

**GROTON BOARD OF EDUCATION  
REGULAR MEETING  
SEPTEMBER 28, 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](http://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

A. Introduction of Alysson Schuyler

VI. SUPERINTENDENT AND ADMINISTRATION REPORTS

A. Superintendent Report

1. School Opening Report
2. Enrollment Projections for FY22
3. Update re: Neighborhood Survey Related to Elementary School Closures in September 2021

VI. SUPERINTENDENT AND ADMINISTRATION REPORTS (Cont'd)

- A. Superintendent Report (Cont'd)
  - 4. Report re: MSAP Grant Funding
  - 5. Overview of Fall Athletics Program
- B. Reports and Information from the Staff
  - 1. Assistant Superintendent
    - Review of Reassessment Process of Hybrid/Distance Learning Program
  - 2. Business Manager Report
    - Object Code Summary (Attachment #1)
    - Health Insurance Report (Attachment #2)
    - COVID-related Funding
      - Corona Relief Fund
      - CARES Act Funding
      - Alliance District Funding
    - Impact Aid Application Process
  - 3. Director of Buildings and Grounds
    - Update re: Groton Middle School Completion
    - Update re: Construction of New Elementary Schools
    - Portable Classrooms Relocation
    - Update re: Custodial Cleaning Process
    - Update re: Food Service Meals Program

VII. COMMITTEE REPORTS

- |                       |                         |
|-----------------------|-------------------------|
| B. Policy             | D. Other                |
| C. Curriculum         | - Negotiations          |
| D. Finance/Facilities | - LEARN                 |
|                       | - TCC/RTM/BoE Liaison   |
|                       | - BoE/AGSA/GEA Liaison  |
|                       | - Trails Liaison        |
|                       | - Groton Scholarship    |
|                       | - Superintendent Search |
|                       | - Athletic Fields       |

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 August 24, 2020 (Attachment #3)
  - 2. Approval of the Special Meeting minutes of September 8, 2020 (Attachment #4)

VIII. ACTION ITEMS (Cont'd)

B. Old Business

1. Discussion and possible action regarding a second reading of policy P 1230 Parent Organizations and Booster Clubs (Attachment #5).

MOTION: To approve as a second reading policy P 1230 Parent Organizations and Booster Clubs.

2. Discussion and possible action regarding a second reading of policy P 6172.6 Distance Education (Attachment #6).

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

3. Discussion and possible action regarding a second reading of policy P 6114.81 Emergencies and Disaster Preparedness (Attachment #7).

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

C. New Business

1. Discussion and possible action regarding a first reading of policy P 4118.237/5141.8 Face Masks/Coverings (Attachment #8).

MOTION: To approve as a first reading policy P 4118.237/5141.8 Face Masks/Coverings.

2. Discussion and possible action regarding the class size guidelines (Attachment #9).

MOTION: To approve the class size guidelines.

3. Discussion and possible action regarding the 2021 Board of Education meeting schedule (Attachment #10).

MOTION: To approve the 2021 Board of Education meeting schedule.

4. Discussion and possible action regarding recognition of October 2, 2020 as National Custodian Day.

MOTION: To recognize October 2, 2020 as National Custodian Day, and to direct the Superintendent of Schools to send a letter of appreciation to the custodial staff.

5. Discussion and possible action regarding acceptance of the Groton Superintendent of Schools Leadership Profile.

MOTION: To accept the Groton Superintendent of Schools Leadership Profile as presented.

VIII. ACTION ITEMS (Cont'd)

C. New Business (Cont'd)

6. Discussion and possible action regarding the approval of the Superintendent of Schools evaluation and contract renewal. (It is anticipated that this item will be held in executive session.)

MOTION: To approve the Superintendent of Schools evaluation and contract renewal.

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

Oct. 5	Policy	5:00 p.m.
Oct. 5	Special Finance/Facilities	6:00 p.m.
Oct. 13	Special Curriculum	4:00 p.m.
Oct. 13	C.O.W.	6:00 p.m.
Oct. 19	C.O.W.	6:00 p.m.
Oct. 26	Regular	6:00 p.m.

Meetings w/Town Bodies:

Oct. 1	PSBC	6:00 p.m.
Oct. 7	Town & City Councils/RTM/BoE	5:30 p.m.
Oct. 15	PSBC	6:00 p.m.

B. Suggested Agenda Items

XI. ADJOURNMENT

## Groton Public Schools

Date prep:		FY21 Budget Summary Review							
9/23/20 4:36 PM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 09/21/2020	Under/(Over)
<b>Salaries</b>									
1 Administrators	105-108	4,642,710	1,094,928	3,625,452	4,720,380	(77,670)	(1.7%)	4,642,710	0
2 Teachers	101-104,109,123-127	34,415,719	2,858,070	31,082,926	33,940,996	474,723	1.4%	34,342,612	73,107
3 Non-Cert Aides	110-111,130-131,136,139	3,578,209	225,109	0	225,109	3,353,100	93.7%	3,578,209	0
4 Substitute - Cert & Non-Cert	120-121	979,580	33,926	250	34,176	945,404	96.5%	982,483	(2,903)
5 Clerical	112-114,132-134,144	1,876,870	346,472	53,990	400,462	1,476,408	78.7%	1,876,870	0
6 Custodial/Maintenance/Techs	117-118,129,137-138,147-148	3,563,841	667,360	230,995	898,354	2,665,487	74.8%	3,563,841	0
7 Campus Security/Supervision	128	146,610	11,959	0	11,959	134,651	91.8%	146,610	0
8 <b>Total Salaries</b>	<b>100</b>	<b>49,203,539</b>	<b>5,237,824</b>	<b>34,993,613</b>	<b>40,231,436</b>	<b>8,972,103</b>	<b>18.2%</b>	<b>49,133,335</b>	<b>70,204</b>
<b>Benefits</b>									
9 Health Insurance	201-202	7,965,817	1,960,332	0	1,960,332	6,005,485	75.4%	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	257,617	0	257,617	1,175,994	82.0%	1,434,417	(806)
12 Other Benefits	222-227	129,157	125,734	0	125,734	3,423	2.7%	129,157	0
13 <b>Total Benefits</b>	<b>200</b>	<b>10,455,723</b>	<b>2,343,683</b>	<b>0</b>	<b>2,343,683</b>	<b>8,112,040</b>	<b>77.6%</b>	<b>10,456,529</b>	<b>(806)</b>
<b>Purchased Services</b>									
14 Instructional Services	321-324	153,921	2,655	2,495	5,150	148,771	96.7%	154,166	(245)
15 Professional Services	331	261,078	33,701	41,663	75,364	185,714	71.1%	261,078	0
16 Other Prof Services	332	600,634	30,679	29,073	59,752	540,882	90.1%	600,373	261
17 OT & PT Services	333	665,591	12,256	0	12,256	653,335	98.2%	665,591	0
18 Legal	334	70,000	2,544	0	2,544	67,456	96.4%	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	67,308	42,474	109,782	29,453	21.2%	139,235	0
21 <b>Total Purchased Services</b>	<b>300</b>	<b>1,968,135</b>	<b>149,143</b>	<b>115,705</b>	<b>264,848</b>	<b>1,703,287</b>	<b>86.5%</b>	<b>1,968,119</b>	<b>16</b>
<b>Property Services</b>									
22 Water & Sewer	410-411	99,801	10,106	1,672	11,778	88,023	88.2%	99,801	0
23 Trash & Snow Removal	421-422	156,600	11,422	71,598	83,020	73,580	47.0%	156,600	0
24 Repair/Maintenance	430-435,490-491,499	486,970	71,648	24,196	95,844	391,126	80.3%	487,170	(200)
25 Rental	441	124,442	11,646	34,562	46,209	78,233	62.9%	124,442	0
26 <b>Total Property Services</b>	<b>400</b>	<b>867,813</b>	<b>104,823</b>	<b>132,028</b>	<b>236,851</b>	<b>630,962</b>	<b>72.7%</b>	<b>868,013</b>	<b>(200)</b>
<b>Transportation, Insurance, Communications, Tuition</b>									
27 Transportation: Schools	510-513	4,855,917	76,757	0	76,757	4,779,160	98.4%	4,855,917	0
28 Transportation: Student Activities	587-596	176,589	0	700	700	175,889	99.6%	176,589	0
29 Transportation: Staff	580-584	124,941	6,589	145	6,734	118,207	94.6%	125,566	(625)
30 Insurance	522-525	302,400	292,755	0	292,755	9,645	3.2%	308,781	(6,381)
31 Communications	530-552	124,735	26,772	1,789	28,561	96,174	77.1%	132,090	(7,355)
32 Tuition: Special Education	561-563,568	4,481,290	122,981	82,000	204,981	4,276,309	95.4%	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 <b>Total Trans, Ins, Comm, Tuition</b>	<b>500</b>	<b>11,550,711</b>	<b>732,853</b>	<b>84,634</b>	<b>817,468</b>	<b>10,733,223</b>	<b>92.9%</b>	<b>11,565,072</b>	<b>(14,361)</b>
<b>Supplies</b>									
35 Instructional Supplies	601-609,613-619,622-623,628	470,326	47,870	58,487	106,356	363,970	77.4%	480,779	(10,453)
36 Computer Supplies	610-612	642,796	405,621	29,861	435,482	207,314	32.3%	644,703	(1,907)
37 Electricity & Heating	631-633	1,344,801	210,991	3,650	214,641	1,130,160	84.0%	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	12,553	10,888	23,441	98,156	80.7%	128,084	(6,487)
40 Facility/Maintenance Supplies	650,652-655,657,659	320,220	159,174	67,738	226,912	93,308	29.1%	327,707	(7,487)
41 Other Supplies (staff dev., etc.)	621,624-627,690	70,762	7,312	5,542	12,855	57,907	81.8%	71,339	(577)
42 <b>Total Supplies</b>	<b>600</b>	<b>3,217,512</b>	<b>843,521</b>	<b>176,166</b>	<b>1,019,687</b>	<b>2,197,825</b>	<b>68.3%</b>	<b>3,244,422</b>	<b>(26,910)</b>
<b>Equipment</b>									
43 Instructional Equipment	730,735	64,504	1,950	22,880	24,830	39,674	61.5%	63,349	1,155
44 Non-Instructional Equip	731,736	26,312	0	517	517	25,795	98.0%	26,312	0
45 <b>Total Equipment</b>	<b>700</b>	<b>90,816</b>	<b>1,950</b>	<b>23,397</b>	<b>25,347</b>	<b>65,469</b>	<b>72.1%</b>	<b>89,661</b>	<b>1,155</b>
46 <b>Total Dues &amp; Fees</b>	<b>800</b>	<b>83,841</b>	<b>56,207</b>	<b>2,505</b>	<b>58,712</b>	<b>25,129</b>	<b>30.0%</b>	<b>85,109</b>	<b>(1,268)</b>
47 <b>GRAND TOTAL</b>		<b>77,438,090</b>	<b>9,470,004</b>	<b>35,528,048</b>	<b>44,998,052</b>	<b>32,440,038</b>	<b>41.9%</b>	<b>77,410,262</b>	<b>27,828</b>

**Groton Public Schools**

Date prep:		FY21 Budget Summary Review							
9/23/20 4:36 PM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 09/21/2020	Under/(Over)
<b>Salaries</b>									
<b>Administrators</b>									
48 Admin	105	1,053,227	263,736	876,759	1,140,495	(87,268)	(8.3%)	1,053,227	-
49 Principals	106	1,256,347	324,083	1,087,934	1,412,017	(155,670)	(12.4%)	1,256,347	-
50 Asst. Principals	107	1,956,027	450,191	1,424,516	1,874,706	81,321	4.2%	1,956,027	-
51 Dean	108	377,109	56,918	236,243	293,161	83,948	22.3%	377,109	-
52		4,642,710	1,094,928	3,625,452	4,720,380	(77,670)	(1.7%)	4,642,710	0
<b>Teachers</b>									
53 Classroom Teachers	101 & 119	24,172,827	2,038,721	22,592,599	24,631,320	(458,493)	(1.9%)	24,115,937	56,890
54 Sp.Ed Certified	102	7,462,674	601,959	6,799,723	7,401,682	60,992	0.8%	7,446,457	16,217
55 Media Specialist	103	730,616	56,109	674,507	730,616	0	0.0%	730,616	-
56 Guidance	104	1,088,601	89,740	1,005,233	1,094,973	(6,372)	(0.6%)	1,088,601	-
57 Athletic Director	109	11,769	3,205	10,864	14,069	(2,300)	(19.5%)	11,769	-
58 Summer School	123	8,206	41,771	0	41,771	(33,565)	(409.0%)	8,206	-
59 Adult Ed	124	39,905	1,496	0	1,496	38,409	96.3%	39,905	-
60 Tutors	125	478,270	25,069	0	25,069	453,201	94.8%	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	2,858,070	31,082,926	33,940,996	474,723	1.4%	34,342,612	73,107
<b>Non-Cert Aides</b>									
64 Reg.Ed Teacher Aides - Kindergarten	110 & 130	393,049	19,166	0	19,166	373,883	95.1%	393,049	-
65 Sp.Ed Aides - Para I	111	758,192	42,838	0	42,838	715,354	94.3%	908,513	(150,321)
66 Sp.Ed Aides - Para II	131	2,012,619	133,945	0	133,945	1,878,674	93.3%	1,862,298	150,321
67 School Bus Aides	136	402,029	18,526	0	18,526	383,503	95.4%	402,029	-
68 Other Aides	139	12,320	10,634	0	10,634	1,686	13.7%	12,320	-
69		3,578,209	225,109	0	225,109	3,353,100	93.7%	3,578,209	0
<b>Substitute</b>									
70 Substitute Sp.Ed Certified	121	82,989	400	0	400	82,589	99.5%	82,989	-
71 Substitute Reg.Ed Certified	120	896,591	33,526	250	33,776	862,815	96.2%	899,494	(2,903)
72		979,580	33,926	250	34,176	945,404	96.5%	982,483	(2,903)
<b>Clerical</b>									
73 Clerical	112'113'114'132'133'134'143'144	1,876,870	346,472	53,990	400,462	1,476,408	78.7%	1,876,870	0
<b>Custodial/Maintenance/Techs</b>									
74 Custodial	117 & 137	1,938,622	351,768	56,492	408,260	1,530,362	78.9%	1,938,622	-
75 Maintenance	118 & 138	813,603	167,302	57,142	224,444	589,159	72.4%	813,603	-
76 Technicians	129 & 149	705,116	141,573	117,360	258,933	446,183	63.3%	705,116	-
77 Custodial Overtime	147	87,200	5,297	0	5,297	81,903	93.9%	87,200	-
78 Maintenance Overtime	148	19,300	1,420	0	1,420	17,880	92.6%	19,300	-
79		3,563,841	667,360	230,995	898,354	2,665,487	74.8%	3,563,841	0
<b>Security</b>									
80 Security/Supervision	128	146,610	11,959	0	11,959	134,651	91.8%	146,610	-
81 Total Salaries		49,203,539	5,237,824	34,993,613	40,231,436	8,972,103	18.2%	49,133,335	70,204
<b>Benefits</b>									
<b>Health Insurance</b>									
82 Group Ins. Prof	201	6,096,027	1,569,367	0	1,569,367	4,526,660	74.3%	6,096,027	-
83 Group Ins. Other	202	1,869,790	390,965	0	390,965	1,478,825	79.1%	1,869,790	-
84		7,965,817	1,960,332	0	1,960,332	6,005,485	75.4%	7,965,817	0
<b>Workers Comp &amp; Town Pension</b>									
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
<b>Social Security &amp; Medicare</b>									
88 Social Security	212	720,155	109,087	0	109,087	611,068	84.9%	721,980	(1,825)
89 Medicare	214	713,456	148,530	0	148,530	564,926	79.2%	712,437	1,019
90		1,433,611	257,617	0	257,617	1,175,994	82.0%	1,434,417	(806)
<b>Other Employee Benefits</b>									
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	38,355	0	38,355	37,645	49.5%	76,000	-
95 Mentor Stipend	227	1,500	0	0	0	1,500	100.0%	1,500	-
96		129,157	125,734	0	125,734	3,423	2.7%	129,157	0
97 Total Benefits		10,455,723	2,343,683	0	2,343,683	8,112,040	77.6%	10,456,529	(806)

**Groton Public Schools**

Date prep:		FY21 Budget Summary Review							
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Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 09/21/2020	Under/(Over)
<b>Purchased Services</b>									
<b>Instructional Services</b>									
98 Instructional Services	321 & 323	112,421	0	0	0	112,421	100.0%	112,421	-
99 Instruct Improvement Services	322 & 324	41,500	2,655	2,495	5,150	36,350	87.6%	41,745	(245)
100		153,921	2,655	2,495	5,150	148,771	96.7%	154,166	(245)
<b>Professional Services</b>									
101 Professional Services	331	261,078	33,701	41,663	75,364	185,714	71.1%	261,078	-
102 Other Professional Services	332	600,634	30,679	29,073	59,752	540,882	90.1%	600,373	261
103 OT & PT Services	333	665,591	12,256	0	12,256	653,335	98.2%	665,591	-
104 Legal Services	334	70,000	2,544	0	2,544	67,456	96.4%	70,000	-
105		1,597,303	79,180	70,736	149,916	1,447,387	90.6%	1,597,042	261
<b>Athletic Officials &amp; Other Athletic Services</b>									
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
<b>Computer Network Services</b>									
109 Computer Network Services	343	139,235	67,308	42,474	109,782	29,453	21.2%	139,235	-
110 Total Purchased Services		1,968,135	149,143	115,705	264,848	1,703,287	86.5%	1,968,119	16
<b>Property Services</b>									
<b>Water/Sewer</b>									
111 Water	410	65,527	7,204	1,672	8,876	56,651	86.5%	65,527	-
112 Sewer	411	34,274	2,902	0	2,902	31,372	91.5%	34,274	-
113		99,801	10,106	1,672	11,778	88,023	88.2%	99,801	0
<b>Trash &amp; Snow Removal</b>									
114 Trash Removal	421	86,600	11,422	71,598	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	11,422	71,598	83,020	73,580	47.0%	156,600	0
<b>Repair/Maintenance</b>									
117 Equipment Repairs	430	115,719	14,888	2,091	16,979	98,740	85.3%	115,919	(200)
118 Grounds Repairs	431	170,017	37,957	12,927	50,884	119,133	70.1%	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	1,125	0	1,125	44,938	97.6%	46,063	-
122 Electrical	435	11,947	0	0	0	11,947	100.0%	11,947	-
123 Extermination Services	490	12,268	2,382	9,178	11,560	708	5.8%	12,268	-
124 Bldg Fire Protection	491	45,898	2,215	0	2,215	43,683	95.2%	45,898	-
125 Other Purch Services	499	24,146	3,971	0	3,971	20,175	83.6%	24,146	-
126		486,970	71,648	24,196	95,844	391,126	80.3%	487,170	(200)
<b>Rental</b>									
127 Rental	441	124,442	11,646	34,562	46,209	78,233	62.9%	124,442	-
128 Total Property Services		867,813	104,823	132,028	236,851	630,962	72.7%	868,013	(200)
<b>Transportation, Insurance, Communications, Tuition</b>									
<b>Transportation: Schools</b>									
129 Reg.Ed Pupil Transportation	510 & 516	2,877,836	20,048	0	20,048	2,857,788	99.3%	2,877,836	-
130 Sp.Ed - Trans - STA	511	1,063,596	37,331	0	37,331	1,026,265	96.5%	1,063,596	-
131 Sp.Ed - Trans - Curtin	512	902,235	19,378	0	19,378	882,857	97.9%	902,235	-
132 Pupil Transp Reimbursement	513	12,250	0	0	0	12,250	100.0%	12,250	-
133		4,855,917	76,757	0	76,757	4,779,160	98.4%	4,855,917	0
<b>Transportation: Other</b>									
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
<b>Transportation: Staff</b>									
140 Travel - Education	580 & 581	8,800	6	0	6	8,794	99.9%	8,800	-
141 Travel - Admin	582 & 583	30,300	5,454	0	5,454	24,846	82.0%	30,300	-
142 Travel - Conferences	584	85,841	1,129	145	1,274	84,567	98.5%	86,466	(625)
143		124,941	6,589	145	6,734	118,207	94.6%	125,566	(625)
<b>Liability &amp; Accident Insurance</b>									
144 Liability Insurance	522	286,374	292,755	0	292,755	(6,381)	(2.2%)	292,755	(6,381)
145 Accident Insurance	525	16,026	0	0	0	16,026	100.0%	16,026	-
146		302,400	292,755	0	292,755	9,645	3.2%	308,781	(6,381)



**Groton Public Schools**

Date prep:		FY21 Budget Summary Review							
9/23/20 4:36 PM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 09/21/2020	Under/(Over)
<b>Communications</b>									
147 Telephone, Telephone Repairs	530	68,810	21,168	1,000	22,168	46,642	67.8%	76,165	(7,355)
148 Postage	531	39,425	2,570	0	2,570	36,855	93.5%	39,425	-
149 Advertisement	540	5,000	717	675	1,392	3,608	72.2%	5,000	-
150 Minority Recruitment	541	0	0	0	0	0	-	-	-
151 Printing Admin	550	7,500	1,916	114	2,031	5,469	72.9%	7,500	-
152 School Publications	551 & 552	4,000	400	0	400	3,600	90.0%	4,000	-
153		124,735	26,772	1,789	28,561	96,174	77.1%	132,090	(7,355)
<b>Tuition: Special Education</b>									
154 Sp.Ed Vocational	561	461,250	4,068	0	4,068	457,182	99.1%	461,250	-
155 Sp.Ed BoE Placements	562	2,447,750	89,397	82,000	171,397	2,276,353	93.0%	2,447,750	-
156 Sp.Ed State Placements	563	600,000	29,516	0	29,516	570,484	95.1%	600,000	-
157 Sp.Ed Magnet Choice	568	972,290	0	0	0	972,290	100.0%	972,290	-
158		4,481,290	122,981	82,000	204,981	4,276,309	95.4%	4,481,290	0
<b>Tuition: Other</b>									
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	732,853	84,634	817,488	10,733,223	92.9%	11,565,072	(14,361)
<b>Supplies</b>									
<b>Instructional Supplies</b>									
164 General Classroom	601	101,351	10,990	18,599	29,589	71,762	70.8%	99,198	2,153
165 Science	602	21,150	4,312	764	5,076	16,074	76.0%	21,150	-
166 Arts & Crafts	603	20,350	4,624	6,850	11,474	8,876	43.6%	21,630	(1,280)
167 Phys., Ed	604	12,400	1,580	3,045	4,625	7,775	62.7%	13,447	(1,047)
168 Music	605	18,850	386	4,475	4,861	13,989	74.2%	20,584	(1,734)
169 Kindergarten	606	5,800	1,430	198	1,628	4,172	71.9%	5,800	-
170 Pupil Tests	607	70,225	10,084	5,465	15,549	54,676	77.9%	70,559	(334)
171 Tech. Ed	609	7,500	999	640	1,639	5,861	78.2%	7,500	-
172 Home Ec Supplies	613	12,700	34	2,045	2,080	10,621	83.6%	12,700	-
173 Sp.Ed Supplies	615	54,800	5,548	1,231	6,779	48,021	87.6%	54,800	-
174 Athletic Supplies	616	81,475	271	14,381	14,652	66,823	82.0%	81,475	-
175 Math Supplies	617	11,250	6,206	289	6,495	4,755	42.3%	17,745	(6,495)
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	1,227	288	1,515	4,735	75.8%	7,765	(1,515)
179 School Library Supplies	623	4,950	176	18	194	4,756	96.1%	4,950	-
180 Food, Drink, Snacks	628	37,075	0	200	200	36,875	99.5%	37,275	(200)
181		470,326	47,870	58,487	106,356	363,970	77.4%	480,779	(10,453)
<b>Computer Supplies</b>									
182 Computer Supplies	610 & 611	110,900	20,288	13,742	34,029	76,871	69.3%	111,130	(230)
183 Software	612	531,896	385,333	16,119	401,452	130,444	24.5%	533,573	(1,677)
184		642,796	405,621	29,861	435,482	207,314	32.3%	644,703	(1,907)
<b>Electricity &amp; Heating</b>									
185 Electricity	631	905,538	171,732	3,650	175,382	730,156	80.6%	905,538	-
186 Propane/Natural Gas	632	229,751	6,625	0	6,625	223,126	97.1%	229,751	-
187 Heating Oil	633	209,512	32,634	0	32,634	176,878	84.4%	209,512	-
188		1,344,801	210,991	3,650	214,641	1,130,160	84.0%	1,344,801	0
<b>Transportation Supplies</b>									
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
<b>Textbooks &amp; Library Books</b>									
192 Textbooks	640	86,796	10,057	2,184	12,241	74,555	85.9%	90,352	(3,556)
193 Workbooks	641	12,910	2,496	6,586	9,082	3,828	29.7%	15,841	(2,931)
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	12,553	10,888	23,441	98,156	80.7%	128,084	(6,487)



**Groton Public Schools**

Date prep: 9/23/20 4:36 PM		FY21 Budget Summary Review							
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 09/21/2020	Under/(Over)
<b>Facility/Maintenance Supplies</b>									
198 Equipment Repair	650	28,660	4,115	1,065	5,179	23,481	81.9%	28,660	-
199 Grounds Supplies	651	18,675	22,282	750	23,032	(4,357)	(23.3%)	18,675	-
200 General Bldg Repair	652	66,430	9,135	360	9,495	56,935	85.7%	66,430	-
201 Painting	653	2,500	2,830	0	2,830	(330)	(13.2%)	2,500	-
202 Heat & Plumbing	654	33,720	19,763	404	20,167	13,553	40.2%	33,720	-
203 Electrical	655	29,950	8,634	110	8,744	21,206	70.8%	29,950	-
204 Safety Supplies	657 & 659	11,985	83,487	65,050	148,537	(136,552)	(1139.4%)	19,472	(7,487)
205 Custodial Supplies	658	128,300	8,927	0	8,927	119,373	93.0%	128,300	-
206		320,220	159,174	67,738	226,912	93,308	29.1%	327,707	(7,487)
<b>Other Supplies</b>									
207 Sup Serv Guid Imp Ins	621	19,500	2,321	1,886	4,207	15,293	78.4%	20,263	(763)
208 Audio Visual	624 & 625	7,402	0	822	822	6,580	88.9%	7,402	-
209 General Admin Supplies	626	13,360	791	535	1,326	12,034	90.1%	12,715	645
210 School Admin Supplies	627	11,250	3,090	2,299	5,389	5,861	52.1%	11,938	(688)
211 Professional Materials	690	19,250	1,110	0	1,110	18,140	94.2%	19,020	230
212		70,762	7,312	5,542	12,855	57,907	81.8%	71,339	(577)
213 Total Supplies		3,217,512	843,521	176,166	1,019,687	2,197,825	68.3%	3,244,422	(26,910)
<b>Equipment</b>									
<b>Instructional Equipment</b>									
214 Replace Instr Equip	730	29,770	758	2,987	3,745	26,025	87.4%	30,959	(1,189)
215 Add Instr Equipment	735	34,734	1,192	19,892	21,084	13,650	39.3%	32,390	2,344
216		64,504	1,950	22,880	24,830	39,674	61.5%	63,349	1,155
<b>Non-Instructional Equipment</b>									
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	517	517	795	60.6%	1,312	-
219		26,312	0	517	517	25,795	98.0%	26,312	0
220 Total Equipment		90,816	1,950	23,397	25,347	65,469	72.1%	89,661	1,155
<b>Dues - Fees</b>									
<b>Dues/Fees</b>									
221 Dues BoE	810	25,541	20,591	0	20,591	4,950	19.4%	25,541	-
222 General Admin Dues	811	15,950	11,875	1,950	13,825	2,125	13.3%	16,875	(925)
223 School Admin Dues	812	37,465	21,085	555	21,640	15,825	42.2%	37,808	(343)
224 Other Dues	819	4,885	2,656	0	2,656	2,229	45.6%	4,885	-
225 Total Dues/Fees		83,841	56,207	2,505	58,712	25,129	30.0%	85,109	(1,268)
226 Grand Total		77,438,090	9,470,004	35,528,048	44,998,052	32,440,038	41.9%	77,410,262	27,828

**Groton Public Schools**  
**FY21 Budget Summary Review**  
**Summary at Program Level III**

		FY21			FY21			00212020	
Function		Budget	Expended	Encumbered	Total	Remaining		FY21	
No.	Description	2020-2021	2020-2021	2020-2021	2020-2021	Balance	%	Estimated	Increase
Regular Instruction									
1101	FUNCTION-1101 ELEMENTARY	13,102,845	1,157,614	9,650,199	10,807,813	2,295,032	17.5%	13,102,023	822
1102	FUNCTION-1102 ART	674,103	60,819	511,643	572,461	101,642	15.1%	677,130	(3,027)
1104	FUNCTION-1104 LANGUAGE ARTS	2,336,132	210,288	1,760,763	1,971,051	365,081	15.6%	2,336,132	-
1105	FUNCTION-1105 WORLD LANGUAGES	1,294,834	124,392	1,025,200	1,149,591	145,243	11.2%	1,301,845	(7,011)
1106	FUNCTION-1106 CONSUMER SCIENCE	160,712	11,371	103,682	115,052	45,660	28.4%	161,901	(1,189)
1107	FUNCTION-1107 TECHNOLOGY EDUCATION	768,063	57,753	489,537	547,290	220,773	28.7%	730,638	37,425
1108	FUNCTION-1108 MATHEMATICS	2,039,084	194,952	1,624,337	1,819,289	219,795	10.8%	2,040,709	(1,625)
1109	FUNCTION-1109 MUSIC	738,098	60,930	549,881	610,811	127,287	17.2%	740,812	(2,714)
1110	FUNCTION-1110 PHYSICAL EDUCATION	1,159,763	97,433	831,258	928,691	231,072	19.9%	1,160,366	(603)
1111	FUNCTION-1111 SCIENCE	2,288,339	199,855	1,658,306	1,858,161	430,178	18.8%	2,288,339	-
1112	FUNCTION-1112 SOCIAL STUDIES	1,810,607	156,373	1,410,902	1,567,275	243,332	13.4%	1,810,941	(334)
1114	FUNCTION-1114 HEALTH EDUCATION	231,660	23,024	248,370	271,393	(39,733)	(17.2%)	232,794	(1,134)
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 EXPEF	0	1,226	14,123	15,349	(15,349)	0.0%	-	-
1117	FUNCTION-1117 INTERN. BACCALAUREATE	86,195	5,353	265	5,618	80,577	93.5%	86,195	-
1119	FUNCTION-1119 UNCLASSIFIED	811,240	333,943	81	334,024	477,216	58.8%	811,240	-
1121	FUNCTION-1121 BUSINESS EDUCATION	308,970	28,941	229,379	258,320	50,650	16.4%	308,970	0
1124	FUNCTION-1124 HEALTH OCCUPATIONS	114,720	7,009	48,067	55,077	59,643	52.0%	114,886	(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	239,959	2,332,389	2,572,348	350,881	12.0%	2,923,229	-
1412	FUNCTION-1412 SUMMER SCH HIGH SC CREDI	8,834	44,782	0	44,782	(35,948)	(406.9%)	8,834	-
2220	FUNCTION-2220 EDUCATIONAL MEDIA SERV	1,172,652	113,469	677,308	790,777	381,875	32.6%	1,172,652	-
Total Regular Instruction		32,112,981	3,173,717	23,418,444	26,592,161	5,520,820	17.2%	32,092,538	20,443
Special Instruction									
1205	FUNCTION-1205 PRESCHOOL 3-5	1,288,422	96,925	549,559	646,484	641,938	49.8%	1,244,362	44,060
1210	FUNCTION-1210 SPED Summer School	20,290	55,105	0	55,105	(34,815)	(171.6%)	27,608	(7,318)
1220	FUNCTION-1220 OTHER SPECIAL INSTRUCTIO	743,505	51,676	205,921	257,597	485,908	65.4%	743,505	-
1230	FUNCTION-1230 SPECIAL EDUCATION	8,280,293	630,242	3,795,394	4,425,636	3,854,657	46.6%	8,280,293	-
1250	FUNCTION-1250 BLIND	56,595	8,067	85,941	94,008	(37,413)	(66.1%)	56,595	-
1280	FUNCTION-1280 HEARING IMPAIRED	120,105	8,757	91,692	100,449	19,656	16.4%	120,105	-
Total Special Instruction		10,509,210	850,772	4,728,507	5,579,279	4,929,931	46.9%	10,472,468	36,742
Continuing Education									
1310	FUNCTION-1310 HIGH SCHOOL COMPLETION	80,995	3,586	11,666	15,252	65,743	81.2%	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	210,586	11,666	222,252	68,743	23.6%	290,995	0
Other Instructional Programs									
15**	STUDENT ACTIVITIES 6-12	827,830	9,680	54,318	63,997	763,833	92.3%	826,840	990
TOTAL INSTRUCTION		43,741,016	4,244,755	28,212,935	32,457,690	11,283,326	25.8%	43,682,841	58,175
Support Services - Pupils									
2101	FUNCTION-2101 SUPPORT SERVICES - SPED CO	921,637	199,230	474,157	673,387	248,250	26.9%	921,464	173
2110	FUNCTION-2110 SOCIAL WORK SERVICES	348,803	33,063	244,927	277,990	70,813	20.3%	348,803	-
2120	FUNCTION-2120 GUIDANCE SERVICES	1,587,957	168,386	1,005,404	1,173,790	414,167	26.1%	1,588,720	(763)
2130	FUNCTION-2130 HEALTH SERVICES	1,229,556	44,339	3,348	47,686	1,181,870	96.1%	1,231,071	(1,515)
2140	FUNCTION-2140 PSYCHOLOGICAL SERVICES	1,262,682	107,725	931,590	1,039,315	223,367	17.7%	1,265,807	(3,125)
2150	FUNCTION-2150 SPEECH & HEARING SERVICE	1,172,189	105,092	901,065	1,006,156	166,033	14.2%	1,172,189	-
Total Support Services - Pupils		6,522,824	657,835	3,560,490	4,218,325	2,304,499	35.3%	6,528,055	(5,231)
Support Services - Staff									
2201	FUNCTION-2201 SUPPORTING SERVICES - CO	97,642	51,150	139,548	190,698	(93,056)	(95.3%)	97,642	-
2210	FUNCTION-2210 IMPROVEMENT OF INSTRUCT	286,825	262,413	2,640	265,053	21,772	7.6%	287,151	(326)
Total Support Services - Staff		384,467	313,563	142,188	455,751	(71,284)	(18.5%)	384,793	(326)
General Support Services									
2311	FUNCTION-2311 BOARD OF EDUCATION SERV	30,241	23,908	6,633	30,541	(300)	(1.0%)	30,241	-
2312	FUNCTION-2312 SUPERINTENDENT OFFICE SE	1,530,410	259,882	400,112	659,994	870,416	56.9%	1,531,179	(769)
2313	FUNCTION-2313 BUSINESS OFFICE	899,718	140,826	90,893	231,719	667,999	74.2%	899,468	250
2410	FUNCTION-2410 SCHOOL ADMINISTRATION	4,625,333	887,926	2,278,492	3,166,419	1,458,914	31.5%	4,635,668	(10,335)
Total General Support Services		7,085,702	1,312,542	2,776,131	4,088,673	2,997,029	42.3%	7,096,557	(10,854)
Operational Services									
2510	FUNCTION-2510 OPERATIONS AND MAINTENA	6,933,303	1,504,333	375,269	1,879,602	5,053,701	72.9%	6,939,883	(6,580)
2520	FUNCTION-2520 PUPIL TRANSPORTATION	5,539,258	128,917	53,990	182,907	5,356,351	96.7%	5,539,258	-
2540	FUNCTION-2540 COMPUTER SUPPORT SERVIC	1,819,141	630,777	357,434	988,211	830,930	45.7%	1,826,496	(7,355)
2560	FUNCTION-2560 HEALTH SERVICES STAFF	2,500	0	0	0	2,500	100.0%	2,500	-
Total Operational Services		14,294,202	2,867,008	786,693	3,653,702	10,640,500	74.4%	14,308,137	(13,935)
TOTAL SUPPORT SERVICES		28,287,195	5,150,948	7,265,502	12,416,450	15,870,745	56.1%	28,317,542	(30,347)
Community Services									
3710	FUNCTION 3710-NONPUBLIC SCHOOL	115,000	0	0	0	115,000	100.0%	115,000	0
Non-Programmed Charges									
4100	TUITION PAYMENTS	5,294,879	118,913	82,000	200,913	5,093,966	96.2%	5,294,879	0
GRAND TOTAL		77,438,090	9,514,616	35,560,437	45,075,053	32,363,037	41.8%	77,410,262	27,828
									0.04%

## Cost vs Budget Dashboard - data through July 2020

BOE Groups Active &amp; Retired

## Self Insured - All Coverages

## All Enrollees

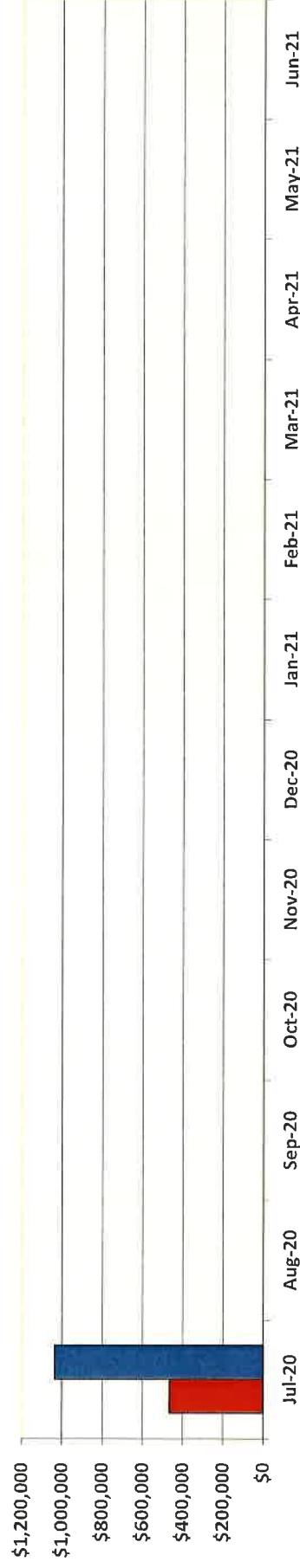
Claim/Admin. Cost													
Date	Lives	Net Medical Paid		Rx Paid Claims	Dental Paid Claims	Total Net Paid Claims	Total Fixed Costs	Total Cost	BOE Monthly Budget*	Variance - Total		Actual/Estimated BOE Budget	
		Claims								Cost vs BOE Budget			
Jul-20	597	\$265,817	\$76,186		\$27,896	\$369,899	\$95,087	\$464,985	\$1,037,603	(\$572,617)		44.8%	
Aug-20													
Sep-20													
Oct-20													
Nov-20													
Dec-20													
Jan-21													
Feb-21													
Mar-21													
Apr-21													
May-21													
Jun-21													
YTD	597	\$265,817	\$76,186		\$27,896	\$369,899	\$95,087	\$464,985	\$1,037,603	(\$572,617)		44.8%	

## Budget vs. Actual Cost

## Actual vs Budget

■ Actual Cost

■ Budgeted Cost



Total fixed costs is taken from segmented Anthem Report 4 dated 3/24/20 plus Network Access Fees of \$204,724

\*BOE monthly budget based on non-weighted Anthem proposal dated 3/24/20

**GROTON BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
AUGUST 24, 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, Sam Kilpatrick, Ken Knight

I. CALL TO ORDER – Chairperson Kim Shepardson Watson called the meeting to order at 6:01 p.m.

A. Pledge of Allegiance

The first order of business was the pledge of allegiance to the flag led by Dr. Graner.

II. RECOGNITION AND PARTICIPATION OF VISITORS AND DELEGATIONS

NONE

III. COMMENTS FROM CITIZENS

NONE

IV. RESPONSE TO COMMENTS FROM CITIZENS

NONE

V. STUDENT REPRESENTATIVE REPORT

NONE

VI. SUPERINTENDENT AND ADMINISTRATION REPORTS

A. Superintendent Report

- a. Update re: School Reopening Plans – Dr. Graner reported that teachers will attend the Convocation remotely on August 27; teachers will have 7 days of PD; students will start school on September 8 – 73% in the Hybrid Model and 27% will do distance learning. Dr. Graner noted the outstanding help received from the State and the Department of Health. Dr. Graner noted that teachers have been working on curriculum throughout the summer.
- b. Update re: Parent Focus Groups – Dr. Graner noted that Principals have implemented effective focus groups for their schools last week. Next week the focus groups will be addressing distance learning.
- c. Remote Convocation – Dr. Graner noted that teachers will be able to participate in the Convocation in their classrooms, however, not all together.
- d. Coordination of Cohort Groups – Dr. Graner shared that the administrators are still in the process of coordinating cohort groups. Dr. Graner noted that parents still have to identify cohorts groups to parents.

VI. SUPERINTENDENT AND ADMINISTRATION REPORTS – cont.

- e. Update re: Fall Athletics – Dr. Graner noted that the CIAC have opened up cohorts conditionally; they have postponed any team activities until 2 weeks after the opening of school. There will be no team sports until September 28<sup>th</sup>. The Department of Public Health has sent a letter today that they are willing to do low risk sports. Dr. Graner noted that on Wednesday or Thursday there may be a compromise.
- f. Update re: Tree House Program in the Hybrid Model – Dr. Graner noted that there will be before and after school child care; paraprofessionals will be used where necessary. Dr. Graner noted that he will be meeting on Tuesday with the YMCA who is willing to provide child care. Parks and Recreation is not ready to provide child care.

B. Assistant Superintendent

- a. Overview of the August 28 through September 4 Professional Development Program – Ms. Austin gave an overview of the Professional Development Programs, including the Virtual Professional Development Day on Distance Learning for 8/28/20 (**Attachment #1**)
- b. Overview of Distance Learning Program – Ms. Austin reviewed the first three weeks (8/24/20 – 9/11/20) schedule of activities for faculty, students, and staff, sharing information about the Hybrid Model return to school. (**Attachment #2**) In addition, Ms. Austin showcased the site located on the Groton Public Schools website regarding Curriculum and Fall 2020 re-entry, commending the faculty and administration for the many volunteer hours that went into planning for the reopening of schools, and the many hours of curriculum work done by teachers.

C. Business Manager

- a. Object Code Summary (**Attachment #3**) – Mr. Knight reviewed the Object Code Summary dated August 19, 2020 that shows a balance of \$57,125.
- b. Health Insurance Report – Mr. Knight noted that the Health Insurance Report for the month of July was not received.
- c. State Funding for COVID-related Expenses – Mr. Knight noted that previously he reported that the district was allotted \$686,882 through the CARES Act's secondary and elementary relief fund. Mr. Knight went on to report that the district was allotted an additional \$1,248,743 through the Corona Relief fund.

D. Director of Buildings and Grounds

- a. Transportation Plan – Mr. Kilpatrick noted that sanitizing will occur between each run. Mr. Kilpatrick noted that all runs have been populated. Dismissal is still to be worked on by the Principals.
- b. Parent Pick-up and Drop-off Procedures – Mr. Kilpatrick noted that there will be a lot of parents dropping off student (126) and that pick up will be staggered.
- c. Food Service Meals Program – Mr. Kilpatrick noted that grab and go meals will be provided with students eating in the classroom; there may be small groups eating in the cafeteria. Mr. Kilpatrick noted that on Wednesdays, from 9:00 a.m. to 10:00 a.m., meals for those who need it can be picked up at the 3 sites. However, they have to preorder the meals.

VII. COMMITTEE REPORTS

- A. Policy – Mrs. White noted that the Policy Committee will meet on September 8, 2020 on new policies.



VII. COMMITTEE REPORTS - cont.

- B. Curriculum – Dr. Ackerman noted that the Curriculum Committee met on August 10, 2020 and talked to teachers on the delivery of the curriculum, student engagement and human connection. Dr. Ackerman noted that the Curriculum Committee will meet on September 21, 2020.
- C. Finance/Facilities – Mr. Weitlauf noted that the Finance/Facilities Committee met on August 10, 2020 and received reports on the Object Code Summary, CARES Act, and a facilities update.
- D. Negotiations – Mrs. Watson noted that the Board would be going into Executive Session tonight to address a MOU with the GEA.
- E. LEARN – Mrs. Volkmann noted that LEARN will be meeting on Friday.
- F. BoE/TCC/RTM Liaison – Mrs. Watson noted that the BoE/TCC/RTM Liaison Committee met and addressed the reentry of students back to school and the financial implications.
- G. BoE/AGSA/GEA Liaison – Mrs. Watson noted that the BoE/AGSA/GEA Liaison Committee will meet in October.
- H. Trails Liaison – There was no report.
- I. Groton Scholarship – Mrs. Newsome noted that the Groton Scholarship Fund will meet in October.
- J. Search – Mrs. Watson noted that the Search Committee has gone into contract with a search agency.

VIII. ACTION ITEMS

A. Consent Agenda

MOTION: Porter, White: To approve the Consent Agenda.  
**PASSED – UNANIMOUSLY**

B. Old Business

NONE

C. New Business

- 1. Discussion and possible action regarding a first reading of policy P 1230 Parent Organizations and Booster Clubs (**Attachment #4**)

MOTION: White, 2 Volkmann: To approve as a first reading of policy P 1230 Parent Organizations and Booster Clubs.  
**PASSED – UNANIMOUSLY**

- 2. Discussion and possible action regarding a first reading of policy 6172.6 Distance Education (**Attachment #5**)

MOTION: Giuliani, 2 Robertson: To approve as a first reading policy P 6172.6 Distance Education  
**PASSED – UNANIMOUSLY**



C. New Business – cont.

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

MOTION: Robertson, 2 Porter: To approve as a first reading of policy P 6114.81 Emergencies and Disaster Preparedness  
YES – Watson, Ackerman, Giulini, Porter, Robertson, Volkmann, Weitlauf, White  
ABSTAIN – Newsome  
**PASSED**

4. Discussion and possible action regarding the 2020-2021 Groton Public Schools Tuition Rates (**Attachment #7**)

MOTION: Volkmann, Porter: To approve the 2020-2021 Groton Public Schools Tuition Rates  
**PASSED – UNANIMOUSLY**

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

MOTION: Weitlauf, Porter: To approve the Tree House Hybrid Schedule Tuition Adjustments  
**PASSED – UNANIMOUSLY**

IX. INFORMATION AND PROPOSALS

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

1. Mrs. Volkmann noted the communications received by Board members.
2. Mr. Weitlauf expressed his appreciation to the teachers for their work this summer. Mr. Weitlauf gave a shout out to Mr. Koschmieder for providing meals to students since March.
3. Mrs. Watson also expressed her appreciation to the teacher for their work this summer and to Mr. Koschmieder for providing meals to student since March.

X. ADVANCE PLANNING

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

As noted in the agenda.

- B. Suggested Agenda Items

Mrs. Volkmann noted an article provided by Mr. Weitlauf regarding a California Superintendent relative to technology. Mrs. Volkmann requested discussion of different options.

C. New Business (cont.)

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: Watson, Ackerman: To go into Executive Session at 8:02 p.m. to discuss the proposed BoE/GEA MOU and to invite Dr. Graner, Ms. Austin, and Mr. Knight to attend.

**PASSED – UNANIMOUSLY**

The BoE/GEA MOU was discussion. No action was taken.

MOTION: Ackerman, Weitlauf: To return to Open Session at 8:25 p.m.  
**PASSED – UNANIMOUSLY**

MOTION: Volkmann, Ackerman: To approve the proposed BoE/GEA MOU.  
**PASSED – UNANIMOUSLY**

VIII. ADJOURNMENT

MOTION: Ackerman, Weitlauf: To adjourn at 8:27 p.m.  
**MOTION PASSED UNANIMOUSLY**

**GROTON PUBLIC SCHOOLS**  
**VIRTUAL PROFESSIONAL DEVELOPMENT DAY PROGRAM**  
**AUGUST 28, 2020**

Code	Workshop GRADE LEVEL	Facilitator	Target Audience	Time
1	6-8: All Things Google	Greg Kulowiec, EdTech	Gr. 6-8 Teachers	8:00 – 9:00 AM
2	6-8: Audio Creation and Podcasting with Chromebooks	Greg Kulowiec, EdTech	Gr. 6-8 Teachers	9:10 – 10:10 AM
3	6-8: Travel the World with a Chromebook: Google My Maps, Google Earth Tours, and Earth Creator	Greg Kulowiec, EdTech	Gr. 6-8 Teachers	10:20 – 11:20 AM
4	9-12: Reflection Journals through SeeSaw	Andrew Lefebvre	Gr. 9-12 Teachers	8:00 – 9:00 AM
5	9-12: Becoming Google Certified	TBD	Gr. 9-12 Teachers	8:00 – 9:00 AM
6	9-12: Effective Strategies When Teaching Online	Amy McKenna Matt Brown	Gr. 9-12 Teachers	10:20 11:20 AM
7	6-12: Using Virtual Escape Rooms to Increase Student Engagement	Laurel Holubecki	Gr. 6-12 Teachers	8:00 – 9:00 AM
8	6-12: School Counselors – Naviance, etc.	Erin McGuire	Gr. 6-12 Teachers	9:10 – 11:20 AM Two Hours
9	6-12: Social Studies – Inquiry-Based Instruction	Steve Armstrong	Gr. 6-12 Teachers	8:00 – 9:00 AM
10	K-12: Unconscious Bias	Valerie Davis-Howard	Gr. K-12 Teachers	9:10 – 11:20 AM Two Hours
11	K-12: Embracing Diversity and Fighting Discrimination	Black Student Union & Carmita Hodge	Gr. K-12 Teachers	8:00 – 9:00 AM
12	K-12: Next Steps for Marc Brackett's Permission to Feel	Dr. Michael Graner	Gr. K-12 Teachers	9:10 – 10:10 AM
13	6-8: CreatED ~ STEAM <b>CANCELED due to low enrollment.</b>	CRAYOLA	Gr. 6-8 Teachers	8:00 - 11:20 AM Three Hours
14	K-2: Social Studies - Inquiry-Based Instruction	Steve Armstrong, CSDE	Gr. K-2 Teachers	9:10 – 10:10 AM
15	3-5: Social Studies – Inquiry-Based Instruction	Steve Armstrong, CSDE	Gr. 3-5 Teachers	10:20 – 11:20 AM
16	K-5: Understanding DREAMBOX and Navigating the New Dashboard	DREAMBOX Consultant	Gr. K-5 Teachers	8:00 – 9:00 AM
17	K-9 Using DREAMBOX Data to Inform Instruction and Support Remote and Hybrid Learning	DREAMBOX Consultant	Gr. K-9 Teachers	9:10 – 10:10 AM

**GROTON PUBLIC SCHOOLS**  
**VIRTUAL PROFESSIONAL DEVELOPMENT DAY PROGRAM**  
**AUGUST 28, 2020**

Code	Workshop GRADE LEVEL	Facilitator	Target Audience	Time
18	K-9: Taking a Deeper Dive into DREAMBOX Data and Using Assignments to Progress Monitor Students in a Remote and Hybrid Setting	DREAMBOX Consultant	Gr. K-9 Teachers	10:20-11:20 AM
19	K-5: LEXIA Core5 Data Coaching: Using Data to Make Educational Decisions	LEXIA Consultant	Gr. K-5 Teachers	8:00-9:00 AM
20	K-5: LEXIA Core5 Data Coaching: Using Data to Make Educational Decisions	LEXIA Consultant	Gr. K-5 Teachers	9:10 – 10:10 AM
21	6-9: LEXIA PowerUp Data Coaching: Using Data to Make Educational Decisions	LEXIA Consultant	Gr. 6-9 Teachers	10:20 – 11:20 AM
22	K-5: Getting to Know NEWSELA	NEWSELA Consultant	Gr. K-5 Teachers	8:00 – 9:00 AM
23	6-12: NEWSELA for Digital Reading ~ August 28, 2020	NEWSELA Consultant	Gr. 6-12 Teachers	9:10 – 10:10 AM
24	K-5 NEWSELA: Engaging Elementary Readers	NEWSELA Consultant	K-5 Teachers	10:20 – 11:20 AM
25	PreK-Gr. 2: Introduction to Seesaw	Corey Mott	PreK Gr.-2 Teachers	8:00 – 9:00 AM
26	K-8: Google Classroom an Interactive Lessons	Corey Mott	Gr. K-8 Teachers	9:10 10:10 AM
27	PreK-Gr. 12: Review of Zoom Features and Recording or Presenting Lessons through Zoom	Corey Mott	PreK- Gr. 12 Teachers	10:20 – 11:20 AM
28	PreK – Gr. 12: Screencastify and Its Features	Beth Horler	PreK – Gr. 12 Teachers	9:10 - 10:10 AM
29	PreK-8: How to Use Flipgrid	Ben Moon	PreK - Gr. 8 Teachers	8:00 – 9:00 AM
30	<b>PreK-2: Seesaw Training</b>	Ben Moon	<b>PreK-Gr.2</b>	9:10 10:10 AM
31	9-12: Virtual Teaching of Mathematics	Olivia Verdon Caitlin Kennedy	9-12 Math Teachers	8:00-9:00 AM
32	6-8: Virtual Teaching of Mathematics	Anna Stout Lisa Lambert	6-8 Math Teachers	8:00-900 AM

**GROTON PUBLIC SCHOOLS**  
**VIRTUAL PROFESSIONAL DEVELOPMENT DAY PROGRAM**  
**AUGUST 28, 2020**

Code	Workshop GRADE LEVEL	Facilitator	Target Audience	Time
34	K-12 Special Education: Read&Write for Google Chrome	Jamie Martin, Assistive Tech. Specialist	K-12 SPED Teachers	8:00 11:20 AM Three Hours
35	6-8: Nearpod & Flocabulary	Nearpod	Gr. 6-8 Teachers	9:10-10:10 AM
36	9-12: Schoology Playground	Chris Morth	Gr. 9-12 Teachers	8:00-9:00 AM
37	9-12 Schoology Playground	Brian Chidley	Gr. 9-12 Teachers	10:20-11:20 AM
38	9-12: The Art of Reading an IEP	Stacy Noreika Christina Scala	Gr. 9-12 Teachers	10:20-11:20 AM
39	9-12: Being the Host of an Asynchronous Meeting <b>CANCELED due to low enrollment</b>	To Be Determined	Gr. 9-12 Teachers	8:00-9:00 AM
40	9-12: Facts and Inferences <b>CANCELED due to low enrollment.</b>	Kelley Donovan	Gr. 9-12 Teachers	8:00-9:00 AM
41	9-12: Effective Strategies to Make Blended Learning Effective	Kelley Donovan	Gr. 9-12 Teachers	9:10-10:10 AM
42	9-12: Strategies to Providing Effective Synchronous and Asynchronous Instruction	Kelley Donovan	Gr. 9-12 Teachers	10:20-11:20 AM
43	K-1: Implementing Investigations as a Hybrid or Distance Learning Model	Savvas Learning Consultant	Gr. K-1 Teachers	8:00-9:00 AM
44	2-3: Implementing Investigations as a Hybrid or Distance Learning Model	Savvas Learning Consultant	Gr. 2-3 Teachers	9:10-10:10 AM
45	4-5: Implementing Investigations as a Hybrid or Distance Learning Model	Savvas Learning Consultant	Gr. 4-5 Teachers	10:20-11:20 AM
46	9-12: Screencastify Unlimited	<b>Terry Henkle</b>	Gr. 9-12 Teachers	9:10-10:10 AM
47	<b>PreK-12: Screencastify Unlimited</b>	<b>Beth Horler</b>	<b>PreK-Gr. 12 Teachers</b>	<b>10:20-11:20 AM</b>
48	<b>6-12: Enhancing Classroom Lessons with GoFormative</b>	<b>Scott Hicks</b>	<b>Gr. 6-12 Teachers</b>	<b>8:00 – 9:00 AM</b>

Code	Workshop GRADE LEVEL	Facilitator	Target Audience	Time
50	<b>PreK-Gr. 12: Understanding Ourselves and Our Students through the Lens of Trauma Informed Practices</b>	<b>Dr. Mahri Wrightington</b>	<b>PreK-Gr. 12 Teachers</b>	<b>9:10 – 10:10 AM</b>
51	<b>PreK-Gr. 12: Understanding Ourselves and Our Students through the Lens of Trauma Informed Practices</b>	<b>Dr. Mahri Wrightington</b>	<b>PreK-Gr. 12 Teachers</b>	<b>10:20 – 11:20 AM</b>

	<b>August</b>				
	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
AM		New Teacher Orientation (Zoom AM)	New Teacher Orientation (Zoom AM)	Convocation Faculty Meeting (include review Health and Safety Protocols)	Virtual Professional Development - District Distance PD
PM		Principals Meet 3PM Zoom	DEI Committee	Health and Safety training (on line safe schools)	PPS Department meetings (1-3 PM)

	<b>August 31</b>	<b>September</b>			
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	
AM	School Based PD or Re-entry Curriculum	Diversity, Equity, Inclusion (DEI) orientation Planning/Prep	Re-entry Curriculum with distance and hybrid learning preparation	Planning and Preparation	DEI Zoom Launch (90 min each) Elementary, GMS, FHS
PM	Planning and Preparation	Wellness Protocols for Students Planning/Prep	Health - Safety Follow-up with school nurse; addendum 5	Planning and Preparation	Planning and Preparation Day before/after DEI Zoom Launch

	<b>September</b>				
	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
	Labor Day No School	Cohort A	Cohort A	Cohort B	Cohort B
		First day 1-12	Followed by additional cleaning measures		Followed by additional cleaning measures
		PK/K screen	PK/K screen	PK/K screen	PK/K screen



## 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)
<b>Salaries</b>									
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 <b>Total Salaries</b>	<b>100</b>	<b>49,203,539</b>	<b>2,879,933</b>	<b>4,391,747</b>	<b>7,271,680</b>	<b>41,931,859</b>	<b>85.2%</b>	<b>49,130,273</b>	<b>73,266</b>
<b>Benefits</b>									
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 <b>Total Benefits</b>	<b>200</b>	<b>10,455,723</b>	<b>1,014,543</b>	<b>0</b>	<b>1,014,543</b>	<b>9,441,180</b>	<b>90.3%</b>	<b>10,454,617</b>	<b>1,106</b>
<b>Purchased Services</b>									
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 <b>Total Purchased Services</b>	<b>300</b>	<b>1,968,135</b>	<b>46,446</b>	<b>160,015</b>	<b>206,461</b>	<b>1,761,674</b>	<b>89.5%</b>	<b>1,967,874</b>	<b>261</b>
<b>Property Services</b>									
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 <b>Total Property Services</b>	<b>400</b>	<b>867,813</b>	<b>37,455</b>	<b>140,657</b>	<b>178,112</b>	<b>689,701</b>	<b>79.5%</b>	<b>868,013</b>	<b>(200)</b>
<b>Transportation, Insurance, Communications, Tuition</b>									
27 Transportation: Schools	510-513	4,855,917	0	0	0	4,855,917	100.0%	4,855,917	0
28 Transportation: Student Activities	587-596	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 <b>Total Trans, Ins, Comm, Tuition</b>	<b>500</b>	<b>11,550,711</b>	<b>515,708</b>	<b>104,218</b>	<b>619,926</b>	<b>10,930,785</b>	<b>94.6%</b>	<b>11,555,918</b>	<b>(5,207)</b>
<b>Supplies</b>									
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 <b>Total Supplies</b>	<b>600</b>	<b>3,217,512</b>	<b>344,911</b>	<b>323,512</b>	<b>668,422</b>	<b>2,549,090</b>	<b>79.2%</b>	<b>3,233,547</b>	<b>(16,035)</b>
<b>Equipment</b>									
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 <b>Total Equipment</b>	<b>700</b>	<b>90,816</b>	<b>0</b>	<b>11,647</b>	<b>11,647</b>	<b>79,169</b>	<b>87.2%</b>	<b>86,726</b>	<b>4,090</b>
46 <b>Total Dues &amp; Fees</b>	<b>800</b>	<b>83,841</b>	<b>46,132</b>	<b>1,600</b>	<b>47,732</b>	<b>36,109</b>	<b>43.1%</b>	<b>83,997</b>	<b>(156)</b>
47 <b>GRAND TOTAL</b>		<b>77,438,090</b>	<b>4,885,128</b>	<b>5,133,395</b>	<b>10,018,523</b>	<b>67,419,567</b>	<b>87.1%</b>	<b>77,380,965</b>	<b>57,125</b>

**Groton Public Schools**

Date prep:		FY21 Budget Summary Review							
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Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 08/19/2020	Under/(Over)
<b>Salaries</b>									
<b>Administrators</b>									
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
<b>Teachers</b>									
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
<b>Non-Cert Aides</b>									
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
<b>Substitute</b>									
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
<b>Clerical</b>									
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
<b>Custodial/Maintenance/Techs</b>									
74 Custodial	117 & 137	1,938,622	222,995	62,142	285,137	1,653,485	85.3%	1,938,622	-
75 Maintenance	118 & 136	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
<b>Security</b>									
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
<b>Benefits</b>									
<b>Health Insurance</b>									
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
<b>Workers Comp &amp; Town Pension</b>									
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
<b>Social Security &amp; Medicare</b>									
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
<b>Other Employee Benefits</b>									
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**

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Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 06/19/2020	Under/(Over)
<b>Purchased Services</b>									
<b>Instructional Services</b>									
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
<b>Professional Services</b>									
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
<b>Athletic Officials &amp; Other Athletic Services</b>									
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
<b>Computer Network Services</b>									
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
<b>Property Services</b>									
<b>Water/Sewer</b>									
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
<b>Trash &amp; Snow Removal</b>									
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
<b>Repair/Maintenance</b>									
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)
<b>Rental</b>									
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)
<b>Transportation, Insurance, Communications, Tuition</b>									
<b>Transportation: Schools</b>									
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
<b>Transportation: Other</b>									
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
<b>Transportation: Staff</b>									
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)
<b>Liability &amp; Accident Insurance</b>									
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**

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Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 08/19/2020	Under/(Over)
<b>Communications</b>									
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
<b>Tuition: Special Education</b>									
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
<b>Tuition: Other</b>									
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)
<b>Supplies</b>									
<b>Instructional Supplies</b>									
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	609	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)
<b>Computer Supplies</b>									
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	37.6%	532,594	(698)
184		642,796	284,452	73,758	358,210	284,586	44.3%	643,724	(928)
<b>Electricity &amp; Heating</b>									
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
<b>Transportation Supplies</b>									
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
<b>Textbooks &amp; Library Books</b>									
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**

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Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 06/19/2020	Under/(Over)
<b>Facility/Maintenance Supplies</b>									
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)
<b>Other Supplies</b>									
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)
<b>Equipment</b>									
<b>Instructional Equipment</b>									
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
<b>Non-Instructional Equipment</b>									
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
<b>Dues - Fees</b>									
<b>Dues/Fees</b>									
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



**Grouton Public Schools**  
**FY21 Budget Summary Review**  
**Summary at Program Level III**

Function	Description	FY21	Expended	Encumbered	FY21	Remaining		FY21	Increase
		Budget						Total	
		2020-2021	2020-2021	2020-2021	2020-2021		%	2020-2021	(Decrease)
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	95.2%	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	105,378	50,651	156,029	1,883,055	92.3%	2,040,597	(1,513)
1109	FUNCTION-1109 MUSIC	738,094	29,031	4,449	33,478	704,616	95.5%	738,098	-
1110	FUNCTION-1110 PHYSICAL EDUCATION	1,159,763	50,058	1,992	52,050	1,107,713	95.5%	1,160,366	(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	1,810,607	90,693	51,882	142,574	1,668,033	92.1%	1,810,941	(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%	-	-
1117	FUNCTION-1117 INTER. BACCALAUREATE	86,195	3,175	1,940	5,114	81,081	94.1%	86,195	-
1119	FUNCTION-1119 UNCLASSIFIED	811,240	280,241	0	280,241	522,999	64.5%	811,240	-
1121	FUNCTION-1121 BUSINESS EDUCATION	308,970	14,340	0	14,340	294,630	95.4%	308,970	-
1124	FUNCTION-1124 HEALTH OCCUPATIONS	114,720	4,969	2,824	7,793	106,927	93.2%	114,886	(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 SCHOOL	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	226,697	1,950,988	30,161,993	93.9%	32,084,961	28,020
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	240,679	5,400	246,079	8,034,214	97.0%	8,280,293	-
1250	FUNCTION-1250 BLIND	56,595	4,360	0	4,360	52,235	92.3%	56,595	-
1280	FUNCTION-1280 HEARING IMPAIRED	120,105	4,005	780	4,785	115,320	96.0%	120,105	-
Total Special Instruction		10,509,210	360,139	6,180	366,218	10,142,892	96.5%	10,472,106	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	197,000	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	16,980	0	0	0	16,980	100.0%	16,981	(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	0
1519	FUNCTION-1519 WRESTLING	22,098	0	0	0	22,098	100.0%	22,098	-
1520	FUNCTION-1520 INTRAMURAL SPORTS, MEN	15,217	0	0	0	15,217	100.0%	15,217	-
1522	FUNCTION-1522 CHERLEADING	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%	60,349	991
1550	FUNCTION-1550 SCHOOL NEWSPAPERS	6,438	400	0	400	6,038	93.8%	6,437	1
1551	FUNCTION-1551 AMPHIBIA	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	-
15**	STUDENT ACTIVITIES 6-12	827,830	4,124	38,118	42,242	785,588	94.9%	826,840	990
TOTAL INSTRUCTION		43,741,816	2,296,118	170,955	2,867,118	41,173,986	94.8%	43,675,187	68,914
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	-
2140	FUNCTION-2140 PSYCHOLOGICAL SERVICES	1,262,682	50,055	1,806	51,861	1,210,710	95.9%	1,262,682	-
2150	FUNCTION-2150 SPEECH & HEARING SERVICE	1,172,189	48,915	1,611	50,526	1,121,663	95.6%	1,172,189	-
Total Support Services - Pupils		6,522,824	321,983	582,256	904,239	5,618,585	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	431,927	587,548	942,862	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	3,806,513	3,279,189	45.9%	7,087,266	(1,564)
Operational Services									
2510	FUNCTION-2510 OPERATIONS AND MAINTENA	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	5,530,258	30,543	59,389	89,932	5,440,326	98.4%	5,530,258	-
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	2,319,514	11,974,688	83.8%	14,299,083	(4,881)
TOTAL SUPPORT SERVICES		28,287,195	2,876,313	4,813,488	7,189,889	20,897,284	73.9%	28,294,996	(7,400)
Community Services									
3710	FUNCTION-3710-NONPUBLIC SCHOOL	115,000	0	0	0	115,000	100.0%	115,000	0
Non-Programmed Charges									
4100	TUITION PAYMENTS	5,294,879	11,690	90,995	102,685	5,182,194	97.0%	5,294,879	0
GRAND TOTAL		77,438,090	4,085,128	5,181,475	10,004,003	67,371,487	87.0%	77,379,576	58,914
									0.08%



**P 1230****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



**P 6172.6****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 <sup>ON</sup> ~~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

GROTON BOARD OF EDUCATION  
SPECIAL MEETING MINUTES  
SEPTEMBER 8, 2020 @ 6:00 P.M.  
REMOTE MEETING

**Members Present:** Kim Shepardson Watson-Chairperson, Andrea Ackerman-Vice Chairperson, Jane Giuliani, Gretchen Newsome, Liz Porter, Jay Weitlauf, Lee White

**Members Absent:** Rosemary Robertson, Rita Volkmann

**Also Present:** Michael Graner, Susan Austin, Michelle Laubin (Attorney w/Berchem Moses)

Chairperson Kim Shepardson Watson called the meeting to order at 6:02 p.m.

**MOTION:** Shepardson Watson, White; to go into executive session at 6:03 p.m. and to invite Michael Graner, Susan Austin, and Attorney Michelle Laubin to (1) discuss and possibly act on a threatened litigation involving the Federal Office of Civil Rights and the Magnet School Assistance Program Grant; and (2) discuss information involving attorney/client communication.

**MOTION APPROVED UNANIMOUSLY**

**MOTION:** Shepardson Watson, Weitlauf; to return to regular session at 7:16 p.m.

**MOTION APPROVED UNANIMOUSLY**

**MOTION:** Shepardson Watson, Giuliani; to approve the pursuit of the appeals process in the event that the U.S. Department of Education denies the release of the Magnet School Assistance Program Grant funding and to authorize counsel to explore other potential litigation options.

**MOTION APPROVED UNANIMOUSLY**

**MOTION:** Shepardson Watson, Ackerman; to go into executive session at 7:18 p.m. to discuss the superintendent's evaluation.

**MOTION APPROVED UNANIMOUSLY**

**MOTION:** Porter, Weitlauf; to return to regular session at 8:00 p.m.

**MOTION APPROVED UNANIMOUSLY**

**MOTION:** Ackerman, Porter; to adjourn at 8:01 p.m.

**MOTION APPROVED UNANIMOUSLY**

## **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 or designee 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 or designee. 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 athletes.

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) are 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 the maintaining of 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 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. The district shall designate, an online learning coordinator to administer and coordinate the online credit recovery program.

The Board recognizes that 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 in the following circumstances only:

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 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 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.

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 district.

## **Distance Education – cont.**

### **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

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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.

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GROTON PUBLIC SCHOOLS  
Groton, Connecticut

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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

P 4118.237 / 5141.8

**Personnel - Certified and Non Certified / Students****Face Masks/Coverings**

This policy pertains to students, faculty, staff, and visitors. It has been developed to fulfill the guiding principles contained in the Framework for Connecticut Schools, specifically to safeguard the health and safety of students and staff and to allow all students the opportunity to return into classrooms full time.

The Board of Education (Board) is implementing this masking requirement to promote the safest possible learning, teaching and work environment for students, faculty, staff and visitors during the COVID-19 pandemic. The first priority of the Board of Education (Board) is the health and well-being of students and staff as the district prepares for and implements the safe reopening of schools.

The Center for Disease Control (CDC) and the Connecticut Department of Health (DPH) and the Connecticut State Department of Education, as outlined in Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together requires the wearing of face coverings for all students and staff when they are inside school buildings and while riding school transportation vehicles, with certain exceptions.

**Definitions**

**Face covering/mask** - a cloth, paper, or disposable face covering that covers the nose and mouth. It may or may not be medical grade. (Evidence shows that the proper wearing of facial masks or coverings helps stop the spread of the virus, which is currently by droplets when an individual coughs, sneezes or talks.)

**Face shield** - a clear, plastic shield that covers the forehead, extends below the chin and wraps around the sides of the face, protecting the eyes, nose and mouth from contamination from respiratory droplets, along with masks or respirators.

**Clear plastic barrier** - a clear plastic or solid surface that can be cleaned and sanitized often.

**Transportation**

Student passengers are required to wear a face mask or cloth face covering that completely covers the nose and mouth during transit. The student's face covering must be in place prior to boarding the bus, van or other vehicles and must be kept in place until they are completely off the bus or van. The Board shall provide back-up masks if students do not have face coverings when boarding a school bus or van. The face mask or cloth face covering is also applicable to the drivers of the vehicle.

The Board may consider the option of assigning a temporary monitor on student transportation at the beginning of the school year to facilitate compliance with this new face mask protocol.

**School Buildings and Grounds**

All students, staff, and visitors are required to use face coverings, which completely covers the nose and mouth, when they are inside the school building or on school grounds, even when social distancing is maintained. An individual shall be excused from this requirement for the following listed reasons, per CDC guidance.

The individual:

1. has trouble breathing;
2. is unconscious;
3. is incapacitated; or
4. cannot remove the mask or face covering without assistance.

In addition, masks or face coverings shall not be required for anyone who has a medical reason making it unsafe to wear a face mask or face covering. A written notification from a licensed medical provider, the Department of Developmental Services or other state agency that provides or support services for people with emotional, intellectual or physical disabilities, or a person authorized by any such agency is required in order for the Board to permit a medical exemption. Such documentation need not name or describe the condition that qualifies the person for the exemption.

Parents/guardians may not excuse their child from this face mask requirement, by signing a waiver, because such wearing is a mandated requirement that the Office of the Governor, the Connecticut State Department of Education, and/or the Connecticut State Department of Public Health have defined as necessary for school districts to comply with in order to open schools from the COVID-19 caused closure.

In addition to the wearing of face masks, the district will maximize social distancing between student's workstations and desks, achieving six feet when feasible. Space between the teacher and students is to be maximized to reduce the risk of increased droplets from teachers during instruction. A teacher is permitted to remove a face covering or mask during instruction. If the teacher removes the face covering or mask during instruction, spacing shall be increased beyond six feet. A teacher who remains seated during instruction requires the use of a physical barrier.

Transparent (clear) masks should be considered as an option for teachers and students in classes for deaf and hard of hearing students. Pre-K and special education teachers should consider wearing clear masks.

Face shields may be an option for those students with medical, behavioral or other challenges who are unable to wear face masks or coverings. The Board recognizes that face shields are not as effective for source control and should be used only when other methods are not available or appropriate. Therefore, the use of face shields for those with medical conditions is done with the understanding of their limitations and a heightened need for strict adherence to social distancing.

The Board shall provide to any student, staff member or visitor a face mask if such individual does not have one. Training shall be provided as necessary regarding the proper use of face coverings. Information shall be provided to staff, students and students' families regarding the proper use, removal and washing of cloth face coverings.

### **Limited Exceptions to Use of Face Coverings**

When other and appropriate mitigating practices are in place, such as social distancing, students will not be required to wear face masks or coverings while eating, drinking, during physical education classes, or when students are outside and effectively practicing social distancing and any other possible mitigants. Exceptions may also be necessary for certain special education students or other special populations.

Teachers and staff may be excused from wearing a face mask or covering while teaching provided they are properly socially distancing or remaining static behind a physical barrier. Face shields may be useful in situations where it is important for students to see how a teacher pronounces words (e.g. English Learners, early childhood, foreign language, etc.) and social distancing is maintained. However, face shields alone are not a sufficient alternate to the wearing of face mask for source control.

**Mask Breaks**

Breaks from wearing masks shall be scheduled throughout the school day, by the teacher, provided that strict social distancing requirements are maintained and limitations are enforced regarding student and staff mobility.

During time of eating, face masks or coverings may be removed. Masks are required in all dining areas while entering and leaving or getting food and drinks. They may be removed at appropriately socially distanced tables in order to eat but must be replaced after eating.

A recess period may be used as a break from wearing masks when no more than one class is outside at a time and social distancing requirements are maintained to the greatest degree feasible.

**Violations of this Policy**

Violations of this policy, whether by students or staff, shall be handled in the same manner as other violations of applicable Board policy.

If a student refuses to wear a face mask or covering and does not fulfill any of the exemptions allowed by this policy, such student shall be sent to the school's isolation room. The parent/guardian shall be contacted to rectify the situation, school personnel to explain the options available regarding schooling and for the possible removal of the child from the school setting.

If a visitor refuses to wear a face covering, for non-medical reasons, entry to the school/district facility may be denied.

Teachers or schools may provide incentives for compliance with the face mask requirement.

**Community Outreach**

The district shall engage in community education programs including signage, mass and targeted communication, and positive reinforcement that will actively promote mask use consistent with CDC, DDH, CSDE and OSHA guidance. Community members will be reminded that mask use does not replace the need for social distancing, washing of hands and other preventative practices recommended by all appropriate authorities.

**Other Considerations**

- The district shall maintain in each school a supply of disposable face coverings in the event that a staff member, student or visitor does not have one for use.
- Special attention must be given to putting on and removing face coverings for purposes such as eating. After use, the front of the face covering is considered contaminated and should not be touched during removal or replacement. Hand hygiene should be performed immediately after removing and after replacing the face covering.
- When medically appropriate, nurses shall substitute use of metered dose inhalers and spacers for students with respiratory issues.
- Face shields with face masks may be used by staff who support students with special healthcare needs such as those who are unable to wear masks and who may need assistance with activities of daily living, such as toileting and eating.
- Mask use will not be required by employees when they are alone in private offices. However, they are required to mask when anyone enters a private office space and required to wear a mask if their office space is physically shared with others and does not allow for 6 feet of physical distancing or if the work area is frequented by others (such as a reception area).

Until further notice the Board will require the wearing of masks as prescribed in this policy. The Board reserves the right to interpret the provisions of this policy and to modify any or all matters contained in this policy at any time, subject to applicable law.

**Legal Reference: Connecticut General Statutes**

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

10-207 Duties of medical advisors.

10-221 Boards of education to prescribe rules.

19a-221 Quarantine of certain persons.

52-557b Immunity from liability for emergency medical assistance, first aid or medication by injection. School personnel not required to administer or render.

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

Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together

Connecticut LEA School Reopening Template

CDC Considerations for Schools

CDC Symptoms of Coronavirus

CDC Quarantine & Isolation

CDC Use of Cloth Face Coverings to Help Slow the Spread of COVID-19

CDC Interim Guidance for Administrators of US K-12 Schools and Child Care Programs

CDC Schools Decision Tree for Schools Reopening

**Policy Adopted:**

**GROTON PUBLIC SCHOOLS**  
Groton, Connecticut

## PREFERRED MAXIMUM CLASS SIZE GUIDELINES

*(Approved by Groton Board of Education at its Regular Meeting on October 28, 2019)*ACADEMICPREFERRED MAXIMUM CLASS SIZE

Kindergarten – 1	20
Grades 2-3	23
Grades 4-12	25
Remedial Self-Contained 6-12	14
Remedial Individual/Small Group	40 (total teacher load)

SPECIAL AREAS

Technology Education	18
Consumer Science	18
Music	25
Art 9-12	20
Physical Education 9-12	25

PUPIL – TEACHER RATIOS FOR SUPPORT PERSONNEL

Guidance Counselors	200:1
Library/Media Specialist	500:1
Special Education:	
Self-contained	12:1
Resource Room	20:1



Groton Board of Education Committees  
2021 Meeting Schedule

1 <sup>ST</sup> MONDAY OF THE MONTH	2 <sup>ND</sup> MONDAY OF THE MONTH	3 <sup>RD</sup> MONDAY OF THE MONTH	4 <sup>TH</sup> MONDAY OF THE MONTH
Policy Committee 5:00 p.m. Central Office, Room 5	Committee of the Whole 6:00 p.m. Central Office, Room 11	Committee of the Whole 6:00 p.m. Central Office, Room 11	Regular Board of Education 6:00 p.m. Town Hall Annex, CR 1
January 4	January 11	January 19 (Tuesday)	January 25
February 1	February 8	February 17 (Wednesday)	February 22
March 1	March 8	March 15	March 22
April 5	April 12 (Spring Break)	April 19	April 26
May 3	May 10	May 17	May 24 (meeting to be held at FHS)
June 7	June 14	June 21	June 28
July - No Meeting	July 12	July 19	July 26
August 2	August 9	August 16	August 23
September 7 (Tuesday)	September 13	September 20	September 27
October 4	October 12 (Tuesday)	October 18	October 25
November 1	November 8	November 15	November 22
December 6	December 13	December - No Meeting	December 20 (3 <sup>rd</sup> Monday)

**For Information Only:**

- Town & City Councils/RTM/BoE Liaison Committee - meets the 1<sup>st</sup> Wednesday of the month
- Groton Scholarship Fund - meets the 3<sup>rd</sup> Thursday of the month
- Curriculum Committee - meets the 3<sup>rd</sup> Monday of the month @ 5:00 p.m. (if needed)
- Finance/Facilities Committee - meets the 1<sup>st</sup> Monday of the month @ 6:00 p.m. (if needed)
- LEARN Board of Directors - meets the 2<sup>nd</sup> Thursday of the month