program

Hybrid Schedule Tuition Adjustment

My proposal is to modify the rates for the hybrid program as follows:

AM Only: \$16/week (2 day max)

PM Only: \$18/week (2 day max)

AM and PM: \$34/week (2 day max)

Full Day only: \$35 (Weds. only)

AM and Full Day: \$51

PM and Full Day: \$53

AM, PM & Full Day: \$69

These rates are based off the daily rate per original cost.

For reference, our rates for our typical program are:

AM Program: \$40/week

PM Program: \$45/week

AM and PM: \$80/week

Full Day: \$35/day

Half Day (Early Dismissals from school): AM Families: \$15 PM Families: \$5