

**GROTON BOARD OF EDUCATION
REGULAR MEETING
APRIL 26, 2021 @ 6:00 P.M.
REMOTE MEETING**

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

- 1) Using Google Chrome browser, go to www.grotonschools.org
- 2) Zoom information can be found by clicking on the meeting under District Calendar

Mission Statement: Our mission is teaching and learning.

Board Goals: In a richness of cultures and with a respect for all, (1) Provide Dynamic Rigorous Curriculum, (2) Ensure Effective and Engaging Instruction, and (3) Embrace Excellent Learning Environment.

AGENDA

I. CALL TO ORDER

A. Pledge of Allegiance

II. RECOGNITION AND PARTICIPATION OF VISITORS AND DELEGATIONS

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

IV. RESPONSE TO COMMENTS FROM CITIZENS

V. STUDENT REPRESENTATIVE REPORT

VI. SUPERINTENDENT AND ADMINISTRATION REPORTS

A. Superintendent Report

1. Update re: Elementary School Lottery Process
2. SBAC NGSS Assessment Plan
3. Student Vaccination Clinic @ FHS

B. Reports and Information from the Staff

1. Assistant Superintendent
 - School Visits

- B. Reports and Information from the Staff (Cont'd)
 - 2. Business Manager Report
 - Object Code Summary FY21 (Attachment #1)
 - Health Insurance Report
 - Update re: OPEB
 - 3. Director of Buildings and Grounds
 - Summer Facility Use/Projects
 - Update re: Elementary School Move Management
 - Update re: Food Services
 - Update re: HVAC
 - Update re: FHS Asbestos Project

VII. COMMITTEE REPORTS

- | | |
|-----------------------|------------------------|
| A. Policy | D. Other |
| B. Curriculum | - LEARN |
| C. Finance/Facilities | - TCC/RTM/BOE Liaison |
| | - AGSA/GEA/BOE Liaison |
| | - Groton Scholarship |
| | - 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 March 22, 2021 (Attachment #2)
 - 2. Approval of the special meeting minutes of April 6, 2021 (Attachment #3)
 - 3. Approval of Gifts
 - Ocean State Job Lot in Groton has made a donation of two pallets of PPEs (worth \$26,000) to the school district
- B. Old Business
- C. New Business

- 1. Discussion and possible action regarding approval of the final plans, project manual(s), and professional cost estimate for the Fitch High School asbestos project. (Attachment #4)

MOTION: To approve the final plans and project manual(s) as prepared for bidding and dated March 22, 2021, and the professional cost estimate, completed in accordance with Level 3 of ASTM International Standard E1557, Standard Classification of Building Elements and Related Sitework-UNIFORMAT II for the Fitch High School asbestos project, dated January 21, 2021.

- 2. Discussion and possible action regarding policy P 1330 Use of School Facilities rate schedule.

MOTION: To approve policy P 1330 Use of School Facilities rate schedule.

C. New Business (Cont'd)

3. Discussion and possible action regarding recognition of National Teacher Day.

MOTION: To recognize May 4, 2021 as National Teacher Day, and to direct the Superintendent of Schools to send a letter of appreciation to the teachers.

4. Discussion and possible action regarding recognition of National School Nurse Day.

MOTION: To recognize May 12, 2021 as National School Nurse Day, and to direct the Superintendent of Schools to send a letter of appreciation to the nurses.

5. Discussion and possible action regarding the Transition K program.

MOTION: To accept the Transition K program as presented.

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

May 3	Policy	5:00 p.m.
May 4	Negotiations (GSCMA)	5:00 p.m.
May 10	C.O.W.	6:00 p.m.
May 11	Negotiations (GSCMA)	5:30 p.m.
May 17	Special Curriculum	5:00 p.m.
May 17	C.O.W.	6:00 p.m.
May 24	Regular	6:00 p.m.
May 26	AGSA/GEA/BOE Liaison	4:00 p.m.
May 26	Negotiations (GSCMA)	5:00 p.m.

Meetings w/Town Bodies:

May 5	Town & City Councils/RTM/BOE	5:30 p.m.
May 6	PSBC	6:00 p.m.
May 12	Tentative RTM Budget Review	7:30 p.m.
May 20	PSBC	6:00 p.m.

- B. Suggested Agenda Items

XI. ADJOURNMENT

Groton Public Schools

Date prep:		FY21 Budget Summary Review							
4/16/21 10:59 AM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 04/16/2021	Under/(Over)
Salaries									
1 Administrators	105-108	4,642,710	3,829,606	890,086	4,719,692	(76,982)	(1.7%)	4,687,840	(45,130)
2 Teachers	101-104,109,123-127	34,415,719	22,346,942	11,272,823	33,619,765	795,954	2.3%	34,036,604	379,115
3 Non-Cert Aides	110-111,130-131,136,139	3,578,209	2,606,613	0	2,606,613	971,596	27.2%	3,503,928	74,281
4 Substitute - Cert & Non-Cert	120-121	979,580	469,235	0	469,235	510,345	52.1%	785,443	194,137
5 Clerical	112-114,132-134,144	1,876,870	1,502,905	13,498	1,516,403	360,467	19.2%	1,883,361	(6,491)
6 Custodial/Maintenance/Techs	117-118,129,137-138,147-148	3,563,841	2,627,856	57,748	2,685,604	878,237	24.6%	3,570,021	(6,180)
7 Campus Security/Supervision	128	146,610	134,534	0	134,534	12,076	8.2%	146,610	0
8 Total Salaries	100	49,203,539	33,517,692	12,234,155	45,751,847	3,451,692	7.0%	48,613,807	589,732
Benefits									
9 Health Insurance	201-202	7,965,817	5,624,543	0	5,624,543	2,341,274	29.4%	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	1,090,305	0	1,090,305	343,306	23.9%	1,413,917	19,694
12 Other Benefits	222-227	129,157	306,988	0	306,988	(177,831)	(137.7%)	358,395	(229,238)
13 Total Benefits	200	10,455,723	7,021,836	0	7,021,836	3,433,887	32.8%	10,665,267	(209,544)
Purchased Services									
14 Instructional Services	321-324	153,921	88,052	26,285	114,337	39,584	25.7%	190,054	(36,133)
15 Professional Services	331	261,078	118,405	13,122	131,527	129,551	49.6%	332,247	(71,169)
16 Other Prof Services	332	600,634	397,668	211,156	608,825	(8,191)	(1.4%)	624,800	(24,166)
17 OT & PT Services	333	665,591	133,133	564,596	697,730	(32,139)	(4.8%)	697,730	(32,139)
18 Legal	334	70,000	48,818	0	48,818	21,182	30.3%	60,050	9,950
19 Athletic Officials & Other Athletic Serv	341-342	77,676	18,457	0	18,457	59,219	76.2%	65,844	11,832
20 Computer Network Services	343	139,235	111,579	6,217	117,796	21,439	15.4%	117,796	21,439
21 Total Purchased Services	300	1,968,135	916,113	821,376	1,737,489	230,646	11.7%	2,088,521	(120,386)
Property Services									
22 Water & Sewer	410-411	99,801	56,287	973	57,260	42,541	42.6%	99,801	0
23 Trash & Snow Removal	421-422	156,600	52,206	31,327	83,533	73,067	46.7%	126,600	30,000
24 Repair/Maintenance	430-435,490-491,499	486,970	285,035	28,366	313,401	173,569	35.6%	495,736	(8,766)
25 Rental	441	124,442	72,721	25,235	97,956	26,486	21.3%	115,665	8,777
26 Total Property Services	400	867,813	466,249	85,901	552,150	315,663	36.4%	837,802	30,011
Transportation, Insurance, Communications, Tuition									
27 Transportation: Schools	510-513	4,855,917	1,640,893	0	1,640,893	3,215,024	66.2%	4,845,892	10,025
28 Transportation: Student Activities	587-596	176,589	8,178	2,677	10,855	165,734	93.9%	141,898	34,691
29 Transportation: Staff	580-584	124,941	21,587	145	21,732	103,209	82.6%	66,783	58,158
30 Insurance	522,525	302,400	327,238	0	327,238	(24,838)	(8.2%)	327,238	(24,838)
31 Communications	530-552	124,735	111,541	4,859	116,399	8,336	6.7%	154,530	(29,795)
32 Tuition: Special Education	561-563,568	4,481,290	3,029,150	816,359	3,845,510	635,780	14.2%	4,359,039	122,251
33 Tuition: Other	564-567	1,484,839	1,345,569	1,941	1,347,510	137,329	9.2%	1,347,510	137,329
34 Total Trans, Ins, Comm, Tuition	500	11,550,711	6,484,156	825,980	7,310,136	4,240,575	36.7%	11,242,889	307,822
Supplies									
35 Instructional Supplies	601-609,613-619,622-623,628	468,326	266,792	64,499	331,292	137,034	29.3%	608,024	(139,698)
36 Computer Supplies	610-612	642,796	492,096	17,106	509,202	133,594	20.8%	555,247	87,549
37 Electricity & Heating	631-633	1,344,801	1,054,033	5,372	1,059,406	285,395	21.2%	1,370,311	(25,510)
38 Transportation Supplies	634,656	247,010	70,043	0	70,043	176,967	71.6%	242,010	5,000
39 Textbooks & Library Books	640-642,645,647	121,597	51,352	27,332	78,684	42,913	35.3%	137,020	(15,423)
40 Facility/Maintenance Supplies	650,652-655,657,659	320,220	198,828	20,082	218,910	101,310	31.6%	385,348	(65,128)
41 Other Supplies (staff dev., etc.)	621,624-627,690	72,762	171,407	62,307	233,714	(160,952)	(221.2%)	104,116	(31,354)
42 Total Supplies	600	3,217,512	2,304,551	196,698	2,501,250	716,262	22.3%	3,402,077	(184,565)
Equipment									
43 Instructional Equipment	730,735	64,504	64,229	24,888	89,117	(24,613)	(38.2%)	126,047	(61,543)
44 Non-Instructional Equip	731,736	26,312	113,827	828	114,655	(88,343)	(335.8%)	69,737	(43,425)
45 Total Equipment	700	90,816	178,056	25,716	203,772	(112,956)	(124.4%)	195,785	(104,969)
46 Total Dues & Fees	800	83,841	72,797	75	72,872	10,969	13.1%	86,272	(2,431)
47 GRAND TOTAL		77,438,090	50,961,450	14,189,902	65,151,352	12,286,738	15.9%	77,132,419	305,671

Groton Public Schools

Date prep:		FY21 Budget Summary Review								
4/16/21 10:59 AM										
		FY21 Budget			FY21 Actual	Remaining Balance	%	FY21 Estimate	Under/(Over)	
Account	Object #s	2020-2021	Expenditures	Encumbered	Total			04/16/2021		
Salaries										
Administrators										
48 Admin	105	1,053,227	943,200	202,913	1,146,113	(92,886)	(8.8%)	1,114,542	(61,315)	
49 Principals	106	1,256,347	1,034,771	241,024	1,275,795	(19,448)	(1.5%)	1,256,347	-	
50 Asst. Principals	107	1,956,027	1,617,535	387,088	2,004,624	(48,597)	(2.5%)	1,966,956	(10,929)	
51 Dean	108	377,109	234,100	59,061	293,161	83,948	22.3%	349,995	27,114	
52		4,642,710	3,829,606	890,086	4,719,692	(76,982)	(1.7%)	4,687,840	(45,130)	
Teachers										
53 Classroom Teachers	101 & 119	24,172,827	15,682,405	8,175,328	23,857,733	315,094	1.3%	23,939,502	233,325	
54 Sp.Ed Certified	102	7,462,674	4,852,612	2,480,968	7,333,580	129,094	1.7%	7,380,171	82,503	
55 Media Specialist	103	730,616	478,126	252,490	730,616	0	0.0%	730,616	-	
56 Guidance	104	1,088,601	707,176	359,963	1,067,140	21,461	2.0%	1,067,140	21,461	
57 Athletic Director	109	11,769	9,995	4,074	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	35,667	0	35,667	4,238	10.6%	39,905	-	
60 Tutors	125	478,270	322,786	0	322,786	155,484	32.5%	454,145	24,125	
61 Coach Stipends	126	344,247	204,699	0	204,699	139,548	40.5%	326,547	17,700	
62 Other Student Activities	127	78,604	11,705	0	11,705	66,899	85.1%	78,604	-	
63		34,415,719	22,346,942	11,272,823	33,619,765	795,954	2.3%	34,036,604	379,115	
Non-Cert Aides										
64 Reg.Ed Teacher Aides - Kindergarten	110 & 130	393,049	240,079	0	240,079	152,970	38.9%	373,397	19,652	
65 Sp.Ed Aides - Para I	111	758,192	558,991	0	558,991	199,201	26.3%	908,513	(150,321)	
66 Sp.Ed Aides - Para II	131	2,012,619	1,577,643	0	1,577,643	434,976	21.6%	1,827,187	185,432	
67 School Bus Aides	136	402,029	216,996	0	216,996	185,033	46.0%	381,928	20,101	
68 Other Aides	139	12,320	12,904	0	12,904	(584)	(4.7%)	12,904	(584)	
69		3,578,209	2,606,613	0	2,606,613	971,596	27.2%	3,503,928	74,281	
Substitute										
70 Substitute Sp.Ed Certified	121	82,989	11,280	0	11,280	71,709	86.4%	82,558	431	
71 Substitute Reg.Ed Certified	120	896,591	457,955	0	457,955	438,636	48.9%	702,885	193,706	
72		979,580	469,235	0	469,235	510,345	52.1%	785,443	194,137	
Clerical										
73 Clerical	112/113/114/132/133/134/143/144	1,876,870	1,502,905	13,498	1,516,403	360,467	19.2%	1,883,361	(6,491)	
Custodial/Maintenance/Techs										
74 Custodial	117 & 137	1,938,622	1,394,281	14,123	1,408,404	530,218	27.4%	1,916,757	21,865	
75 Maintenance	118 & 138	813,803	608,860	14,285	623,145	190,658	23.4%	823,836	(10,233)	
76 Technicians	129 & 149	705,116	586,646	29,340	615,986	89,130	12.6%	741,354	(36,238)	
77 Custodial Overtime	147	87,200	26,544	0	26,544	60,656	69.6%	62,633	24,567	
78 Mainlenance Overtime	148	19,300	11,525	0	11,525	7,775	40.3%	25,442	(6,142)	
79		3,563,841	2,627,856	57,748	2,685,604	878,237	24.6%	3,570,021	(6,180)	
Security										
80 Security/Supervision	128	146,610	134,534	0	134,534	12,076	8.2%	146,610	-	
81 Total Salaries		49,203,539	33,517,692	12,234,155	45,751,847	3,451,692	7.0%	48,613,807	589,732	
Benefits										
Health Insurance										
82 Group Ins. Prof	201	6,096,027	4,587,998	0	4,587,998	1,508,029	24.7%	6,096,027	-	
83 Group Ins. Other	202	1,869,790	1,036,545	0	1,036,545	833,245	44.6%	1,869,790	-	
84		7,965,817	5,624,543	0	5,624,543	2,341,274	29.4%	7,965,817	0	
Workers Comp & Town Pension										
85 Worker's Compensation	211	515,238	0	0	0	515,238	100.0%	515,238	-	
86 Town Pension	213	411,900	0	0	0	411,900	100.0%	411,900	-	
87		927,138	0	0	0	927,138	100.0%	927,138	0	
Social Security & Medicare										
88 Social Security	212	720,155	539,155	0	539,155	181,000	25.1%	708,645	11,510	
89 Medicare	214	713,456	551,151	0	551,151	162,305	22.7%	705,272	8,184	
90		1,433,611	1,090,305	0	1,090,305	343,306	23.9%	1,413,917	19,694	
Other Employee Benefits										
91 Retirement Awards	222	1,657	110,515	0	110,515	(108,858)	(6569.6%)	155,969	(154,312)	
92 Unemployment	223	50,000	83,092	0	83,092	(33,092)	(66.2%)	87,545	(37,545)	
93 Tuition Reimb Certified	224	76,000	113,381	0	113,381	(37,381)	(49.2%)	113,381	(37,381)	
95 Mentor Stipend	227	1,500	0	0	0	1,500	100.0%	1,500	-	
96		129,157	306,988	0	306,988	(177,831)	(137.7%)	358,395	(229,238)	
97 Total Benefits		10,455,723	7,021,836	0	7,021,836	3,433,887	32.8%	10,665,267	(209,544)	

Groton Public Schools

Date prep:		FY21 Budget Summary Review							
4/16/21 10:59 AM		FY21 Budget			FY21 Actual	Remaining Balance	%	FY21 Estimate 04/16/2021	Under/(Over)
Account	Object #s	2020-2021	Expenditures	Encumbered	Total				
Purchased Services									
Instructional Services									
98 Instructional Services	321 & 323	112,421	62,136	675	62,811	49,610	44.1%	117,276	(4,855)
99 Instruct Improvement Services	322 & 324	41,500	25,916	25,610	51,526	(10,026)	(24.2%)	72,778	(31,278)
100		153,921	88,052	26,285	114,337	39,584	25.7%	190,054	(36,133)
Professional Services									
101 Professional Services	331	261,078	118,405	13,122	131,527	129,551	49.6%	332,247	(71,169)
102 Other Professional Services	332	600,634	397,668	211,156	608,825	(8,191)	(1.4%)	624,800	(24,166)
103 OT & PT Services	333	665,591	133,133	564,596	697,730	(32,139)	(4.8%)	697,730	(32,139)
104 Legal Services	334	70,000	48,818	0	48,818	21,182	30.3%	60,050	9,950
105		1,597,303	698,025	788,874	1,486,899	110,404	6.9%	1,714,826	(117,523)
Athletic Officials & Other Athletic Services									
106 Athletic Officials	341	64,776	12,359	0	12,359	52,417	80.9%	55,897	8,879
107 Other Athletic Services	342	12,900	6,098	0	6,098	6,802	52.7%	9,948	2,952
108		77,676	18,457	0	18,457	59,219	76.2%	65,844	11,832
Computer Network Services									
109 Computer Network Services	343	139,235	111,579	6,217	117,796	21,439	15.4%	117,796	21,439
110 Total Purchased Services		1,968,135	916,113	821,376	1,737,489	230,646	11.7%	2,088,521	(120,386)
Property Services									
Water/Sewer									
111 Water	410	65,527	36,435	973	37,408	28,119	42.9%	65,527	-
112 Sewer	411	34,274	19,852	0	19,852	14,422	42.1%	34,274	-
113		99,801	56,287	973	57,260	42,541	42.6%	99,801	0
Trash & Snow Removal									
114 Trash Removal	421	86,600	52,206	31,327	83,533	3,067	3.5%	86,600	-
115 Snow Removal	422	70,000	0	0	0	70,000	100.0%	40,000	30,000
116		156,600	52,206	31,327	83,533	73,067	46.7%	126,600	30,000
Repair/Maintenance									
117 Equipment Repairs	430	115,719	57,043	1,343	58,386	57,333	49.5%	124,324	(8,605)
118 Grounds Repairs	431	170,017	121,817	12,061	133,878	36,139	21.3%	170,017	-
119 General Bldg Repairs	432	50,912	9,110	560	9,670	41,242	81.0%	29,713	21,199
120 Painting	433	10,000	31,300	0	31,300	(21,300)	(213.0%)	31,300	(21,300)
121 Heat & Plumbing	434	46,063	6,850	5,222	12,072	33,991	73.8%	46,063	-
122 Electrical	435	11,947	7,277	0	7,277	4,670	39.1%	11,947	-
123 Extermination Services	490	12,268	10,249	2,079	12,328	(60)	(0.5%)	12,328	(60)
124 Bldg Fire Protection	491	45,898	23,199	7,100	30,299	15,599	34.0%	45,898	-
125 Bldg Safety Services	492	0	0	0	0	0	-	-	-
126 Other Purch Services	499	24,146	18,191	0	18,191	5,955	24.7%	24,146	-
127		486,970	285,035	28,366	313,401	173,569	35.6%	495,736	(8,766)
Rental									
128 Rental	441	124,442	72,721	25,235	97,956	26,486	21.3%	115,665	8,777
129 Total Property Services		867,813	466,249	85,901	552,150	315,663	36.4%	837,802	30,011
Transportation, Insurance, Communications, Tuition									
Transportation: Schools									
130 Reg.Ed Pupil Transportation	510 & 516	2,877,836	961,911	0	961,911	1,915,925	66.6%	3,111,495	(233,659)
131 Sp.Ed - Trans - STA	511	1,063,596	366,342	0	366,342	697,254	65.6%	1,057,720	5,876
132 Sp.Ed - Trans - Curtin	512	902,235	312,640	0	312,640	589,595	65.3%	676,676	225,559
133 Pupil Transp Reimbursement	513	12,250	0	0	0	12,250	100.0%	-	12,250
134		4,855,917	1,640,893	0	1,640,893	3,215,024	66.2%	4,845,892	10,025
Transportation: Other									
135 Transportation - Athletics	587	106,430	7,503	1,977	9,480	96,950	91.1%	83,565	22,865
136 Transportation - Field Trips	588	51,553	0	700	700	50,853	98.6%	41,753	9,800
137 Entry Fees - Athletics	591 & 592	13,216	675	0	675	12,541	94.9%	11,990	1,226
138 Admission Fees	595	5,390	0	0	0	5,390	100.0%	4,590	800
140		176,589	8,178	2,677	10,855	165,734	93.9%	141,898	34,691
Transportation: Staff									
141 Travel - Education	580 & 581	8,800	241	0	241	8,559	97.3%	8,844	(44)
142 Travel - Admin	582 & 583	30,300	17,863	0	17,863	12,437	41.0%	22,163	8,137
143 Travel - Conferences	584	85,841	3,483	145	3,628	82,213	95.8%	35,777	50,064
144		124,941	21,587	145	21,732	103,209	82.6%	66,783	58,158
Liability & Accident Insurance									
145 Liability Insurance	522	286,374	312,828	0	312,828	(26,454)	(9.2%)	312,828	(26,454)
146 Accident Insurance	525	16,026	14,410	0	14,410	1,616	10.1%	14,410	1,616
147		302,400	327,238	0	327,238	(24,838)	(8.2%)	327,238	(24,838)

Groton Public Schools

Date prep:		FY21 Budget Summary Review							
4/16/21 10:59 AM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 04/16/2021	Under/(Over)
Communications									
148 Telephone, Telephone Repairs	530	68,810	94,042	1,000	95,042	(26,232)	(38.1%)	98,166	(29,356)
149 Postage	531	39,425	10,007	0	10,007	29,418	74.6%	39,014	411
150 Advertisement	540	5,000	5,049	801	5,850	(850)	(17.0%)	5,850	(850)
151 Minorly Recruitment	541	0	0	0	0	0			
152 Printing Admin	550	7,500	2,043	3,057	5,100	2,400	32.0%	7,500	
153 School Publications	551 & 552	4,000	400	0	400	3,600	90.0%	4,000	
154		124,735	111,541	4,859	116,399	8,336	6.7%	154,530	(29,795)
Tuition: Special Education									
155 Sp.Ed Vocational	561	461,250	249,716	88,374	338,089	123,161	26.7%	461,250	
156 Sp.Ed BoE Placements	562	2,447,750	1,657,979	444,902	2,102,882	344,868	14.1%	2,409,577	38,173
157 Sp.Ed State Placements	563	600,000	385,179	155,592	540,771	59,229	9.9%	624,444	(24,444)
158 Sp.Ed Magnet Choice	568	972,290	736,276	127,491	863,768	108,522	11.2%	863,768	108,522
159		4,481,290	3,029,150	816,359	3,845,510	635,780	14.2%	4,359,039	122,251
Tuition: Other									
160 Adult Ed	564	210,000	207,000	0	207,000	3,000	1.4%	207,000	3,000
161 Magnet Tuition	566	1,148,955	1,036,224	1,941	1,038,165	110,790	9.6%	1,038,165	110,790
162 Vo Ag Reg. Ed Tuition	567	125,884	102,345	0	102,345	23,539	18.7%	102,345	23,539
163		1,484,839	1,345,569	1,941	1,347,510	137,329	9.2%	1,347,510	137,329
164 Total Transportation, Insurance, Communication, Tuition		11,550,711	6,484,156	825,980	7,310,136	4,240,575	36.7%	11,242,889	307,822
Supplies									
Instructional Supplies									
165 General Classroom	601	101,351	33,780	12,932	46,711	54,640	53.9%	227,537	(126,186)
166 Science	602	21,150	4,558	3,170	7,728	13,422	63.5%	21,150	
167 Arts & Crafts	603	20,350	9,601	6,041	15,643	4,707	23.1%	24,160	(3,810)
168 Phys. Ed	604	12,400	4,968	614	5,583	6,817	55.0%	13,447	(1,047)
169 Music	605	18,850	6,303	802	7,105	11,745	62.3%	20,583	(1,733)
170 Kindergarten	606	5,800	2,603	0	2,603	3,197	55.1%	6,172	(372)
171 Pupil Tests	607	70,225	60,841	4,274	65,115	5,110	7.3%	81,196	(10,971)
172 Tech. Ed	609	7,500	2,261	1,147	3,408	4,092	54.6%	7,500	
173 Home Ec Supplies	613	12,700	4,608	680	5,288	7,412	58.4%	12,700	
174 Sp.Ed Supplies	615	54,800	25,452	5,005	30,457	24,343	44.4%	56,300	(1,500)
175 Athletic Supplies	616	81,475	39,544	22,659	62,203	19,272	23.7%	83,535	(2,060)
176 Math Supplies	617	11,250	8,785	0	8,785	2,465	21.9%	13,762	(2,512)
177 Health Supplies	618	1,700	0	0	0	1,700	100.0%	1,700	
178 Other Supplies	619	2,500	0	1,335	1,335	1,165	46.6%	3,835	(1,335)
179 Health Serv Pathogen	622	6,250	1,626	786	2,412	3,838	61.4%	8,578	(2,328)
180 School Library Supplies	623	4,950	1,471	657	2,128	2,822	57.0%	5,111	(161)
181 Food, Drink, Snacks	628	35,075	1,279	401	1,680	33,395	95.2%	20,758	14,317
182 Distance Learning Supplies	691	0	59,113	3,996	63,109	(63,109)			
183		468,326	266,792	64,499	331,292	137,034	29.3%	608,024	(139,698)
Computer Supplies									
184 Computer Supplies	610 & 611	110,900	57,025	10,647	67,672	43,228	39.0%	103,799	7,101
185 Software	612	531,896	435,071	6,459	441,530	90,366	17.0%	451,448	80,448
186		642,796	492,096	17,106	509,202	133,594	20.8%	555,247	87,549
Electricity & Heating									
187 Electricity	631	905,538	673,660	5,372	679,032	226,506	25.0%	928,176	(22,638)
188 Propane/Natural Gas	632	229,751	215,095	0	215,095	14,656	6.4%	235,495	(5,744)
189 Heating Oil	633	209,512	165,278	0	165,278	44,234	21.1%	206,640	2,872
190		1,344,801	1,054,033	5,372	1,059,406	285,395	21.2%	1,370,311	(25,510)
Transportation Supplies									
191 Diesel for School Buses	634	205,430	53,593	0	53,593	151,837	73.9%	205,430	
192 Gas for Maintenance	656	41,580	16,450	0	16,450	25,130	60.4%	36,580	5,000
193		247,010	70,043	0	70,043	176,967	71.6%	242,010	5,000
Textbooks & Library Books									
194 Textbooks	640	86,796	36,236	23,284	59,519	27,277	31.4%	99,915	(13,119)
195 Workbooks	641	12,910	9,110	314	9,423	3,487	27.0%	15,841	(2,931)
196 Textbook Rebind	642	450	0	0	0	450	100.0%	450	
197 Library Books	645	18,391	5,394	3,554	8,948	9,443	51.3%	17,764	627
198 Periodicals	647	3,050	612	180	793	2,257	74.0%	3,050	
199		121,597	51,352	27,332	78,684	42,913	35.3%	137,020	(15,423)

Groton Public Schools

Date prep:		FY21 Budget Summary Review							
4/16/21 10:59 AM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 04/16/2021	Under/(Over)
Facility/Maintenance Supplies									
200 Equipment Repair	650	28,660	26,492	105	26,597	2,063	7.2%	39,497	(10,837)
201 Grounds Supplies	651	18,675	26,296	243	26,538	(7,863)	(42.1%)	26,538	(7,863)
202 General Bldg Repair	652	66,430	31,844	515	32,359	34,071	51.3%	55,735	10,695
203 Paining	653	2,500	7,847	0	7,847	(5,347)	(213.9%)	7,847	(5,347)
204 Heat & Plumbing	654	33,720	26,048	5,228	31,276	2,444	7.2%	33,720	-
205 Electrical	655	29,950	39,350	281	39,631	(9,681)	(32.3%)	39,631	(9,681)
206 Safety Supplies	657 & 659	11,985	10,865	13,508	24,372	(12,387)	(103.4%)	9,510	2,475
207 Custodial Supplies	658	128,300	30,086	202	30,288	98,012	76.4%	172,868	(44,568)
208		320,220	198,828	20,082	218,910	101,310	31.6%	385,348	(65,128)
Other Supplies									
209 Sup Serv Guild Imp Ins	621	21,500	11,130	1,092	12,222	9,278	43.2%	21,941	(441)
210 Audio Visual	624 & 625	7,402	1,566	68	1,634	5,768	77.9%	7,402	-
211 General Admin Supplies	626	13,360	6,287	2,174	8,461	4,900	36.7%	12,273	1,087
212 School Admin Supplies	627	11,250	13,097	15,960	29,057	(17,807)	(158.3%)	29,807	(18,557)
213 Professional Materials	690	19,250	7,804	16,649	24,453	(5,203)	(27.0%)	32,694	(13,444)
214 Personal Protective Equipment	692 & 693	0	131,523	26,364	157,887	(157,887)		-	-
215		72,762	171,407	62,307	233,714	(160,952)	(221.2%)	104,116	(31,354)
216 Total Supplies		3,217,512	2,304,551	196,698	2,501,250	716,262	22.3%	3,402,077	(184,565)
Equipment									
Instructional Equipment									
217 Replace Instr Equip	730	29,770	31,357	6,892	38,248	(8,478)	(28.5%)	59,482	(29,712)
218 Add Instr Equipment	735	34,734	32,872	17,996	50,868	(16,134)	(46.5%)	66,566	(31,832)
219		64,504	64,229	24,888	89,117	(24,613)	(38.2%)	126,047	(61,543)
Non-Instructional Equipment									
220 Replace Non-Instr Equipment	731	25,000	49,587	0	49,587	(24,587)	(98.3%)	4,669	20,331
221 Add Non-Instr Equipment	736	1,312	64,240	828	65,068	(63,756)	(4859.5%)	65,068	(63,756)
222		26,312	113,827	828	114,655	(88,343)	(335.8%)	69,737	(43,425)
223 Total Equipment		90,816	178,056	25,716	203,772	(112,956)	(124.4%)	195,785	(104,969)
Dues - Fees									
Dues/Fees									
224 Dues BoE	810	25,541	20,591	0	20,591	4,950	19.4%	25,541	-
225 General Admin Dues	811	15,950	15,715	75	15,790	160	1.0%	18,340	(2,390)
226 School Admin Dues	812	37,465	33,490	0	33,490	3,975	10.6%	37,755	(290)
227 Other Dues	819	4,885	3,001	0	3,001	1,884	38.6%	4,636	249
228 Total Dues/Fees		83,841	72,797	75	72,872	10,969	13.1%	86,272	(2,431)
229 Grand Total		77,438,090	50,961,450	14,189,902	65,151,352	12,286,738	15.9%	77,132,419	305,671

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

Function No. Description		FY21 Budget	Expended	Encumbered	FY21 Total	Remaining		04/16/2021 FY21	Under/ (Over)
		2020-2021	2020-2021	2020-2021	2020-2021	Balance	%	Estimated 2020-2021	
Regular Instruction									
1101	FUNCTION-1101 ELEMENTARY	13,102,845	8,564,455	3,550,518	12,114,973	987,872	7.5%	13,144,455	(41,610)
1102	FUNCTION-1102 ART	674,103	431,608	203,510	635,118	38,985	5.8%	676,826	(2,723)
1104	FUNCTION-1104 LANGUAGE ARTS	2,336,132	1,468,725	648,352	2,117,077	219,055	9.4%	2,246,286	89,846
1105	FUNCTION-1105 WORLD LANGUAGES	1,294,834	871,622	384,357	1,255,979	38,855	3.0%	1,275,900	18,934
1106	FUNCTION-1106 CONSUMER SCIENCE	160,712	89,057	41,814	130,871	29,841	18.6%	160,741	(29)
1107	FUNCTION-1107 TECHNOLOGY EDUCATION	768,063	399,093	175,334	574,426	193,637	25.2%	635,346	132,717
1108	FUNCTION-1108 MATHEMATICS	2,039,084	1,361,585	601,276	1,962,861	76,223	3.7%	2,022,485	16,599
1109	FUNCTION-1109 MUSIC	738,098	456,448	204,632	661,080	77,018	10.4%	731,970	6,128
1110	FUNCTION-1110 PHYSICAL EDUCATION	1,159,763	639,975	276,817	916,792	242,971	21.0%	1,011,607	148,156
1111	FUNCTION-1111 SCIENCE	2,288,339	1,450,156	603,697	2,053,853	234,486	10.2%	2,222,882	65,457
1112	FUNCTION-1112 SOCIAL STUDIES	1,810,607	1,117,994	500,254	1,618,248	192,359	10.6%	1,747,443	63,164
1114	FUNCTION-1114 HEALTH EDUCATION	231,660	159,087	81,750	240,837	(9,177)	(4.0%)	266,242	(34,582)
1115	FUNCTION-1115 MAGNET SCHOOL SUPPORT	30,000	1,558	8	1,566	28,434	94.8%	30,000	-
1116	FUNCTION-1116 CO-OPERATIVE WORK EXPER	0	10,200	5,296	15,496	(15,496)	0.0%	(0)	0
1117	FUNCTION-1117 INTERN. BACCALAUREATE	86,195	60,477	1,538	62,015	24,180	28.1%	96,526	(10,331)
1119	FUNCTION-1119 UNCLASSIFIED	811,240	840,521	625	841,146	(29,906)	(3.7%)	1,210,958	(399,718)
1121	FUNCTION-1121 BUSINESS EDUCATION	308,970	202,719	85,923	288,643	20,327	6.6%	302,990	5,980
1124	FUNCTION-1124 HEALTH OCCUPATIONS	114,720	48,597	6,739	55,337	59,383	51.8%	59,057	55,663
1260	FUNCTION-1260 ENRICHMENT	38,551	13,989	0	13,989	24,562	63.7%	38,551	-
1270	FUNCTION-1270 REMEDIAL INSTRUCTION	2,923,229	1,848,234	874,552	2,722,786	200,443	6.9%	2,981,715	(58,486)
1412	FUNCTION-1412 SUMMER SCHOOL HIGH SCHOOL CREDIT	8,834	44,782	0	44,782	(35,948)	(406.9%)	8,834	-
2220	FUNCTION-2220 EDUCATIONAL MEDIA SERVICES	1,172,652	787,760	256,881	1,044,642	128,010	10.9%	1,191,104	(18,452)
Total Regular Instruction		32,112,981	20,914,248	8,503,873	29,418,121	2,694,860	8.4%	32,109,530	3,451
Special Instruction									
1205	FUNCTION-1205 PRESCHOOL 3-5	1,288,422	815,155	236,297	1,051,452	236,970	18.4%	1,194,307	94,115
1210	FUNCTION-1210 SPED Summer School	20,290	30,932	0	30,932	(10,642)	(52.5%)	9,553	10,737
1220	FUNCTION-1220 OTHER SPECIAL INSTRUCTION	743,505	524,664	77,089	601,753	141,752	19.1%	767,713	(24,208)
1230	FUNCTION-1230 SPECIAL EDUCATION	8,280,293	5,563,403	1,480,569	7,043,972	1,236,321	14.9%	8,284,893	(4,600)
1250	FUNCTION-1250 BLIND	56,595	825	0	825	55,770	98.5%	56,595	-
1280	FUNCTION-1280 HEARING IMPAIRED	120,105	68,412	34,683	103,016	17,089	14.2%	120,602	(497)
Total Special Instruction		10,509,210	7,003,391	1,828,559	8,831,950	1,677,260	16.0%	10,433,663	75,547
Continuing Education									
1310	FUNCTION-1310 HIGH SCHOOL COMPLETION	80,995	57,829	8,122	65,951	15,044	18.6%	80,752	243
1320	FUNCTION-1320 ADULT EDUCATION	210,000	207,000	0	207,000	3,000	1.4%	207,000	3,000
Total Continuing Education		290,995	264,829	8,122	272,951	18,044	6.2%	287,752	3,243
Other Instructional Programs									
15**	STUDENT ACTIVITIES 6-12	827,830	346,581	59,118	405,699	422,131	51.0%	774,337	53,493
TOTAL INSTRUCTION		43,741,016	28,529,050	10,399,672	38,928,721	4,812,295	11.0%	43,605,282	135,734
Support Services - Pupils									
2101	FUNCTION-2101 SUPPORT SERVICES - SPED COORDINATOR	1,005,439	701,526	118,012	819,538	185,901	18.5%	990,514	14,925
2110	FUNCTION-2110 SOCIAL WORK SERVICES	348,803	213,101	91,063	304,164	44,639	12.8%	320,310	28,493
2120	FUNCTION-2120 GUIDANCE SERVICES	1,587,957	1,021,406	360,134	1,381,541	206,416	13.0%	1,543,089	44,868
2130	FUNCTION-2130 HEALTH SERVICES	1,229,556	524,741	747,466	1,272,207	(42,651)	(3.5%)	1,281,832	(52,276)
2140	FUNCTION-2140 PSYCHOLOGICAL SERVICES	1,262,682	821,993	319,907	1,141,900	120,782	9.6%	1,255,005	7,677
2150	FUNCTION-2150 SPEECH & HEARING SERVICES	1,172,189	752,874	337,506	1,090,380	81,809	7.0%	1,173,649	(1,460)
Total Support Services - Pupils		6,606,626	4,035,642	1,974,088	6,009,730	596,896	9.0%	6,564,399	42,227
Support Services - Staff									
2201	FUNCTION-2201 SUPPORTING SERVICES - COORDINATOR	265,246	271,833	91,503	363,335	(98,089)	(37.0%)	335,313	(70,067)
2210	FUNCTION-2210 IMPROVEMENT OF INSTRUCTION	286,825	308,813	25,459	334,272	(47,447)	(16.5%)	345,131	(58,306)
Total Support Services - Staff		552,071	580,646	116,961	697,607	(145,536)	(26.4%)	680,444	(128,373)
General Support Services									
2311	FUNCTION-2311 BOARD OF EDUCATION SERVICES	30,241	30,649	0	30,649	(408)	(1.3%)	36,099	(5,858)
2312	FUNCTION-2312 SUPERINTENDENT OFFICE SERVICES	1,530,410	995,564	75,073	1,070,637	459,773	30.0%	1,513,884	16,526
2313	FUNCTION-2313 BUSINESS OFFICE	899,718	513,783	22,723	536,506	363,212	40.4%	893,534	6,184
2410	FUNCTION-2410 SCHOOL ADMINISTRATION	4,373,927	3,306,451	605,598	3,912,049	461,878	10.6%	4,425,055	(51,128)
Total General Support Services		6,834,296	4,846,446	703,395	5,549,841	1,284,455	18.8%	6,868,572	(34,276)
Operational Services									
2510	FUNCTION-2510 OPERATIONS AND MAINTENANCE	6,933,303	5,033,124	160,622	5,193,746	1,739,557	25.1%	7,048,794	(115,491)
2520	FUNCTION-2520 PUPIL TRANSPORTATION	5,539,258	2,042,579	13,498	2,056,076	3,483,182	62.9%	5,506,594	32,664
2540	FUNCTION-2540 COMPUTER SUPPORT SERVICES	1,819,141	1,372,785	91,741	1,464,525	354,616	19.5%	1,702,535	116,606
2560	FUNCTION-2560 HEALTH SERVICES STAFF	2,500	84	0	84	2,416	96.6%	2,500	-
Total Operational Services		14,294,202	9,051,663	265,860	9,317,523	4,976,679	34.8%	14,260,424	33,778
TOTAL SUPPORT SERVICES		28,287,195	18,514,397	3,060,304	21,574,701	6,712,494	23.7%	28,373,839	(86,644)
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	3,918,004	729,926	4,647,930	646,949	12.2%	5,038,299	256,580
GRAND TOTAL		77,438,090	50,961,450	14,189,902	65,151,352	12,286,738	15.9%	77,132,419	305,671
									0.39%

**GROTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
MARCH 22, 2021 @ 6:00 P.M.
REMOTE MEETING**

MEMBERS PRESENT: Kim Shepardson Watson, Andrea Ackerman, Dean Antipas, Jane Giuliani, Liz Porter, Rosemary Robertson, Rita Volkmann, Jay Weitlauf, Lee White

ALSO PRESENT: Susan Austin, Sam Kilpatrick, Ken Knight

I. CALL TO ORDER – Mrs. Watson called the meeting to order at 6:02 p.m.

A. Pledge of Allegiance

The first order of business was the Pledge of Allegiance to the flag led by Kim Watson.

II. RECOGNITION AND PARTICIPATION OF VISITORS AND DELEGATIONS

- History Day Winners – Mrs. Porter noted her 30 years of involvement with History Day and gave an overview of what is involved in the History Day competition. Mrs. Porter stated that this year Groton entered the Norwich History Day. Mrs. Porter noted the winners from Groton: Jackson Kramer came in first place and is eligible to go to State; Mary Clarke came in third place and is eligible to go to State; and Honorable Mention for James Weitlauf.
- Board Member Appreciation Month – Ms. Austin noted a certificate for each Board Member and a pin engraved with “Team Work” for all that Board members do for the Groton Public Schools.

III. COMMENTS FROM CITIZENS

NONE

IV. RESPONSE TO COMMENTS FROM CITIZENS

NONE

V. STUDENT REPRESENTATIVE REPORT

The Student Representative reported that they have heard really great things about the sports coming back, like cheerleading and basketball. They think people are really enjoying being able to finally feel like we are getting back to normal, and that everyone is very grateful to be back with their teams and their friends. Also, they have heard from a few fellow students that are full distance, that they are really considering coming back to four days if we go back almost full time. At this point, they think everyone is missing being normal at school, and they think it would be awesome to get everyone back together and to be as normal and safe as possible.

VI. SUPERINENDENT AND ADMINISTRATION REPORTS

A. Superintendent Report

- a. Introduction of Tom Lonsdale, Student Data Manager – Superintendent Austin introduced Tom Lonsdale, the new Student Data Manager, who shared his educational background that brought him to Groton. Tom Lonsdale gave a presentation regarding assessment. (ATTACHMENT #1)

VI. SUPERINENDENT AND ADMINISTRATION REPORTS cont.

B. Business Manager

- a. Object Code Summary (**ATTACHMENT #2**) – Mr. Knight reviewed the Object Code Summary dated March 18, 2021 that shows an unexpended balance of \$285,122.
- b. Health Insurance Report – Mr. Knight reviewed the Health Insurance Report for the month of January (**ATTACHMENT #3**).

C. Director of Buildings and Grounds

- a. Mr. Kilpatrick thanked the Board on behalf of the departments he works with and noted that the Community Eligibility Provision (CEP) has been approved through September 30, 2021. Mr. Kilpatrick also noted that the Farm to Community boxes of food will be distributed at Washington Park on March 31, 2021, 10:00 a.m. through 1:00 p.m.
- b. Update re: Two New Elementary Schools – Mr. Kilpatrick noted that the process is on schedule. TRM is 2 weeks behind, however, it is substantially completed and is still expected to be completed by June 30, 2021; the FFE has been approved by the State.
- c. Update re: packing plans for the elementary schools - Tom Beebe, Move Manager, has been holding weekly meetings and noted that boxes have been delivered to the schools.
- d. Update re: air filters and air quality in the schools - Mr. Kilpatrick noted that MERV 11 filters had been installed at the beginning of the school year in our air conditioners, however, the recommendation from the State is MERV 13 or the one your system can handle. During the vacation week, installment of the filters will occur. We will start the HVAC system early in the morning and leave them on for 2 hours after the close of school. We flush the water system twice a week, Monday and Wednesday, and will continue this practice.

VII. COMMITTEE REPORTS

- A. Policy – Mrs. White noted that the Policy Committee met. The committee had no questions on the first reading of policy P 6142.102 Social and Emotional Learning.
- B. Curriculum – Mrs. Giulini noted that the Curriculum Committee met on March 15, 2021. Mrs. Giulini noted that nationally 66% of students are entering college with 35% graduating. An area of concern was that youth are disconnected. FHS teachers are digging in to address this problem.
- C. Finance/Facilities – Mr. Weitlauf noted that the Finance/Facilities Committee met on March 1, 2021 and reviewed policy P 1330; they discussed the insurance data, GMS construction funding, Supplemental Aid, priority CIP items, 2021 budget projections, and they tabled the OPEB.
- D. LEARN – Mrs. Volkmann noted that LEARN's Superintendent's Perspective was given by the Montville Superintendent; the Marine Science Magnet School hosted a Farmers Market as part of a state side initiative for the coral they grew. They had over 200 visitors and raised \$6,000 for the coral they grew. All RESC Directors have asked their lobbyist to create a document of all educational related executive orders for distribution to our district. The LEARN Building Committee for Ocean Avenue Learning Center has a \$10,000 grant application that they are hopeful will be approved. All lotteries have been done.
- E. BoE/TCC/RTM Liaison – Mrs. Watson noted that the BoE/TCC/RTM Liaison Committee met and finished review of the budget; discussed the reopening plan, and apartment locations and occupancy.

VII. COMMITTEE REPORTS – cont.

- F. BoE/AGSA/GEA Liaison – Mrs. Watson noted that the BoE/AGSA/GEA Liaison Committee will meet on Wednesday, March 24, 2021.
- G. Groton Scholarship – Mrs. White noted that the Groton Scholarship Fund Committee met last week. Mrs. White noted that the subcommittee members are reading the applications.
- H. Athletic Fields – Mr. Weitlauf noted that the Athletic Fields Committee met and have a firm proposal to send to the Town Council for funding.

Mrs. Watson asked for volunteers to join the Trail Liaison Committee. The committee meets quarterly and their next meeting will be June 17, 2021. Mrs. Watson also asked for volunteers for the Long Term Recovery Committee.

Mrs. Watson asked to add an item to the agenda to set the graduation date and the last day of school.

MOTION: Volkmann, Porter: To add the setting of the graduation date and the last day of school to the agenda.

PASSED - UNANIMOUSLY

VIII. ACTION ITEMS

A. Consent Agenda

MOTION: White, Giuliani: To approve the Consent Agenda.
PASSED - UNANIMOUSLY

B. Old Business

1. Discussion and possible action regarding a second reading of policy P 6142.102 Social and Emotional Learning (**ATTACHMENT #4**)

MOTION: White, Porter: To approve policy P 6142.102 Social and Emotional Learning as a second reading.
YES – Watson, Ackerman, Giuliani, Porter, Robertson, Volkmann Weitlauf, White
ABSTAINED - Antipas
PASSED

VIII. ACTION ITEMS – cont.

C. New Business

1. Discussion and possible action regarding the implementation of the Healthy Food Option.

MOTION: Volkmann, White:

To certify, pursuant to C.G.S. Section 10-215f, that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2021 through June 30, 2022. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.

PASSED - UNANIMOUSLY

2. Discussion and possible action regarding food and beverage exemptions.

MOTION: Porter, Volkmann:

To allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met:

1. the sale is in connection with an event occurring after the end of the regular school day or on the weekend;
2. the sale is at the location of the event; and
3. the food and beverage items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the food sales.

PASSED – UNANIMOUSLY

VIII. ACTION ITEMS – cont.

C. New Business

3. Discussion and possible action regarding recognition of Paraprofessional Appreciation Day.

MOTION: Weitlauf, Porter:

To recognize April 7, 2021 as Paraprofessional Appreciation Day, and to direct the Superintendent of Schools to send a letter of appreciation to the paraprofessionals.

PASSED - UNANIMOUSLY

4. Discussion and possible action regarding recognition of Administrative Professionals Day.

MOTION: Robertson, White:

To recognize April 21, 2021 as Administrative Professionals Day, and to direct the Superintendent of Schools to send a letter of appreciation to the administrative professionals.

PASSED - UNANIMOUSLY

5. Discussion and possible action regarding the setting of graduation and the last day of school.

MOTION: Watson, White:

To revise the 2020-2021 school calendar to indicate the last day of school as June 17, 2021 and graduation as June 18, 2021.

PASSED - UNANIMOUSLY

IX. INFORMATION AND PROPOSALS

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

- Mrs. Volkmann noted communications regarding school reopening and a question regarding May 3, 2021 regarding it being a 4 day week not a 5 day week.
- Mr. Antipas noted the same emails as other Board members.
- Mrs. Robertson noted:
 - The same emails as other Board members;
 - Her attendance at GASP meetings;
 - Thanked the community for their help with the Sound Community Diaper drive.
- Mrs. Porter noted people asking why we're not going back to school 5 days a week. Mrs. Porter noted that a former Groton student will be driving the Nut Mobile (Mr. Peanut) to the St. John Food Drive.

IX. INFORMATION AND PROPOSALS – cont.

- Mr. Weitlauf noted:
 - The same emails as other Board members;
 - A question regarding the graduation date;
 - Recognized Carmita Hodge for reinstituting History Day at Fitch High School.
- Dr. Ackerman noted her attendance at a virtual conference at UCONN, National Multicultural Conference meeting, with Keyona Foster Moore, a Fitch graduate and Martin Luther King Scholar.
- Mrs. Giulini stated that she has notice great relief regarding people being vaccinated.
- Mrs. Watson noted:
 - The same emails as other Board members;
 - That she received a text from Mayor Granatosky showing a graph that the COVID numbers have increased in Groton.
- Mrs. Volkmann noted an interview held by Ms. Austin on the Welcome to Groton Program.

X. ADVANCE PLANNING

A. Future Meeting Dates and Calendar Items for Board Attention

As noted in the agenda.

There will no COW meeting on April 12, 2021.

B. Suggested Agenda Items

Mrs. Volkmann noted the need for discussion on what are we doing this summer.

Mrs. Volkmann asked for a report from the Guidance Department at FHS on how seniors are doing in planning their future.

XI. ADJOURNMENT

MOTION: Ackerman, Volkmann:

To adjourn at 8:01 p.m.

PASSED - UNANIMOUSLY

Groton Public Schools

Assessment Update, March 2021
Tom Lonsdale, Student Data Manager

Why assess during a pandemic?

We need to establish a baseline of student performance now, so that we can inform our actions to help students going forward.

Current State of Connecticut Position on Testing:

- CSDE remains committed to administering the state academic assessments to the fullest extent possible in 2020-21.
- Having results in 2020-21 will allow CSDE:
 1. to monitor long-term trends;
 2. evaluate the full impact of the pandemic on student achievement and growth; and
 3. target support and resources where they are needed the most.
- Having a measure in 2020-21 will also allow CSDE to restart the academic growth measure with the 2021-22 school year.

The Waiver:

- CSDE will seek federal approval to waive formal school and district accountability in 2020-21.
- Connecticut is asking for federal approval to waive:
 1. summative ratings (i.e., the Accountability Index);
 2. sorting schools into categories 1-5; and
 3. identifying new Turnaround or Focus schools (categories 4 and 5) in fall 2021 based on 2020-21 data.
 4. 95% participation requirement in all tested areas.

Balance

1. Prioritize instructional time in the classroom.
2. Select our highest leverage assessments.
3. Utilize data to inform our instruction.

1. Prioritize Instructional Time

- Groton Public Schools participated as a ‘pilot’ district to administer Smarter Balanced Interim Assessment Blocks remotely.
- District schools are utilizing Wednesdays to administer assessments online and in person.
- Assessments take 15-30 minutes and provide quick ‘snapshots’ of student learning.

2. High Leverage Assessments

- Focus on assessments that align directly to state standards and required state benchmark assessments.
- Ensure district grade-level alignment and streamline assessment to measure critical grade-level content.
- Utilize assessments that can be administered with fidelity in multiple learnings models.

Smarter Balanced - Interim Assessment Block (IAB)

Example from Grade 4 - Read Literary Text

Read the sentences from the passage.

One day Kaylee came running excitedly into her house after school. "I think I have a solution to our water problem. In science class, I am learning about how people can conserve water. My teacher, Ms. Henderson, explained that rain barrels provide people with a source of clean water that can be used for gardening. I think we should get one," said Kaylee.

What does the word conserve **most likely** mean?

- a. to drain
- b. to enjoy
- c. to save
- d. to want

Smarter Balanced - Interim Assessment Block (IAB)

Example from Grade 7 - Ratio and Proportional Relationships

Katie buys a necklace for \$14.50 plus a 6% tax.

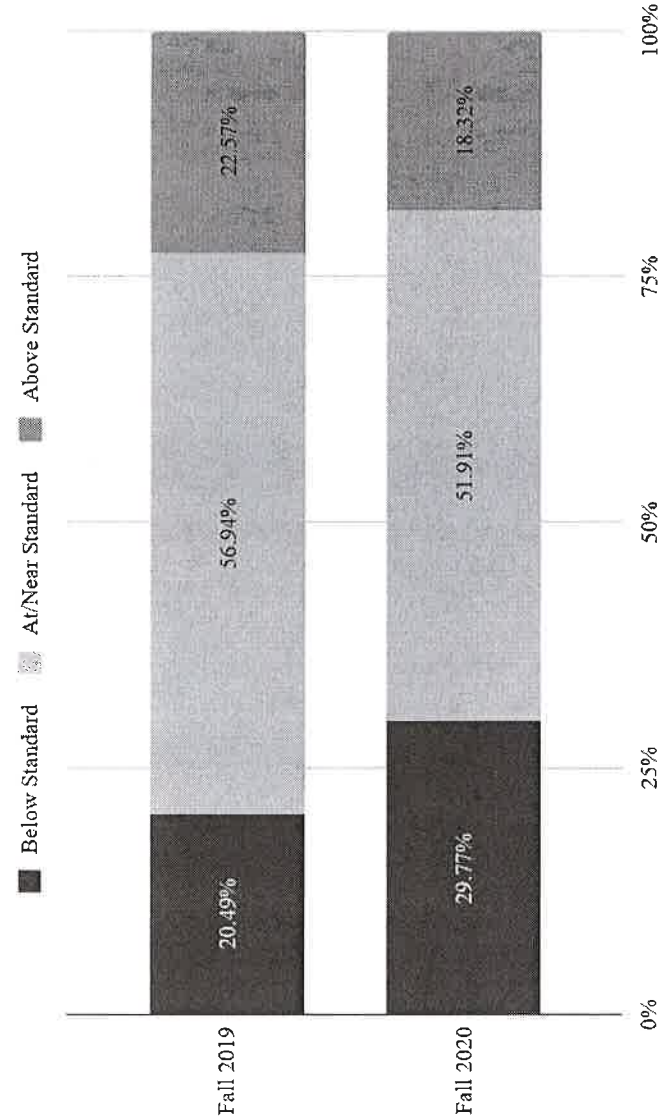
Sharon buys a bracelet for \$12 plus a 6% tax.

Write the sum, in dollars, that Katie and Sharon paid, including tax.

3. Data Driven Instruction

- Ensure real time access to high quality assessment results.
- Empower teachers with targeted resources based on class data results.
- Provide differentiated instruction based on individual student data.

Smarter Balanced IAB - Grade 4 - Read Literary Text



Grade 4 - Read Literary Text - Item Analysis

Example from Grade 4 - Read Literary Text

Read the sentences from the passage.

"They always pan around the crowd, looking for stuff like this banner. When that camera lands on me, it could be my big break."

The phrase big break has multiple meanings. What does the phrase **most likely** suggest about Melanie in the passage? Pick **two** choices.

- a. Someone will see she has talent.
- b. They will ask her to watch a video.
- c. She might fall down when she waves.
- d. The camera will end up in her lap.

Empowering Teachers with Resources

- Teachers have direct access to the content standard that each question relates to:
 - **Standard:** 1-LT|3-4|4.RL.4: Determine the meaning of words and phrases as they are used in a text, including those that allude to significant characters found in mythology (e.g., Hercules).
- Teachers have access to curricular supports for each standard including:
 - Lesson Plans
 - Presentations
 - Practice Activities
 - Formative Assessments

<https://smartertoolsforteachers.org/resource/344#word-meanings>

Providing Differentiated Instruction

Kids

Teen makes big push for more books with black female lead characters

Present Save Read Aloud Share Hide Print Add To Text Set



Ashton, Wilson and Kennedy during book drive by Star 5 via News

MJ Prater Over, Newark
Received: 07/19/2018, 10:03 AM, 442
Commented for: Upper Elementary School Middle School
5th Grade

Marley Dias has always loved reading. However, she noticed a problem. She was only finding books where "white boys and their dogs were the main characters," she says. "I didn't get to see black girls being reflected in the main characters."

So Marley started a campaign on social media. It was called #1000BlackGirlBooks. It aimed to collect 1,000 books with black female lead characters. Her campaign and the hashtag have

1000 Black Girl Books

MAX
1060L
1040L
1000L
650L

District and School Data Teams

- Completing ‘data dives’ on the individual assessment results.
- Identifying commonalities and themes across classrooms and grade levels.
- SO WHAT? NOW WHAT?

Groton Public Schools

Date prep:		FY21 Budget Summary Review							
3/18/21 11:21 AM									
Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 03/18/2021	Under/(Over)
Salaries									
1 Administrators	105-108	4,642,710	3,482,257	1,226,636	4,708,892	(66,182)	(1.4%)	4,642,412	298
2 Teachers	101-104,109,123-127	34,415,719	19,753,413	13,850,219	33,603,631	812,088	2.4%	34,171,648	244,071
3 Non-Cert Aides	110-111,130-131,136,139	3,578,209	2,234,861	0	2,234,861	1,343,348	37.5%	3,543,682	34,527
4 Substitute - Cert & Non-Cert	120-121	979,580	432,047	0	432,047	547,533	55.9%	803,721	175,859
5 Clerical	112-114,132-134,144	1,876,870	1,347,260	18,897	1,366,156	510,714	27.2%	1,876,870	0
6 Custodial/Maintenance/Techs	117-118,129,137-138,147-148	3,563,841	2,368,095	80,848	2,448,943	1,114,898	31.3%	3,563,841	0
7 Campus Security/Supervision	128	146,610	113,062	0	113,062	33,548	22.9%	146,610	0
8 Total Salaries	100	49,203,539	29,730,994	15,176,599	44,907,593	4,295,946	8.7%	48,748,783	454,756
Benefits									
9 Health Insurance	201-202	7,965,817	5,622,249	0	5,622,249	2,343,568	29.4%	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	978,201	0	978,201	455,410	31.8%	1,416,681	16,930
12 Other Benefits	222-227	129,157	301,208	0	301,208	(172,051)	(133.2%)	327,749	(198,592)
13 Total Benefits	200	10,455,723	6,901,658	0	6,901,658	3,554,065	34.0%	10,637,385	(181,662)
Purchased Services									
14 Instructional Services	321-324	153,921	85,192	26,160	111,352	42,569	27.7%	187,871	(33,950)
15 Professional Services	331	261,078	111,401	3,278	114,679	146,399	56.1%	293,780	(32,702)
16 Other Prof Services	332	600,634	353,698	211,559	565,257	35,377	5.9%	600,573	61
17 OT & PT Services	333	665,591	123,376	570,704	694,080	(28,489)	(4.3%)	669,080	(3,489)
18 Legal	334	70,000	44,462	0	44,462	25,538	36.5%	60,050	9,950
19 Athletic Officials & Other Athletic Serv	341-342	77,676	18,457	0	18,457	59,219	76.2%	65,844	11,832
20 Computer Network Services	343	139,235	106,250	10,332	116,583	22,652	16.3%	116,583	22,652
21 Total Purchased Services	300	1,968,135	842,837	822,032	1,664,869	303,266	15.4%	1,993,781	(25,646)
Property Services									
22 Water & Sewer	410-411	99,801	53,289	1,288	54,577	45,224	45.3%	99,801	0
23 Trash & Snow Removal	421-422	156,600	46,377	37,156	83,533	73,067	46.7%	126,600	30,000
24 Repair/Maintenance	430-435,490-491,499	486,970	198,067	38,759	236,827	250,143	51.4%	490,406	(3,436)
25 Rental	441	124,442	62,640	31,957	94,597	29,845	24.0%	115,665	8,777
26 Total Property Services	400	867,813	360,373	109,160	469,533	398,280	45.9%	832,472	35,341
Transportation, Insurance, Communications, Tuition									
27 Transportation: Schools	510-513	4,855,917	1,638,498	0	1,638,498	3,217,419	66.3%	4,845,892	10,025
28 Transportation: Student Activities	587-596	176,589	6,856	2,008	8,863	167,726	95.0%	152,498	24,091
29 Transportation: Staff	580-584	124,941	19,862	145	20,007	104,934	84.0%	82,314	42,627
30 Insurance	522,525	302,400	327,238	0	327,238	(24,838)	(8.2%)	327,238	(24,838)
31 Communications	530-552	124,735	103,073	1,572	104,645	20,090	16.1%	133,454	(8,719)
32 Tuition: Special Education	561-563,568	4,481,290	2,708,394	1,147,327	3,855,721	625,569	14.0%	4,398,595	82,695
33 Tuition: Other	564-567	1,484,839	1,345,569	0	1,345,569	139,270	9.4%	1,345,569	139,270
34 Total Trans, Ins, Comm, Tuition	500	11,550,711	6,149,489	1,151,052	7,300,540	4,250,171	36.8%	11,285,559	265,152
Supplies									
35 Instructional Supplies	601-609,613-619,622-623,628	468,326	241,547	55,389	296,935	171,391	36.6%	578,780	(110,454)
36 Computer Supplies	610-612	642,796	489,922	11,249	501,172	141,624	22.0%	594,224	48,572
37 Electricity & Heating	631-633	1,344,801	917,751	2,843	920,595	424,206	31.5%	1,344,801	0
38 Transportation Supplies	634,656	247,010	61,326	1,986	63,312	183,698	74.4%	242,010	5,000
39 Textbooks & Library Books	640-642,645,647	121,597	50,385	21,625	72,009	49,588	40.8%	139,920	(18,323)
40 Facility/Maintenance Supplies	650,652-655,657,659	320,220	165,882	14,119	180,001	140,219	43.8%	377,569	(57,349)
41 Other Supplies (staff dev., etc.)	621,624-627,660	72,762	34,039	158,422	192,461	(119,699)	(164.5%)	97,602	(24,840)
42 Total Supplies	600	3,217,512	1,960,852	265,633	2,226,485	991,027	30.8%	3,374,907	(157,395)
Equipment									
43 Instructional Equipment	730,735	64,504	58,425	29,542	87,968	(23,464)	(36.4%)	124,898	(60,394)
44 Non-Instructional Equip	731,736	26,312	113,827	0	113,827	(87,515)	(332.6%)	68,909	(42,597)
45 Total Equipment	700	90,816	172,253	29,542	201,795	(110,979)	(122.2%)	193,808	(102,992)
46 Total Dues & Fees	800	83,841	72,147	75	72,222	11,619	13.9%	86,272	(2,431)
47 GRAND TOTAL		77,438,090	46,190,602	17,554,094	63,744,696	13,693,394	17.7%	77,152,968	285,122

Groton Public Schools

Date prep:	FY21 Budget Summary Review							
	3/18/21 11:21 AM							

Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 03/18/2021	Under/(Over)
Salaries									
Administrators									
48 Admin	105	1,053,227	870,720	264,593	1,135,313	(82,086)	(7.8%)	1,111,905	(58,678)
49 Principals	106	1,256,347	938,361	337,434	1,275,795	(19,448)	(1.5%)	1,256,347	-
50 Asst. Principals	107	1,956,027	1,462,700	541,924	2,004,624	(48,597)	(2.5%)	1,956,027	-
51 Dean	108	377,109	210,476	82,685	293,161	83,948	22.3%	318,133	58,976
52		4,642,710	3,482,257	1,226,636	4,708,892	(66,182)	(1.4%)	4,642,412	298
Teachers									
53 Classroom Teachers	101 & 119	24,172,827	13,857,780	9,990,429	23,848,209	324,618	1.3%	23,980,513	192,314
54 Sp.Ed Certified	102	7,462,674	4,281,513	3,106,256	7,387,769	74,905	1.0%	7,482,742	(20,068)
55 Media Specialist	103	730,616	422,017	308,599	730,616	0	0.0%	730,616	-
56 Guidance	104	1,088,601	627,184	439,955	1,067,140	21,461	2.0%	1,088,601	-
57 Athletic Director	109	11,769	9,090	4,979	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	30,297	0	30,297	9,608	24.1%	39,905	-
60 Tutors	125	478,270	267,358	0	267,358	210,912	44.1%	424,145	54,125
61 Coach Stipends	126	344,247	204,699	0	204,699	139,548	40.5%	326,547	17,700
62 Other Student Activities	127	78,604	11,705	0	11,705	66,899	85.1%	78,604	-
63		34,415,719	19,753,413	13,850,219	33,603,631	812,088	2.4%	34,171,648	244,071
Non-Cert Aides									
64 Reg.Ed Teacher Aides - Kindergarten	110 & 130	393,049	209,395	0	209,395	183,654	46.7%	393,049	-
65 Sp.Ed Aides - Para I	111	758,192	485,568	0	485,568	272,624	36.0%	908,513	(150,321)
66 Sp.Ed Aides - Para II	131	2,012,619	1,338,852	0	1,338,852	673,767	33.5%	1,827,187	185,432
67 School Bus Aides	136	402,029	188,143	0	188,143	213,886	53.2%	402,029	-
68 Other Aides	139	12,320	12,904	0	12,904	(584)	(4.7%)	12,904	(584)
69		3,578,209	2,234,861	0	2,234,861	1,343,348	37.5%	3,543,682	34,527
Substitute									
70 Substitute Sp.Ed Certified	121	82,989	5,188	0	5,188	77,801	93.7%	82,989	-
71 Substitute Reg.Ed Certified	120	896,591	426,859	0	426,859	469,732	52.4%	720,732	175,859
72		979,580	432,047	0	432,047	547,533	55.9%	803,721	175,859
Clerical									
73 Clerical	112*113*114*132*133*134*143*144	1,876,870	1,347,260	18,897	1,366,156	510,714	27.2%	1,876,870	0
Custodial/Maintenance/Techs									
74 Custodial	117 & 137	1,938,622	1,249,704	19,772	1,269,477	669,145	34.5%	1,938,622	-
75 Maintenance	118 & 138	813,603	550,959	20,000	570,958	242,645	29.8%	813,603	-
76 Technicians	129 & 149	705,116	531,978	41,076	573,054	132,062	18.7%	705,116	-
77 Custodial Overtime	147	87,200	24,164	0	24,164	63,036	72.3%	87,200	-
78 Maintenance Overtime	148	19,300	11,289	0	11,289	8,011	41.5%	19,300	-
79		3,563,841	2,368,095	80,848	2,448,943	1,114,898	31.3%	3,563,841	0
Security									
80 Security/Supervision	128	146,610	113,062	0	113,062	33,548	22.9%	146,610	-
81 Total Salaries		49,203,539	29,730,994	15,176,599	44,907,593	4,295,946	8.7%	48,748,783	454,756
Benefits									
Health Insurance									
82 Group Ins. Prof	201	6,096,027	4,686,779	0	4,686,779	1,409,248	23.1%	6,096,027	-
83 Group Ins. Other	202	1,869,790	935,471	0	935,471	934,319	50.0%	1,869,790	-
84		7,965,817	5,622,249	0	5,622,249	2,343,568	29.4%	7,965,817	0
Workers Comp & Town Pension									
85 Worker's Compensation	211	515,238	0	0	0	515,238	100.0%	515,238	-
86 Town Pension	213	411,900	0	0	0	411,900	100.0%	411,900	-
87		927,138	0	0	0	927,138	100.0%	927,138	0
Social Security & Medicare									
88 Social Security	212	720,155	480,709	0	480,709	239,446	33.2%	709,454	10,701
89 Medicare	214	713,456	497,492	0	497,492	215,964	30.3%	707,227	6,229
90		1,433,611	978,201	0	978,201	455,410	31.8%	1,416,681	16,930
Other Employee Benefits									
91 Retirement Awards	222	1,657	110,515	0	110,515	(108,858)	(6569.6%)	155,515	(153,858)
92 Unemployment	223	50,000	82,474	0	82,474	(32,474)	(64.9%)	62,515	(12,515)
93 Tuition Reimb Certified	224	76,000	108,219	0	108,219	(32,219)	(42.4%)	108,219	(32,219)
95 Mentor Stipend	227	1,500	0	0	0	1,500	100.0%	1,500	-
96		129,157	301,208	0	301,208	(172,051)	(133.2%)	327,749	(198,592)
97 Total Benefits		10,455,723	6,901,658	0	6,901,658	3,554,065	34.0%	10,637,385	(181,662)

Groton Public Schools

Date prep:	FY21 Budget Summary Review							
	3/18/21 11:21 AM							

Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 03/18/2021	Under/(Over)
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Purchased Services

Instructional Services

98 Instructional Services	321 & 323	112,421	62,011	450	62,461	49,960	44.4%	117,051	(4,630)
99 Instruct Improvement Services	322 & 324	41,500	23,181	25,710	48,891	(7,391)	(17.8%)	70,820	(29,320)
100		153,921	85,192	26,160	111,352	42,569	27.7%	187,871	(33,950)

Professional Services

101 Professional Services	331	261,078	111,401	3,278	114,679	146,399	56.1%	293,780	(32,702)
102 Other Professional Services	332	600,634	353,698	211,559	565,257	35,377	5.9%	600,573	61
103 OT & PT Services	333	665,591	123,376	570,704	694,080	(28,489)	(4.3%)	669,080	(3,489)
104 Legal Services	334	70,000	44,462	0	44,462	25,538	36.5%	60,050	9,950
105		1,597,303	632,938	785,540	1,418,477	178,826	11.2%	1,623,482	(26,179)

Athletic Officials & Other Athletic Services

106 Athletic Officials	341	64,776	12,359	0	12,359	52,417	80.9%	55,897	8,879
107 Other Athletic Services	342	12,900	6,098	0	6,098	6,802	52.7%	9,948	2,952
108		77,676	18,457	0	18,457	59,219	76.2%	65,844	11,832

Computer Network Services

109 Computer Network Services	343	139,235	106,250	10,332	116,583	22,652	16.3%	116,583	22,652
110 Total Purchased Services		1,968,135	842,837	822,032	1,664,869	303,266	15.4%	1,993,781	(25,646)

Property Services

Water/Sewer

111 Water	410	65,527	33,437	1,288	34,724	30,803	47.0%	65,527	-
112 Sewer	411	34,274	19,852	0	19,852	14,422	42.1%	34,274	-
113		99,801	53,289	1,288	54,577	45,224	45.3%	99,801	0

Trash & Snow Removal

114 Trash Removal	421	86,600	46,377	37,156	83,533	3,067	3.5%	86,600	-
115 Snow Removal	422	70,000	0	0	0	70,000	100.0%	40,000	30,000
116		156,600	46,377	37,156	83,533	73,067	46.7%	126,600	30,000

Repair/Maintenance

117 Equipment Repairs	430	115,719	45,491	3,225	48,716	67,003	57.9%	119,027	(3,308)
118 Grounds Repairs	431	170,017	59,903	12,061	71,964	98,053	57.7%	170,017	-
119 General Bldg Repairs	432	50,912	9,110	0	9,110	41,802	82.1%	29,713	21,199
120 Painting	433	10,000	31,300	0	31,300	(21,300)	(213.0%)	31,300	(21,300)
121 Heat & Plumbing	434	46,063	6,850	5,222	12,072	33,991	73.8%	46,063	-
122 Electrical	435	11,947	5,268	2,009	7,277	4,670	39.1%	11,947	-
123 Extermination Services	490	12,268	8,541	3,755	12,296	(28)	(0.2%)	12,296	(28)
124 Bldg Fire Protection	491	45,898	14,326	10,800	25,126	20,772	45.3%	45,898	-
125 Bldg Safety Services	492	0	0	0	0	0	-	-	-
126 Other Purch Services	499	24,146	17,278	1,688	18,966	5,180	21.5%	24,146	-
127		486,970	198,067	38,759	236,827	250,143	51.4%	490,406	(3,436)

Rental

128 Rental	441	124,442	62,640	31,957	94,597	29,845	24.0%	115,665	8,777
129 Total Property Services		867,813	360,373	109,160	469,533	398,280	45.9%	832,472	35,341

Transportation, Insurance, Communications, Tuition

Transportation: Schools

130 Reg.Ed Pupil Transportation	510 & 516	2,877,836	961,911	0	961,911	1,915,925	66.6%	3,111,495	(233,659)
131 Sp.Ed - Trans - STA	511	1,063,596	366,342	0	366,342	697,254	65.6%	1,057,720	5,876
132 Sp.Ed - Trans - Curtin	512	902,235	310,245	0	310,245	591,990	65.6%	676,676	225,559
133 Pupil Transp Reimbursement	513	12,250	0	0	0	12,250	100.0%	-	12,250
134		4,855,917	1,638,498	0	1,638,498	3,217,419	66.3%	4,845,892	10,025

Transportation: Other

135 Transportation - Athletics	587	106,430	6,181	1,308	7,488	98,942	93.0%	83,565	22,865
136 Transportation - Field Trips	588	51,553	0	700	700	50,853	98.6%	51,553	-
137 Entry Fees - Athletics	591 & 592	13,216	675	0	675	12,541	94.9%	11,990	1,226
138 Admission Fees	595	5,390	0	0	0	5,390	100.0%	5,390	-
140		176,589	6,856	2,008	8,863	167,726	95.0%	152,498	24,091

Transportation: Staff

141 Travel - Education	580 & 581	8,800	241	0	241	8,559	97.3%	8,844	(44)
142 Travel - Admin	582 & 583	30,300	16,453	0	16,453	13,847	45.7%	27,253	3,047
143 Travel - Conferences	584	85,841	3,168	145	3,313	82,528	96.1%	46,217	39,624
144		124,941	19,862	145	20,007	104,934	84.0%	82,314	42,627

Liability & Accident Insurance

145 Liability Insurance	522	286,374	312,828	0	312,828	(26,454)	(9.2%)	312,828	(26,454)
146 Accident Insurance	525	16,026	14,410	0	14,410	1,616	10.1%	14,410	1,616
147		302,400	327,238	0	327,238	(24,838)	(8.2%)	327,238	(24,838)

Groton Public Schools

Date prep:	FY21 Budget Summary Review							
	3/18/21 11:21 AM							

Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 03/18/2021	Under/(Over)
Communications									
148 Telephone, Telephone Repairs	530	68,810	89,085	1,000	90,085	(21,275)	(30.9%)	78,509	(9,699)
149 Postage	531	39,425	6,898	0	6,898	32,527	82.5%	38,226	1,199
150 Advertisement	540	5,000	4,659	560	5,219	(219)	(4.4%)	5,219	(219)
151 Minority Recruitment	541	0	0	0	0	0		-	-
152 Printing Admin	550	7,500	2,031	12	2,043	5,457	72.8%	7,500	-
153 School Publications	551 & 552	4,000	400	0	400	3,600	90.0%	4,000	-
154		124,735	103,073	1,572	104,645	20,090	16.1%	133,454	(8,719)
Tuition: Special Education									
155 Sp.Ed Vocational	561	461,250	234,268	103,821	338,089	123,161	26.7%	461,250	-
156 Sp.Ed BoE Placements	562	2,447,750	1,395,403	708,637	2,104,040	343,710	14.0%	2,430,524	17,226
157 Sp.Ed State Placements	563	600,000	352,769	188,002	540,771	59,229	9.9%	634,000	(34,000)
158 Sp.Ed Magnet Choice	568	972,290	725,954	146,867	872,821	99,469	10.2%	872,821	99,469
159		4,481,290	2,708,394	1,147,327	3,855,721	625,569	14.0%	4,398,595	82,695
Tuition: Other									
160 Adult Ed	564	210,000	207,000	0	207,000	3,000	1.4%	207,000	3,000
161 Magnet Tuition	566	1,148,955	1,036,224	0	1,036,224	112,731	9.8%	1,036,224	112,731
162 Vo Ag Reg.Ed Tuition	567	125,884	102,345	0	102,345	23,539	18.7%	102,345	23,539
163		1,484,839	1,345,569	0	1,345,569	139,270	9.4%	1,345,569	139,270
164 Total Transportation, Insurance, Communication, Tuition		11,550,711	6,149,489	1,151,052	7,300,540	4,250,171	36.8%	11,285,559	265,152
Supplies									
Instructional Supplies									
165 General Classroom	601	101,351	32,908	6,003	38,911	62,440	61.6%	196,592	(95,241)
166 Science	602	21,150	4,558	3,170	7,728	13,422	63.5%	21,150	-
167 Arts & Crafts	603	20,350	9,536	5,618	15,153	5,197	25.5%	24,095	(3,745)
168 Phys. Ed	604	12,400	4,968	614	5,583	6,817	55.0%	13,447	(1,047)
169 Music	605	18,850	5,915	654	6,568	12,282	65.2%	20,583	(1,733)
170 Kindergarten	606	5,800	2,603	0	2,603	3,197	55.1%	6,172	(372)
171 Pupil Tests	607	70,225	54,591	8,418	63,008	7,217	10.3%	79,975	(9,750)
172 Tech. Ed	609	7,500	1,166	2,242	3,408	4,092	54.6%	7,500	-
173 Home Ec Supplies	613	12,700	4,482	0	4,482	8,218	64.7%	12,700	-
174 Sp.Ed Supplies	615	54,800	22,356	5,158	27,513	27,287	49.8%	56,300	(1,500)
175 Athletic Supplies	616	81,475	28,728	17,646	46,375	35,100	43.1%	83,521	(2,046)
176 Math Supplies	617	11,250	8,785	0	8,785	2,465	21.9%	19,262	(8,012)
177 Health Supplies	618	1,700	0	0	0	1,700	100.0%	1,700	-
178 Other Supplies	619	2,500	0	0	0	2,500	100.0%	2,500	-
179 Health Serv Pathogen	622	6,250	1,626	277	1,903	4,347	69.8%	8,068	(1,818)
180 School Library Supplies	623	4,950	1,132	265	1,397	3,553	71.8%	4,972	(22)
181 Food, Drink, Snacks	628	35,075	764	319	1,082	33,993	96.9%	20,244	14,831
182 Distance Learning Supplies	691	0	57,430	5,006	62,436	(62,436)		-	-
183		468,326	241,547	55,389	296,935	171,391	36.6%	578,780	(110,454)
Computer Supplies									
184 Computer Supplies	610 & 611	110,900	55,617	10,470	66,087	44,813	40.4%	88,796	22,104
185 Software	612	531,896	434,306	779	435,085	96,811	18.2%	505,428	26,468
186		642,796	489,922	11,249	501,172	141,624	22.0%	594,224	48,572
Electricity & Heating									
187 Electricity	631	905,538	598,165	1,460	599,625	305,913	33.8%	905,538	-
188 Propane/Natural Gas	632	229,751	171,964	1,383	173,347	56,404	24.5%	229,751	-
189 Heating Oil	633	209,512	147,622	0	147,622	61,890	29.5%	209,512	-
190		1,344,801	917,751	2,843	920,595	424,206	31.5%	1,344,801	0
Transportation Supplies									
191 Diesel for School Buses	634	205,430	49,791	0	49,791	155,639	75.8%	205,430	-
192 Gas for Maintenance	656	41,580	11,535	1,986	13,521	28,059	67.5%	36,580	5,000
193		247,010	61,326	1,986	63,312	183,698	74.4%	242,010	5,000
Textbooks & Library Books									
194 Textbooks	640	86,796	36,085	17,577	53,662	33,134	38.2%	99,815	(13,019)
195 Workbooks	641	12,910	8,768	314	9,082	3,828	29.7%	15,841	(2,931)
196 Textbook Rebind	642	450	0	0	0	450	100.0%	450	-
197 Library Books	645	18,391	4,919	3,554	8,473	9,918	53.9%	20,764	(2,373)
198 Periodicals	647	3,050	612	180	793	2,257	74.0%	3,050	-
199		121,597	50,385	21,625	72,009	49,588	40.8%	139,920	(18,323)

Groton Public Schools

Date prep:	FY21 Budget Summary Review							
	3/18/21 11:21 AM							

Account	Object #s	FY21 Budget 2020-2021	Expenditures	Encumbered	FY21 Actual Total	Remaining Balance	%	FY21 Estimate 03/18/2021	Under/(Over)
Facility/Maintenance Supplies									
200 Equipment Repair	650	28,660	20,309	2,481	22,790	5,870	20.5%	35,690	(7,030)
201 Grounds Supplies	651	18,675	26,296	243	26,538	(7,863)	(42.1%)	26,538	(7,863)
202 General Bldg Repair	652	66,430	25,492	226	25,718	40,712	61.3%	55,862	10,568
203 Painting	653	2,500	7,784	0	7,784	(5,284)	(211.4%)	7,784	(5,284)
204 Heat & Plumbing	654	33,720	24,978	670	25,648	8,072	23.9%	33,720	-
205 Electrical	655	29,950	30,028	4,444	34,473	(4,523)	(15.1%)	34,473	(4,523)
206 Safety Supplies	657 & 659	11,985	10,735	6,055	16,791	(4,806)	(40.1%)	10,634	1,351
207 Custodial Supplies	658	128,300	20,258	0	20,258	108,042	84.2%	172,868	(44,568)
208		320,220	165,882	14,119	180,001	140,219	43.8%	377,569	(57,349)
Other Supplies									
209 Sup Serv Guid Imp Ins	621	21,500	8,621	3,122	11,743	9,757	45.4%	21,843	(343)
210 Audio Visual	624 & 625	7,402	1,279	287	1,566	5,836	78.8%	7,402	-
211 General Admin Supplies	626	13,360	5,660	1,202	6,862	6,498	48.6%	12,273	1,087
212 School Admin Supplies	627	11,250	11,193	11,512	22,705	(11,455)	(101.8%)	23,783	(12,533)
213 Professional Materials	690	19,250	6,586	17,301	23,887	(4,637)	(24.1%)	32,301	(13,051)
214 Personal Protective Equipment	692 & 693	0	700	124,998	125,698	(125,698)	-	-	-
215		72,762	34,039	158,422	192,461	(119,699)	(164.5%)	97,602	(24,840)
216 Total Supplies		3,217,512	1,960,852	265,633	2,226,485	991,027	30.8%	3,374,907	(157,395)
Equipment									
Instructional Equipment									
217 Replace Instr Equip	730	29,770	31,357	6,892	38,248	(8,478)	(28.5%)	59,482	(29,712)
218 Add Instr Equipment	735	34,734	27,069	22,651	49,719	(14,985)	(43.1%)	65,417	(30,683)
219		64,504	58,425	29,542	87,968	(23,464)	(36.4%)	124,898	(60,394)
Non-Instructional Equipment									
220 Replace Non-Instr Equipment	731	25,000	49,587	0	49,587	(24,587)	(98.3%)	4,669	20,331
221 Add Non-Instr Equipment	736	1,312	64,240	0	64,240	(62,928)	(4796.4%)	64,240	(62,928)
222		26,312	113,827	0	113,827	(87,515)	(332.6%)	68,909	(42,597)
223 Total Equipment		90,816	172,253	29,542	201,795	(110,979)	(122.2%)	193,808	(102,992)
Dues - Fees									
Dues/Fees									
224 Dues BoE	810	25,541	20,591	0	20,591	4,950	19.4%	25,541	-
225 General Admin Dues	811	15,950	15,065	75	15,140	810	5.1%	18,340	(2,390)
226 School Admin Dues	812	37,465	33,490	0	33,490	3,975	10.6%	37,755	(290)
227 Other Dues	819	4,885	3,001	0	3,001	1,884	38.6%	4,636	249
228 Total Dues/Fees		83,841	72,147	75	72,222	11,619	13.9%	86,272	(2,431)
229 Grand Total		77,438,090	46,190,602	17,554,094	63,744,696	13,693,394	17.7%	77,152,968	285,122

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

		Summary by Program Level			Summary by Program Level				
Function No.	Description	FY21 Budget	Expended	Encumbered	FY21 Total	Remaining		03/18/2021 FY21 Estimated	Under/ (Over)
		2020-2021	2020-2021	2020-2021	2020-2021	Balance	%	2020-2021	
Regular Instruction									
1101	FUNCTION-1101 ELEMENTARY	13,102,845	7,583,376	4,326,418	11,909,794	1,193,051	9.1%	13,086,938	15,907
1102	FUNCTION-1102 ART	674,103	381,570	245,228	626,798	47,305	7.0%	683,161	(9,058)
1104	FUNCTION-1104 LANGUAGE ARTS	2,336,132	1,294,885	779,936	2,074,821	261,311	11.2%	2,324,528	11,604
1105	FUNCTION-1105 WORLD LANGUAGES	1,294,834	769,081	470,802	1,239,883	54,951	4.2%	1,297,940	(3,106)
1106	FUNCTION-1106 CONSUMER SCIENCE	160,712	79,084	49,504	128,588	32,124	20.0%	164,168	(3,456)
1107	FUNCTION-1107 TECHNOLOGY EDUCATION	768,063	351,976	215,137	567,113	200,950	26.2%	642,735	125,329
1108	FUNCTION-1108 MATHEMATICS	2,039,084	1,202,706	736,872	1,939,578	99,506	4.9%	2,029,225	9,859
1109	FUNCTION-1109 MUSIC	738,098	404,458	249,888	654,346	83,752	11.3%	737,799	299
1110	FUNCTION-1110 PHYSICAL EDUCATION	1,159,763	564,107	337,752	901,859	257,904	22.2%	1,159,916	(153)
1111	FUNCTION-1111 SCIENCE	2,288,339	1,285,231	737,147	2,022,378	265,961	11.6%	2,218,141	70,199
1112	FUNCTION-1112 SOCIAL STUDIES	1,810,607	981,777	613,396	1,595,173	215,434	11.9%	1,800,129	10,478
1114	FUNCTION-1114 HEALTH EDUCATION	231,660	140,090	99,821	239,911	(8,251)	(3.6%)	231,557	103
1115	FUNCTION-1115 MAGNET SCHOOL SUPPORT	30,000	1,558	8	1,566	28,434	94.8%	30,000	-
1116	FUNCTION-1116 CO-OPERATIVE WORK EXPENSE	0	9,006	6,473	15,479	(15,479)	0.0%	(0)	0
1117	FUNCTION-1117 INTERN. BACCALAUREATE	86,195	60,300	200	60,500	25,695	29.8%	95,688	(9,493)
1119	FUNCTION-1119 UNCLASSIFIED	811,240	803,985	475	804,459	6,781	0.8%	987,078	(175,838)
1121	FUNCTION-1121 BUSINESS EDUCATION	308,970	178,656	105,017	283,673	25,297	8.2%	322,960	(13,990)
1124	FUNCTION-1124 HEALTH OCCUPATIONS	114,720	40,827	7,625	48,452	66,268	57.8%	114,297	423
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	1,627,837	1,068,897	2,696,733	226,496	7.7%	2,907,322	15,907
1412	FUNCTION-1412 SUMMER SCH HIGH SC CREDIT	8,834	44,782	0	44,782	(35,948)	(406.9%)	8,834	-
2220	FUNCTION-2220 EDUCATIONAL MEDIA SERVICE	1,172,652	698,224	312,599	1,010,822	161,830	13.8%	1,169,744	2,908
Total Regular Instruction		32,112,981	18,560,432	10,363,194	28,923,626	3,189,355	9.9%	32,098,325	14,656
Special Instruction									
1205	FUNCTION-1205 PRESCHOOL 3-5	1,288,422	719,185	289,739	1,008,924	279,498	21.7%	1,244,727	43,695
1210	FUNCTION-1210 SPED Summer School	20,290	30,932	0	30,932	(10,642)	(52.5%)	9,553	10,737
1220	FUNCTION-1220 OTHER SPECIAL INSTRUCTION	743,505	444,026	94,220	538,246	205,259	27.6%	740,365	3,140
1230	FUNCTION-1230 SPECIAL EDUCATION	8,280,293	4,859,245	1,845,783	6,705,027	1,575,266	19.0%	8,261,216	19,077
1250	FUNCTION-1250 BLIND	56,595	825	0	825	55,770	98.5%	56,595	-
1280	FUNCTION-1280 HEARING IMPAIRED	120,105	60,658	42,026	102,683	17,422	14.5%	121,605	(1,500)
Total Special Instruction		10,509,210	6,114,871	2,271,768	8,386,638	2,122,572	20.2%	10,434,062	75,148
Continuing Education									
1310	FUNCTION-1310 HIGH SCHOOL COMPLETION	80,995	46,127	13,511	59,638	21,357	26.4%	80,752	243
1320	FUNCTION-1320 ADULT EDUCATION	210,000	207,000	0	207,000	3,000	1.4%	207,000	3,000
Total Continuing Education		290,995	253,127	13,511	266,638	24,357	8.4%	287,752	3,243
Other Instructional Programs									
15**	STUDENT ACTIVITIES 6-12	827,830	323,834	53,006	376,840	450,990	54.5%	766,570	61,260
TOTAL INSTRUCTION		43,741,016	25,252,264	12,701,478	37,953,742	5,787,274	13.2%	43,586,709	154,307
Support Services - Pupils									
2101	FUNCTION-2101 SUPPORT SERVICES - SPED COORDINATOR	1,005,439	632,191	165,274	797,465	207,974	20.7%	968,033	37,406
2110	FUNCTION-2110 SOCIAL WORK SERVICES	348,803	184,847	111,788	296,635	52,168	15.0%	348,910	(107)
2120	FUNCTION-2120 GUIDANCE SERVICES	1,587,957	902,804	441,154	1,343,959	243,998	15.4%	1,581,241	6,716
2130	FUNCTION-2130 HEALTH SERVICES	1,229,556	476,843	753,466	1,230,309	(753)	(0.1%)	1,234,863	(5,307)
2140	FUNCTION-2140 PSYCHOLOGICAL SERVICES	1,262,682	718,162	426,962	1,145,123	117,559	9.3%	1,297,411	(34,729)
2150	FUNCTION-2150 SPEECH & HEARING SERVICES	1,172,189	663,924	413,113	1,077,037	95,152	8.1%	1,172,189	-
Total Support Services - Pupils		6,606,626	3,578,771	2,311,757	5,890,528	716,098	10.8%	6,602,647	3,979
Support Services - Staff									
2201	FUNCTION-2201 SUPPORTING SERVICES - COORDINATOR	265,246	238,278	112,534	350,813	(85,567)	(32.3%)	246,892	18,354
2210	FUNCTION-2210 IMPROVEMENT OF INSTRUCTION	286,825	288,591	26,519	315,110	(28,285)	(9.9%)	287,680	(855)
Total Support Services - Staff		552,071	526,870	139,053	665,923	(113,852)	(20.6%)	534,572	17,499
General Support Services									
2311	FUNCTION-2311 BOARD OF EDUCATION SERVICES	30,241	30,541	0	30,541	(300)	(1.0%)	40,191	(9,950)
2312	FUNCTION-2312 SUPERINTENDENT OFFICE SERVICES	1,530,410	913,696	97,889	1,011,585	518,825	33.9%	1,592,958	(62,548)
2313	FUNCTION-2313 BUSINESS OFFICE	899,718	463,252	31,813	495,065	404,653	45.0%	895,118	4,600
2410	FUNCTION-2410 SCHOOL ADMINISTRATION	4,373,927	2,973,496	825,194	3,798,689	575,238	13.2%	4,416,678	(42,751)
Total General Support Services		6,834,296	4,380,984	954,896	5,335,880	1,498,416	21.9%	6,944,945	(110,649)
Operational Services									
2510	FUNCTION-2510 OPERATIONS AND MAINTENANCE	6,933,303	4,348,463	289,753	4,638,216	2,295,087	33.1%	7,034,007	(100,704)
2520	FUNCTION-2520 PUPIL TRANSPORTATION	5,539,258	1,993,981	18,897	2,012,877	3,526,381	63.7%	5,528,233	11,025
2540	FUNCTION-2540 COMPUTER SUPPORT SERVICES	1,819,141	1,290,385	94,755	1,385,139	434,002	23.9%	1,728,441	90,700
2560	FUNCTION-2560 HEALTH SERVICES STAFF	2,500	84	0	84	2,416	96.6%	2,500	-
Total Operational Services		14,294,202	8,839,019	403,404	9,242,423	5,051,779	35.3%	14,293,181	1,021
TOTAL SUPPORT SERVICES		28,287,195	17,325,644	3,809,110	21,134,754	7,152,441	25.3%	28,375,345	(88,150)
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	3,612,695	1,043,506	4,656,200	638,679	12.1%	5,075,914	218,965
GRAND TOTAL		77,438,090	46,190,602	17,554,094	63,744,696	13,693,394	17.7%	77,152,968	285,122
									0.37%

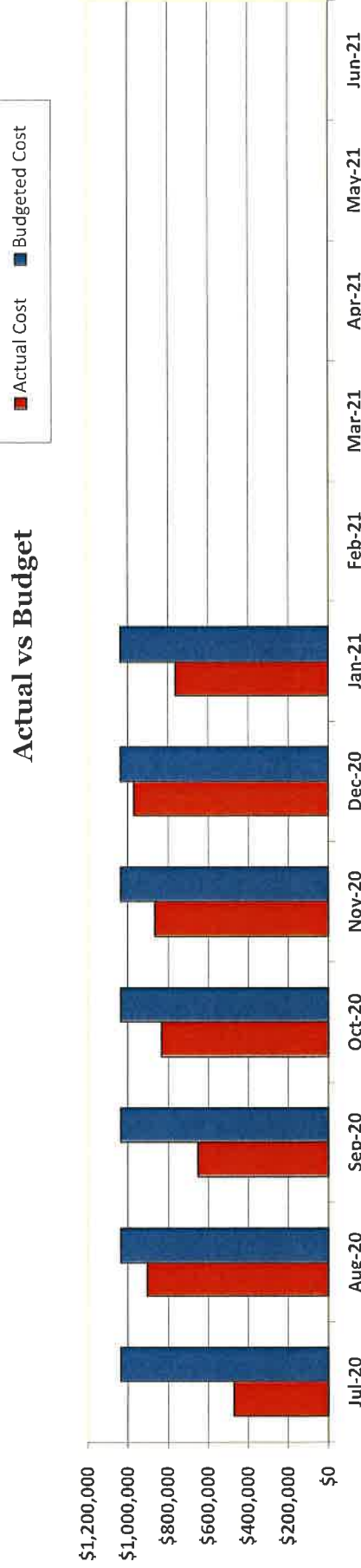
Cost vs Budget Dashboard - data through January 2021

BOE Groups Active & Retired

Self Insured - All Coverages All Enrollees										
Claim/Admin. Cost										
Net Medical Paid			Dental Paid		Total Net Paid		BOE Monthly		Variance - Total	
Date	Lives	Claims	Rx Paid Claims	Claims	Claims	Total Fixed Costs	Total Cost	Budget*	Cost vs BOE Budget	Actual/Estimated BOE Budget
Jul-20	595	\$265,817	\$83,219	\$27,896	\$376,933	\$94,825	\$471,758	\$1,037,603	(\$565,845)	45.5%
Aug-20	595	\$648,562	\$119,454	\$40,991	\$809,007	\$94,825	\$903,832	\$1,037,603	(\$133,770)	87.1%
Sep-20	590	\$412,146	\$119,082	\$24,586	\$555,814	\$94,172	\$649,985	\$1,037,603	(\$387,617)	62.6%
Oct-20	588	\$557,146	\$152,929	\$28,930	\$739,004	\$93,910	\$832,915	\$1,037,603	(\$204,688)	80.3%
Nov-20	586	\$622,713	\$123,726	\$24,638	\$771,077	\$93,649	\$864,726	\$1,037,603	(\$172,876)	83.3%
Dec-20	584	\$696,012	\$152,450	\$27,802	\$876,264	\$93,388	\$969,652	\$1,037,603	(\$67,951)	93.5%
Jan-21	583	\$479,103	\$161,805	\$28,940	\$669,849	\$93,257	\$763,106	\$1,037,603	(\$274,497)	73.5%
Feb-21										
Mar-21										
Apr-21										
May-21										
Jun-21										
YTD	4121	\$3,681,501	\$912,665	\$203,782	\$4,797,948	\$658,026	\$5,455,974	\$7,263,218	(\$1,807,244)	75.1%

Budget vs. Actual Cost

Actual vs Budget



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

Instruction**Social and Emotional Learning (SEL)**

The Board of Education (Board) believes that children's social and emotional development are essential foundations to school readiness and academic success. The Board believes that an integral component of Groton Public Schools' mission is to cultivate an environment of diversity, equality, and inclusiveness. Therefore, the Board will incorporate social and emotional learning and development into the District's educational program.

Additionally, the Board believes in the creation of a school climate that promotes the education of the whole child in which the social, emotional, ethical, civic, and intellectual dimensions of learning are fostered. School climate, in this context, refers to the quality and character of school life. School climate is based on patterns of students', parents', and school personnel is experiences of school life and reflects norms, goals, values, interpersonal relationships, teaching and learning practices, and organizational structures.

Students developmental needs will be addressed through an educational program as follows:

- Enhance student school readiness, academic success, and use of good citizenship skills;
- Foster a safe, supportive learning environment where students feel respected and valued;
- Teach social and emotional skills to all students; and
- Promote student social and emotional well-being by partnering with families and communities.

Programming

To promote the social and emotional development of all students, the District will pursue program development in the following areas:

- A. Classroom and School-Wide Programming: Implement evidence-based, age and culturally appropriate classroom instruction and school-wide strategies that teach social and emotional skills, promote optimal mental health, and prevent risky behaviors for all students.
- B. Staff Development and Training: Provide staff development to all school personnel, including administrative, academic, pupil support, and ancillary staff in age-appropriate social, emotional, and academic learning and ways to promote it in the classroom.
- C. Parent and Family Involvement: Provide parents and families with learning opportunities related to the importance of their children's optimal social and emotional development and ways to enhance it.
- D. Community Partnerships: Establish partnerships with diverse community agencies and organizations to ensure a coordinated approach to addressing children's mental health and social and emotional development.
- E. Early Identification and Intervention: Utilize existing procedures to identify and provide early intervention for students who are at risk for social, emotional, or mental health problems that impact learning.

Social and Emotional Learning (SEL) – cont.

- F. Assessment and Intervention: Build and strengthen referral and follow-up mechanisms for providing effective intervention services for children with social, emotional, and mental health issues that impact learning through student and family support services, school based intervention, and school and community linked services and supports.

Services

Support services provided by school social workers, school psychologists, and school counselors shall be available for students with social and emotional difficulties that impact learning. Also, linkages and referrals will be available with collaborative partners when more extensive services are needed.

Protocols

The social and emotional learning (SEL) approach to be used in the District shall support the achievement of a school culture that supports academic achievement and social and emotional competence and well-being and is responsive to the diversity and needs of District students. Supporting the development of students' social and emotional competence is one of the foundation blocks of this District, inextricably tied to academic success. The Board believes that to succeed academically and become empathic, engaged, and ethical citizens, students need opportunities to develop social and emotional competence. The District's SEL approach shall foster resiliency, responsibility, supportive relationships, and shall reflection and provide opportunities for students to develop and practice social and emotional learning competencies.

The District will support a comprehensive, coordinated, and systematic web of services by collaborating with schools, communities, and families to align resources so that students are academically successful and socially and emotionally competent.

The District shall implement SEL instruction to facilitate the social and emotional well-being of students in prekindergarten through grade 12 by working to:

- Engage all students with comprehensive SEL, encapsulating a common language and framework.
- Ensure that all students gain skills in the six competencies that researchers agree are essential to success in school and life. These competencies are self-management, self-awareness, responsible decision making, relationship skills, social awareness, and growth mindset.

The District's SEL program shall be a multi-tiered approach. An evidence-based approach to SEL, such as Responsive Classroom, Life is Good, Journey to Success or RULER shall be utilized. The approach shall include professional development, curriculum development, tiered support, and selected targeted programming.

Strategies shall be implemented on a three-tiered system:

- Tier 1 SEL strategies are designed and implemented for all students.
- Tier 2 strategies are designed and implemented with targeted groups of students identified with minimal social and emotional challenges that interfere with academic participation and achievement, and
- Tier 3 strategies will be implemented with students identified as having significant social and emotional challenges needing significant interventions to ensure appropriate participation in school and academic achievement.

Social and Emotional Learning (SEL) – cont.

Definitions:

1. “School climate” means the quality and character of school life based on patterns of students’, parents’, and school employees’ experiences of school life, including norms, goals, values, interpersonal relationships, teaching and learning practices, and organizational structures.
2. “Positive school climate” is defined as a school climate in which:
 - a. norms, values, expectations, and beliefs are promoted that support feeling socially, emotionally, and physically safe;
 - b. students, their parents and guardians, and school employees feel engaged and respected and work together to develop and contribute to a shared school vision;
 - c. educators model and nurture attitudes that emphasize the benefits and satisfaction gained from learning; and
 - d. each person feels comfortable contributing to the school’s operation and care of its physical environment.
3. “Social and emotional learning” means the process through which people achieve emotional intelligence through self-awareness, self-management, social awareness, relationship skills, and responsible decision-making.
4. “Emotional intelligence” means a person’s ability to:
 - a. perceive, recognize, understand, and manage his/her emotions and those of others;
 - b. use emotions to facilitate cognitive activities, including reasoning, problem solving, and interpersonal communication; and
 - c. understand and identify emotions.

Policy Adopted:

GROTON PUBLIC SCHOOLS
Groton, Connecticut

Social and Emotional Learning Standards

SEL is a process for helping children and adults develop the fundamental skills for life effectiveness. SEL teaches the skills we all need to handle ourselves, our relationships, and our work effectively and ethically.

Self-Awareness	Self-Management	Social Awareness	Relationship Skills	Responsible Decision Making
<p>Develop self-awareness competencies to:</p> <ul style="list-style-type: none"> Identify one's emotions Maintain an accurate and positive self-concept Recognize individual strengths Experience a sense of self-efficacy 	<p>Develop self-management competencies to:</p> <ul style="list-style-type: none"> Regulate emotions Manage stress Monitor and achieve behaviors related to school and life success 	<p>Develop social awareness competencies to:</p> <ul style="list-style-type: none"> Exhibit empathy Appreciate diversity Understand social and ethical norms for behavior Recognize family, school, and community supports 	<p>Develop relationship competencies to:</p> <ul style="list-style-type: none"> Build and maintain relationships with diverse groups and individuals Communicate clearly to express needs and resolve conflict 	<p>Develop responsible decision-making skills to:</p> <ul style="list-style-type: none"> Problem solve effectively Maintain accountable behaviors in school, personal and community contexts
<p>Indicators</p> <ul style="list-style-type: none"> Demonstrate knowledge of one's emotions Demonstrate knowledge of personal strengths challenges, and potential Demonstrate a sense of self-efficacy 	<p>Indicators</p> <ul style="list-style-type: none"> Demonstrate ability to manage emotions Demonstrate an understanding of honesty and integrity Demonstrate ability to set and achieve goals for success 	<p>Indicators</p> <ul style="list-style-type: none"> Demonstrate awareness of other people's emotions and perspectives Demonstrate an awareness of cultural factors and respect for individual differences Demonstrate awareness of how to get help and support as needed 	<p>Indicators</p> <ul style="list-style-type: none"> Use communication and social skills to positively interact with others Develop constructive relationships with individuals of diverse backgrounds, abilities, and lifestyles Demonstrate the ability to prevent, manage, and resolve interpersonal conflicts in constructive ways 	<p>Indicators</p> <ul style="list-style-type: none"> Consider ethical and societal factors when making decisions Use a systematic approach to decision making Apply problem-solving skills to responsibly address daily academic and social situations Understand and demonstrate personal responsibility Positively contribute to one's community

GROTON BOARD OF EDUCATION
SPECIAL MEETING MINUTES
APRIL 6, 2021 @ 7:00 P.M.
REMOTE MEETING

Members Present: Chairman Kim Shepardson Watson, Vice Chairman Andrea Ackerman, Dean Antipas, Jane Giuliani, Elizabeth Porter, Rosemary Robertson, Rita Volkmann, Lee White

Members Absent: Jay Weitlauf

Also Present: Susan Austin

I. CALL TO ORDER

Chairman Watson called the meeting to order at 7:00 p.m.

II. Discussion re: the Superintendent's Transition Plan and Goals. (**ATTACHMENTS #1, 2, 3**)

Ms. Austin shared the CAFE/CAPSS document entitled, *Success Strategies for Leadership Team Evaluation: Board of Education and Superintendent of Schools*. This document outlined the Superintendent's goals that she follows and that the Board can use to evaluate the Superintendent. Ms. Austin reviewed her April 2021 – June 2022 Performance Goals. Ms. Austin also reviewed the indicators and measurements of each of her goals.

Ms. Austin noted that Attorney Floyd Dugas will be conducting a retreat on the Roles and Responsibilities of the Board of Education, Superintendent, and the Assistant Superintendent on April 22, 2021 at 6:00 p.m.

Mrs. Volkmann noted that the Board Handbook should be revised.

Ms. Austin reviewed the GPS Superintendent Transition Plan that included a reflection of her first 100 days as Superintendent and questions that occurred to her during the 100 days.

III. ADJOURNMENT

MOTION: Ackerman, Porter: To adjourn at 7:55 p.m.
PASSED UNANIMOUSLY



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LEADERSHIP
FOR THE FUTURE OF LEARNING

The Connecticut State Department of Education
26 Caya Avenue, West Hartford, CT 06110
(860) 236-8640 Fax (860) 236-8628
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Email – capss@crec.org

Attendents

Assistance provided by LEAD Connecticut and the Connecticut State Department of Education

Success Strategies for Leadership Team Evaluation:

Board of Education and Superintendent of Schools

Approved by CABE and CAPSS - Spring 2016

CABE/CAPSS Evaluation Committee Members

CABE Representatives

Richard Murray, President

Donald Harris, Area 2 Director and Member of the Executive Committee

Robert Rader, Executive Director

Patrice McCarthy, Deputy Director and General Counsel

CAPSS Representatives

Frank Baran, President of CAPSS and Superintendent of Woodstock Public Schools

Alan Addley, CAPSS 1st Vice President and Superintendent Granby Public Schools

Judith Palmer, Superintendent, Region 7 Public Schools

Joseph Cirsuolo, Executive Director, CAPSS

Table of Contents

Preface	1
Legal Considerations: Executive Session and Freedom of Information Act (FOIA)	2
Recommended Evaluation Process.....	2
Recommended Evaluation Process and Timeline Flowchart	4
Superintendent's Leadership Performance Areas and Specific Areas of Responsibility .5	
Growth in Student Achievement.....	5
Educational Leadership	5
Organizational Management	6
Community and Board of Education Relations	6
Personal and Professional Qualities and Relationships.....	7
Board of Education Self-Assessment	9

Preface

The Connecticut Association of Boards of Education (CABE) and the Connecticut Association of Public School Superintendents (CAPSS) recognize the critical importance of a strong partnership between every Board of Education and its Superintendent of Schools. This recommended evaluation process collaboratively developed by CABE and CAPSS is an attempt to properly communicate our strong belief that the Board of Education and Superintendent must view themselves and function as the school district's Leadership Team. To that end, we strongly believe that the Leadership Team must share and enthusiastically advocate the same goals and a vision of learning that sets high performance expectations for the entire school community.

It is important to note that the foundational components of the recommended evaluation process are the CABE/CAPSS School Governance Position Statement, adopted March 2004 and revised in 2014, and the CABE Superintendent evaluation instrument and the Board self-assessment. THE Board of Education Chairperson, working with the Superintendent and the rest of the Board of Education, is responsible for carrying out the evaluation of the Leadership Team.

While the Board of Education and Superintendent have different roles and responsibilities, their work must complement each other. Ultimately, all serve to advance the goals and objectives of their community for public education and, most importantly, student learning. As the Board of Education's Chief Executive Officer, Connecticut Education Law (C.G.S. 10-157(a)) requires the Superintendent of Schools' job performance be evaluated annually. Whether written or oral, the annual evaluation of the school district's Chief Executive Officer is one of the most important responsibilities of every Board of Education.

CABE and CAPSS have recommended an evaluation process for the Superintendent of Schools that is collaborative, goal oriented and offers numerous opportunities for focused and targeted feedback from the Board of Education to the Superintendent of Schools regarding his/her job performance. We firmly believe that this collaborative and candid approach to evaluation will improve Board of Education and Superintendent communications and relationships, minimize evaluation surprises and most importantly, enhance the overall success of the school district.

Student achievement across all areas is important and must be assessed in multiple ways. Therefore, growth in student achievement has to be a factor in the assessment of the Superintendent's evaluations. All of the leadership performance areas and specific areas of responsibility outlined in this document should be considered. Indicators related to student academic achievement are necessary, but not sufficient to make final determinations about the Superintendent's job performance.

To increase the effectiveness of the school district's Leadership Team and the overall performance of the Board of Education and its individual members, CABE and CAPSS believe that it is vitally important that every Board of Education conducts a self-assessment each school year.

An annual self-assessment enables the Board of Education to thoughtfully and constructively evaluate its performance as the community's legislative body that develops, evaluates and oversees education policy. CABE and CAPSS strongly recommend Board of

Education self-assessment as a necessary and worthwhile activity toward advancing the vision and goals of the school district. It is important that the Board factor the Superintendent's perspective into its self-assessment.

The following is a recommended process and timeline for the annual evaluation of the Superintendent of Schools and the Board of Education self-assessment. It is important to note that the recommended timeline is based upon a traditional evaluation year model (July-June) and can be easily as necessary. The recommended Leadership Team meetings can and should be conducted in Executive Session because they pertain to Board of Education Self-Evaluation and Personnel.

Legal Considerations: Executive Session and Freedom of Information Act (FOIA)

The Connecticut Freedom of Information law allows for the discussion in executive session of "personnel matters," which includes "the appointment, employment, performance, evaluation, health or dismissal of a public official or employee, provided that such individual may require that discussion be held at an open meeting" (Connecticut General Statute Section 1-200(6)). Under this provision the superintendent's evaluation, as well as the performance of one or more Board of Education members, are appropriate topics for executive session. District goals, procedures, policies and data are NOT appropriate subjects for executive session under the FOI law. All votes must be taken in public – only discussion can occur in executive session.

Note: Based on court decisions in Connecticut, written evaluation documents are likely to be deemed public records subject to disclosure. Such written evaluation documents subject to public disclosure would include any draft evaluation that is circulated among Board of Education members.

Recommended Evaluation Process

The formal evaluation should in no way preclude informal discussions between the Superintendent and Board of Education as needed.

Beginning of New Evaluation Year Meeting – July/September

Step 1: The Board conducts its self-evaluation and goal-setting.

Step 2: The district Leadership Team (Board of Education and Superintendent) meets to discuss goals and objectives. Any discussion of district goals must be held in public. This structured conversation is intended to serve as a goal/priority setting session for the district's Leadership Team for the upcoming school year.

Step 3: In Executive Session the Board of Education has an opportunity to candidly discuss with the Superintendent their performance goals for the year. Some of these will have been reflected in the most recent evaluation of the Superintendent's performance. This discussion should also include the process and format by which the Superintendent's performance will be evaluated.

-2-

Mid Year Evaluation Meeting – December / January

Step 1: The Board reviews its performance in light of previously established goals.

Step 2: It is recommended that the Leadership Team meets again in Executive Session to informally discuss their progress on goals and objectives established in July/August. This session also provides the Leadership Team with an opportunity to identify and strategize about new and/or

unexpected challenges. This level of team collaboration allows all parties to be contributing members of a fluid, responsive and strategic team.

Step 3: During this same discussion, it is recommended that the Board of Education provide targeted informal feedback to the Superintendent about his/her effectiveness vis-à-vis the previously established goals and objectives. The purpose of this informal feedback session is to assess the Superintendent's midyear performance and provide him/her with an opportunity to properly respond to any Board of Education concerns and avoid unnecessary performance evaluation "surprises" at year's end.

End of the Year Evaluation of the Superintendent – May / June

Step 1: The Superintendent shares a verbal "Year in Review" self-assessment with the Board of Education in Executive Session. This self-assessment may be supplemented by submitting documentation as a formal narrative, portfolio or some other mutually agreed upon format that was established during the Beginning of the Year Meeting, with the understanding that any such written documentation would not be confidential. This document serves as evidentiary documentation regarding the Superintendent's job performance and should aid the Board of Education in completing a comprehensive and fair evaluation of the Superintendent.

Step 2: The Board of Education conducts the evaluation of the Superintendent of Schools according to Board of Education Policy in Executive Session unless the Superintendent exercises his/her statutory right to require that such discussion be held in open session. It is recommended that there be no prior sharing of written performance evaluation commentary (hard copy or electronic) among Board of Education members prior to the Executive Session. The result of the Board of Education's Executive Session discussion regarding the Superintendent's performance should be either a written or verbal draft performance evaluation of the Superintendent of Schools.

Step 3: A meeting in Executive Session should be scheduled by the Board of Education between the Superintendent and the Board of Education, according to Board of Education Policy and Superintendent's contract. The purpose of this follow-up meeting is to share and discuss the Board of Education's draft evaluation with the Superintendent. This session serves as a final opportunity for candid discussion between the Board of Education and the Superintendent prior to the completion of the formal performance evaluation. The Connecticut Superintendent Leadership Competency Framework, developed by LEAD Connecticut, also should be examined as it is intended to focus specifically on effective superintendent leadership. It is included at the end of this document.

Step 4: The formal performance evaluation is completed and presented either verbally or in writing to the Superintendent of Schools by a representative(s) of the Board of Education according to Board of Education Policy and Superintendent's contract. It is important to note that if the Board of Education's performance evaluation of the Superintendent of Schools is in writing, it is a public document and subject to FOIA. Any written copy of the Superintendent's performance evaluation must also be placed in the Superintendent's official personnel file.

Recommended Evaluation Process and Timeline Flowchart

<p style="text-align: center;">Beginning of New Evaluation Year Meeting July / September (Meeting to be conducted in executive session)</p> <p>Step 1: Board Self-Evaluation and Goal Setting</p> <p>Step 2: Leadership Team Goal / Priority Setting.</p> <p>Step 3: Superintendent's Professional Goals and Objectives.</p>	
<p style="text-align: center;">Mid-Year Evaluation Meeting December / January (Conducted in executive session)</p> <p>Step 1: Board Reviews Its Performance</p> <p>Step 2: Informal Leadership Team discussion regarding progress on goals and objectives.</p> <p>Step 3: Targeted informal feedback provided to Superintendent regarding his/her performance.</p>	
<p style="text-align: center;">End of Year Evaluation of the Superintendent May / June</p> <p>Step 1: Superintendent presents "year in review" self-assessment to Board of Education regarding his/her performance.</p> <p>Step 2: Board of Education evaluates the Superintendent's job performance. A draft evaluation is developed during this meeting in districts where a written evaluation of the Superintendent is provided.</p> <p>Step 3: Meeting (in executive session) between Board of Education, as per Board of Education policy and the Superintendent, to share and discuss draft evaluation.</p> <p>Step 4: Formal evaluation is completed and presented to the Superintendent of School by a representative(s) of the Board of Education as per policy.</p> <p>Note: Superintendent's Evaluation is a public document subject to FOIA.</p>	

I. Growth in Student Achievement

Definition: The core mission of all school districts is to ensure growth in achievement for all students. While the superintendent does not deliver instruction directly to children, the superintendent has to establish a set of expectations and take other specific actions that produce a culture and a climate that fosters growth in student achievement.

Areas of Responsibility:

- Establishes a system whereby data is collected on a regular basis regarding student achievement in all curricular areas and whereby that data is used to identify areas of instruction in which focus and emphasis needs to occur.
- Establishes a structure whereby plans for growth in student achievement are set and then, regularly revised in accordance with the relevant data regarding student achievement.
- Establishes a structure whereby staff is held accountable for implementing the plans to enhance student achievement and for the intended growth in student achievement.
- Establishes assessable goals for determining whether achievement growth strategies are successful and methods for conducting the relevant assessments.
- In concert with the Board of Education, establishes assessable school system goals for yearly performance in student achievement and methods for conducting the relevant assessments.
- In concert with the Board of Education, establishes reasonable assessable goals within the context of available resources and Board support for the Superintendent's proposals for the superintendent's own performance with respect to:
 - The extent to which the superintendent has provided the leadership required to enhance student achievement by meeting the areas of responsibility listed above.
 - The extent to which the school system has met the established system goals for student achievement.

II. Educational Leadership

Definition: Educational leadership is grounded in relationships: working with the Board of Education, community and staff to define a comprehensive vision for the schools; identifying the values and ethics under which the schools function; creating a culture and climate that nurtures and capitalizes on talents and skills; setting high performance expectations for students and staff; and continuing to sustain and improve quality research-based programs to enhance teaching and learning.

Areas of Responsibility:

- Works with the Board of Education, staff and community to develop and implement a vision for the school system that inspires action and commitment and aligns with the values and ethics under which the district functions.
- Works with the board of education to develop and implement a plan of action and a strategic operating plan that aligns with a theory of action.*
- Promotes a school culture and climate of continuous improvement and accountability.
- Builds capacity by designing and implementing comprehensive professional development plans for staff.
- Establishes structures and processes that sustain a culture and climate of continuous improvement.
- Provides instructional leadership in the areas of curriculum, instruction, assessment, evaluation of staff and data informed decision making to optimize learning for all students.

*A theory of action identifies a specific set of actions that if taken will result in a specified outcome that is grounded in a vision of learning.

III. Organizational Management

Definition: Organizational management concerns the effective facilitation of the day-to-day operations of the school district and its programs.

Areas of Responsibility:

- Develops and manages a comprehensive approach to human capital that aligns to district vision, strategies and goals consistent with Board of Education policy, recruiting, hiring and retaining personnel for the district and includes a system of support, supervision and consistent evaluation.
- Develops and manages a comprehensive approach to fiscal resources that align to district vision, strategies and goals for consideration by the Board of Education (BOE).
- Reports regularly to the BOE on the status of the budget and any other fiscal concerns or issues.
- Develops and executes effective plans, procedures, routines and operational systems that support the day to day operations of the district.
- Assists the BOE in developing policies and establishes regulations to implement the policies.

IV. Community Relations

Definition: Strong community relations are critical to the success of the superintendent and the school system. The superintendent must earn respect and trust from the community and in turn, respect community members.

Areas of Responsibility:

- Continuously communicates and collaborates with families and community, regional and state stakeholders to support student learning and development at home, school and in the community.
- Addresses family and community concerns in an equitable, effective and efficient manner.
- Represents effectively the district to the local community.

V. Board of Education Relations

Definition: A strong relationship with the Board is critical to the success of the superintendent and the school system. The superintendent must earn respect and trust from the Board and in turn, respect Board members.

- Builds trusting, collaborative and respectful relationships with Board members.
- Provides professional advice and keeps the BOE informed and updated on educational issues and the needs and operations of the school system.
- Keeps BOE members informed about significant operational issues in a timely manner.

VI. Personal and Professional Qualities and Relationships

Definition: Personal and professional qualities and relationships are critical to the effectiveness of leaders and managers. Superintendents must continue to refine and develop their skills and contemporary knowledge; lead ethically and make decisions based on sound professional practice; interact in a manner that best represents the interests of the school district; and maintain a healthy balance between professional obligations and personal life.

Areas of Responsibility:

Demonstrates:

- A belief that every student can achieve at high levels.
- An urgency to improve student achievement.
- The ability to manage resistance to change and to engage in difficult conversations to maintain a consistent focus on high levels of achievement.
- The ability to explore how identity and life experiences shape assumptions and unconscious biases.
- The ability to work with diverse people and be sensitive to cultural differences.
- The ability to build trusting, respectful relationships to improve student learning.

- The ability to interact effectively with individuals and groups both within and outside the school district to accomplish the goals of the district.
- The ability to use consensus building and negotiation strategies and conflict resolution skills to lead authentic stakeholder engagement.
- Provides for a safe and orderly work environment.
- Delegates authority appropriately.
- Gives staff sufficient authority and support.
- Establishes an effective professional development system for staff that is aligned with its responsibilities for teaching and learning.
- Communicates effectively with staff regarding district goals, objectives and issues.
- Political savvy and respectful engagement across all stake holder groups.
- Effectively anticipates and responds to challenges and remains focused on the vision of high expectations when faced with adversity.
- Builds trusting, respectful relationships to improve student learning.
- Maintains high standards of ethics, honesty and integrity in all professional matters.
- Maintains poise and exhibits diplomacy in the full range of his/her professional activities.
- Is a strong advocate for public education and demonstrates the courage to support his/her convictions.

Check the most appropriate rating box on a scale of 5-1 (5 representing the highest rating, 1 the lowest) for each question. A "NA" rating is also provided if you are unable to rate on an item for any reason. A space for comments is also provided on page 11 and 12.

Vision	5	4	3	2	1	Not sure
1. The Board has a vision/mission for the school district with a primary focus on student achievement.						
2. The vision/mission and goals are developed collaboratively with staff and the community.						
3. The Board institutes a process for long-range and strategic planning that aligns with the vision/mission for the district.						
4. The Board uses the district policy manual to create a culture that supports the vision and goals of the district.						
5. The Board expresses in the vision/mission the belief that high quality instruction in every classroom is the foundation for high achievement for all students.						
6. The Board communicates clearly the goals and expectations for the district, staff, and students with an emphasis on high achievement for all students in the district.						
7. The Board develops goals that align with the vision/mission for the district, foster continuous improvement and remain the highest priorities.						
Total Vision						
Community Leadership						
8. The Board communicates and interprets the school district's vision/mission to the public and listens, and incorporates appropriate community perspectives into board actions.						
9. The Board works to promote the accomplishments of the district within the district and community at large.						
10. The Board advocates at the national, state and local levels for students and the school district and promotes the benefits of public education.						
11. The Board collaborates with other school boards, superintendents, agencies, and other bodies to inform federal, state and local policy makers of concerns and issues related to education.						
12. The Board provides community leadership on educational issues by creating strong linkages with appropriate organizations, agencies, and other groups to provide for healthy development and high achievement for all students.						
Total Community Leadership						

Check the most appropriate rating box on a scale of 5-1 (5 representing the highest rating, 1 the lowest) for each question. A "NA" rating is also provided if you are unable to rate on an item for any reason. A space for comments is also provided on page 11 and 12.

Board Operations	5	4	3	2	1	Not sure
13. The Board ensures the District policy manual is up-to-date and comprehensive.						
14. The Board conducts meetings that are efficient, effective and focus primarily on student achievement and other district priorities.						
15. The Board makes decisions based on analysis of relevant research and data.						
16. The Board adopts a fiscally responsible budget based on the district's priorities and regularly monitors the fiscal health of the district.						
17. The Board collectively executes its legal responsibilities and ensures the district adheres to all federal and state laws and board policies.						
18. The Board provides appropriate support (including quality professional development) for programs and initiatives consistent with the vision/mission of the district.						
19. The Board conducts a comprehensive orientation to familiarize new board members with their role on the team.						
20. The Board conducts an effective annual self-evaluation.						
21. The Board participates in professional development specifically regarding its roles and responsibilities and on relevant content areas.						
22. The Board belongs to, actively supports and participates in professional organizations.						
Total – Board Operations						
Board Ethics	5	4	3	2	1	Not sure
23. The Board establishes a <i>Code of Ethics</i> and conducts business in accordance with the code.						
24. The Board members maintain confidentiality regarding sensitive communications.						
25. The Board members honors board decisions even when the vote is not unanimous,						
26. The Board does not let politics interfere with district business.						
27. The Board deals with both internal and external conflicts openly, honestly and respectfully.						
Total Board Ethics						

Check the most appropriate rating box on a scale of 5-1 (5 representing the highest rating, 1 the lowest) for each question. A "NA" rating is also provided if you are unable to rate on an item for any reason. A space for comments is also provided on page 11 and 12.

Board Superintendent Team	5	4	3	2	1	Not sure
28. The Board works effectively with the Superintendent as a collaborative leadership team to focus priorities around high achievement for all students in the district.						
29. The Board sets aside time, at least semi-annually, to discuss board/superintendent relations.						
30. The Board demonstrates support and respect for the Superintendent's role as the chief executive officer of the district.						
31. The Board provides direction to the Superintendent as a whole, not from individual Board members.						
32. The Board follows the chain of command as identified by board policy.						
Total – Board Superintendent Team						
Grand Total						
Average						

Please add any additional comments here (comments will be shared with participants):

Vision:

Community Leadership:

Board Operations:

Board Ethics:

Board/Superintendent Relations:

General Comments:

GPS SUPERINTENDENT TRANSITION PLAN

SUSAN L. AUSTIN



TRANSITIONAL LEADERSHIP ACTIVITIES - COMMUNICATIONS, ACTIVE LISTENING, AND ENGAGEMENT WITH STAKEHOLDERS: PHASE II ENTRY PLAN (WINTER '21) PRIORITIES

- Partner with BOE to plan retreat and establishing goals
- Hire, welcome, introduce, and mentor new Assistant Superintendent; invite to BOE, school visits and learning walks; reviewing his/her transition plan and setting expectations
- Champion the use of research, data, and results in decision making supported by Student Data Manager with Assistant Superintendent, Director of Technology, and Administration Council
- DEI data analysis and document review with support of the Student Data Manager
- Communications and media engagement with support of the Communications Coordinator
- Attend school and community activities, remotely and in-person based on health advisory
- Meetings with key stakeholders in new role as GPS Superintendent (BOE members, administration, faculty, union, mayors, and BOE/TC/CC/RTM liaison committee)

PHASE II ENTRY PLAN: TRANSITION GOAL 1

1. GROW DISTRICT COLLABORATIVE TEAMS WITH BOE, ADMINISTRATORS, UNIONS AND STAFF

- Review Superintendent Transition Plan with BOE and get feedback; make changes and share with constituents
- Partner with board and board chair; plan BOE retreat – outline plan and next steps to gain clarity on communication protocols, roles, responsibilities, norms, expectations for first year, and planning for BOE strategic plan
- Engage in small group and one-on-one meetings with constituents in new role as Superintendent, building relationships using two-way communication and excellent listening skills, and set goals based on feedback.
- BOE support of new Superintendent through CAPSS mentorship program
- Champion the use of research, data, and results in decision making with Student Data Manager
- Meetings with key stakeholders in new role as GPS Superintendent (BOE members, administration, faculty, union)

PHASE II ENTRY PLAN: TRANSITION GOAL 2

2. NURTURE DISTRICT HIGH QUALITY TEAMS AND ORGANIZATIONAL CAPACITY USING DATA DRIVEN DECISION MAKING

- Develop an organization chart to redefine roles, responsibilities, and expectations
- Develop communication plan for administrators, faculty/staff, BOE, community partners, and parents based on what is important to them; tailoring the communications to their needs
- Mentor new Assistant Superintendent, with a focus on teaching and learning, and discuss with BOE the possibility of expanding the role of a CO director to support operations
- Meet with faculty from each school with Assistant Superintendent
- Plan and facilitate leadership “retreats” for principals’ council, administrative council, CO directors’ council and Board of Education, with support of Assistant Superintendent
- Review critical GPS documents, such as the strategic plan, board minutes, policies and procedures, operating budget, audit results, grants, achievement data, and survey results
- Meet with staff, constituents, and board members to review impact on current FY 21 and FY 22

PHASE II ENTRY PLAN: TRANSITION GOAL 3

3. FOSTER AND STRENGTHEN POSITIVE RELATIONSHIP WITH COMMUNITY PARTNERS, PARENTS, LEGISLATORS, LEARN SUPERINTENDENTS, CABE, CAPSS, AND CSDE

- Meetings with key stakeholders in new role as GPS Superintendent (BOE members, mayors, local/state legislators, and BOE/TC/CC/RTM liaison committee)
- Make connections with local newspapers/media and establish a positive relationship which will lead to opportunities to showcase the strengths of Groton public schools
- Participate in Groton Rotary, Submarine Force Library & Museum board, and other civic organizations
- Network with colleagues at LEARN, CSDE, CT Center for School Change, CAPSS, and CABE

REFLECTION OF FIRST 100 DAYS: PHASE III (SPRING '21)

- Where are we with health and safety related to Pandemic/Covid19?
- How is hybrid/remote learning model progressing? How is our school community doing?
- Examine student data so far, with the support of the Assistant Superintendent, the Student Data Manager, school and district data teams – How are our students doing, academically and social emotionally?
- Are we prepared to deliver a FY 22 budget that supports Groton 2020 goals of excellence, equity, efficiency?
- Examine the FY 21 budget and grants to prioritize needs for the remainder of this year and next
- Assess two-way communication plan with the support of the Communications Coordinator
- Review transition planning for new elementary schools and 5 magnet elementary lottery process.

SUPERINTENDENT AUSTIN PERFORMANCE GOALS
April 2021 – June 2022

PERFORMANCE GOAL #1 - Student Achievement: The Superintendent will provide leadership designed to improve student performance and promote academic improvement of the schools within the District. The core mission of Groton Public Schools is teaching and learning, ensuring a culture and climate that fosters growth in achievement for all students.

Indicators and measurements:

1. The Superintendent will work with the Assistant Superintendent and Administrative team around updating strategic planning 2022 – 2027.
2. The Superintendent and Assistant Superintendent will work with the BOE Curriculum Committee around the establishment of new courses per BOE Policy P6141.
3. With the Curriculum Instruction Committee, the Superintendent and Assistant Superintendent will review the current action plans in the existing Strategic Plan. They will revise the plan to include Assessment and Accelerated Learning in order to support the academic skills of all students in the District. This process shall require the Superintendent's interactions with the Assistant Superintendent, all building level administrators, and professional development committee to identify the special and unique demands of students at all grade levels.
4. The Superintendent shall direct the evaluation of all resource materials on a regular basis to ensure that all material is appropriate.
5. The Superintendent shall follow the CSDE Performance Office expectations with regard to its comprehensive accountability system that includes quantitative and qualitative data.

Annually, the Superintendent and Assistant Superintendent will report on student outcomes and make recommendations for the Board's consideration. By the November Board meeting the Superintendent/Assistant Superintendent will present the information based on the new baseline established by CSDE state testing measures.

PERFORMANCE GOAL #2 - Educational Leadership: Educational leadership is grounded in relationships, such as working with the BOE, community, and faculty and staff to establish vision, beliefs, and performance expectations, while capitalizing on talents and skills of the community. The Superintendent will continue to lead the Groton 2020 initiative of Excellence, Equity, and Efficiency, and will evaluate the buildings in the District to assess needed repairs and maintenance. Subject to the Board's funding of repairs through CIP's and grants, action shall be taken to ensure the safety of students and staff.

Indicators and measurements:

1. The Superintendent works with the Board of Education, staff and community to implement the mission, vision, and goals of the school district.
2. The Superintendent, with the Assistant Superintendent, provides instructional leadership in areas of curriculum, instruction, assessment, evaluation of staff and data informed decision making to optimize learning for all students and staff. In addition, they build capacity through professional development and structures/processes in place to sustain a culture and climate of continuous improvement.
3. The Superintendent and Assistant Superintendent will meet with the building administrators, CO Directors, AGSA, GEA, and any other professionals as needed during the school year.
4. The Superintendent and Assistant Superintendent will work with the Town's building committee and Principals of the new schools to ensure a smooth transition into Mystic River Magnet and Thames River Magnet, while turning over two of the three existing buildings to the Town of Groton.

No later than the May Board meeting, the Superintendent will present a report to the Board outlining those projects due to be completed by the following summer or school year.

PERFORMANCE GOAL # 3 - Organizational Management: The Superintendent will nurture high quality teams and organizational capacity using data driven decision making to enhance the day-to-day operations of the school district for all members. The Superintendent will provide leadership training for the Administrative Team centered on Diversity, Equity, and Inclusion.

Indicators and measurements:

1. The Superintendent will develop an organizational chart to review/define roles, responsibilities, and expectations; discuss with the BOE the possibility of taking an existing CO director position and expanding their role to support operations.
2. Working with the Communications Coordinator, the Superintendent will review/revise the GPS communications plan with the BOE, administrators, faculty/staff, community partners, and parents based on what is important to them; tailoring the communications to their needs.
3. The Superintendent will mentor the new Assistant Superintendent, with a focus on teaching and learning, evaluation of Principals, Technology Director, and Student Data Manager. Both will review critical GPS documents, such as the strategic plan, board minutes, policies and procedures, operating budget, audit results, grants, achievement data, and survey results.
4. Both the Superintendent and Assistant Superintendent will meet with administration and faculty from each school on a regular basis, at least twice a month. This will include Principal meetings, walkthroughs, and faculty meetings as needed.
5. With the support of the Assistant Superintendent, the Superintendent will facilitate leadership "retreats" for principals' council, administrative council, CO Directors' council, and Board of Education.

Annually (May/June), the Superintendent will provide the Board of Education with a report of the activities outlined in the indicators.

PERFORMANCE GOAL #4 - Board of Education and Community Relations: The Superintendent will provide leadership for the District to better communicate with the general public those positive activities, programs, accomplishments, as well as district improvements to increase community awareness and understanding. The Superintendent will provide clarity around challenges the district is facing during the COVID-19 pandemic planning: such as health/safety, instruction, and social emotional learning.

Indicators and measurements: To the extent the school, community, and the Board of Education provide the resources necessary, the Superintendent will implement the following activities:

1. The Superintendent will publish weekly District Update messages and Board Notes.
2. The Superintendent will schedule quarterly public forums around specific topics, after first surveying parents, for the purpose of public engagement.
3. The Superintendent will participate as a visible part of the community as a representative of the District in such activities as the PTO meetings, Town Council, RTM, all BOE meetings and liaison meetings, extra-curricular events, and community organization events.
4. The Superintendent and Assistant Superintendent will make connections with local newspapers/media and establish a positive relationship which will lead to opportunities to showcase the strengths of Groton Public Schools
5. The Superintendent will participate on the Submarine Force Library & Museum board and other civic organizations.
6. Networking with colleagues is important to the Superintendent and the District (i.e. at LEARN, CSDE, Alliance Districts, CT Center for School Change, CAPSS, and CAFE).

Annually, the Superintendent will report to the Board of Education on the activities outlined by each of the indicators.

PERFORMANCE GOAL #5 - Personal and Professional Qualities/Relationships: The Superintendent will make ethical and sound decisions and will interact with others in a manner that best represents the interests of the school district, while maintaining a healthy balance between professional obligations and personal life.

Indicators and measurements:

1. With the district's belief that all students can achieve at high levels, the Superintendent and Assistant Superintendent, with the Board of Education (BOE), faculty and staff, will continue to focus on student improvement.
2. Working with the Student Data Manager and Principals, the Superintendent will review the current attendance policy and attendance data pre-COVID, during COVID, and post-COVID; investigating incentives and engagement strategies for attendance improvement. The information will be shared with the BOE.
3. The Superintendent and Student Data Manager will review suspension data over the past three years to see the correlation between OSS and attendance.
4. The Superintendent will interact and communicate effectively with all stakeholders to accomplish the goals of the district, in a richness of cultures and with a respect for all.
5. The Superintendent will support the expansion of the work of the Diversity, Equity, and Inclusion Committee to include all members of the school district, ensuring bias training and anti-racism training.

The Superintendent will present a report to the Board outlining a program for improved attendance in FY22.

ROBERT E. FITCH HIGH SCHOOL

101 GROTON LONG POINT ROAD

MAY 29, 2020

GROTON, CT

~~Attachment #4~~

[illegible]

FLOOR PLAN

NEW FINISHES

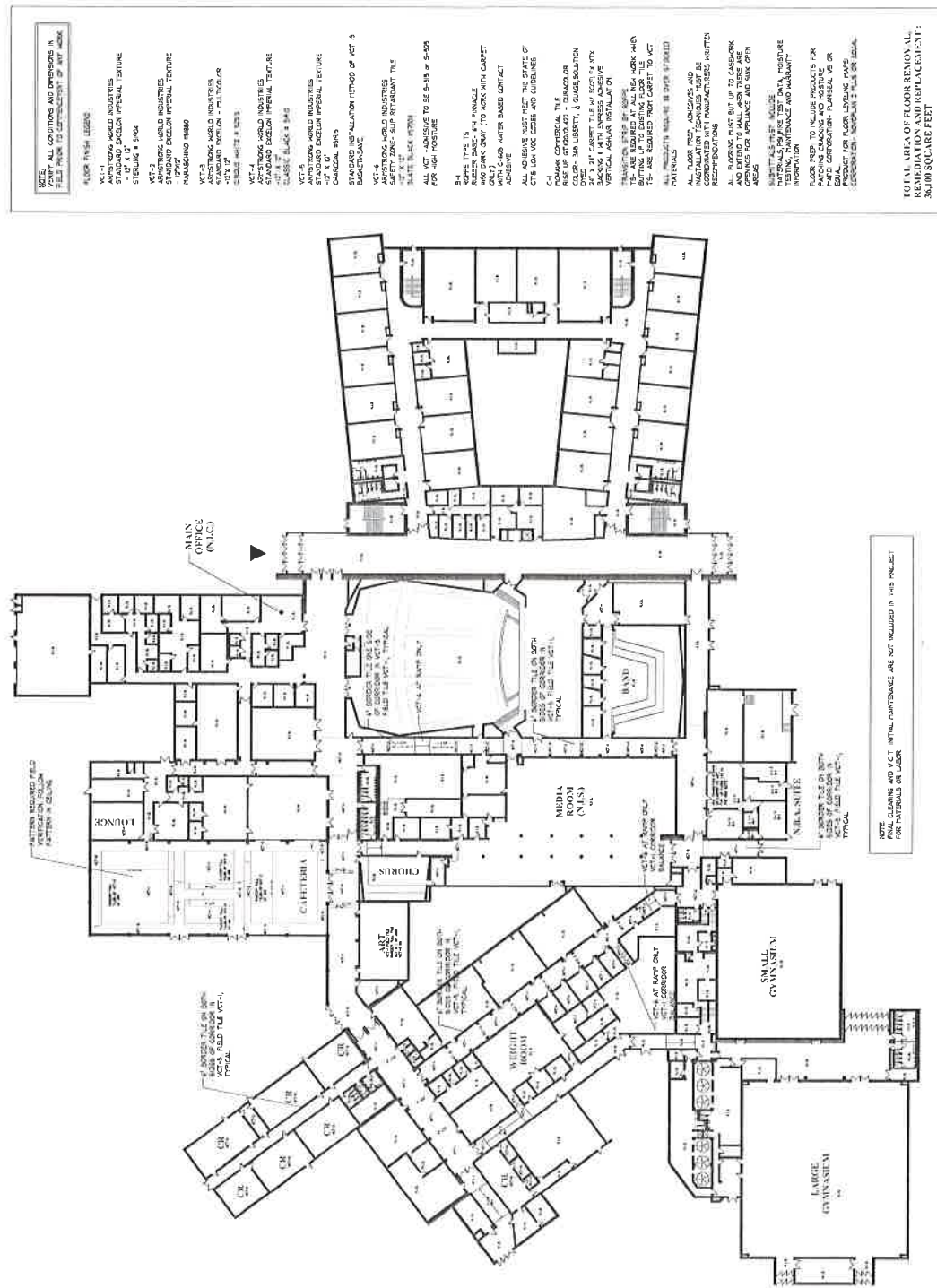
JH
JACUNSKI HUMES
ARCHITECTS, LLC

15 MASTRO DRIVE
SUITE 101
BERLIN, CT 06037
TEL 860-898-9221
FAX 860-898-9223

ACM REMOVAL, FLOOR REPLACEMENT
AND RELATED WORK
FOR THE
ROBERT E. FITCH HIGH SCHOOL
101 GROTON LONG POINT ROAD
GROTON, CT

[illegible]

STATE PROJECT NO : 059-0191 CV



1 FLOOR PLAN NEW FINISHES

ACM Flooring Replacement and Related Work
Robert E. Fitch High School
101 Groton Long Point Road
Groton, CT
JH1946

PROJECT BUDGET COST ESTIMATE

April 30, 2020

Remove 36,057 sq. ft. of ACM per attached estimate prepared by Mystic Air Quality Consultants dated April 30, 2020	\$257,399.00
Install 33,247 sq. ft. of VCT Tile	\$132,990.00
Install 2,810 sq. ft. of Carpet Tile	\$ 12,650.00
36,057 sq. ft. Miscellaneous Floor Prep (Allowance)	<u>\$ 32,450.00</u>
Construction Subtotal	\$435,489.00
Project Contingency	\$ 27,506.00
Architectural Fee	\$ 22,800.00
Industrial Hygienist Fee, Monitoring and Testing	\$ 29,205.00
Printing, Legal, Advertising, etc.	<u>\$ 3,000.00</u>
Project Total	\$518,000.00
Projected State Reimbursement at 57.41%	<u>(\$297,384.00)</u>
Total Cost to Town of Groton	\$220,616.00

Note:

1. This estimate is based on 2020 construction costs. The above estimate should be escalated by approximately 4% per year, compounded for each year of deferral.
2. The individual quantities listed for VCT and Carpet Tile are estimated. The actual individual quantities need to be confirmed by Groton Public Schools. The total floor area remains 36,100 sq. ft.
3. The Architectural Fee are for services provided by Jacunski Humes Architects, LLC.
4. The Industrial Hygienist Fee, Monitoring and Testing costs are as defined in the attached estimate by Mystic Air Quality Consultants dated March 30, 2020, and not a proposal for services by Jacunski Humes Architects, LLC.
5. The Projected State Reimbursement is based on the Connecticut Department of Education 2019-20 Reimbursement Percentage.

G:\BUDGET03



Mystic Air Quality Consultants, Inc.

1204 North Road, Groton, Connecticut 06340

www.mysticair.com

maq2@aol.com

800 247-7746

April 30, 2020

Sam Kilpatrick, Facilities Director
Groton Schools
Box K
Groton, CT 06340

Re: Fitch High School, Asbestos Abatement Cost estimate, Floor Tile and Mastic (and Carpet) removal and Replacement Cafeteria, Summer Vacation 2020

Dear Mr. Kilpatrick,

The cost estimates for the asbestos abatement at Fitch High School to be abated this summer vacation prior to renovations are as follows:

Asbestos Removal:

Location	Material	Quantity	Estimated Cost
Throughout school (see drawing)	floor tile and mastic and Carpeting	36,057 ft ² @\$7/ft	\$252,399

Storage containers \$ 5,000

Asbestos Monitoring 24 weekdays x \$745 (\$17,880),

5 day @ \$885 weekend (\$4,425) plus 2 TEMs @\$1,300 (\$2,600, and

\$300 final report, 2 Meetings \$1,000, Spec \$3,000) \$ 29,205

Grand Total \$ 286,604

Sincerely,

Christopher J. Eident, CIH, CSP CEO

Licensed Asbestos Project designer and Management Planner #00015