

Regular Meeting
KILLINGLY BOARD OF EDUCATION
Wednesday, September 11, 2024
7:00 PM
KILLINGLY PUBLIC SCHOOLS' CENTRAL OFFICE, 79 WESTFIELD AVE.
CONFERENCE ROOM A

AGENDA

- 1. CALL TO ORDER & PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. REPORT BY STUDENT BOARD MEMBERS**
- 4. RECOGNITION OF VISITORS**
 - A. KPS Paraeducator of the Year, Michelle Pion
 - B. KPS Teacher of the Year, Marcia Farquhar
- 5. PUBLIC COMMENT-** *Members of the public are encouraged to share their thoughts with the Board of Education and are invited to do so during this segment of the meeting. 30 minutes will be allotted for public comment per meeting, limited to no more than 3 minutes , maximum per person. People wishing to speak must sign-up prior to the start of the meeting. When appropriate to do so, members of the Board and the administration may respond to comments. However, in consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.*
- 6. TOWN COUNCIL LIAISON REPORT**
- 7. BOARD CHAIRPERSON, COMMITTEE & LIAISON UPDATES**
 - A. Curriculum Committee
 - B. Facilities Committee
 - C. Fiscal Committee
 - D. Personnel Committee
 - E. Policy Committee
 - F. Bullying AdHoc Committee
 - G. Mascot AdHoc Committee
 - H. Updates from Liaisons
- 8. MONTHLY FINANCIAL REPORT**
 - A. System Object Report
- 9. DISCUSSION AND POSSIBLE ACTION OF TRANSFERS OVER \$10,000**
 - A. Transfer for KHS science teacher between KHS teacher salary accounts (\$53,835.46)
 - B. Transfer for Student Information Systems Coordinator salary & benefits (\$73,925.93)
 - C. Transfer for KMS Social Emotional Learning (SEL) paraeducator between paraeducator accounts. (\$22,955.18)

Continued

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- D. Transfer for exchange of KCS SEL para-educator with Registered Behavior Technician (RBT) between local budget and grant funding. (\$44,213.20)
- E. Transfer for KMS teacher's desks and chairs. (\$11,917.36)

10. SUPERINTENDENT'S UPDATE

- A. Back to School Update
- B. CHR Update
- C. Hiring Update
- D. Bullying Update
- E. School Behavioral Expectations Update
- F. Transportation Update

11. CONSENT AGENDA

- A. June 26, 2024 Board Meeting Minutes
- B. September 2024 Student Enrollment
- C. September Employee of the Month Nomination
- D. KHS Marching Band Trip Request to the Big E in Springfield, MA on Sept. 13.
- E. KHS Marching Band Trip Request to Woonsocket, R.I. Autumn Fest on Monday, Oct. 14, 2024
- F. KHS Marching Band Trip Request to UMASS Football Stadium in Amherst, MA on Saturday, Oct. 26, 2024
- G. KHS Vocational Agricultural FFA Trip Request to Big E in Springfield, MA on Saturday Sept. 14, 2024.

12. ADJOURNMENT

8, A

Killingly Public Schools

System Object

Report # 133594

Statement Code: System Obj

Account Number / Description	Adopted Budget	Transfers	Revised Budget	Encumbrances	Requisitions	Expenditures	Amount Remaining	Percent Expended
	7/1/2024 - 6/30/2025	7/1/2024 - 6/30/2025	7/1/2024 - 6/30/2025	7/1/2024 - 8/31/2024		7/1/2024 - 8/31/2024	7/1/2024 - 8/31/2024	
5111 Central Administration	\$380,856.99	\$0.00	\$380,856.99	\$0.00	\$0.00	\$58,605.04	\$322,251.95	15.39%
5112 School Administration	\$2,265,980.54	\$0.00	\$2,265,980.54	\$0.00	\$0.00	\$324,205.08	\$1,941,775.46	14.31%
5113 Teachers' Salaries	\$16,730,716.98	\$0.00	\$16,730,716.98	\$0.00	\$0.00	\$83,497.28	\$16,647,219.70	0.50%
5114 Finance/HR/Computer	\$513,628.81	\$0.00	\$513,628.81	\$0.00	\$0.00	\$78,989.04	\$434,639.77	15.38%
5115 Tutoring	\$30,500.00	\$0.00	\$30,500.00	\$0.00	\$3,420.00	\$2,605.00	\$27,895.00	8.54%
5119 Co-Curricular Stipends	\$327,182.32	\$0.00	\$327,182.32	\$0.00	\$0.00	\$3,300.01	\$323,882.31	1.01%
5120 Non-Certified Salaries	\$497,384.13	\$0.00	\$497,384.13	\$0.00	\$0.00	\$13,284.95	\$484,099.18	2.67%
5121 Secretarial/Clerical	\$1,386,808.15	\$0.00	\$1,386,808.15	\$0.00	\$0.00	\$206,140.11	\$1,180,668.04	14.86%
5122 Para-Educators	\$2,182,600.84	\$0.00	\$2,182,600.84	\$0.00	\$0.00	\$21,399.98	\$2,161,200.86	0.98%
5123 Medical/Health	\$504,888.63	\$0.00	\$504,888.63	\$0.00	\$0.00	\$0.00	\$504,888.63	0.00%
5124 Operations & Maintenance	\$1,937,864.90	\$0.00	\$1,937,864.90	\$0.00	\$0.00	\$302,412.16	\$1,635,452.74	15.61%
5125 Transportation	\$1,526,954.85	\$0.00	\$1,526,954.85	\$0.00	\$0.00	\$117,482.13	\$1,409,472.72	7.69%
5126 Substitutes	\$550,000.00	\$0.00	\$550,000.00	\$0.00	\$0.00	\$0.00	\$550,000.00	0.00%
5127 Student Services	\$39,250.00	\$0.00	\$39,250.00	\$0.00	\$0.00	\$18,647.27	\$20,602.73	47.51%
5128 Temporary	\$90,300.00	\$0.00	\$90,300.00	\$0.00	\$0.00	\$19,930.98	\$70,369.02	22.07%
5130 Overtime	\$201,250.00	\$0.00	\$201,250.00	\$0.00	\$0.00	\$16,605.11	\$184,644.89	8.25%
5131 Computer Maintenance	\$228,952.00	\$0.00	\$228,952.00	\$0.00	\$0.00	\$42,850.11	\$186,101.89	18.72%

Killingly Public Schools System Object

Report # 133594

Account Number / Description	Adopted Budget 7/1/2024 - 6/30/2025	Transfers 7/1/2024 - 6/30/2025	Revised Budget 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 8/31/2024	Requisitions	Expenditures 7/1/2024 - 8/31/2024	Amount Remaining 7/1/2024 - 8/31/2024	Percent Expended
5200 Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5210 Health/Dental Insurance	\$4,858,517.39	\$0.00	\$4,858,517.39	\$0.00	\$0.00	\$0.00	\$4,858,517.39	0.00%
5212 HSA Contributions	\$474,937.50	\$0.00	\$474,937.50	\$0.00	\$0.00	\$50,081.25	\$424,856.25	10.54%
5213 Life Insurance	\$32,034.42	\$0.00	\$32,034.42	\$0.00	\$0.00	\$0.00	\$32,034.42	0.00%
5214 Benefits- Early Retirees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5215 Post-Employment Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5217 Disability Insurance	\$5,759.62	\$0.00	\$5,759.62	\$0.00	\$0.00	\$910.28	\$4,849.34	15.80%
5218 HRA Funding	\$3,375.00	\$0.00	\$3,375.00	\$0.00	\$0.00	\$0.00	\$3,375.00	0.00%
5220 FICA	\$511,935.36	\$0.00	\$511,935.36	\$0.00	\$0.00	\$45,793.63	\$466,141.73	8.95%
5225 Medicare	\$424,424.36	\$0.00	\$424,424.36	\$0.00	\$0.00	\$18,671.22	\$405,753.14	4.40%
5230 ERIP Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5231 Pension	\$199,176.00	\$0.00	\$199,176.00	\$0.00	\$0.00	\$0.00	\$199,176.00	0.00%
5232 Annuity Contributions	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$1,076.92	\$5,923.08	15.38%
5250 Unemployment Compensation	\$58,310.00	\$0.00	\$58,310.00	\$0.00	\$0.00	\$0.00	\$58,310.00	0.00%
5260 Workers' Compensation	\$375,000.00	\$0.00	\$375,000.00	\$261,885.00	\$0.00	\$87,295.00	\$25,820.00	93.11%
5322 Instructional Improvement	\$28,850.00	\$0.00	\$28,850.00	\$0.00	\$0.00	\$4,500.00	\$24,350.00	15.60%
5323 Pupil Services	\$132,030.00	\$0.00	\$132,030.00	\$0.00	\$0.00	\$0.00	\$132,030.00	0.00%

Killingly Public Schools

System Object

Report # 133594

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5324 Field Trips	\$142,375.00	\$0.00	\$142,375.00	\$0.00	\$0.00	\$0.00	\$142,375.00	0.00%
5326 Testing	\$30,482.00	\$0.00	\$30,482.00	\$0.00	\$0.00	\$0.00	\$30,482.00	0.00%
5330 Professional/Technical Services	\$643,050.00	\$0.00	\$643,050.00	\$76,525.00	\$119,558.00	\$69,305.92	\$497,219.08	22.68%
5410 Utilities	\$1,491,385.66	\$0.00	\$1,491,385.66	\$0.00	\$0.00	\$89,673.11	\$1,401,712.55	6.01%
5420 Contracted Maintenance Services	\$1,026,280.20	\$0.00	\$1,026,280.20	\$320,354.62	\$0.00	\$221,575.49	\$484,350.09	52.81%
5430 Repairs & Maintenance Services	\$475,877.00	\$0.00	\$475,877.00	\$46,154.36	\$8,267.50	\$31,238.50	\$398,484.14	16.26%
5432 Technology-Related Repairs/Maintenance	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
5440 Rentals	\$26,950.00	\$0.00	\$26,950.00	\$1,346.77	\$0.00	\$369.23	\$25,234.00	6.37%
5510 Pupil Transportation	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00	0.00%
5520 Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5529 Other Insurance & Judgments	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$13,375.00	\$4,625.00	74.31%
5530 Communications	\$658,864.40	\$(5.65)	\$658,858.75	\$59,096.50	\$81,895.22	\$249,657.67	\$350,104.58	46.86%
5531 Postage	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$0.00	\$26,000.00	0.00%
5532 Telephone	\$80,000.00	\$0.00	\$80,000.00	\$0.00	\$0.00	\$7,599.83	\$72,400.17	9.50%
5540 Advertising	\$8,374.00	\$0.00	\$8,374.00	\$1,520.19	\$0.00	\$3,801.00	\$3,052.81	63.54%
5550 Printing & Binding	\$22,965.00	\$(70.83)	\$22,894.17	\$3,797.53	\$0.00	\$308.27	\$18,788.37	17.93%
5560 Tuition	\$221,657.40	\$0.00	\$221,657.40	\$0.00	\$0.00	\$0.00	\$221,657.40	0.00%

Killingly Public Schools

System Object

Report # 133594

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5561 Local Placement Tuition	\$4,179,954.98	\$0.00	\$4,179,954.98	\$290,057.02	\$1,001,292.34	\$13,396.95	\$3,876,501.01	7.26%
5562 Agency Placement Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5580 Travel	\$49,966.00	\$0.00	\$49,966.00	\$0.00	\$0.00	\$3,493.50	\$46,472.50	6.99%
5590 Other Purchased Services	\$586,568.36	\$0.00	\$586,568.36	\$0.00	\$0.00	\$0.00	\$586,568.36	0.00%
5611 Instructional Supplies- Warehouse	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0.00%
5612 Instructional Supplies	\$120,403.61	\$5.65	\$120,409.26	\$15,278.74	\$1,589.07	\$12,875.89	\$92,254.63	23.38%
5613 Custodial & Maintenance Supplies	\$175,777.00	\$0.00	\$175,777.00	\$4,611.16	\$777.23	\$16,428.28	\$154,737.56	11.97%
5620 Heat Energy	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0.00%
5626 Motor Fuels & Oils	\$289,296.00	\$0.00	\$289,296.00	\$0.00	\$0.00	\$13,917.24	\$275,378.76	4.81%
5627 Transportation Supplies	\$137,500.00	\$0.00	\$137,500.00	\$2,174.89	\$1,289.84	\$23,313.31	\$112,011.80	18.54%
5641 Textbooks	\$3,256.00	\$0.00	\$3,256.00	\$0.00	\$2,484.37	\$297.00	\$2,959.00	9.12%
5642 Library Books/Periodicals	\$7,497.60	\$70.83	\$7,568.43	\$0.00	\$0.00	\$71.17	\$7,497.26	0.94%
5691 Office Supplies	\$7,591.00	\$0.00	\$7,591.00	\$164.72	\$49.77	\$1,231.87	\$6,194.41	18.40%
5692 Health Supplies	\$18,000.00	\$0.00	\$18,000.00	\$15,216.99	\$0.00	\$0.00	\$2,783.01	84.54%
5695 Computer Software & Supplies	\$35,000.00	\$0.00	\$35,000.00	\$20,731.05	\$0.00	\$5,759.34	\$8,509.61	75.69%
5730 Non-Instructional Equipment	\$24,650.00	\$0.00	\$24,650.00	\$1,287.65	\$0.00	\$1,379.00	\$21,983.35	10.82%
5731 Instructional Equipment	\$16,647.00	\$0.00	\$16,647.00	\$2,341.87	\$0.00	\$2,443.59	\$11,861.54	28.75%

Killingly Public Schools

System Object

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5732 Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5734 Computer Hardware	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$1,098.00	\$8,902.00	10.98%
5810 Dues & Fees	\$121,252.00	\$0.00	\$121,252.00	\$2,593.00	\$139.00	\$47,092.69	\$71,566.31	40.98%
5890 Other Objects	\$133,250.00	\$0.00	\$133,250.00	\$21,642.39	\$480.65	\$4,574.23	\$107,033.38	19.67%
5900 Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
GRAND TOTAL	\$47,383,839.00	\$0.00	\$47,383,839.00	\$1,146,779.45	\$1,221,242.99	\$2,352,558.63	\$43,884,500.92	7.39%

9, A

Revised 1/2010

BUDGET TRANSFER REQUEST

TO: Business Office

Date of Request: 8/20/24Budget Year: 2024-2025C Clark
Requester

Supervisor's Signature

Transfer:

From Account 100.110.10.10200.5113 ^{KHS Teacher} Salaries Amount \$ 53,066.00From Account 100.110.10.10200.5225 Medicare Amount \$ 769.46

From Account _____ Amount \$ _____

To Account 100.110.10.10130.5113 ^{KHS Teacher} Salaries Amount \$ 53,066.00To Account 100.110.10.10130.5225 Medicare Amount \$ 769.46

To Account _____ Amount \$ _____

Item(s) or Service(s) Requiring Transfer: KHS Science TeacherExplanation of need: to transfer KHS teacher salary budget from Alternative Education Center (AEC) department to Science departmentReason why item(s) or service(s) was not originally budgeted: position was budgeted in AEC departmentWhat won't be purchased due to this transfer? N/A

Business Office Use

<u>C Clark</u>

BUDGET TRANSFER REQUEST

TO: Business Office

Date of Request: 7/1/24Budget Year: 2024-2025CC Clark
Requester_____
Supervisor's Signature

Transfer:

From Account 100.150.00.22300.5131 ^{IT-Computer} Maintenance Amount \$ 44,245.50
 From Account 100.150.00.22300.5212 ^{IT-Life} Insurance Amount \$ 51.12
 From Account 100.150.00.22300.5220 ^{IT-FICA} Amount \$ 2,743.22
 From Account: 100.150.00.22300.5225 ^{IT-Medicare} Amount \$ 641.56
 From Account: 100.160.00.23000.5330 Co-Pro-Tech Svcs Amount \$ 26,244.53
 To Account 100.160.60.25800.5120 ^{Co-Non-Certified} Salaries Amount \$ 68,625.00
 To Account 100.160.60.25800.5212 ^{Co-Life Insurance} Amount \$ 51.12
 To Account 100.160.60.25800.5220 ^{Co-FICA} Amount \$ 4,254.75
 To Account: 100.160.60.25800.5225 ^{Co-Medicare} Amount \$ 995.06

Item(s) or Service(s) Requiring Transfer: Student Information Systems (SIS) coordinator salary and benefitsExplanation of need: Existing position not included in 24-25 budgetReason why item(s) or service(s) was not originally budgeted: position created in FY 23-24 after 24-25 budget preparationWhat won't be purchased due to this transfer? Rustann SIS pro-tech contract and some portion of 4th IT technician salary and benefits for vacant position

Business Office Use

CC Clark

9.C

Revised 1/2010

BUDGET TRANSFER REQUEST

TO: Business Office

Date of Request: 9/4/24Budget Year: 2024-2025

Requester

C Clark / E Geary

Supervisor's Signature

Transfer:

From Account 100.140.00.12000.5122 Amount \$ 21,323.90From Account 100.140.00.12000.5220 Amount \$ 1,322.08From Account 100.140.00.12000.5225 Amount \$ 309.20To Account 100.140.00.21000.5122 Amount \$ 21,323.90To Account 100.140.00.21000.5220 Amount \$ 1,322.08To Account 100.140.00.21000.5225 Amount \$ 309.20Item(s) or Service(s) Requiring Transfer: SEL para. ^{OKMS} Reilly AllenExplanation of need: SEL para position transferred to open PPS para position in local budget - SEL para position in ARP Crisis grant in 2023-2024Reason why item(s) or service(s) was not originally budgeted: PPS para position was budgeted in local budgetWhat won't be purchased due to this transfer? N/A

Business Office Use

C Clark

9.D

Revised 1/2010

BUDGET TRANSFER REQUEST

TO: Business Office

Date of Request: 9/4/2024

Budget Year: 2024-2025

Clark/ E Geary
Requester

Supervisor's Signature

Transfer:

From Account 100.140.00.21400.5120 Amount \$ 41,071.25
From Account 100.140.00.21400.5220 Amount \$ 2,546.42
From Account 100.140.00.21400.5225 Amount \$ 595.53

To Account 100.140.00.21000.5122 Amount \$ 41,071.25
To Account 100.140.00.21000.5220 Amount \$ 2,546.42
To Account 100.140.00.21000.5225 Amount \$ 595.53

Item(s) or Service(s) Requiring Transfer: SEL para. ^{c. KCS} Allison Danigan
Explanation of need: SEL para not eligible for ARPA School Mental Health Specialist funding
To switch funding sources for Lou Roberts - RBT and
Allison Danigan - SEL para. between Local funding and SMHS grant
Reason why item(s) or service(s) was not originally budgeted: RBT position was budgeted in
local budget
What won't be purchased due to this transfer? N/A

Business Office Use

<p>_____ Clark</p>

9.E

Revised 1/2010

BUDGET TRANSFER REQUEST

TO: Business Office

Date of Request: 8/13/2024

Budget Year: 2024-2025

S. Nash-Ditjel
Requester

Supervisor's Signature

Transfer:

From Account 100.125.25.10000.5113 Amount \$ 11917.36

From Account _____ Amount \$ _____

From Account _____ Amount \$ _____

To Account 100.125.25.10000.5731 Amount \$ 11917.36

To Account _____ Amount \$ _____

To Account _____ Amount \$ _____

Item(s) or Service(s) Requiring Transfer: KMS teacher desks & chairs

Explanation of need: Quantities of desks and chairs ordered in 2023-2024 insufficient - additional furniture needed

Reason why item(s) or service(s) was not originally budgeted: error in order

What won't be purchased due to this transfer? N/A - anticipated 24-25 salary breakage

Business Office Use

C. Clark

BEING BULLIED?

10.D

**What
does it
mean?**

An act that causes emotional or physical harm, or causes you to fear emotional or physical harm, that impacts your experiences at school, and happens more than once.

**We are here
to help.**

Report here:



.. ————— ♦ ————— ..
If the bullying is harassment, discrimination or assault based on one's sex, or is sexual in nature, there are Title IX laws that protect you.

Report here:



**Killingly Intermediate School
Killingly High School
School Behavioral Expectations Matrix
2024-2025**

With all school level disciplinary infractions, the severity of the infraction, as well as the possibility of a pattern of repeated offenses, will play into a higher level of age-appropriate discipline, up to and including expulsion.

INFRACTION	CONSEQUENCE
Accessory to Fight (Non-participation)	Up to 1 Day ISS
Alcohol - possession/distribution/sale	Up to 5 Days OSS
Alcohol - use	Up to 5 Days OSS
Arson	Up to 10 days OSS; Possible Recommendation for Expulsion
Assault/Fighting/Physical Aggression (resulting in injury)	Up to 10 days OSS, Possible Arrest, Possible Recommendation for Expulsion
Breach of Peace/Seriously Disorderly Conduct	Up to 3 days OSS, Possible Arrest
Bullying/Harassment (nonsexual)	Up to 5 Days OSS, Parent Conference
Bus Referral	Warning, Up to 2 Days OSS, Parent Conference, Possible Removal from Bus
Cell phone violation (Unauthorized Use or Possession)	1st offense - confiscation/warning, 2nd offense- confiscation/parent pick-up, 3rd offense - confiscation/parent pick-up/possible ISS or OSS

Cheating/Plagiarism	Detention/Learning Packet, High school students: Referral to administration: Student receives an "I" and must redo the assignment for no more than a 65%; notification of parent/guardian. If a student plagiarizes/cheats on a midterm or final exam, they cannot make up this grade and it will receive a "0".
Class Cut	Detention, more than 1 class cut per day, per year, may result in further disciplinary action
Destroying School Property/Vandalism/Graffiti	Up to 3 days ISS, Possible Restitution
Disruptive Behavior	Detention
Dress Code	1st Offense: Warning/Parent Contact; 2nd & subsequent offenses: Detention
Drugs - Possession, Use, Paraphernalia	Up to 5 days OSS, Possible Arrest
Drugs - Distribution/Sale	Up to 10 days OSS; Possible Arrest, Possible Recommendation for expulsion
E-Cigs/Vaping/Tobacco - Possession, Use	1 day ISS for possession, 2 days ISS for use and Completion of Online Learning Platform Assignment
E-Cigs/Vaping/Tobacco - Sale, Distribution	Up to 5 days OSS
Electronic Devices: Taking, receiving, requesting or sharing unauthorized photos/videos, posting of hurtful or offensive language and/or symbols.	Up to 3 days OSS, pictures or video of a pornographic or inciting nature may result in a possible arrest and extended OSS

Failure to Attend Detention/ISS	Reassignment of consequence with possible additional consequences
False Fire Alarm/Bomb Scare/Threat	Up to 10 Day OSS, Possible Arrest, Possible Recommendation for Expulsion
False Information/Accusation	Up to 1 Day ISS
Forgery	Up to 1 Day ISS
Gambling	Up to 3 Day OSS
Harassment: (Non-Sexual)	Up to 3 Day OSS, Possible Arrest
Inappropriate Language	Warning/Parent Contact
Indecent/Lewd Behavior	Up to 1 Day ISS
Inciting/Instigating Disruptive Behavior	Up to 1 Day ISS
Insubordination/Disrespect	Warning/Parent Contact
Intimidation/Threat	Up to 5 Days OSS, Conference
Leaving class/lunch without permission	Up to 2 Days ISS
Littering in halls, cafeteria, halls etc.	Detention
Motor Vehicle Offenses	Warning, Possible Loss of Parking Privileges
Off campus/Leaving school grounds	Up to 2 Days ISS
Physical Aggression (non-injury)	Up to 1 day ISS
Public Displays of Affection	Warning/Parent Contact
Racial Slurs/Discrimination	Up to 5 Days OSS, Possible Arrest
Recording Violent Events	Up to 10 Days OSS, Possible Arrest
Roughhousing/Horseplay	Lunch Detention
School Safety Threat	Up to 10 Day OSS; Possible Arrest, Recommendation for

	expulsion
Security Breach/Opening Exterior Door	1 Day ISS
Serious Disorderly Conduct	Up to 3 Day OSS, Possible Arrest
Sexual Harassment	Up to 3 Days OSS, Possible Arrest
Sexual Offense	Up to 3 Days OSS
Spitting	Detention
Tardy unexcused to class	1st Offense: Teacher warning 2nd Offense: Teacher detention; teacher call parent 3rd Offense: Teacher detention; teacher call parent 4th Offense: Office Referral; teacher call parent; admin call parent, detention
Tardy Unexcused to school	Detention
Theft	Up to 1 Day OSS, Possible Arrest
Throwing Objects	Warning/Parent Contact
Trespassing/On school grounds during OSS	Parent Contact, Extension of OSS, Possible Arrest
Truancy	Parent notified *Note: See attendance policy for procedures concerning excessive unexcused absences
Unauthorized Animal on Campus	Detention
Unauthorized Use of Technology	Detention, notify parent, possible loss of computer access or privileges.
Vandalism/Graffiti	Detention, Possible Restitution
Verbal Altercation	Warning/Parent Contact, Detention

Weapons - possession/use; Weapons - facsimile to threaten - Dangerous instruments or objects which may be used to cause injury to others but not legally defined as dangerous or deadly weapons by Connecticut General Statutes, including but not limited to small knives, chemical sprays, etc.	Up to 10 Days OSS, Possible Arrest, Possible Recommendation for Expulsion
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Revised 8/24

For additional information, the Killingly Public Schools Student Discipline policies can be found [here](#).



SCHOOL TRANSPORTATION EFFICIENCY STUDY AND COST-BENEFIT ANALYSIS

***A PRESENTATION TO THE
KILLINGLY BOARD OF EDUCATION***

SEPTEMBER 11, 2024



TRANSPORTATION EFFICIENCIES

School transportation efficiency is generally determined by the following factors:

- Manual vs. computerized routing and scheduling.
- The person who does the routing and scheduling determines the number of buses required.
- Student Riders: Scheduled vs. Actual Riders (Student Loading).
- Time available between school starting and ending times (Tier Time).
- Distance and travel time between schools.
- Population density, i.e., number of students per mile of bus travel.
- Highway/road infrastructure and traffic patterns and congestion.
- Community expectations for quality of service, i.e., short routes and/or convenient bus stops.
- A.M. routes generally drive the number of buses required, as more students ride in the morning than in the afternoon due to after-school activities.



TRANSPORTATION EFFICIENCY REPORT: 2024

MAJOR FINDINGS

3

- ▶ The Town/District does not have a consistent capital plan for the replacement of school transportation buses and vans. Replacement vehicles are budgeted through the Town budget as funds are available.
- ▶ Currently, the Town purchases the school bus fuel. The transportation fuel cost is included in the school District budget.
- ▶ The continuing maintenance of the older “spare” and athletic buses appears to be a significant expense.
- ▶ The District Transportation Budget has averaged approximately 6.51% of the total District Budget over the past two years. Typically, for a District of this geographic size and demographics, a transportation/district ratio of 5% or less is considered highly cost effective by both DESE and industry standards.
- ▶ **NOTE: However, the current cost benchmark of 5% is a pre covid/pre driver shortage and does not take into account recent inflation. We expect that this figure will be significantly increased in the near future.**



2024 MAJOR FINDINGS (CONT.)

- ▶ The current driver collective bargaining agreement negotiated wages and benefits has resulted in relatively stable driver recruitment and retention.
- ▶ However, the District does not have sufficient spare drivers to cover daily “call outs”.
- ▶ For out of district special education transportation, the cost is significantly less than if the District were to utilize its own vehicles and drivers. Many of these routes are cost shared with other area school districts
- ▶ However, the District does not currently have sufficient drivers and vans to be able to provide all of the required out of district transportation.



2024 MAJOR FINDINGS (CONT.)

BUS FLEET

- ❖ The District owns and operates a relatively old fleet of school buses;
- ❖ The average age of the bus fleet is approximately 7.5 years old with eight (8) of which are over 10 years old.
- ❖ Only (9) or 22% of the buses are currently still under warranty.
- ❖ Typically, a self-operated capital plan for the replacement of buses would require approximately 50% of the buses to be under warranty each year.

► **RECOMMENDATION:** That the District/Town maintain a capital plan for the sequential replacement of all school transportation vehicles.

VAN FLEET

- ❖ The District owns and operates a relatively old fleet of school vans
- ❖ The average age of the bus fleet is approximately 8.3 years old with four (4) of which are twelve (12) years old or older.
- ❖ Only two (2) or 22% of the vans are still currently under warranty.
- ❖ Typically, a self-operated capital plan for the replacement of vans would require approximately 50% of the vans to be under warranty each year.

► **RECOMMENDATION:** That the District/Town maintain a capital plan for the sequential replacement of all school transportation vehicles.



ROUTE EFFICIENCIES

A.M. REGULAR ROUTES

- The average route time is 54.9 minutes.
- The averaged scheduled student load is 48.4 students per route
- The average number of stops per route is 27.5.
- The average actual student load is 46.9 students per route.
- The scheduled student/capacity ratio is **82.1%**
- The actual student/capacity ratio is **79.7%**.

NOTE: Afternoon student loads are less than that in the morning due to after school sports and other student activities. Therefore, it is the morning routes which determine the size and number of buses required.

- **CONCLUSION:** Typically, for a District of this size and demographics a student/capacity ratio of 75%+ is considered highly efficient. Therefore, based upon the routes and data provided we have found the District regular transportation operations to be **highly efficient**.



ROUTE EFFICIENCIES (CONT.)

PRE-K AND SPECIAL EDUCATION A.M. ROUTES

- The average route time is 41 minutes.
 - The averaged scheduled student load is 9.4 students per route
 - The average number of stops per route is 8.7
 - The average actual student load is **9 students per route.**
 - The scheduled student/capacity ratio is 22 %
 - The actual student/capacity ratio is 21.2 %.
- **CONCLUSION:** Typically, for a District of this size and demographics, an average special education student ridership of **4.7+ students per route** is considered to be relatively efficient by both DESE and industry standards. Therefore, based upon the routes and data provided we have found the District specialized transportation operations to be **relatively efficient.**



ROUTE EFFICIENCIES (CONT.)

OUT of DISTRICT SPECIAL EDUCATION TRANSPORTATION

- ▶ Transportation management typically contracts for various out of district routes for which it does not have vehicles and drivers or if the contracted cost is less than that of providing it themselves.
- ▶ **COMMENDATION:** Transportation management should be commended for reviewing the cost alternatives to just adding buses and drivers and considering the most cost-effective method of providing both safe and efficient student transportation for the out of district special education students.



SUMMARY

- ▶ Based upon the current route length, route times, number of stops per route and the transportation services provided to students, it is our opinion that the District operates a **relatively high-quality transportation operation**.
- ▶ Also based upon our analysis of the District regular and specialized transportation, it is our opinion that both are **relatively efficient**, based upon the current school and program bell schedules.
- ▶ However, due primarily to driver wages and benefits and older vehicle maintenance costs, it is our opinion that the regular transportation operation is **only relatively cost effective** at this time.
- ▶ Because much of the specialized transportation is outsourced, the special education transportation is significantly more cost effective.



TRANSPORTATION SELF-OPERATION vs. OUTSOURCING

Cost-Benefit Analysis



COST-BENEFIT ANALYSIS FINDINGS

11

- ▶ We have estimated that the current wholesale value of the fleet is approximately **\$1,089,500**.
- ▶ Based upon our estimated costs, we have calculated that the average Contractor cost per day per bus is “qualified” \$489.90 per bus per day (District provides parking and fuel), as compared to the District average all inclusive cost of \$509.21.
- ▶ **NOTE: More recent area Contractor cost quotes have ranged from \$560.00 to \$645.00 per day per bus.**
- ▶ **NOTE:** The only way to determine the actual Contractor cost would be to bid the District transportation requirements.



ANCILLARY COSTS

- ▶ If the District were to outsource its transportation operations, it would still incur the following Ancillary Costs:
- ▶ **BUS MONITORS:** We estimate that it would cost the District an **additional \$213,072** per year to contract for 18 Bus Monitors/Aides .
- ▶ **ATHLETIC/ACTIVITY TRIP COSTS:** We estimate that it would cost the District an **additional \$173,375** per year for athletic and activity trip transportation.
- ▶ **SUPERVISORY COSTS:** Should the District choose to outsource their school transportation operations, it would still need to provide District transportation coordination and contract supervision at an estimated **Supervisory Cost of \$134,924.**



ANCILLARY COSTS (CONT.)

- ▶ When the cost differentials for all the ancillary transportation requirements are factored in, the **Contractor total cost exceeds that of the District** by a total of approximately **\$101,719 the first year** and approximately **\$91,969 thereafter**.
- ▶ **FINDING:** However, when the value of the sale of the fleet of transportation vehicles is taken into consideration, the net result for the first year only would be a **cost savings of approximately \$898,281**.
- ▶ Presumably, because the Town has historically purchased the vehicles, this amount would accrue to the Town, rather than to the District.
- ▶ Furthermore, with a private contractor the **District/Town would have significantly less control over the quality of services provided or the future costs**.



RECOMMENDATIONS

- ▶ While the District/Town could save money on the regular transportation cost during the first year of outsourcing, when all of the ancillary transportation services are taken into consideration, **outsourcing would cost more** than maintaining their self-operated system. Therefore, it is our recommendation to **not outsource at this time**.
- ▶ It is our presumption that, should the District continue to own and operate its own buses, it will have to make a substantial capital investment in the ongoing replacement of its oldest school buses and vans.
- ▶ Therefore, we recommend that the Town/District maintain a capital plan for the routine replacement of its buses and vans.
- ▶ Furthermore, should the District continue to own and operate its own buses, it will have to invest the resources necessary to recruit and retain a sufficient spare drivers to cover daily driver absences.
- ▶ Therefore, we recommend that the District recruit and retain a minimum of 5 full time spare drivers to cover daily driver absences.

COMMENDATIONS

Operating a highly efficient transportation operation.

Transportation management routinely utilizes all available tier time (**91.4%**); thereby minimizing the number of buses required.

High school buses are typically overscheduled, as many of the eligible high school students do not actually ride the bus.

Transportation management routinely utilizes buses for both regular and special education routes.

Driver wages and benefits sufficient to be able to recruit and retain quality drivers.

For providing adequate insurance coverage for the general public and especially for any students injured as a result of an accident involving an Uninsured or Underinsured motorist.

Reviewing alternatives to adding buses and drivers and utilizing the most cost-effective method of providing safe and efficient student transportation for out of district special education students.



QUESTIONS-DISCUSSION

11. A

Regular Meeting
KILLINGLY BOARD OF EDUCATION
Wednesday, June 26, 2024
7:00 PM
Killingly Town Hall, 172 Main St.
2nd Floor, Community Mtg. Room

MINUTES

Present: Laura Dombkowski, Meredith Giambattista, Susan Lannon, Laura Lawrence, Kelly Martin, Misty Murdock, Kyle Napierata, Danny Rovero,
Absent with Notification: Kevin Marcoux.

Guests: Superintendent Susan Nash, Assistant Superintendent Jeff Guiot and Recording Secretary Keely Doyle.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Board Chairperson, Susan Lannon called the meeting to order at 7:00 pm.

2. ROLL CALL- See above

3. BOARD SHOUT-OUTS Misty Murdock gave a shout to all KPS's teachers and especially to KHS math teacher Mark Neuman. Mr. Neuman has been a great teacher to her son who attends KHS. The students talk very highly about him and he is well-liked by many of the students. His energy and dedication does not go unnoticed.

4. RECOGNITION OF VISITORS- June Employee of the Month, Doreen Linnell. Doreen has worked for the KPS transportation for 26 years and has probaby driven over a half million miles. Doreen goes above and beyond every day and is dedicated to helping the department and transportation department supervisor Joseph Boulanger. She is an integral member of the transportation team.

5. PUBLIC COMMENT- No public comment.

6. BOARD CHAIR AND COMMITTEE & LIAISON UPDATES

- A. Curriculum Committee-no update
- B. Facilities Committee-no update
- C. Fiscal Committee- Items will be presented & discussed later in the meeting.
- D. Personnel Committee-no update
- E. Policy Committee-no update

F. Liaison Updates-no update

G. Updates from AdHoc Committees (Mascot & Bullying)-no update

7. SUPERINTENDENT'S UPDATE

A. Discussion and Possible Action of New Teacher & Administrator Evaluation Forms

Superintendent Nash shared that there was a mandate from the state that required all Connecticut school districts to revise their teacher and administrative evaluation plans. The State offered a model or template but Dr. Nash preference was to develop a plan with members of the Professional Development and Evaluation Committee or PDEC. The PDEC committee is made up of administrators and teachers. Superintendent Nash reviewed the new plan with Board members, pointing out that the new plan is much more streamlined compared to the older teacher evaluation plan.

The new teacher plan is much more innovative with Single Point Competency/Cognitive Engagment for Active Learning and effective practices for teachers and students.

For Leader Evaluation, adminstrators will focus on "Problem of Practice." The administrators will meet with Dr. Nash to review data such as attendance, discipline, test scores to discover where their problem of practice lies. Goals are set at the beginning of the year followed up by mid-year check-in, self-reflection, mid year conference and end of year reflection & feedback. Dr. Nash shared that she hopes at the end of next year she hopes to invite Board members into each school to see mini action projects. The district goals incorporated into the plans are in alignment with Killingly's Profile of a Graduate.

MOTION: by Misty Murdock, seconded by Kyle Napierata to approve Killingly Public Schools new Teacher and Administrator evaluation plan as presented.

Yes-8, Motion Carries

B. Discussion and Possible Action regarding increase in student meal prices.

Christine Clark, Manager of Financial Affairs and Tim Mugan, Whitsons Food Service Manager shared the rationale behind the request to have an increase in the cost of student meals, including breakfast. The last increase took place in 2019 and an increase has been put off for several years. The objective of the paid Lunch Equity is to ensure "paid" status meals served in our cafeteria are not subsidized with Federal funds intendend for "free" and "reduced" status meals. The federal government requires, annually, that districts calculate the weighted average price of meals. The weighted average price requirement for Killingly equates to \$3.43 for 2024-25 based on our 2023-24 weighted average price of \$3.11. Currently, KHS & KIS student meals are \$3.25 for lunch and \$2.25 for breakfast. At the elementary level, current lunch price is \$2.75 and breakfast is \$1.75. Recommendations are to raise meal cost either by \$.50 or \$.25.

A waiver was submitted for the 2024-25 school year in the event, an increase is pushed off for another year. An increase includes breakfast and would be implemented for the 2024-25 school year.

MOTION: by Danny Rovero, seconded by Kyle Napierata to increase student meals by \$.25 for the 2024-25 school year.

Yes-8, Motion Carries

C. Discussion and Possible Action to select & approve proposed 2024-25 budget reductions.

The Board's initial adopted budget was \$48,212,561 (3.01% increase.)

Town Council reductions was \$703,722,22 (1.50%)

Further Town Council Reduction was \$125,000 (1.24%)

Dr. Nash gave a re-cap of all reductions that impacted the Board of Education's initial budget. The Board's budget of \$47,508,839 failed at the first referendum on May 14.

To meet the Town Councils reductions, the proposed adjustments are to hire new staff at lower steps, reductions in I.T equipment and Protech and KIS library and eliminating one of two teachers of the deaf. Also factoring in to reduce the budget was Bill# 5523 regarding magnet schools tuition changes, passed in May and this allows a savings to the district of \$111,061. Another reduction is the increase of excess cost reimbursement to 71%. If needed the non-lapsing account can be used for special education services. The Board of Education budget of \$47,383,839 was approved at the June 11th referendum. This is 1.24% increase from the 2023-24 budget.

MOTION: by Kelly Martin, seconded by Kyle Napierata to approve the superintendent's reductions as presented.

Yes-8, Motion Carries

8. DISCUSSION AND POSSIBLE ACTION REGARDING REQUESTS TO USE NON-LAPSING PRIOR TO JUNE 30, 2024 (Pending Recommendations from Facilities Committee)

A. Discussion & Possible Action to Use Non-lapsing funds for KHS Tennis Court Repairs

Assistant Superintendent Mr. Jeff Guiot shared information regarding the need to repair the tennis courts at the high school. Cracks on the playing surface are significant and dangerous. If the cracks are repaired, we would gain an additional five years of use. It would cost over a million dollars if new courts were installed. The proposed amount factors in a 10% contingency.

MOTION: by Kyle Napierata, seconded by Misty Murdock to approve using the non-lapsing account in an amount, up to \$180,829.57 for repairs to the KHS tennis courts.

Yes-8, Motion Carries

B. Discussion & Possible Action to Use Non-lapsing Funds for KHS Access Road Design Plans

Mr. Guiot shared that a design for renovations to the emergency access road will help the Board to make an informed decision when it comes time for the actual renovation. The road currently does not meet current code. A full design will produce accurate blue prints and can provide precise costs proposals in the future as the project moves forward. The proposed amount factors in a 10% contingency.

MOTION: by Kyle Napierata, seconded by Misty Murdock to approve using the non-lapsing account in an amount, up to \$79,336.40 for the design work for the KHS emergency access road.

Yes-8, Motion Carries

9. DISCUSSION & POSSIBLE ACTION OF CONTINUATION OF FRC GRANT FUNDING

MOTION: by Danny Rovero, seconded by Laura Lawrence to approve the continuation of School Readiness and School Readiness Quality Enhancement Grant, Smart Start, Smart Start for Recovery, and Family Resource funding for the 2024-25 FY as presented.
Yes-8, Motion Carries

10. CONSENT AGENDA

- A. June 12, 2024 Board Meeting Minutes
- B. June 17, 2024 Last Day of School Student Enrollment
- C. FFA Officers Leadership Team Trip Request to Sturbridge, MA on Aug, 1, 2024

MOTION: by Meredith Giambattista, seconded Misty Murdock to approve the consent agenda.
Yes-8, Motion Carries

11. EXECUTIVE SESSION FOR DISCUSSION OF STRATEGY REGARDING PENDING CLAIMS AND LITIGATION: STATE BOARD OF EDUCATION HEARING CONCERNING 10-4b COMPLAINT

MOTION: by Misty Murdock, seconded by Meredith Giambattista to go into executive session with invite to Dr. Nash, Mr. Guiot and Attorney Peter Noonan to discuss strategy regarding pending claims and litigation: State Board of Education Hearing concerning 10-4b complaint.
Yes-8, Motion Carries

The Board entered executive session at 8:21pm.
The Board resumed the meeting at 8:59pm.

12. DISCUSSION AND POSSIBLE ACTION REGARDING PENDING CLAIMS AND LITIGATION: STATE BOARD OF EDUCATION HEARING CONCERNING 10-4b COMPLAINT

MOTION: by Kyle Napierata, seconded by Misty Murdock, to move that the Killingly Board of Education authorize the Board Chair to enter into an agreement to resolve the 10-4b proceeding, consistent with the Board's discussion in executive session.
Yes-8, Motion Carries

**13. DISCUSSION AND POSSIBLE ACTION REGARDING LIMITED AMENDMENT OF
MEMORANDUM OF AGREEMENT WITH COMMUNITY HEALTH RESOURCES, INC. (CHR)**

MOTION: by Misty Murdock, seconded by Meredith Giambattista to move that the Killingly Board of Education authorize the Board Chair to enter into an agreement with CHR, Inc. for the period July 1, 2024 through June 30, 2025, consistent with the Board's discussion in executive session.
Yes, 8 Motion Carries

14. ADJOURNMENT

MOTION: by Laura Lawrence, seconded by Kyle Napierata to adjourn at 9:00pm.
Yes, 8 Motion Carries

Respectfully submitted by,
Keely Doyle
Recording Secretary

11.B

June 17, 2024

COMPARATIVE DATA: 2023-2024

KMS by Teacher		KCS by Teacher	
Crabtree, M.-2	20	Griffiths, D.-PreK	12
Fratoni, D.-2	19	Racine, M.-PreK	11
Juhola, N.-2	18	Angelo, K.-K	20
Lanzoni, L.-2	18	Collins, K.-K	20
Maheu, J. - 2	20	Crawford, K.-K	20
McMerriman,S.-2	19	Horne, F.-K	20
Moulton, J.-2	19	Livingston, H.-K	20
Riordan, E.-2	19	Lopez, K.-K	21
Sakidovitch, A.-2	19	Parsell, S.-K	19
Bitgood, C.-3	19	Blackmar, C.-1	13
Breen, T.-3	19	Brock, J.-1	17
Carlson, J.-3	18	Bufmack, E. - 1	15
Gaulin, N.-3	19	Guillot, J.-1	14
Hand, H.-3	18	Hanson, D. -1	17
Penner, K. -3	17	Horvath S.-1	16
Siegmund, L.-3	17	Santaniello,M.-1	17
Tillinghast, A.-3	19	Steuernagel, M.-1	16
Breen, C.-4	22	Watson, J.-1	16
Burdick, S.-4	22	Loghry, S. - IL	9
Delfarno, M.-4	22	Gagnon, R -IL	4
Ellal, H.-4	23	Total	317
Lee, B.-4	22		
Salisbury, R.-4	23		
Scott, A.-4	22		
Tenaglia, D.-4	23		
Total	496		

Agency and Sp. Ed. Placements	
Agency-Out of District	
Domus-Stamford, CT	1
Agency Total	1
Local- Out of District	
ASD (American School for the Deaf), West Hartford, CT	1
ARC of NE CT- Danielson, CT	1
Barrows Academy Windham, CT	1
Bradley School New London - New London, CT	2
Bradley School Windham-Thompson, CT	6
Children's Center Hamden, CT	1
CREC Birken - Bloomfield,CT	3
CREC Riverstreet - South Windsor, CT	2
EASTCONN Bridges - Columbia, CT	1
EASTCONN NRP - Danielson, CT	10
EASTCONN Transition - Willimantic, CT	1
Groden Center - Providence, RI	1
High Road - Danielson, CT	2
Horizons - Windham, CT	1
Learning Clinic - Brooklyn,CT	4
Natchaug Joshua Center - Danielson, CT	2
Ocean Learning Academy, New London, CT	3
Project Genesis - Windham, CT	13
Sargent Rehabilitation Center, Providence, RI	1
Susan Wayne Center - Thompson, CT	3
Wateford Country School - Quaker Hill, CT	3
Local Out of District Total	62
Agency	1
Total	63

To Superintendent of Schools, Dr. Sue Nash-Ditzel, and Killingly Board of Education

Employee of the Month Nomination

I would like to give a huge shoutout to Rose Methot, one of two Financial Assistants in the Business Office. Rose has been deservedly nominated and named Employee of the Month several times during her 30+-year career with Killingly Public Schools.

Once again, like the World War II cultural icon, Rosie the Riveter, Rose has exhibited the can-do attitude essential to the operation of the Business Office. For the past two months with the vacancy of the Financial Assistant primarily responsible for payroll, Rose has stepped in to ensure we have not missed a beat. Making sure everyone gets paid- from employees to vendors- is no small feat as she juggles the duties of both roles.

In true Rosie the Riveter fashion, she has taken on these extra responsibilities with an "I've got this" attitude. It's clear that when the going gets tough, Rose gets going.

In recognition of her hard work and dedication to the operation of Killingly Public Schools, I would like to recommend Rose Methot for Employee of the Month.

Thank you for considering this nomination.

Submitted by Christine Clark, Manager of Business Affairs

KILLINGLY PUBLIC SCHOOLS FIELD TRIP REQUEST

REV. 7/08

Trip Number: _____ Billing Code: _____
Bldg Use Sequence (e.g. 010-1-001)

SCHOOL: KHS GRADE/CLASS/CLUB: KHS Marching Band DATE: 7/16/24

TEACHER/FIELD TRIP LEADER: Jeff Ethier / Br. Mary Varone

DATE OF TRIP: Friday, September 13 NUMBER OF STUDENTS: 50

NUMBER OF CHAPERONES: 10

DEPARTURE TIME: 8:45am RETURN TIME: 11pm

On a school day: 8:30 AM or later unless approved in writing by the Transportation Supervisor 2 PM or earlier unless approved in writing by the Transportation Supervisor

DESTINATION/DIRECTIONS (be specific): _____

The Big E Springfield, MA

Yes ☒ No _____ Transportation availability confirmed with Transportation Supervisor.

Objectives of Trip (relation to curriculum, etc.): Annual Big E Parade performance on opening Day.

Transportation Desired: _____ Names of Chaperones: _____

2 School Bus Jeff Ethier Brittany Varone

_____ Mini Bus Lisa Higgins and Music

_____ Other (specify) Booster parents.

_____ Van _____

Special Equipment Required: _____ Substitutes Req. _____

_____ Car Seats _____ (Number) _____

_____ Handicap Equipped _____ (Number) _____

Specify: _____ Nurse Required _____

_____ (Number) _____

NOTE: Requests to be submitted with all entries complete at least two weeks prior to the trip. Approval will be given only for trips where careful and early planning insures that worthwhile educational outcomes will result. PLEASE NOTE: Head teacher (school) is responsible for any parking fees.

Teacher [Signature] Principal/Program Administrator [Signature]

Superintendent's Office [Signature] Transportation Supervisor [Signature]

KILLINGLY PUBLIC SCHOOLS FIELD TRIP REQUEST

REV. 7/08

Trip Number: _____ - _____ - _____ Billing Code: _____
Bldg Use Sequence (e.g. 010-1-001)

SCHOOL: KHS GRADE/CLASS/CLUB: KHS Marching Band DATE: 7/16/24

TEACHER/FIELD TRIP LEADER: Jeff Ethier / Brittany Varone

DATE OF TRIP: Monday, October 14 NUMBER OF STUDENTS: 50

NUMBER OF CHAPERONES: 10

DEPARTURE TIME: 7 am RETURN TIME: 1 pm

On a school day: 8:30 AM or later unless approved in writing by the Transportation Supervisor

2 PM or earlier unless approved in writing by the Transportation Supervisor

DESTINATION/DIRECTIONS (be specific): _____

Woonsocket Autumnfest Parade

Yes ☒ No _____ Transportation availability confirmed with Transportation Supervisor.

Objectives of Trip (relation to curriculum, etc.): _____

Annual Autumnfest Parade participation.

Transportation Desired:

Names of Chaperones:

2 School Bus

Jeff Ethier

Brittany Varone

_____ Mini Bus

Lisa Higgins

Jason Beit

_____ Other (specify)

and KHS music

booster parents.

_____ Van

Special Equipment Required:

Substitutes Req. _____

_____ Car Seats _____

(Number)

(Number)

Aide(s) Required _____

(Number)

_____ Handicap Equipped

Nurse Required _____

(Number)

Specify: _____

NOTE: Requests to be submitted with all entries complete at least two weeks prior to the trip. Approval will be given only for trips where careful and early planning insures that worthwhile educational outcomes will result. PLEASE NOTE: Head teacher (school) is responsible for any parking fees.

Teacher

Principal/Program Administrator

Superintendent's Office

Transportation Supervisor

KILLINGLY PUBLIC SCHOOLS FIELD TRIP REQUEST

REV. 7/08

Trip Number: _____ - _____ - _____ Billing Code: _____
Bldg Use Sequence (e.g. 010-1-001)

SCHOOL: KHS GRADE/CLASS/CLUB: KHS Marching Band DATE: 7/16/24

TEACHER/FIELD TRIP LEADER: Jeff Esthier / Br. Matty Varone

DATE OF TRIP: Saturday, October 26 NUMBER OF STUDENTS: 50

NUMBER OF CHAPERONES: 10

DEPARTURE TIME: 6:30am RETURN TIME: 8pm

On a school day: 8:30 AM or later unless approved in writing by the Transportation Supervisor

2 PM or earlier unless approved in writing by the Transportation Supervisor

DESTINATION/DIRECTIONS (be specific): _____

UMass Football Stadium in Amherst, MA
(McGuirk Stadium)

Yes ☒ No ☐ Transportation availability confirmed with Transportation Supervisor.

Objectives of Trip (relation to curriculum, etc.): UMass Band Day participation.

Transportation Desired:

Names of Chaperones:

2 School Bus

Jeff Ethier

Brittany Varone

Mini Bus

Lisa Higgins

Jason Beit

_____ Other (specify)

and music booster parents.

Van

Special Equipment Required:

Substitutes Req.

_____ Car Seats _____
(Number)

Aide(s) Required

Handicap Equipped

Nurse Required

Specify: _____

(Number)

NOTE: Requests to be submitted with all entries complete at least two weeks prior to the trip. Approval will be given only for trips where careful and early planning insures that worthwhile educational outcomes will result. PLEASE NOTE: Head teacher (school) is responsible for any parking fees.

Teacher

Principal/Program Administrator

Superintendent's Office

Transportation Supervisor

11.G

KILLINGLY PUBLIC SCHOOLS FIELD TRIP REQUEST

REV. 7/08

Trip Number: _____ - _____ - _____ Billing Code: _____
Bldg Use Sequence (e.g. 010-1-001)

SCHOOL: KHS GRADE/CLASS/CLUB: Ag/FFA DATE: 8/9/24

TEACHER/FIELD TRIP LEADER: Courney Cardinal

DATE OF TRIP: Saturday 9/14/24 NUMBER OF STUDENTS: 50

NUMBER OF CHAPERONES: 4

DEPARTURE TIME: 8:00am RETURN TIME: 5:00pm

On a school day: 8:30 AM or later unless approved in writing by the Transportation Supervisor 2 PM or earlier unless approved in writing by the Transportation Supervisor

DESTINATION/DIRECTIONS (be specific): Eastern States Exposition
(Big E) in West Springfield, Mass.

Yes ☒ No _____ Transportation availability confirmed with Transportation Supervisor.

Objectives of Trip (relation to curriculum, etc.): view agricultural exhibits,
FFA Regional Star award program

Transportation Desired:

Names of Chaperones:

<input checked="" type="checkbox"/> School Bus	<u>Courney Cardinal</u>	_____
_____ Mini Bus	<u>TBD</u>	_____
_____ Other (specify)	<u>TBD</u>	_____
_____ Van	<u>TBD</u>	_____

Special Equipment Required:

Substitutes Req.

_____ Car Seats _____
(Number)
_____ Handicap Equipped

Aide(s) Required

Nurse Required

(Number)

(Number)

(Number)

Specify: _____

NOTE: Requests to be submitted with all entries complete at least two weeks prior to the trip. Approval will be given only for trips where careful and early planning insures that worthwhile educational outcomes will result. PLEASE NOTE: Head teacher (school) is responsible for any parking fees.

Courney Cardinal
Teacher

[Signature]
Principal/Program Administrator

[Signature]
Superintendent's Office

[Signature]
Transportation Supervisor