

***New Hartford Public Schools***  
**Board of Education Special Meeting Agenda**  
**5:00 PM on Thursday, January 15, 2026**  
**Antolini School Library**

New Hartford BOE meetings are accessible live via the following: <https://meet.google.com/ixo-yufh-esd>  
Or dial: (US) +1 281-749-1223 PIN: 770 973 307#

**In case of remote only meetings and you need an electronic device to participate please contact the Board of Education at 860-379-8546 with more than 24 hours notice to prepare and schedule a location.**

- A. Pledge of Allegiance**
- B. Order of Business**
- C. Communications to the Board of Education/Public Comment**
- D. Superintendent's Report**
  - a. Advocacy Letters
  - b. School Facility Utilization Study Updates (Silver Petrucelli & Associates)
  - c. Budget Overview
  - d. [Tools for School Checklist](#)
  - e. [Proposed BOE Regular Meeting Schedule Aug 2026 - Jun 2028](#)
  - f. [Proposed 2026-2027 School Calendar](#)
- E. Board of Education Chair's Report**
  - a. Cancellation of April 7, 2025 Meeting
  - b. Task Force Representatives
- F. Routine Business**
  - a. Approval of Minutes - November 11, November 25, December 15 and December 17, 2025
  - b. Expenditure Report
- G. Old Business**
  - a. REVISION - Policy 5151 - Students - Child Identification Gifted and Talented (2nd Read)
  - b. NEW - Policy 6172.1 - Instruction - Gifted and Talented Students Program (2nd Read)
  - c. NEW - Policy 5131.111 - Students - Video Surveillance Cameras in Schools (2nd Read)
  - d. REVISION - Policy 6161.3 - Instruction - Comparability of Services (2nd Read)
  - e. REVISION - Policy 3323 - Business/Non-Instructional Operations - Soliciting Prices/Bidding Requirements (2nd Read)
- H. Public Comment - (For Agenda Items Only)**
- I. Reports**
  - a. EdAdvance
- J. Adjournment**

**Recorded Reg. & Special BOE meetings will be posted to:**  
[https://www.youtube.com/channel/UCX-\\_ZlomWmjG81dc\\_OM3rfg](https://www.youtube.com/channel/UCX-_ZlomWmjG81dc_OM3rfg)





Jeffrey Sousa <sousaj@newhtfd.org>

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## Thank you!

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**Messenger, Caroline** <Caroline.Messenger@ct.gov>

Fri, Dec 5, 2025 at 11:45 AM

To: Heather Mathes <mathesh@newhtfd.org>, "carrollk@newhtfd.org" <carrollk@newhtfd.org>, "kennedya@newhtfd.org" <kennedya@newhtfd.org>

Cc: "sousaj@newhtfd.org" <sousaj@newhtfd.org>, "nyle.cousain@tntp.org" <nyle.cousain@tntp.org>

Good morning and Happy Friday!

Please forgive my delay in responding to your walkthrough with Nyle from TNTP.

I wanted to thank you for an amazing day at Bakerville School. It is wonderful to be immersed in your culture of risk-taking and trust. It is obvious the teachers feel safe and comfortable trying new instructional methods and routines, especially those that are a part of the EL Education curriculum you have selected.

It is obvious that you have meticulously planned your implementation and supported your teachers – the instruction I witnessed was as close to exemplary as I've ever seen. The children were focused and engaged. They knew and understood the routines and could transition from activity to activity seamlessly. And they seemed unperturbed by visitors – as if classroom visits are a norm there.

It's a pleasure to work with you!

Best,

cjm



**Caroline J. Messenger, Ph.M.**  
Associate Education Consultant

Center for Literacy Research and Reading Success

CONNECTICUT Education  
860-713-6636

[Caroline.Messenger@ct.gov](mailto:Caroline.Messenger@ct.gov)





Sara Voghel &lt;voghels@newhtfd.org&gt;

## Fwd: Letter to the Boards

Timothy Klepps <kleppst@newhtfd.org> Fri, Dec 5, 2025 at 9:01 AM  
 To: Jeffrey Sousa <sousaj@newhtfd.org>, Sara Voghel <voghels@newhtfd.org>, Kristin Young <youngk@newhtfd.org>, Penny Miller <millerp@newhtfd.org>, Tom Buzzi <buzzit@newhtfd.org>, Timothy Russell <russellt@newhtfd.org>, Frank Rodenberg <rodenbergf@newhtfd.org>, Erik Perotti <perottie@newhtfd.org>, Kirby Morante <morantek@newhtfd.org>, Jon Puz <puzj@newhtfd.org>

See below communication to the board. This will be acknowledged at our next regular meeting and filed with the minutes.

----- Forwarded message -----  
 From: **Jay Bailey** <jabmudflap@gmail.com>  
 Date: Thu, Dec 4, 2025 at 9:48 PM  
 Subject: Letter to the Boards  
 To: Timothy Klepps <kleppst@newhtfd.org>

Mr Klepps.

I respectfully ask you to share my letter with your other board members.

Thank you,  
 Jay Bailey

To The Board of Selectmen, The Board of Finance and The New Hartford Board of Education.

I have been to many Board of Selectmen's meetings and enough Board of Finance meetings to know that every taxpayer dollar is spent with proper consideration.

I started attending Board of Education meetings for our elementary schools because they were proposing hiring one security guard for all three schools. The Resource Officer, as they are called, was not only to be a security guard, but a mentor and have all-around big-buddy interaction with the students. I found this concept to be obviously ineffective security wise for three different school locations, and a waste of money. The mentor/buddy thing bothered me, too, because he would be distracted from his security duty and I think it's not a proper fit for small children.

The first thing that came to my mind was consolidating the schools, and I asked the Chairman of the Board, point blank, "Are all three schools filled to capacity?" His answer was, "Yes." So I dropped the consolidation and tried to focus on the issue of security itself. I had a few ideas, like a more inexpensive monitoring system coordinated with our police department, but the Board was not interested in public opinion. I felt they only advertised for our feedback as a ploy to be able to say that everybody was notified and involved.

As I learned more about the reality of our student attendance numbers and facts such as, we were shot down by the state of Connecticut for a grant to fix the Wicket St location because of lack of enrollment, it became obvious to me that all the students fit nicely into Antolini: the largest, most updated building and best for security.

It has bothered me ever since that the Chairman directly lied to me. From my experience at the selectmen's meetings, there is complete transparency on every and all topics on the table, and I expect nothing less from the other boards.

I have seen senior citizens stand up at town meetings addressing the school budgets, concerned with the growing expenses and the limits of their incomes. Everyone sits politely and listens and then the person sits down and their concerns are disregarded.

We all want to forget the Sewer Plant debacle; Common sense told me from the start that the 61-39 % cost split wasn't going to solve the problem. I told Dan that at the time. The town should have stepped up and taken the responsibility for Baxter's Blunder; but no, the downtown residents took the brunt of the mistake. It took years of meetings and committees to end the madness, the Lord only knows how much time and money was wasted.

And now the senior citizens are next in line, paying the brunt of this major mistake of keeping two extra schools open that we don't need and are unsecurable, too.

I try to raise awareness for the topic of fiscal responsibility in our school budget, as well as proper security, but get bashed and abused by selfish and ignorant people on social media.

I'm told I have no right to be concerned about costs associated with education and to mind my own business. I have been told to move out of town, after living here for almost four decades, by people who are relatively new to town.

As a town senior myself, educating the children of our town is the biggest monthly bill I have; the cost of education is every taxpayer's business.

I have no problem paying for education as my obligation to our community. I do have a problem with wasting the money on frivolous indulgences, like the cute, quaint Bakerville School that is unsecurable, too; and an ageing money pit like Wicket St, that again is also unsecurable.

We as a town have an obligation to do the best for our children, the best for our new families and to care about the senior population as well.

A society that doesn't care for their most vulnerable, and is dependent on the resources of its predecessors is in decline.

The numbers speak for themselves. Common sense tells us we don't have to go through years of committees to understand that better quality, more efficient education, can be achieved focusing on one location, Antolini.

Jay Alden Bailey  
 575 Main St

P.S.

(I am omitting this last part from my social media post.)

I get to say I told you so about the Sewer Plant, but it will give me no pleasure to say I told you so about the school security.

I refer to Bakerville and Wicket St as unsecurable locations because the buildings themselves and the playgrounds are completely open to the street, a shooter doesn't even have to get out of their vehicle.

Antolini on the other hand is not located on a road. There is no reason for anyone without school business to be on the premises. There could even be a gatehouse installed, with modern surveillance systems included around the whole building; it's the perfect, safest location possible and has plenty of room for future expansion, too.

It doesn't matter if other towns have the same problem. That fact doesn't make it any better for us. Someone mentioned the bus stops can't be secured, but that's the parents' responsibility. Once the kids are in our care, they are the town's responsibility.

We can't stop a determined threat in all scenarios, but we don't have to make it easy.

I know letters like this must be worded in a socially correct manner, but I must say that for the numbers of students we have, maintaining and staffing three schools is plain stupid.

No future budget should be approved without including consolidation.





Sara Voghel &lt;voghels@newhtfd.org&gt;

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**Fwd: Thank you**

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**Jeffrey Sousa** <sousaj@newhtfd.org>

Wed, Dec 17, 2025 at 7:03 AM

To: Sara Voghel &lt;voghels@newhtfd.org&gt;, Timothy Klepps &lt;kleppst@newhtfd.org&gt;

For BOE meeting in January.

Jeffrey F. Sousa  
Superintendent New Hartford Public Schools

----- Forwarded message -----

From: **Timothy Klepps** <kleppst@newhtfd.org>

Date: Wed, Dec 17, 2025 at 5:19 AM

Subject: Re: Thank you

To: Samantha Wald <waldsamantha@gmail.com>, Jeff Sousa <Sousaj@newhtfd.org>

Thank you for your continued interest and we will be sure to let you know when we arrive at the time to assemble the task force.

Thank you and happy holiday season to you and your family.

Thank you, Tim

On Dec 16, 2025, at 9:11 PM, Samantha Wald <waldsamantha@gmail.com> wrote:

Good evening, Tim,

Thank you for the opportunity to interview for the Board of Education vacancy. I appreciated the thoughtful conversation and the chance to share more about myself and my background with each of you.

Although I was not selected, my interest in supporting the district remains strong. I would be grateful for the opportunity to participate in the upcoming school utilization task force and to continue contributing where I can.

I appreciate your encouragement for me to pursue running for a seat in 2 years to join you on the Board. I truly feel I can be beneficial in many ways and share my support for our schools.

Thank you again for your time, insight, and service to our community. I look forward to staying involved.

Best regards,

Samantha Wald



----- Forwarded message -----

**From:** Steven LePage <[slepage@nwr7.org](mailto:slepage@nwr7.org)>  
**Date:** Tue, Nov 25, 2025 at 2:06 PM  
**Subject:** Re: In gratitude  
**To:** Jeffrey Sousa <[sousaj@newhtfd.org](mailto:sousaj@newhtfd.org)>  
**Cc:** Molly Sexton Read <[msextonreadboe@nwr7.org](mailto:msextonreadboe@nwr7.org)>, Timothy Klepps <[kleppst@newhtfd.org](mailto:kleppst@newhtfd.org)>

Good afternoon, Superintendent Sousa and Mr. Klepps,

I truly appreciate your kind and sincere sentiments. I'm fortunate to be a district leader within a community that puts the needs of students first and respects not only our local needs, but those of our larger regional community that we serve. I value the partnership and collaboration we share across this region. Jeff, I respect you as a leader and value your feedback, and I am grateful to Molly and our Board members for supporting this position regarding the SEED funding. I know this funding will support your students' needs in meaningful ways that will better prepare them for success in New Hartford, and when they come to us in 7th grade, it is a win-win. I look forward to our continued partnership and mutual support in all that we will inevitably face in the ever-changing world of public education.

I hope you have a wonderful Thanksgiving with your families!

Sincerely,  
Steve

Steven K. LePage  
Superintendent  
Northwestern Regional School District No. 7  
100 Battistoni Drive  
Winsted, CT 06098  
[slepage@nwr7.org](mailto:slepage@nwr7.org)  
860.379.1084, ext. 2401

On Tue, Nov 25, 2025 at 11:45 AM Jeffrey Sousa <[sousaj@newhtfd.org](mailto:sousaj@newhtfd.org)> wrote:

Good morning Steve and Molly,

Please see the attached letter relating to the SEED grant and please share with the entire Region 7 Board. Thank you and have a wonderful Thanksgiving!

Jeffrey F. Sousa  
Superintendent  
New Hartford Public Schools  
860.379.8546  
[Sousaj@newhtfd.org](mailto:Sousaj@newhtfd.org)



REGIONAL SCHOOL DISTRICT NO. 7  
BARKHAMSTED, COLEBROOK, NEW HARTFORD, NORFOLK  
Post Office Box 656, Winsted, Connecticut 06098

Steven LePage  
Superintendent of Schools  
slepage@nwr7.org



November 18, 2025

Greetings, Finance Leaders and Superintendents from the Northwestern Sending Districts,

I am writing to provide clarity regarding the Special Education and Expansion Development (SEED) grant issued by the state this year. As many of you know, the grant's rollout has generated significant confusion—particularly around how regional districts may access funds allocated to their sending municipalities. My purpose today is to share the most accurate information available and to outline our position moving forward.

Given the uncertainty, I have participated in numerous discussions with leaders from the CSDE, CAPSS, and the Connecticut School Finance Project. While there remains disagreement among these groups, it is evident that regional districts *are* permitted to request a proportional share of SEED grant funds based on the number of special education students they serve. Based on current information, the following allocations were issued to our sending towns:

- Barkhamsted: \$20,807
- Colebrook: \$1,243
- Norfolk: \$323
- New Hartford: \$49,245

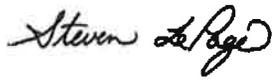
After consulting with Board Chair Molly Sexton Read and considering NWR7's relatively favorable financial position as we approach the budget season, we have determined that if your district requires these funds for in-district special education programs, we will not seek to recover our share. However, if you do not have qualifying needs for these funds, we would welcome the opportunity to access them, as we have expenditures that would meet grant requirements.

Our decision reflects the collaborative spirit of our community. We recognize and value the mutual support among our districts and hope that this partnership will continue when we face future needs.

If your district does not have eligible uses for these funds, please let me know. Otherwise, we hope these grants help ease some of your local financial pressures. While some allocations may be modest, every dollar contributes meaningfully to supporting student needs.

We are assured that the state intends to clarify this grant process next year. In the meantime—and in the spirit of the season—we wanted you to know that we will defer pursuing these funds if they are needed within your districts at this time.

Sincerely,

A handwritten signature in black ink that reads "Steven K. LePage". The signature is written in a cursive style with a large, stylized initial 'S'.

Steven K. LePage  
Superintendent of Schools  
Northwestern Regional School District No. 7  
[slepage@nwr7.org](mailto:slepage@nwr7.org)



# NEW HARTFORD PUBLIC SCHOOLS

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**Jeffrey Sousa**  
Superintendent  
of Schools

**Michael Lynch**  
Director of Student  
Services

**Amy Kennedy**  
Principal Bakerville & New  
Hartford Elementary

**Kelly Carroll, Ed.D.**  
Principal Ann Antolini  
School

November 24, 2025

Dear Superintendent Steve LePage and Regional School District No. 7 Board of Education,

Your partnership exemplifies what it means to lead with clarity, purpose, and inclusivity. The support you've provided will significantly enhance our capacity to serve students, particularly in strengthening special education resources and staffing as we welcome new learners into the district. New Hartford Public Schools will use the entire SEED grant funding to support our special education students.

Your responsiveness and shared vision make a measurable difference and I remain grateful for the professionalism and dedication you bring to our collective work in serving all students and families. You continue to affirm my strong sentiment regarding your leadership and true collaboration with every stakeholder in our entire region.

I am honored to call you a colleague and friend. Thank you.

Respectfully and with deep appreciation,

Jeffrey F. Sousa  
Superintendent  
New Hartford Public Schools

Timothy Klepps  
Chair, Board of Education  
New Hartford Public Schools





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**Kelly Carroll, Ed.D.**  
Principal Ann Antolini  
School

Re: Allocation of DRIP Program by State Bond Commission

Dear Jeffrey Beckham,

I'm writing as Superintendent of New Hartford Public Schools to respectfully ask that the funds authorized by the legislature for the District Repair and Improvement Project (DRIP) program be allocated during the next meeting of the State Bond Commission.

The DRIP program offers districts like ours a rare and valuable opportunity to address smaller capital improvement projects that too often fall through the cracks due to budget constraints as we grapple with increased costs such as transportation expenses, employee health care expenses, and special education expenses just to name a few. These projects may be modest in scale, but they have a direct impact on student health, safety, and learning.

From classroom renovations to plumbing repairs, these are the kinds of updates that help us create better environments for students and staff. The DRIP program gives districts a responsible, proactive way to address these needs before they grow into more costly challenges.

We were proud to support this proposal through the legislative process and are grateful it was included in the final bond package. Now, we respectfully ask for your help in moving this over the finish line.

Thank you for your time and consideration.

Sincerely,

Jeffrey Sousa  
Superintendent  
New Hartford Public Schools





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Sincerely,

Jeffrey Sousa  
Superintendent  
New Hartford Public Schools





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Re: Allocation of DRIP Program by State Bond Commission

Dear Paul Honig,

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Sincerely,

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Principal Ann Antolini  
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December 5, 2025

Dear Representative Mark Anderson,

I am urgently requesting your support for the continuation of mental health support services provided by EdAdvance through the Rural School-Based Mental Health Grant. The grant was established to address the significant challenges rural school children face in accessing mental health support due to the scarcity of local providers. While the grant was originally intended for a five-year term, its premature, mid-year termination creates substantial challenges for our district. I urge you to support the funding for this essential program through the end of the current school year.

Currently, the grant ensures we have an additional mental health specialist (a school counselor) two days a week at one of our three elementary schools. This grant is the reason we are able to staff every building in our district with a dedicated mental health specialist (counselor, psychologist, or social worker) every single day of the week. Without this grant, our support structure will immediately become incomplete and unsatisfactory to the children and families of New Hartford Public Schools.

Thank you for your time and serious consideration in supporting the comprehensive mental health and academic success of all our students. Please do not hesitate to reach out to me to discuss this further at your earliest convenience.

Sincerely,

Jeffrey Sousa  
Superintendent  
New Hartford Public Schools





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Dear Representative Mark Anderson,

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Before stepping into my current role as Director of Student Services, I served as a school counselor for over fourteen years in various middle schools across the state. This experience provided firsthand insight into the undeniable need for comprehensive in-school and out-of-school mental health services. I provided both reactive support for students in crisis and proactive services that built student resilience. The most significant takeaway is clear: when students struggle with unsupported mental health issues, their academic performance and grades are significantly and negatively affected.

I welcome any further conversations or questions regarding my profound support for this grant's immediate continuation. Thank you for your time and serious consideration in supporting the comprehensive mental health and academic success of all our students.

Sincerely,

Michael Lynch  
Director of Student Services





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School

Dear Senator Chris Murphy,

As superintendent of New Hartford Public Schools in New Hartford, CT, serving about 440 students in total (pre-K through 6th grade) in three public elementary schools, I am reaching out to urge you to protect federal investments in education and oppose any measure that cuts critical resources for our schools.

I am deeply concerned by the drastic cuts the House Appropriations Committee approved in September 2025. H.R.5304 slashes Title I funding by \$3.78 billion and eliminates entire programs critical to ensuring a quality education for every child across the nation.

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As FY26 appropriations negotiations continue, I urge your boss to support the funding levels and policy language in the bipartisan Senate appropriations bill, ensuring that any final FY26 spending bill invests in K-12 education and the future of America's children.

Sincerely,

Jeffrey F. Sousa  
Superintendent  
New Hartford Public Schools





Sara Voghel <voghels@newhtfd.org>

---

## Call to Action: Advocate for FY26 Funding

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**Tindle, Nataya (Murphy)** <Nataya\_Tindle@murphy.senate.gov>

Fri, Dec 12, 2025 at 11:14 AM

To: Sara Voghel <voghels@newhtfd.org>

Cc: "Rice-Davis, Chelsey (Murphy)" <Chelsey\_Rice-Davis@murphy.senate.gov>

Good morning,

Thank you for passing along this call-to-action letter. Also including my colleague, Chelsey, for awareness.

**Kind regards,**

**Nataya D. Tindle** (*she/her*)

Legislative Correspondent

Sen. Chris Murphy (CT)

Work Cell: (202)-228-0663



[Quoted text hidden]

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 **Call to Action\_Advocate for FY26 Funding\_Chris Murphy.pdf**  
123K





# NEW HARTFORD PUBLIC SCHOOLS

NEW HARTFORD TOWN HALL  
530 MAIN STREET P. O. BOX 315  
NEW HARTFORD, CONNECTICUT 06057  
OFFICE (860) 379-8546 FAX (860) 738-1766

**Jeffrey Sousa**  
Superintendent  
of Schools

**Michael Lynch**  
Director of Student  
Services

**Amy Kennedy**  
Principal Bakerville & New  
Hartford Elementary

**Kelly Carroll, Ed.D.**  
Principal Ann Antonini  
School

Dear Representative Jahana Hayes,

As superintendent of New Hartford Public Schools in New Hartford, CT, serving about 440 students in total (pre-K through 6th grade) in three public elementary schools, I am reaching out to urge you to protect federal investments in education and oppose any measure that cuts critical resources for our schools.

I am deeply concerned by the drastic cuts the House Appropriations Committee approved in September 2025. H.R.5304 slashes Title I funding by \$3.78 billion and eliminates entire programs critical to ensuring a quality education for every child across the nation.

In New Hartford Public Schools, we rely on Title I, II and III funding to ensure that all students have equal access to educational success regardless of economic status, background or language. Any decrease would result in eliminating services for our students and that is **unacceptable**. Education will always be the most critical opportunity for students to see their future, be supported along their path by the unconditional love of our teachers and staff and it is our responsibility to remove obstacles that impede their success. Decreasing or eliminating any funding will be a significant detriment to our students.

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As FY26 appropriations negotiations continue, I urge your boss to support the funding levels and policy language in the bipartisan Senate appropriations bill, ensuring that any final FY26 spending bill invests in K-12 education and the future of America's children.

Sincerely,

Jeffrey F. Sousa  
Superintendent  
New Hartford Public Schools





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Dear Representative Jim Himes,

As superintendent of New Hartford Public Schools in New Hartford, CT, serving about 440 students in total (pre-K through 6th grade) in three public elementary schools, I am reaching out to urge you to protect federal investments in education and oppose any measure that cuts critical resources for our schools.

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Dear Representative Joe Courtney,

As superintendent of New Hartford Public Schools in New Hartford, CT, serving about 440 students in total (pre-K through 6th grade) in three public elementary schools, I am reaching out to urge you to protect federal investments in education and oppose any measure that cuts critical resources for our schools.

I am deeply concerned by the drastic cuts the House Appropriations Committee approved in September 2025. H.R.5304 slashes Title I funding by \$3.78 billion and eliminates entire programs critical to ensuring a quality education for every child across the nation.

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Sincerely,

Jeffrey F. Sousa  
Superintendent  
New Hartford Public Schools





Sara Voghel &lt;voghels@newhtfd.org&gt;

---

**Call to Action: Advocate for FY26 Funding**

---

**Olortegui, Carolyn** <Carolyn.Olortegui@mail.house.gov>  
To: Sara Voghel <voghels@newhtfd.org>

Fri, Dec 12, 2025 at 10:23 AM

Hi Sara,

Thank you for sharing this with us. I will be sure to share with the Congressman as we continue to fight for K-12 funding.

**Carolyn Olortegui**

*Legislative Assistant*

Office of Congressman Joe Courtney (CT-2)

2449 Rayburn House Office Building

O: 202.225.2076

[Quoted text hidden]

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Dear Representative John Larson,

As superintendent of New Hartford Public Schools in New Hartford, CT, serving about 440 students in total (pre-K through 6th grade) in three public elementary schools, I am reaching out to urge you to protect federal investments in education and oppose any measure that cuts critical resources for our schools.

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Superintendent  
New Hartford Public Schools





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Dear Senator Richard Blumenthal,

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Sincerely,

Jeffrey F. Sousa  
Superintendent  
New Hartford Public Schools





Sara Voghel &lt;voghels@newhtfd.org&gt;

---

**Call to Action: Advocate for FY26 Funding**

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Navarro, Kasandra (Blumenthal) &lt;Kasandra\_Navarro@blumenthal.senate.gov&gt;

Wed, Dec 17, 2025 at 5:58 PM

To: Sara Voghel &lt;voghels@newhtfd.org&gt;

Hi Sara,

Thank you so much for reaching out! Please rest assured that Senator Blumenthal will continue to fight for education funding as the appropriations process moves forward.

Best,

Kasandra

[Quoted text hidden]

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Dear Representative Rosa DeLauro,

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Sincerely,

Jeffrey F. Sousa  
Superintendent  
New Hartford Public Schools





Sara Voghel &lt;voghels@newhtfd.org&gt;

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**Call to Action: Advocate for FY26 Funding**

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**Myron, John** <John.Myron@mail.house.gov>  
To: Sara Voghel <voghels@newhtfd.org>

Fri, Dec 12, 2025 at 4:45 PM

Hi Sara,

Thank you for sending this, I will share it with the Congresswoman.

Best,  
John

**John Myron**  
*Policy Advisor*  
Congresswoman Rosa L. DeLauro (CT-03)  
Office: 202-225-3661

---

**From:** Sara Voghel <voghels@newhtfd.org>  
**Sent:** Friday, December 12, 2025 9:54:36 AM  
**To:** Myron, John <John.Myron@mail.house.gov>  
**Subject:** Call to Action: Advocate for FY26 Funding

[Quoted text hidden]

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Principal Ann Antolini  
School

To the members of the Connecticut General Assembly and House of Representatives,

Good afternoon. We implore the Governor to allocate \$820,000 from the recently created contingency fund to allow us to continue operating the project called **Increasing School-Based Mental Health Services in Rural Northwestern CT (SBMH-NWCT)** (SBMH-NW CT) through the rest of this school year. This amount will cover only salary and benefits for the 17 school-based mental health counselors placed throughout the region, including in our district. We seek to maintain these critical services through the end of this school year.

Without this one time special allocation, we will not be able to fill the void of having certified school counselor support for the balance of this school year.

Federal funding for SBMH-NWCT, through a 5-year U.S. Department of Education grant, was **abruptly suspended mid-year**. Notification came after district budgets were finalized, essentially preventing local Boards of Education from choosing to fund the program's continuation through the end of the school year. Without this special one-time allocation, every rural school district in NW CT will lose its project-based school mental health service provider.

In 2022, EdAdvance, the regional education service center for Northwestern Connecticut, received a 5-year federal grant to increase the number of school-based mental health professionals and improve access to care for K-12 students throughout rural northwestern CT. This robust initiative immediately expanded mental health services by providing 17 credentialed school social workers and counselors across **32** K-12 public schools. The project, contracted to run from 01/01/2023 to 12/31/2027, has provided direct mental health and wellness support to thousands of students, helping them to overcome challenges, self-regulate, and improve their overall mental health status.

I welcome the opportunity to speak with anyone about what this program has meant to our community, should this help the decision to fund this project through the end of this school year. On behalf of our students and their families, thank you for your support.

Sincerely,

Jeffrey Sousa  
Superintendent  
New Hartford Public Schools





 **Student Mental Health Mission**

To provide school-based mental health services to rural northwest CT schools, ensuring all students—regardless of location—have access to emotional and academic support.

**Current Reach**

*17 counselors, serving 32 schools* in 12 districts across northern Litchfield County, *benefiting upwards of 6,337 students* through individual and group support.

**Federal Action**

On April 28, 2025, the U.S. Department of Education *abruptly terminated the 5-year grant*, citing a lack of alignment with the administrations priorities.

**Impact**

*\$3.9 million loss*—cessation of services in December 2025. The late notice prevents schools from budgeting for these roles in 2026–27. *Without alternative funding, providers will be lost as of December 31, 2025.*

 **Response**

EdAdvance submitted an appeal that was denied by the Department of Education on September 17, 2025. The denial cited our original commitment to “encourage diverse applications.” As the department reallocates the funds, we are working to sustain the program through this school year so districts have time to plan local funding for next year.

**Our Ask**

A one-time allocation of **\$830,136.10** to sustain 17 counselors through the **2025–2026** school year, allowing time for districts to plan for long-term support past December 31, 2025.

**Questions? Reach Out.**

Judith A. Palmer, Ed.D.  
Director of School Climate & Mental Health Services

 [jpalm@edadvance.org](mailto:jpalm@edadvance.org)  
 860-567-0863, x1175

## Required Resources by each District to Maintain Counseling Services Through the 25-26 School Year

|               |             |              |             |
|---------------|-------------|--------------|-------------|
| Barkhamsted   | \$21,905.25 | North Canaan | \$25,720.31 |
| Bethlehem     | \$8,204.16  | Region 12    | \$25,098.44 |
| Bridgewater   | \$26,505.87 | Region 14    | \$89,972.18 |
| Colebrook     | \$19,843.40 | Region 20    | \$89,029.91 |
| Cornwall      | \$25,712.74 | Region 7     | \$56,504.38 |
| Explorations  | \$27,411.18 | Roxbury      | \$26,505.87 |
| Falls Village | \$25,720.31 | Salisbury    | \$21,274.70 |
| Hartland      | \$23,926.03 | Sharon       | \$30,291.16 |
| Kent          | \$25,712.74 | Warren       | \$41,787.28 |
| Litchfield    | \$31,313.89 | Washington   | \$25,098.44 |
| Morris        | \$31,367.03 | Winchester   | \$81,102.32 |
| New Hartford  | \$20,019.11 | Woodbury     | \$8,204.16  |
| Norfolk       | \$21,905.25 |              |             |

### Questions? Reach Out.

**Judith A. Palmer, Ed.D.**  
 Director of School Climate & Mental Health Services

 [jpalm@edadvance.org](mailto:jpalm@edadvance.org)  
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**Kelly Carroll, Ed.D.**

Principal Ann Antolini  
School

Dear BOE,

The below dates are proposed for Aug 2026 - Jun 2028 BOE Meetings. Meetings are Tuesdays at 7:00 PM unless otherwise noted

- August 18, 2026
- September 15, 2026
- October 20, 2026
- November 17, 2026
- December 1, 2026 - Retreat 5:00 PM
- December 15, 2026
- January 5, 2027
- January 19, 2027
- February 2, 2027
- February 23, 2027
- March 16, 2027
- March 30, 2027
- April 22, 2027 (Thursday)
- May 18, 2027
- June 1, 2027
- August 24, 2027
- September 21, 2027
- October 19, 2027
- November 16, 2027
- November 30, 2027 - Retreat 5:00 PM
- December, 7 2027
- January 4, 2028
- January 18, 2028
- February 1, 2028
- February 22, 2028
- March 7, 2028
- March 21, 2028
- April 27, 2028 (Thursday)
- May 2, 2028
- June 6, 2028

Sincerely,

Jeffrey F. Sousa  
Superintendent





### JULY (0)

| Mo | Tu | We | Th | Fr |
|----|----|----|----|----|
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| 6  | 7  | 8  | 9  | 10 |
| 13 | 14 | 15 | 16 | 17 |
| 20 | 21 | 22 | 23 | 24 |
| 27 | 28 | 29 | 30 | 31 |

### AUGUST (4)

| Mo | Tu | We | Th | Fr |
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|    | 17 | 18 | 19 | 20 |
| 24 | 25 | 26 | 27 | 28 |
| 31 |    |    |    |    |

### SEPTEMBER (21)

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| 14 | 15 | 16 | 17 | 18 |
| 21 | 22 | 23 | 24 | 25 |
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### OCTOBER (20)

| Mo | Tu | We | Th | Fr |
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| 5  | 6  | 7  | 8  | 9  |
| 12 | 13 | 14 | 15 | 16 |
| 19 | 20 | 21 | 22 | 23 |
| 26 | 27 | 28 | 29 | 30 |

Sync the school calendar to your personal calendar at <https://www.newhartfd.org/calendar>

Click on and follow directions.

APPROVED by the BOE:  
##/##/2025

REVISION Date: 12/09/2025

- ★ First and Last Day of School
- Standard School Day
- ⚡ Early Release (1:00 PM)
- No School Teachers and Students
- No School Students - Teacher PD
- Student Early Release (1:00 PM) - Teacher PD
- Board of Education Meeting
- Snow Day - Closed
- Snow Day - Late Opening
- Snow Day - Early Release

### NOVEMBER (17)

| Mo | Tu | We | Th | Fr |
|----|----|----|----|----|
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| 16 | 17 | 18 | 19 | 20 |
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### DECEMBER (17)

| Mo | Tu | We | Th | Fr |
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### JANUARY (18)

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| 25 | 26 | 27 | 28 | 29 |

### FEBRUARY (17)

| Mo | Tu | We | Th | Fr |
|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  |
| 8  | 9  | 10 | 11 | 12 |
| 15 | 16 | 17 | 18 | 19 |
| 22 | 23 | 24 | 25 | 26 |

### MARCH (21)

| Mo | Tu | We | Th | Fr |
|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  |
| 8  | 9  | 10 | 11 | 12 |
| 15 | 16 | 17 | 18 | 19 |
| 22 | 23 | 24 | 25 | 26 |
| 29 | 30 | 31 |    |    |

### APRIL (17)

| Mo | Tu | We | Th | Fr |
|----|----|----|----|----|
|    |    |    | 1  | 2  |
| 5  | 6  | 7  | 8  | 9  |
| 12 | 13 | 14 | 15 | 16 |
| 19 | 20 | 21 | 22 | 23 |
| 26 | 27 | 28 | 29 | 30 |

### MAY (20)

| Mo | Tu | We | Th | Fr |
|----|----|----|----|----|
| 3  | 4  | 5  | 6  | 7  |
| 10 | 11 | 12 | 13 | 14 |
| 17 | 18 | 19 | 20 | 21 |
| 24 | 25 | 26 | 27 | 28 |
| 31 |    |    |    |    |

### JUNE (8)

| Mo | Tu | We | Th | Fr |
|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  |
| 7  | 8  | 9  | 10 | 11 |
| 14 | 15 | 16 | 17 | 18 |
| 21 | 22 | 23 | 24 | 25 |
| 28 | 29 | 30 |    |    |

| Term 1          | Term 2          | Term 3            |
|-----------------|-----------------|-------------------|
| Aug 26 - Nov 13 | Nov 16 - Mar 12 | Mar 15 - Last Day |

See reverse side for written out special days.

New Hartford  
Public Schools



**26-27**

Sync the school calendar to your  
personal calendar at  
<https://www.newhartfd.org/calendar>

Click on  and follow  
directions.

08/18 – BOE Meeting  
08/24 + 08/25 – No School Students – Teacher PD  
09/07 – Labor Day  
09/15 – BOE Meeting  
10/07 – Open House ANT/BAK  
10/08 – Open House ANT/NHE  
10/09 – No School Students – Teacher PD  
10/12 – Columbus Day  
10/20 – BOE Meeting  
11/02 – No School Students – Teacher PD  
11/17 – BOE Meeting  
11/23 + 11/24 – Early Release Parent Teacher Conferences  
11/25-11/27 – Thanksgiving Break  
12/01 – BOE Meeting  
12/15 – BOE Meeting  
12/23 – Early Release  
12/24-01/01 – Winter Break  
01/05 – BOE Meeting  
01/15 – Early Release + Teacher PD  
01/18 – Martin Luther King Day  
01/19 – BOE Meeting  
02/02 – BOE Meeting  
02/12 – No School Students – Teacher PD  
02/15-02/16 – Presidents’ Day, February Break  
02/23 – BOE Meeting  
03/12 – Early Release + Teacher PD  
03/16 – BOE Meeting  
03/30 – BOE Meeting  
03/24 + 03/25 – Early Release Parent Teacher Conferences

03/26 – Good Friday  
03/29 – No School Students – Teacher PD  
04/12-04/16 – April Break  
04/20 – BOE Meeting  
05/18 – BOE Meeting  
05/31 – Memorial Day  
06/01 – BOE Meeting  
06/10 – Last Day of School + Early Release  
06/11 – No School Students – Teacher PD

**New Hartford Public Schools  
Board of Education Regular Meeting  
7:00PM on Tuesday, November 11, 2025  
Ann Antolini School - Library**

**Present:** Superintendent Jeffrey Sousa; Timothy Klepps (Chair); Kristin Young (Vice Chair)

**Board Members:** Thomas Buzzi; Penny Miller (Secretary); Erik Perotti; Jon Puz and Frank Rodenberg

**Absent:** Timothy Russell

**Staff Professionals Present:** Kelly Carroll, Amy Kennedy, Michael Lynch and Heather Mathes

Timothy Klepps, Chair of the NHPS Board of Education, called the regular in person meeting to order at 7:00PM.

**A. Pledge of Allegiance**

**B. Order of Business**

Timothy Klepps changed item E (Board of Education Chair's Report), to follow item B (Order of Business) and come before item C (Communications to the Board of Education/Public Comment).

**Board of Education Chair's Report (Item E)**

Timothy Klepps introduced the newest member of the New Hartford Public Schools, Board of Education, Jon Puz. He expressed his congratulations to Jon Puz, in addition to the re-elected positions (*Thomas Buzzi, Penny Miller, Timothy Klepps and Erik Perotti*).

Meagan Albert (a Board member) has resigned effective November 6, 2025. Meagan's resignation letter has been delivered to the Town Clerk's office and is attached to these minutes. There is a vacancy on the Board of Education for New Hartford Public Schools, which will be posted tomorrow (Wednesday November 12, 2025) through a press release in the local newspaper. The position must be filled by political party of either: *Republican or Unaffiliated*. The term which will be filled for two years expires in November 2027. The resume submission deadline is Monday November 17, 2025. The next Board of Education (Special) Meeting will be held on Tuesday November 25, 2025, at 6:00PM at Ann Antolini School. If the Board of Education does not elect a fill for the vacancy within thirty (30) days, the choice to fill the position reverts to the Board of Selectman to appoint an individual to fill the vacancy.

**C. Communications to the Board of Education/Public Comment**

**D. Superintendent's Report**

- a. Interim Chair, Superintendent Sousa, to Conduct Board Officer Elections. New Hartford Board of Education Election of Officers: Chair, Vice Chair and Secretary - Bylaws 9110, 9120, 9121, 9122, 9123, 9212

White = Chair, **Pink** = Vice Chair, **Purple** = Secretary

Superintendent Sousa asked for nominations for the **position of Chair**, for the New Hartford Public Schools, Board of Education.

**Penny Miller nominated Timothy Klepps — as Chair.**

**Results for Chair:**

Votes for Timothy Klepps: (7), Thomas Buzzi, Timothy Klepps, Penny Miller, Erik Perotti, Jon Puz, Frank Rodenberg, Kristin Young

**Unanimous**

Superintendent Sousa asked for nominations for the **position of Vice Chair**, for the New Hartford Public Schools, Board of Education.

**Penny Miller nominated Kristin Young — as Vice Chair.  
Timothy Klepps nominated Thomas Buzzi — as Vice Chair.**

**Results for Vice Chair:**

Votes for Kristin Young: (5), Penny Miller, Erik Perotti, Jon Puz, Frank Rodenberg, Kristin Young  
Votes for Thomas Buzzi: (2), Thomas Buzzi, Timothy Klepps

Superintendent Sousa asked for nominations for the **position of Secretary**, for the New Hartford Public Schools, Board of Education.

**Erik Perotti nominated Penny Miller — as Secretary.  
Timothy Klepps nominated Jon Puz — as Secretary.**

**Results for Secretary:**

Votes for Penny Miller: (4), Penny Miller, Erik Perotti, Frank Rodenberg, Kristin Young  
Votes for Jon Puz: (3), Thomas Buzzi, Timothy Klepps, Jon Puz

**b. Welcome to Student Representatives (Daisy Jones and Vivian Tsai)**

Sixth graders are learning about ratios in Math. In Social Studies, they are learning about Civil War. In ELA, the students are writing a compare and contrast essay between a book and a movie. In September, the sixth graders traveled to the Adventure Park at Storrs in Mansfield, Connecticut to work on teamwork and perseverance skills.

Fifth graders are learning about the Earth, Sun, Moon and star patterns in science. In ELA, the students read Esperanza Rising. In Math, they learned how to find the volume of rectangular prisms and work on multiplication and division.

Fourth graders in ELA have been diving into poetry. In Math, they have learned about factors, multiples and fractions. In Science, they are learning about the human body and how it works. They are shifting gears to learn about the adaptations that help animals and plants survive.

Third graders are developing a strong understanding of multiplication in Math. In Science, the students are learning about Native Americans. In December, the third graders will take a field trip to the Institute for American Indian Studies.

Second graders have learned about schools around the world, they are comparing their school in New Hartford to schools in Haiti, Bangladesh and India. In Math, they have learned to add and subtract within 100. In November, they will take a field trip to the Peabody Museum, in New Haven Connecticut to learn about paleontologists and fossils.

First graders started the year off learning about four important habits: *responsibility, initiative, collaboration and perseverance*. They started a unit about patterns in the night sky. The first graders took a field trip to Clark Farms in Granby, Connecticut, where they learned how apples are prepared for sale, enjoyed picking apples and ate apple cider donuts.

Preschoolers kicked off the year learning about fire safety. They learned about the importance of fire prevention from local fire fighters and the purpose of smoke detectors. They enjoy time spent with their second grade "book buddies".

Kindergarteners finished their toy and play unit in ELA. They created their own toys.

### **c. Board of Education award, honorable mention and recognition**

The New Hartford Public Schools, Board of Education members, are a volunteer position.

The Connecticut Association of Boards of Education (CABE) recognizes the New Hartford Board of Education for their work. The Board is receiving the Bonnie B. Carney Award of Excellence and Communications. An honorable mention was given by CABE for their public media communication through social media. The Board will receive a CABE Board Recognition Award for Level 1 Recognition including several other towns. The Board will be celebrated at the Annual 2025 CABE/CAPSS Convention on Friday November 21, 2025. The last award the Board of Education received was the Award of Excellence for Educational Communications, for their publication and distribution of the district budget book.

Annual **Academic Performance Update** presented by the NHPS Leadership team (a copy of this presentation is included in the minutes), the goal is to support every student's growth, the main priority and to enhance their educational experience. State Assessments (Smarter Balance, is students in grade 3-6) and District Universal Screeners (Dibels, is students K-3, happens (3) times a year and are 1-minute checks) are two performance standards, both important, measuring very differently. Multiple measures are more accurate than a single measure.

Dibels is used to determine literacy skills in K-3 students, which helps staff to determine what support students may need. Kindergarten students this year are entering with lower-level support needed than last year, meaning fewer students are needing higher level of support compared to last fall. First grade students have a few more who require a higher level of support compared to last year. Second graders had a start like the previous year. Third graders are the most consistent to previous cohorts, the cohorts or groups are not the same students from year 24-25 to year 25-26.

The staff uses the MTSS Process (Multi-Tiered System of Support), there are tier examples within the presentation to describe how this process works. MTSS gives all students what they need when they need it.

Tier 1: high quality curriculum and instruction

Tier 2: targeted support and intervention

Tier 3: intensive support and intervention often with a specialist

Smart Balanced Assessment Data: Achievement Trends — ELA, Math and Science, a state assessment to fifth grade students only. NHPS is consistently performing above state average in science standards year after year. In ELA for year 2024-2025, the average scale score trend lines have become more consistent and stable upward over the past four years, in all areas they have been above the state average. The ELA cohort data consistently meets the benchmark. Math shows an upward trend line for third grade. Year to year completely different groups of kids are being compared. Dr. Kelly Carroll emphasized the importance of cohorts. In Math, students are consistent with the state goal or above. Third graders outperformed. Interventions with the cohort performance consistently show strong positive change. There has been a lot of success in ELA, and the unified focus will shift to Math.

### **d. Wellness Subcommittee**

Erik Perotti reported on the Wellness Subcommittee which met on October 15, 2025. The purpose of the committee is to look at the district's support for students' physical and mental well-being. How are they doing, meaning are they healthy eating and participating in physical activity? Additionally, staff are covered by this committee. The topic of adding more options for staff members was discussed, such as a walking club. Discussion was made about whether there should be a change to school parties for students, for their overall health. The Subcommittee will meet again in January 2026 to discuss further. Superintendent Sousa listed the members of the Subcommittee who are: Amy Kennedy, Dr. Kelly Carroll, Michael Lynch, Deborah Marciano, Acacia Ransom, and Board Member Erik Perotti.

### **e. Task Force (Request for Proposal) Status Update and Recommendation**

The Task Force Request for Proposals have been posted to the New Hartford Public Schools website (<https://www.newhrtfd.org/district1/request-for-proposals>). There were three RFPs submitted. Timothy Klepps (BOE Chair), Kerry Guilfoyle (BOF Chair), Daniel Jerram (First Selectman) and Superintendent Jeffrey Sousa met with two of the three firms, as one did not show for the interview. Superintendent Sousa informed the Board that after interviewing firms there is a recommendation to be made. The task force operating members have agreed to complete this project in a joint unified fashion.

**MOTION** by Timothy Klepps, that *the New Hartford Board of Education recommends to the Board of Finance and to the Board of Selectman, to award to the lowest bidder, Silver Petrucelli & Associates (SP&A) set forth in the RFP for School Facility Utilization.* Second by Kristin Young.

Penny Miller questioned the cost of this project, which is \$48,500, and how this will be paid for. Superintendent Sousa stated the purpose of the current motion is to award a firm, further motions and discussion will be had regarding the matter to determine method of payment. Timothy Klepps stated Daniel Jerram (*First Selectman*) is investigating other areas within the town to potentially pay for this contract. Kristin Young asked Mr. Sousa what the timeline would be, he stated 6-8 months. Most likely will not have a resolution prior to next year's budget season. Erik Perotti questioned if this cost will increase, for example if more hours are required, Mr. Sousa feels confident about this unless something very out of the ordinary comes up. Thomas Buzzi feels there is little worth to the \$3,500 for projections, he feels this is a waste of money, if projections are going to be used. Superintendent Sousa stated the firm is unable to produce a suggestion of value for a path forward without enrollment projections. Thomas Buzzi states the projections play a significant role in the process, but the further out the projections are the worse the enrollment projections will be. Mr. Sousa contacted three other schools for reference checks, all with positive references. The New Hartford Board of Education has used Silver Petrucelli & Associates previously for HVAC studies. Timothy Klepps reminded everyone the enrollment projections are required in the eyes of the State, and within 8 years. Silver & Petrucelli has a lot of school experience. Klepps, Guilfoyle, Jerram and Sousa strongly feel Silver Petrucelli & Associates is the right group for this community, all the questions asked were about transparency and how they keep the community updated, they had all the right answers. This endeavor is a unified task force for the benefit of the entire town. The Board of Education is making a recommendation to the other Boards, the Board of Finance and Board of Selectman will also need to bring to their Boards to approve, before award to this company.

**Aye (6):** Timothy Klepps, Penny Miller, Erik Perotti, Jon Puz, Frank Rodenberg and Kristin Young

**Naye (1):** Thomas Buzzi

**Abstain (0):**

**(6-1-0)**

*Motion Passes*

Superintendent Sousa announced the litigation with a previous employee, where funds were taken without appropriate means, has been resolved. There is a check for reimbursement back to the town for \$1,442, Mr. Sousa thanks Amy Norton.

EdAdvance was awarded an after-school grant of \$120,000, to provide after care to communities. The Board of Education received a thank you card from Sarah Mauro (*General Music Teacher*).

**E. Board of Education Chair's Report** (moved up after item B and before item C)

**F. Routine Business**

**a. Approval of Minutes - October 7, 2025 (Regular-Virtual Only)**

**MOTION** by Frank Rodenberg to approve meeting minutes from the October 7, 2025 (regular-virtual only) meeting. Second by Penny Miller.

**Unanimous**  
*Motion Passes*

**b. Expenditure Report**

**MOTION** by Penny Miller to approve the expenditure report as presented. Second by Thomas Buzzi.

**Unanimous**  
*Motion Passes*

## G. New Business

**MOTION** by Penny Miller to table New Business and Old Business until next month's (December 2, 2025) meeting. Second by Thomas Buzzi.

**Unanimous  
Motion Passes**

- a. REVISION - Policy 5151 - Students - Child Identification Gifted and Talented (*1st Read*)
- b. NEW - Policy 6172.1 - Instruction - Gifted and Talented Students Program (*1st Read*)
- c. NEW - Policy 5131.111 - Students - Video Surveillance Cameras in Schools (*1st Read*)
- d. REVISION - Policy 6161.3 - Instruction - Comparability of Services (*1st Read*)
- e. REVISION - Policy 3323 - Business/Non-Instructional Operations - Soliciting Prices/Bidding Requirements (*1st Read*)

## H. Old Business

- a. NEW - Policy 0523 - Mission Goals Objectives - Equity and Diversity (*2nd Read*)
- b. NEW - Policy 4118.4 / 4218.4 Rights, Responsibilities and Duties Electronic Mail (*2nd Read*)
- c. NEW - Policy 4118.232 / 4218.232 - Personnel - Drug and Alcohol-Free Workplace (*2nd Read*)
- d. NEW - Policy 5131.601 - Students - Medical (Palliative) Use of Marijuana (*2nd Read*)
- e. NEW - Policy 5141.213 - Students - Opioid Overdose Prevention (Emergency Administration of Naloxone) (*2nd Read*)
- f. NEW - Policy P5141.231 / 4118.234 - Students - Psychotropic Drug Use (*2nd Read*)

## I. Public Comment - (For Agenda Items Only)

Samantha Wald - 45 Robbins Road, asked a question regarding the timeline, specifically when the community/public will have the opportunity to be included. Mr. Sousa responded that this step has not been implemented until an award for a specific firm has been made, the anticipation is to have this included early in the process.

## J. Reports

- a. EdAdvance

**MOTION** by Timothy Klepps to table the Report on EdAdvance, as the member who was a part of EdAdvance is no longer on the Board. Second by Penny Miller.

**Unanimous  
Motion Passes**

**MOTION** by Penny Miller to **enter** Executive Session at 8:29PM and invite Superintendent Sousa to join. Second by Frank Rodenberg.

**Unanimous  
Motion Passes**

*Everyone in attendance left the meeting.*

*The Board of Education and Superintendent Sousa remained for Executive Session.*

*Motions following Executive Session were provided by the Board Secretary.*

**K. Executive Session**

- a. Discussion and possible action regarding a tentative collective bargaining agreement with the New Hartford Education Association

**Executive Session ended at 9:02PM.**

**MOTION** by Penny Miller to have the New Hartford Board of Education and the New Hartford Education Association approve the contract starting July 1, 2026, ending June 30, 2030, a four-year agreement. Second by Frank Rodenberg.

**Unanimous**  
*Motion Passes*

**L. Adjournment**

**MOTION** by Penny Miller to adjourn the meeting at 9:03PM. Second by Frank Rodenberg.

**Unanimous**  
*Motion Passes*

*Respectfully submitted by,  
Elizabeth Domas, Recording Secretary*

**Recorded Reg. & Special BOE meetings will be posted to:**  
[https://www.youtube.com/channel/UCX-ZlomWmjG81dc\\_QM3rfq](https://www.youtube.com/channel/UCX-ZlomWmjG81dc_QM3rfq)

**Attachments:**

Academic Performance Update (*Presented by NHPS Leadership Team*)  
Board Officer Election Results — Colored Notecards (*Chair, Vice Chair and Secretary*)  
Meagan Albert (*Resignation Letter*)  
Sarah Mauro — Thank You Letter (*General Music Teacher*)

**New Hartford Public Schools  
Board of Education Special Meeting  
Ann Antolini Elementary School – Library  
Tuesday November 25, 2025 @ 6:00PM**

**PRESENT:** Superintendent Jeffrey Sousa; Chair Timothy Klepps; Vice Chair Kristin Young  
**Members:** Thomas Buzzi; Penny Miller (Secretary); Erik Perotti; Jon Puz (Virtual); Timothy Russell

**ABSENT:** Frank Rodenberg

Timothy Klepps, Chair of the NHPS Board of Education, called the **special** meeting to order at 6:00PM.

**1. Pledge of Allegiance**

**2. Interview Potential Candidates for the Board of Education Vacancy**

(Invitation to Executive Session will be extended to Candidates for Purposes of Discussion)

The individuals listed below were interviewed as potential candidates for the Board of Education vacancy.

- ***Kirby R. Morante*** (6:10PM) at 3 Sloan Street
- ***Jennifer N. Kruczek*** (6:30PM) at 27 Littlebrook Road
- ***Elisabeth M. Swanson*** (6:50PM) at 340 Town Hill Road
- ***Samantha S. Wald*** (7:10PM-Virtual) at 45 Robbins Road

**3. Executive Session**

**MOTION** by Penny Miller to go into Executive Session for purposes of interviewing the first candidate for the New Hartford Board of Education vacancy and invite Superintendent Sousa to join at 6:06PM. Second by Kristin Young.

**UNANIMOUS  
Motion Passes**

Interviews concluded and the Board of Education ended Executive Session at 7:45PM.

Superintendent Jeffrey Sousa exited the meeting at 7:47PM.

**MOTION** by Penny Miller to go into Executive Session at 7:48PM for the purpose of discussion related to the candidates eligible to run for the New Hartford Board of Education vacancy for the next two years ending on November 16, 2027. Second by Kristin Young.

**UNANIMOUS  
Motion Passes**

Executive Session ended at 8:16PM.

**4. Vote to Fill Unfinished Term Position**

**MOTION** by Timothy Klepps to fill the New Hartford Board of Education vacancy, in accordance with Board bylaws and Connecticut General Statutes § 10-219, elects **Kirby Morante** to serve out the remaining term, vacated by Meagan Albert, which will conclude on November 16, 2027. Second by Penny Miller.

**Aye:** Thomas Buzzi; Timothy Klepps; Penny Miller; Erik Perotti; Timothy Russell; Kristin Young

**Naye:**

**Abstain:** Jon Puz

**(6-0-1)**

**Motion Passes**

**5. Adjournment**

**MOTION** by Penny Miller to adjourn the meeting at 8:19PM. Second by Erik Perotti.

**UNANIMOUS**

**Motion Passes**

*Respectfully submitted by,  
Elizabeth Domas, Recording Secretary*

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[https://www.youtube.com/channel/UCX-ZlomWmiG81dc\\_QM3rfg](https://www.youtube.com/channel/UCX-ZlomWmiG81dc_QM3rfg)

*Attachments:*

**Candidates 2025-11-25 (Applicants & Interviews)**

**Resumes of Interview Candidates (4) – Kruczek, Morante, Swanson & Wald**

**Ben Keeler – Withdraw Correspondence – dated 11/20/2025**

**Greg O'Brien to BOE– Kirby Morante (R) for NH BOE Vacancy – dated 11/21/2025**

**& BOE Chair (Timothy Klepps) Response to O'Brien – dated 11/24/2025**

**New Hartford Public Schools  
Board of Education Special Meeting  
VIRTUAL ONLY  
Monday December 15, 2025 @ 6:00PM**

**PRESENT:** Superintendent Jeffrey Sousa; Chair Timothy Klepps; Vice Chair Kristin Young

**Board Members:** Thomas Buzzi; Penny Miller (Secretary); Kirby Morante; Jon Puz; Frank Rodenberg; Timothy Russell

**ABSENT:** Erik Perotti

Timothy Klepps, Chair of the NHPS Board of Education, called the **special** meeting to order at 6:02PM.

**A. Pledge of Allegiance**

**B. Public Comment**

**C. Discuss and Take Possible Action on Funding for School Utilization RFP Proposal from Silver Petrucelli & Associates**

You may visit the NHPS website for more information. the Request for Proposal can be found here:  
<https://www.newhtfd.org/district1/request-for-proposals>

The Board of Education, Board of Finance and Board of Selectman all approved the award of the School Facility Utilization study to Silver Petrucelli & Associates. The cost of the School Facility Utilization study is \$48,500. The Board of Finance has approved \$20,000 from the town side and requested the Board of Education fund the remaining amount, to use \$28,500 from the Board of Education non-lapsing account.

There are specific efforts of the RFP, effort number 1 is to retain the current facilities and effort number 2 is to reduce total number of facilities. There may also be additional suggestions provided as well, are there any other alternatives? Superintendent Sousa stated there will be more information about the process of the study and the next steps at the next Board of Education meeting, after he meets with Silver Petrucelli & Associates after the Boards approval to fund the study.

**MOTION** by Penny Miller to consider the use and approval of \$28,500 from the non-lapsing account to fully fund and award the School Facility Utilization Request for Proposal to Silver Petrucelli & Associates. Second by Timothy Russell.

Timothy Russell asked for clarification, what would the remaining balance be in the non-lapsing account? The non-lapsing account would be drawn down to *approximately* \$188,500. The current timeframe anticipated to complete the study is 6-8 months. Frank Rodenberg questioned Mr. Sousa on the sentiments of other Towns who have used this firm. Superintendent Sousa stated he received very pleasant reviews and feedback from others who have used Silver Petrucelli & Associates. Thomas Buzzi expressed his concern about spending money to revisit an issue discussed previously, 10 years ago. He noted in the most recent budget, items such as: White Memorial, TAG and Music were cut from the budget to save a similar amount of money. Penny Miller questioned, how soon Silver Petrucelli &

Associates will begin the study. Mr. Sousa will have a meeting to discuss a timeframe of the deliverables, and have more to report at the January meeting on the next steps. Kirby Morante questioned if a similar study was completed 10 years ago, when consolidation was previously voted on. Chairman Timothy Klepps expressed there had been no study previously, which is why the "joint task force" has created. There is a lot more going into the process this time around. Mr. Klepps also mentioned this study would be required by the State for any grant funding for renovations that may need to be completed, especially the enrollment study. Timothy Klepps made it clear not to confuse the study, the intent of the study is not to have Silver Petrucelli & Associates find a way to close a school, but rather find a way to maximize the potential of what there is today, that is in the district; by looking at what future upkeep will be for the schools and take into account future enrollment projections. There may be renovations that are suggested, or closing a school, but there will be further discussion and not just with the Board of Education, but also the Board of Finance and Board of Selectman. Silver Petrucelli & Associates will make suggestions, then it will be up to the Town to have the discussions as to what they choose to do with the information provided.

**Aye:** Timothy Klepps; Penny Miller; Kirby Morante; Jon Puz; Frank Rodenberg; Timothy Russell; Kristin Young

**Naye:** Thomas Buzzi

**Abstain:**

**(7-1-0)**

**Motion Passes**

#### **D. Adjournment**

**MOTION** by Timothy Russell to adjourn the meeting at 6:19PM. Second by Frank Rodenberg.

**UNANIMOUS**

**Motion Passes**

*Respectfully submitted by,  
Elizabeth Domas, Recording Secretary*

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[https://www.youtube.com/channel/UCX-ZlomWmjG81dc\\_QM3rfg](https://www.youtube.com/channel/UCX-ZlomWmjG81dc_QM3rfg)

*Attachments:*

#### **Virtual Meeting Attendance**

#### **(4) Communications from:**

Champeau Family

Julie Connelly

Ryan Parman

Steve Seltzer

**New Hartford Public Schools  
Board of Education Special Meeting  
Town Hall Senior Center  
Wednesday December 17, 2025 @ 5:00PM**

**PRESENT:** Superintendent Jeffrey Sousa; Chair Timothy Klepps; Vice Chair Kristin Young

**Board Members:** Thomas Buzzi; Kirby Morante; Erik Perotti; Jon Puz; Frank Rodenberg; Timothy Russell

**Also Present:** David Erwin (*Facilitator for the Board Retreat, works for EdAdvance*) and Michael Lynch (*Director of Student Services*)

**ABSENT:** Penny Miller (*Secretary*)

Timothy Klepps, Chair of the NHPS Board of Education, called the special meeting to order at 5:06PM.

**1. New Hartford Board of Education Retreat & Orientation**

**2. New Business**

- a. REVISION - Policy 5151 - Students - Child Identification Gifted and Talented (*1st Read*) \*Recommended
- b. NEW - Policy 6172.1 - Instruction - Gifted and Talented Students Program (*1st Read*)
- c. NEW - Policy 5131.111 - Students - Video Surveillance Cameras in Schools (*1st Read*) \*From CBE
- d. REVISION - Policy 6161.3 - Instruction - Comparability of Services (*1st Read*) \*Outdated
- e. REVISION - Policy 3323 - Business/Non-Instructional Operations - Soliciting Prices/Bidding Requirements (*1st Read*) \*Outdated from 2006

**3. Old Business**

- a. NEW - Policy 0523 - Mission Goals Objectives - Equity and Diversity (*2nd Read*) \*Recommended

**MOTION** by Timothy Russell to approve Policy 0523 - Mission Goals Objectives - Equity and Diversity.  
Second by Frank Rodenberg.

Thomas Buzzi is against this policy. Timothy Russell asked what are the disadvantages of not approving this policy. Superintendent Sousa said the Board would have to lean on other policies in place. Mr. Sousa informed the Board, there have been no previous conflicts or issues regarding this matter. Discussion was had about additional reporting; Mr. Sousa stated the information is already reported to meet other requirements. Frank Rodenberg sees the policy as redundant but feels there is no harm. Timothy Klepps referred back to the Non-Discrimination policy, when was the last time said policy was reviewed or last visited. Timothy Klepps feels there is no need for a second policy, but rather some ideas from this policy can be combine with policies already in place. Erik Perotti feels this policy is important, and recommends the Board have said policy. Timothy Russell feels this policy should be tabled; Kirby Morante agrees.

**MOTION-WITHDRAWN by Timothy Russell.**

**MOTION** by Timothy Russell to table Policy 0523 - Mission Goals Objectives - Equity and Diversity and have the further review by the Policy Sub-Committee, to request review and discussion on aligning/condensing criteria of this policy into other existing polices. Second Kirby Morante.

**Aye:** Timothy Klepps; Kirby Morante; Timothy Russell

**Naye:** Thomas Buzzi; Erik Perotti; Jon Puz; Frank Rodenberg; Kristin Young

**Abstain:**

**(3-5-0)**

***Motion Fails***

**MOTION** by Kristin Young to approve/pass Policy 0523 - Mission Goals Objectives - Equity and Diversity then revisit this Policy at a future Policy Sub-Committee meeting. Second by Erik Perotti.

Kirby Morante feels if all the facts are not known, how can Board Members make a decision with information unable to be determined at this time.

**Aye:** Erik Perotti; Frank Rodenberg; Kristin Young

**Naye:** Thomas Buzzi; Timothy Klepps; Kirby Morante; Jon Puz; Timothy Russell

**Abstain:**

**(3-5-0)**

***Motion Fails***

b. NEW - Policy 4118.4 / 4218.4 Rights, Responsibilities and Duties Electronic Mail *(2nd Read)*

**MOTION** by Timothy Russell to approve Policy 4118.4 / 4218.4 Rights, Responsibilities and Duties Electronic Mail. Second by Thomas Buzzi.

**UNANIMOUS**

***Motion Passes***

c. NEW - Policy 4118.232 / 4218.232 - Personnel - Drug and Alcohol-Free Workplace *(2nd Read)*

**MOTION** by Frank Rodenberg to approve Policy 4118.232 / 4218.232 - Personnel - Drug and Alcohol-Free Workplace. Second by Jon Puz.

**UNANIMOUS**

***Motion Passes***

d. NEW - Policy 5131.601 - Students - Medical (Palliative) Use of Marijuana (2nd Read)

**MOTION** by Thomas Buzzi to approve Policy 5131.601 - Students - Medical (Palliative) Use of Marijuana. Second by Timothy Russell.

**UNANIMOUS**

***Motion Passes***

e. NEW - Policy 5141.213 - Students - Opioid Overdose Prevention (Emergency Administration of Naloxone) (2nd Read)

**MOTION** by Frank Rodenberg to approve Policy 5141.213 - Students - Opioid Overdose Prevention (Emergency Administration of Naloxone). Second by Jon Puz.

**UNANIMOUS**

***Motion Passes***

f. NEW - Policy P5141.231 / 4118.234 - Students - Psychotropic Drug Use (2nd Read)

**MOTION** by Timothy Russell to approve Policy P5141.231 / 4118.234 - Students - Psychotropic Drug Use. Second by Jon Puz.

**UNANIMOUS**

***Motion Passes***

#### **4. Adjournment**

**MOTION** by Timothy Russell to adjourn the meeting at 8:39PM. Second by Frank Rodenberg.

**UNANIMOUS**

***Motion Passes***

*Respectfully submitted by,  
Elizabeth Domas, Recording Secretary*

Recorded Regular and Special Board of Education meetings will be posted to:

[https://www.youtube.com/channel/UCX-ZlomWmjG81dc\\_QM3rfg](https://www.youtube.com/channel/UCX-ZlomWmjG81dc_QM3rfg)

**Attachments:**

*Refer to November 11, 2025 Meeting*



# Town of New Hartford Board of Education

## BOE GF EXPENDITURE

Fiscal Year: 2025-2026

From Date: 1/1/2026

To Date: 1/31/2026

Include pre encumbrance

Print accounts with zero balance

Filter Encumbrance Detail by Date Range

Exclude inactive accounts with zero balance

| Account Number       | Description                      | Budget         | Adjustments | GL Budget      | Current | YTD            | Balance        | Encumbrance    | Budget Bal %  | Rem      |
|----------------------|----------------------------------|----------------|-------------|----------------|---------|----------------|----------------|----------------|---------------|----------|
| 100.1000.112.000.000 | Staff                            | \$2,605,513.00 | \$0.00      | \$2,605,513.00 | \$0.00  | \$1,015,008.50 | \$1,590,504.50 | \$1,540,039.20 | \$50,465.30   | 1.94%    |
| 100.1000.112.000.000 | Support Staff                    | \$79,546.00    | \$0.00      | \$79,546.00    | \$0.00  | \$29,673.30    | \$49,872.70    | \$35,331.84    | \$14,540.86   | 18.28%   |
| 100.1000.114.000.000 | Substitutes                      | \$70,000.00    | \$0.00      | \$70,000.00    | \$0.00  | \$21,065.47    | \$48,934.53    | \$0.00         | \$48,934.53   | 69.91%   |
| 100.1000.116.000.000 | Stipends                         | \$23,655.00    | \$230.00    | \$23,885.00    | \$0.00  | \$8,475.00     | \$15,410.00    | \$0.00         | \$15,410.00   | 64.52%   |
| 100.1000.313.000.000 | Evaluation & Other services      | \$10,500.00    | \$0.00      | \$10,500.00    | \$0.00  | \$3,576.00     | \$6,924.00     | \$0.00         | \$6,924.00    | 65.94%   |
| 100.1000.320.000.000 | Purch Services                   | \$13,745.00    | \$40.00     | \$13,785.00    | \$0.00  | \$0.00         | \$13,785.00    | \$0.00         | \$13,785.00   | 100.00%  |
| 100.1000.431.000.000 | Equip Repairs                    | \$925.00       | \$0.00      | \$925.00       | \$0.00  | \$1,289.00     | (\$364.00)     | \$0.00         | (\$364.00)    | -39.35%  |
| 100.1000.560.000.000 | CREC Magnet School Tuition       | \$18,370.00    | \$0.00      | \$18,370.00    | \$0.00  | \$7,348.00     | \$11,022.00    | \$0.00         | \$11,022.00   | 60.00%   |
| 100.1000.591.000.000 | Travel                           | \$750.00       | \$0.00      | \$750.00       | \$0.00  | \$58.94        | \$691.06       | \$0.00         | \$691.06      | 92.14%   |
| 100.1000.616.000.000 | Teaching/ Instructional Supplies | \$24,500.00    | \$29.98     | \$24,529.98    | \$0.00  | \$5,953.97     | \$18,576.01    | \$3,057.62     | \$15,518.39   | 63.26%   |
| 100.1000.641.000.000 | Material                         | \$25,500.00    | \$0.00      | \$25,500.00    | \$0.00  | \$21,110.60    | \$4,389.40     | \$0.00         | \$4,389.40    | 17.21%   |
| 100.1000.642.000.000 | Periodicals                      | \$2,700.00     | \$0.00      | \$2,700.00     | \$0.00  | \$3,372.17     | (\$672.17)     | \$0.00         | (\$672.17)    | -24.90%  |
| 100.1000.730.000.000 | Equipment                        | \$1,200.00     | \$0.00      | \$1,200.00     | \$0.00  | \$889.47       | \$310.53       | \$181.24       | \$129.29      | 10.77%   |
|                      | Func: Regular Education - 1000   | \$2,876,904.00 | \$299.98    | \$2,877,203.98 | \$0.00  | \$1,117,820.42 | \$1,759,383.56 | \$1,578,609.90 | \$180,773.66  | 6.28%    |
| 100.1200.111.000.000 | Staff                            | \$1,149,959.00 | \$57,367.70 | \$1,207,326.70 | \$0.00  | \$526,421.71   | \$680,904.99   | \$738,203.32   | (\$57,298.33) | -4.75%   |
| 100.1200.112.000.000 | Support Staff                    | \$669,997.00   | \$0.00      | \$669,997.00   | \$0.00  | \$278,202.50   | \$391,794.50   | \$375,046.73   | \$16,747.77   | 2.50%    |
| 100.1200.114.000.000 | Substitutes                      | \$7,845.00     | \$0.00      | \$7,845.00     | \$0.00  | \$8,871.67     | (\$1,026.67)   | \$0.00         | (\$1,026.67)  | -13.09%  |
| 100.1200.311.000.000 | HOMEBOUND                        | \$1,000.00     | \$0.00      | \$1,000.00     | \$0.00  | \$0.00         | \$1,000.00     | \$0.00         | \$1,000.00    | 100.00%  |
| 100.1200.312.000.000 | Pupil Services- Therapies        | \$50,000.00    | \$0.00      | \$50,000.00    | \$0.00  | \$23,195.83    | \$26,804.17    | \$0.00         | \$26,804.17   | 53.61%   |
| 100.1200.313.000.000 | Evaluation & Other services      | \$16,500.00    | \$0.00      | \$16,500.00    | \$0.00  | \$0.00         | \$16,500.00    | \$0.00         | \$16,500.00   | 100.00%  |
| 100.1200.314.000.000 | Testing Supplies                 | \$20,000.00    | \$0.04      | \$20,000.04    | \$0.00  | \$4,210.16     | \$15,789.88    | \$0.00         | \$15,789.88   | 78.95%   |
| 100.1200.324.000.000 | Staff Development/ Inservice     | \$2,500.00     | \$0.00      | \$2,500.00     | \$0.00  | \$1,383.81     | \$1,116.19     | \$0.00         | \$1,116.19    | 44.65%   |
| 100.1200.560.000.000 | TUITION                          | \$475,000.00   | \$0.00      | \$475,000.00   | \$0.00  | \$194,207.87   | \$280,792.13   | \$0.00         | \$280,792.13  | 59.11%   |
| 100.1200.591.000.000 | TRAVEL                           | \$850.00       | \$0.00      | \$850.00       | \$0.00  | \$50.40        | \$799.60       | \$0.00         | \$799.60      | 94.07%   |
| 100.1200.616.000.000 | OFFICE SUPPLIES-C                | \$4,500.00     | \$0.00      | \$4,500.00     | \$0.00  | \$995.24       | \$3,504.76     | \$0.00         | \$3,504.76    | 77.89%   |
| 100.1200.730.000.000 | Equipment                        | \$4,000.00     | \$0.00      | \$4,000.00     | \$0.00  | \$1,278.88     | \$2,721.12     | \$6,856.78     | (\$4,135.66)  | -103.39% |
| 100.1200.890.000.000 | DUES & FEES                      | \$1,038.00     | \$0.00      | \$1,038.00     | \$0.00  | \$1,013.00     | \$25.00        | \$0.00         | \$25.00       | 2.41%    |
|                      | Func: Special Education - 1200   | \$2,403,189.00 | \$57,367.74 | \$2,460,556.74 | \$0.00  | \$1,039,831.07 | \$1,420,725.67 | \$1,120,106.83 | \$300,618.84  | 12.22%   |
| 100.1300.560.000.000 | ADULT EDUCATION                  | \$7,086.00     | \$0.00      | \$7,086.00     | \$0.00  | \$7,086.00     | \$0.00         | \$0.00         | \$0.00        | 0.00%    |
|                      | Func: Adult Education - 1300     | \$7,086.00     | \$0.00      | \$7,086.00     | \$0.00  | \$7,086.00     | \$0.00         | \$0.00         | \$0.00        | 0.00%    |
| 100.2100.112.000.000 | Support Staff                    | \$139,646.00   | \$0.00      | \$139,646.00   | \$0.00  | \$63,964.76    | \$75,661.24    | \$75,087.30    | \$573.94      | 0.41%    |
| 100.2100.114.000.000 | Substitutes                      | \$3,500.00     | \$0.00      | \$3,500.00     | \$0.00  | \$1,360.00     | \$2,140.00     | \$0.00         | \$2,140.00    | 61.14%   |
| 100.2100.320.000.000 | Purch Services                   | \$3,000.00     | \$0.00      | \$3,000.00     | \$0.00  | \$3,000.00     | \$0.00         | \$0.00         | \$0.00        | 0.00%    |



# Town of New Hartford Board of Education

## BOE GF EXPENDITURE

Fiscal Year: 2025-2026

From Date: 1/1/2026  
To Date: 1/31/2026

Account Number      Description       Include pre encumbrance       Exclude inactive accounts with zero balance       Print accounts with zero balance       Filter Encumbrance Detail by Date Range

| Account Number       | Description                              | Budget       | Adjustments | GL Budget    | Current | YTD          | Balance     | Encumbrance | Budget Bal % Rem      |
|----------------------|--|--------------|-------------|--------------|---------|--------------|-------------|-------------|-----------------------|
| 100 2100 431 000 000 | EQUIPMENT SERVICE                        | \$255.00     | \$0.00      | \$255.00     | \$0.00  | \$0.00       | \$255.00    | \$0.00      | 100.00%               |
| 100 2100 616 000 000 | Teaching/ Instructional Supplies         | \$3,000.00   | \$0.00      | \$3,000.00   | \$0.00  | \$1,104.66   | \$1,895.34  | \$0.00      | 63.18%                |
| 100 2100 730 000 000 | Equipment                                | \$475.00     | \$0.00      | \$475.00     | \$0.00  | \$465.57     | \$9.43      | \$0.00      | 1.99%                 |
| 100 2100 890 000 000 | DUES & FEES                              | \$141.00     | \$0.00      | \$141.00     | \$0.00  | \$0.00       | \$141.00    | \$0.00      | 100.00%               |
|                      | Func: Health Services - 2100             | \$150,017.00 | \$0.00      | \$150,017.00 | \$0.00  | \$69,914.99  | \$80,102.01 | \$75,087.30 | 5.014.71 3.34%        |
| 100 2200 320 000 000 | Purch Services                           | \$1,000.00   | \$0.00      | \$1,000.00   | \$0.00  | \$0.00       | \$1,000.00  | \$0.00      | 100.00%               |
| 100 2200 324 000 000 | Staff Development/ Inservice             | \$16,000.00  | \$0.00      | \$16,000.00  | \$0.00  | \$3,354.98   | \$12,645.02 | \$2,896.00  | \$9,749.02 60.93%     |
| 100 2200 325 000 000 | Curriculum Work                          | \$12,000.00  | \$0.00      | \$12,000.00  | \$0.00  | \$6,659.40   | \$5,340.60  | \$69.78     | \$5,270.82 43.92%     |
| 100 2200 355 000 000 | PRINTING                                 | \$250.00     | \$0.00      | \$250.00     | \$0.00  | \$0.00       | \$250.00    | \$0.00      | 100.00%               |
| 100 2200 616 000 000 | Teaching/ Instructional Supplies         | \$5,500.00   | \$0.00      | \$5,500.00   | \$0.00  | \$4,025.89   | \$1,474.11  | \$524.78    | \$949.33 17.26%       |
| 100 2200 641 000 000 | Material                                 | \$27,650.00  | \$0.00      | \$27,650.00  | \$0.00  | \$2,599.29   | \$25,050.71 | \$73.86     | \$24,976.85 90.33%    |
| 100 2200 890 000 000 | DUES AND FEES                            | \$100.00     | \$0.00      | \$100.00     | \$0.00  | \$0.00       | \$100.00    | \$206.00    | (\$106.00) -106.00%   |
|                      | Func: Improvements of Instruction - 2200 | \$62,500.00  | \$0.00      | \$62,500.00  | \$0.00  | \$16,639.56  | \$45,860.44 | \$3,770.42  | \$42,090.02 67.34%    |
| 100 2300 320 000 000 | Purch Services                           | \$3,000.00   | \$0.00      | \$3,000.00   | \$0.00  | \$156.67     | \$2,843.33  | \$0.00      | \$2,843.33 94.78%     |
| 100 2300 616 000 000 | Teaching/ Instructional Supplies         | \$550.00     | \$0.00      | \$550.00     | \$0.00  | \$245.12     | \$304.88    | \$0.00      | \$304.88 55.43%       |
| 100 2300 641 000 000 | Material                                 | \$14,443.00  | \$0.00      | \$14,443.00  | \$0.00  | \$8,011.38   | \$6,431.62  | \$726.34    | \$5,705.28 39.50%     |
| 100 2300 730 000 000 | Equipment                                | \$700.00     | \$0.00      | \$700.00     | \$0.00  | \$0.00       | \$700.00    | \$0.00      | \$700.00 100.00%      |
| 100 2300 890 000 000 | DUES AND FEES                            | \$538.00     | \$0.00      | \$538.00     | \$0.00  | \$136.00     | \$402.00    | \$0.00      | \$402.00 74.72%       |
|                      | Func: Library Media - 2300               | \$19,231.00  | \$0.00      | \$19,231.00  | \$0.00  | \$8,549.17   | \$10,681.83 | \$728.34    | \$9,953.49 51.77%     |
| 100 2400 111 000 000 | Staff                                    | \$74,750.00  | \$0.00      | \$74,750.00  | \$0.00  | \$40,250.00  | \$34,500.00 | \$34,500.00 | \$0.00 0.00%          |
| 100 2400 112 000 000 | Support Staff                            | \$55,289.00  | \$0.00      | \$55,289.00  | \$0.00  | \$26,050.34  | \$29,238.66 | \$29,846.08 | (\$607.42) -1.10%     |
| 100 2400 321 000 000 | TECHNICAL/LICENSES-C                     | \$44,308.00  | \$0.00      | \$44,308.00  | \$0.00  | \$35,482.31  | \$8,845.69  | \$0.00      | \$8,845.69 19.96%     |
| 100 2400 324 000 000 | PROFESSIONAL DEVELOPMENT                 | \$1,500.00   | \$0.00      | \$1,500.00   | \$0.00  | \$571.96     | \$928.04    | \$7,200.00  | (\$6,271.96) -418.13% |
| 100 2400 407 000 000 | REPAIRS/MAINTENANCE-C                    | \$17,750.00  | \$0.00      | \$17,750.00  | \$0.00  | \$6,210.93   | \$11,539.07 | \$488.46    | \$11,050.61 62.26%    |
| 100 2400 591 000 000 | TRAVEL                                   | \$400.00     | \$0.00      | \$400.00     | \$0.00  | \$84.00      | \$316.00    | \$0.00      | \$316.00 79.00%       |
| 100 2400 616 000 000 | SUPPLIES-C                               | \$200.00     | \$0.00      | \$200.00     | \$0.00  | \$0.00       | \$200.00    | \$0.00      | \$200.00 100.00%      |
| 100 2400 730 000 000 | EQUIPMENT-C                              | \$10,000.00  | \$0.00      | \$10,000.00  | \$0.00  | \$1,634.20   | \$8,365.80  | \$0.00      | \$8,365.80 83.66%     |
| 100 2400 890 000 000 | DUES AND FEES                            | \$400.00     | \$0.00      | \$400.00     | \$0.00  | \$0.00       | \$400.00    | \$0.00      | \$400.00 100.00%      |
|                      | Func: Technology - 2400                  | \$204,597.00 | \$0.00      | \$204,597.00 | \$0.00  | \$110,263.74 | \$94,333.26 | \$72,034.54 | \$22,298.72 10.90%    |
| 100 2500 315 000 000 | LEGAL                                    | \$50,000.00  | \$0.00      | \$50,000.00  | \$0.00  | \$47,178.38  | \$2,821.62  | \$0.00      | \$2,821.62 5.64%      |
| 100 2500 320 000 000 | SALARIES, BOARD SECRETARY                | \$1,875.00   | \$0.00      | \$1,875.00   | \$0.00  | \$875.00     | \$1,000.00  | \$0.00      | \$1,000.00 53.33%     |
| 100 2500 616 000 000 | OFFICE SUPPLIES                          | \$700.00     | \$0.00      | \$700.00     | \$0.00  | \$124.20     | \$575.80    | \$0.00      | \$575.80 82.26%       |
| 100 2500 689 000 000 | HOSPITALITY                              | \$500.00     | \$0.00      | \$500.00     | \$0.00  | \$100.05     | \$399.95    | \$0.00      | \$399.95 79.99%       |



# Town of New Hartford Board of Education

## BOE GF EXPENDITURE

From Date: 1/1/2026 To Date: 1/31/2026

Fiscal Year: 2025-2026

- Include pre encumbrance  
 Exclude inactive accounts with zero balance  
 Print accounts with zero balance  
 Filter Encumbrance Detail by Date Range

| Account Number       | Description                      | Budget       | Adjustments | GL Budget    | Current | YTD          | Balance      | Encumbrance  | Budget Bal % | Rem      |
|----------------------|----------------------------------|--------------|-------------|--------------|---------|--------------|--------------|--------------|--------------|----------|
| 100.2500.890.000.000 | DUES & FEES                      | \$8,650.00   | \$0.00      | \$8,650.00   | \$0.00  | \$6,104.64   | \$2,445.36   | \$0.00       | \$2,445.36   | 28.60%   |
|                      | Func: Board of Education - 2500  | \$61,625.00  | \$0.00      | \$61,625.00  | \$0.00  | \$54,382.27  | \$7,242.73   | \$0.00       | \$7,242.73   | 11.75%   |
| 100.2600.111.000.000 | Staff                            | \$190,275.00 | \$0.00      | \$190,275.00 | \$0.00  | \$102,455.78 | \$87,819.22  | \$87,819.22  | \$0.00       | 0.00%    |
| 100.2600.112.000.000 | Support Staff                    | \$162,644.00 | \$0.00      | \$162,644.00 | \$0.00  | \$78,872.90  | \$83,771.10  | \$73,639.38  | \$10,131.72  | 6.23%    |
| 100.2600.113.000.000 | SALARIES, SPECIAL PROJECTS       | \$1,500.00   | \$0.00      | \$1,500.00   | \$0.00  | \$0.00       | \$1,500.00   | \$0.00       | \$1,500.00   | 100.00%  |
| 100.2600.320.000.000 | PROFTECH SERVICES                | \$16,260.00  | \$0.00      | \$16,260.00  | \$0.00  | \$14,745.61  | \$1,514.39   | \$0.00       | \$1,514.39   | 9.31%    |
| 100.2600.324.000.000 | WORKSHOPS/CONFERENCES            | \$3,100.00   | \$0.00      | \$3,100.00   | \$0.00  | \$2,023.57   | \$1,076.43   | \$0.00       | \$1,076.43   | 34.72%   |
| 100.2600.591.000.000 | TRAVEL-C                         | \$3,450.00   | \$0.00      | \$3,450.00   | \$0.00  | \$3,159.43   | \$290.57     | \$41.72      | \$248.85     | 7.21%    |
| 100.2600.616.000.000 | OFFICE SUPPLIES                  | \$3,000.00   | \$0.00      | \$3,000.00   | \$0.00  | \$376.44     | \$2,623.56   | \$208.00     | \$2,415.56   | 80.52%   |
| 100.2600.642.000.000 | PERIODICALS                      | \$200.00     | \$0.00      | \$200.00     | \$0.00  | \$171.60     | \$28.40      | \$0.00       | \$28.40      | 14.20%   |
| 100.2600.693.000.000 | DATA PROCESSING                  | \$1,500.00   | \$0.00      | \$1,500.00   | \$0.00  | \$155.42     | \$1,344.58   | \$0.00       | \$1,344.58   | 89.64%   |
| 100.2600.730.000.000 | EQUIPMENT                        | \$500.00     | \$0.00      | \$500.00     | \$0.00  | \$88.01      | \$411.99     | \$0.00       | \$411.99     | 82.40%   |
| 100.2600.890.000.000 | DUES & FEES                      | \$5,300.00   | \$0.00      | \$5,300.00   | \$0.00  | \$5,127.00   | \$173.00     | \$0.00       | \$173.00     | 3.26%    |
|                      | Func: Central Office - 2600      | \$387,729.00 | \$0.00      | \$387,729.00 | \$0.00  | \$207,175.76 | \$180,553.24 | \$161,708.32 | \$18,844.92  | 4.86%    |
| 100.2700.111.000.000 | Staff                            | \$280,731.00 | \$0.00      | \$280,731.00 | \$0.00  | \$151,009.00 | \$129,722.00 | \$127,722.00 | \$2,000.00   | 0.71%    |
| 100.2700.112.000.000 | Support Staff                    | \$172,845.00 | \$0.00      | \$172,845.00 | \$0.00  | \$80,128.64  | \$92,716.36  | \$93,088.67  | (\$372.31)   | -0.22%   |
| 100.2700.114.000.000 | Substitutes                      | \$3,500.00   | \$0.00      | \$3,500.00   | \$0.00  | \$1,865.72   | \$1,634.28   | \$0.00       | \$1,634.28   | 46.69%   |
| 100.2700.591.000.000 | Travel                           | \$1,125.00   | \$0.00      | \$1,125.00   | \$0.00  | \$0.00       | \$1,125.00   | \$101.50     | \$1,023.50   | 90.98%   |
| 100.2700.616.000.000 | Teaching/ Instructional Supplies | \$5,800.00   | \$0.00      | \$5,800.00   | \$0.00  | \$644.58     | \$5,155.42   | \$0.00       | \$5,155.42   | 88.89%   |
| 100.2700.730.000.000 | Equipment                        | \$4,000.00   | \$0.00      | \$4,000.00   | \$0.00  | \$531.47     | \$3,468.53   | \$0.00       | \$3,468.53   | 86.71%   |
| 100.2700.890.000.000 | Professional Dues                | \$1,326.00   | \$0.00      | \$1,326.00   | \$0.00  | \$1,326.00   | \$0.00       | \$0.00       | \$0.00       | 0.00%    |
|                      | Func: School Offices - 2700      | \$469,327.00 | \$0.00      | \$469,327.00 | \$0.00  | \$235,505.41 | \$233,821.59 | \$220,912.17 | \$12,909.42  | 2.75%    |
| 100.2800.112.000.000 | Support Staff                    | \$292,305.00 | \$0.00      | \$292,305.00 | \$0.00  | \$160,600.10 | \$131,704.90 | \$125,428.80 | \$6,276.10   | 2.15%    |
| 100.2800.113.000.000 | Special Projects/ Overtime       | \$8,500.00   | \$0.00      | \$8,500.00   | \$0.00  | \$2,145.75   | \$6,354.25   | \$0.00       | \$6,354.25   | 74.76%   |
| 100.2800.114.000.000 | SALARIES, CUSTODIAN SUBSTITUTES  | \$2,250.00   | \$0.00      | \$2,250.00   | \$0.00  | \$1,297.82   | \$952.18     | \$0.00       | \$952.18     | 42.32%   |
| 100.2800.402.000.000 | Utilities                        | \$258,847.00 | \$13,075.66 | \$271,922.66 | \$0.00  | \$58,932.15  | \$212,990.51 | \$12,189.05  | \$200,801.46 | 73.65%   |
| 100.2800.406.000.000 | EMERGENCY REPAIRS-C              | \$50,000.00  | \$0.00      | \$50,000.00  | \$0.00  | \$12,589.34  | \$37,410.66  | \$2,064.70   | \$35,345.96  | 70.69%   |
| 100.2800.407.000.000 | MAINTENANCE-C                    | \$30,000.00  | \$0.00      | \$30,000.00  | \$0.00  | \$0.00       | \$30,000.00  | \$16,250.00  | \$13,750.00  | 45.83%   |
| 100.2800.420.000.000 | SERVICE CONTRACTS-C              | \$77,793.00  | \$0.00      | \$77,793.00  | \$0.00  | \$25,921.80  | \$51,871.40  | \$5,140.00   | \$46,731.40  | 60.07%   |
| 100.2800.431.000.000 | Equip Repairs                    | \$4,000.00   | \$0.00      | \$4,000.00   | \$0.00  | \$177.49     | \$3,822.51   | \$0.00       | \$3,822.51   | 95.56%   |
| 100.2800.590.000.000 | POSTAGE                          | \$5,000.00   | \$0.00      | \$5,000.00   | \$0.00  | \$0.00       | \$5,000.00   | \$91.29      | \$4,908.71   | 98.17%   |
| 100.2800.593.000.000 | ADVERTISING                      | \$1,000.00   | \$0.00      | \$1,000.00   | \$0.00  | \$2,566.75   | (\$1,566.75) | \$0.00       | (\$1,566.75) | -156.68% |
| 100.2800.592.000.000 | PROP. INS. & LAB                 | \$45,400.00  | \$0.00      | \$45,400.00  | \$0.00  | \$23,911.65  | \$21,488.35  | \$0.00       | \$21,488.35  | 47.33%   |



# Town of New Hartford Board of Education

## BOE GF EXPENDITURE

Fiscal Year: 2025-2026

From Date: 1/1/2026

To Date: 1/31/2026

Include pre encumbrance    
  Print accounts with zero balance    
  Filter Encumbrance Detail by Date Range

| Account Number       | Description                                 | Budget          | Adjustments  | GL Budget       | Current | YTD            | Balance        | Encumbrance    | Budget Bal %   | Rem     |
|----------------------|---|-----------------|--------------|-----------------|---------|----------------|----------------|----------------|----------------|---------|
| 100 2900 616 000 000 | Teaching/ Instructional Supplies            | \$35,000.00     | \$0.00       | \$35,000.00     | \$0.00  | \$14,781.14    | \$20,218.86    | \$104.57       | \$20,114.29    | 57.47%  |
| 100 2900 731 000 000 | EQUIPMENT, LEASED-C                         | \$42,000.00     | \$1,015.05   | \$43,015.05     | \$0.00  | \$18,145.35    | \$24,869.70    | \$4.99         | \$24,864.71    | 57.80%  |
|                      | Func: Plant Operations - 2800               | \$652,095.00    | \$14,090.71  | \$866,185.71    | \$0.00  | \$321,069.14   | \$545,116.57   | \$161,273.40   | \$393,843.17   | 44.31%  |
| 100 2900 510 000 000 | PUPIL TRANS.                                | \$559,855.00    | \$0.00       | \$559,855.00    | \$0.00  | \$166,887.54   | \$392,967.46   | \$391,810.84   | \$1,156.62     | 0.21%   |
| 100 2900 511 000 000 | TRANS SPEC ED                               | \$179,000.00    | \$0.00       | \$179,000.00    | \$0.00  | \$24,407.47    | \$154,592.53   | \$0.00         | \$154,592.53   | 86.36%  |
|                      | Func: Pupil Transportation - 2900           | \$738,855.00    | \$0.00       | \$738,855.00    | \$0.00  | \$191,295.01   | \$547,559.99   | \$391,810.84   | \$155,749.15   | 21.08%  |
| 100 6100 201 000 000 | Medical & Dental Insurance                  | \$1,597,775.00  | \$39,115.44  | \$1,636,890.44  | \$0.00  | \$863,330.51   | \$773,559.93   | \$1,125.00     | \$772,434.93   | 47.19%  |
| 100 6100 204 000 000 | Life/Disability Insurance                   | \$19,680.00     | \$0.00       | \$19,680.00     | \$0.00  | \$12,425.68    | \$7,254.32     | \$0.00         | \$7,254.32     | 36.86%  |
| 100 6100 205 000 000 | Social Security                             | \$111,209.00    | \$0.00       | \$111,209.00    | \$0.00  | \$46,304.05    | \$64,904.95    | \$49,722.83    | \$15,182.12    | 13.65%  |
| 100 6100 206 000 000 | Medicare                                    | \$89,626.00     | \$0.00       | \$89,626.00     | \$0.00  | \$35,531.83    | \$54,094.17    | \$46,115.50    | \$7,978.67     | 8.90%   |
| 100 6100 209 000 000 | Pension Fund                                | \$171,101.00    | \$0.00       | \$171,101.00    | \$0.00  | \$136,316.88   | \$34,784.12    | \$36,362.43    | (\$1,578.31)   | -0.92%  |
| 100 6100 211 000 000 | Tax Shelter Annuities                       | \$21,000.00     | \$0.00       | \$21,000.00     | \$0.00  | \$11,760.00    | \$9,240.00     | \$9,240.00     | \$0.00         | 0.00%   |
| 100 6100 214 000 000 | Unemployment Compensation                   | \$20,000.00     | \$0.00       | \$20,000.00     | \$0.00  | \$0.00         | \$20,000.00    | \$0.00         | \$20,000.00    | 100.00% |
| 100 6100 215 000 000 | Workers' Comp                               | \$49,730.00     | \$0.00       | \$49,730.00     | \$0.00  | \$32,070.48    | \$17,659.52    | \$0.00         | \$17,659.52    | 35.51%  |
| 100 6100 216 000 000 | PARTIAL TUITION REIM.                       | \$10,000.00     | \$0.00       | \$10,000.00     | \$0.00  | \$2,340.00     | \$7,660.00     | \$2,427.00     | \$5,233.00     | 52.33%  |
|                      | Func: Employee Benefits - 6100              | \$2,090,121.00  | \$39,115.44  | \$2,129,236.44  | \$0.00  | \$1,140,079.43 | \$989,157.01   | \$144,992.76   | \$844,164.25   | 39.65%  |
|                      | Func: General Fund - 100                    | \$10,323,276.00 | \$110,873.87 | \$10,434,149.87 | \$0.00  | \$4,519,611.97 | \$5,914,537.90 | \$3,931,032.82 | \$1,983,505.08 | 19.01%  |
| 400 1200 112 000 000 | Support Staff                               | \$34,579.55     | \$47,395.00  | \$81,974.55     | \$0.00  | \$28,778.74    | \$53,195.81    | \$63,646.80    | (\$10,450.99)  | -12.75% |
| 400 1200 312 000 000 | Pupil Services- Therapies                   | \$21,692.48     | \$63,935.00  | \$85,627.48     | \$0.00  | \$40,076.26    | \$45,551.22    | \$0.00         | \$45,551.22    | 53.20%  |
| 400 1200 616 000 000 | Teaching/ Instructional Supplies            | \$2,737.60      | \$3,500.00   | \$6,237.60      | \$0.00  | \$324.14       | \$5,913.46     | \$0.00         | \$5,913.46     | 94.80%  |
|                      | Func: Special Education - 1200              | \$59,009.63     | \$114,830.00 | \$173,839.63    | \$0.00  | \$69,179.14    | \$104,660.49   | \$63,646.80    | \$41,013.69    | 23.59%  |
|                      | Func: IDEA 611 - 400                        | \$59,009.63     | \$114,830.00 | \$173,839.63    | \$0.00  | \$69,179.14    | \$104,660.49   | \$63,646.80    | \$41,013.69    | 23.59%  |
| 401 1200 112 000 000 | Support Staff                               | \$0.00          | \$5,500.00   | \$5,500.00      | \$0.00  | \$1,088.58     | \$4,411.42     | \$4,166.63     | \$244.79       | 4.45%   |
| 401 1200 312 000 000 | Pupil Services- Therapies                   | \$0.00          | \$3,649.00   | \$3,649.00      | \$0.00  | \$253.13       | \$3,395.87     | \$0.00         | \$3,395.87     | 93.06%  |
|                      | Func: Special Education - 1200              | \$0.00          | \$9,149.00   | \$9,149.00      | \$0.00  | \$1,341.71     | \$7,807.29     | \$4,166.63     | \$3,640.66     | 39.79%  |
|                      | Func: IDEA 619 - 401                        | \$0.00          | \$9,149.00   | \$9,149.00      | \$0.00  | \$1,341.71     | \$7,807.29     | \$4,166.63     | \$3,640.66     | 39.79%  |
| 410 2200 325 000 000 | Curriculum Work                             | \$48,127.75     | \$0.00       | \$48,127.75     | \$0.00  | \$19,144.25    | \$28,983.50    | \$0.00         | \$28,983.50    | 60.22%  |
|                      | Func: Improvements of Instruction - 2200    | \$48,127.75     | \$0.00       | \$48,127.75     | \$0.00  | \$19,144.25    | \$28,983.50    | \$0.00         | \$28,983.50    | 60.22%  |
| 410 2210 325 000 000 | Curriculum Work                             | \$4,260.35      | \$0.00       | \$4,260.35      | \$0.00  | \$4,260.35     | \$0.00         | \$0.00         | \$0.00         | 0.00%   |
|                      | Func: OLD Improvement of Instruction - 2210 | \$4,260.35      | \$0.00       | \$4,260.35      | \$0.00  | \$4,260.35     | \$0.00         | \$0.00         | \$0.00         | 0.00%   |
|                      | Func: REAP Grant - 410                      | \$52,388.10     | \$0.00       | \$52,388.10     | \$0.00  | \$23,404.60    | \$28,983.50    | \$0.00         | \$28,983.50    | 55.32%  |



# Town of New Hartford Board of Education

## BOE GF EXPENDITURE

Fiscal Year: 2025-2026

From Date: 1/1/2026

To Date: 1/31/2026

Include pre encumbrance     
  Print accounts with zero balance     
  Filter Encumbrance Detail by Date Range

Exclude inactive accounts with zero balance

| Account Number       | Description                              | Budget                 | Adjustments         | GL Budget              | Current       | YTD                   | Balance               | Encumbrance           | Budget Bal % Rem             |
|----------------------|--|------------------------|---------------------|------------------------|---------------|-----------------------|-----------------------|-----------------------|------------------------------|
| 420.1200.112.000.000 | Support Staff                            | \$0.00                 | \$0.00              | \$0.00                 | \$0.00        | \$120.00              | (\$120.00)            | \$14,640.00           | (\$14,760.00) 0.00%          |
|                      | Pupil Services- Therapies                | \$0.00                 | \$12,301.00         | \$12,301.00            | \$0.00        | \$5,450.00            | \$6,851.00            | \$0.00                | \$6,851.00 55.69%            |
|                      | Func: Special Education - 1200           | \$0.00                 | \$12,301.00         | \$12,301.00            | \$0.00        | \$5,570.00            | \$6,731.00            | \$14,640.00           | (\$7,909.00) -64.30%         |
|                      | Fund: SEED - 420                         | \$0.00                 | \$12,301.00         | \$12,301.00            | \$0.00        | \$5,570.00            | \$6,731.00            | \$14,640.00           | (\$7,909.00) -64.30%         |
| 421.1200.312.000.000 | Pupil Services- Therapies                | \$44,844.50            | \$0.00              | \$44,844.50            | \$0.00        | \$15,028.50           | \$29,816.00           | \$0.00                | \$29,816.00 66.49%           |
|                      | Func: Special Education - 1200           | \$44,844.50            | \$0.00              | \$44,844.50            | \$0.00        | \$15,028.50           | \$29,816.00           | \$0.00                | \$29,816.00 66.49%           |
|                      | Fund: ARPA - 421                         | \$44,844.50            | \$0.00              | \$44,844.50            | \$0.00        | \$15,028.50           | \$29,816.00           | \$0.00                | \$29,816.00 66.49%           |
| 441.1000.112.000.000 | Title I-A- Salaries 6/30/24              | \$31,640.94            | \$0.00              | \$31,640.94            | \$0.00        | \$15,559.90           | \$16,071.04           | \$26,130.43           | (\$10,059.39) -31.79%        |
|                      | Func: Regular Education - 1000           | \$31,640.94            | \$0.00              | \$31,640.94            | \$0.00        | \$15,559.90           | \$16,071.04           | \$26,130.43           | (\$10,059.39) -31.79%        |
| 441.2200.616.000.000 | Teaching/ Instructional Supplies         | \$295.00               | \$0.00              | \$295.00               | \$0.00        | \$0.00                | \$295.00              | \$0.00                | \$295.00 100.00%             |
|                      | Func: Improvements of Instruction - 2200 | \$295.00               | \$0.00              | \$295.00               | \$0.00        | \$0.00                | \$295.00              | \$0.00                | \$295.00 100.00%             |
|                      | Fund: Title I Part A - 441               | \$31,935.94            | \$0.00              | \$31,935.94            | \$0.00        | \$15,569.90           | \$16,366.04           | \$26,130.43           | (\$9,764.39) -30.57%         |
| 442.1000.112.000.000 | Support Staff                            | \$4,099.85             | \$0.00              | \$4,099.85             | \$0.00        | \$2,816.15            | \$1,283.70            | \$3,634.79            | (\$2,351.09) -57.35%         |
|                      | Func: Regular Education - 1000           | \$4,099.85             | \$0.00              | \$4,099.85             | \$0.00        | \$2,816.15            | \$1,283.70            | \$3,634.79            | (\$2,351.09) -57.35%         |
| 442.2200.616.000.000 | Teaching/ Instructional Supplies         | \$350.00               | \$0.00              | \$350.00               | \$0.00        | \$0.00                | \$350.00              | \$0.00                | \$350.00 100.00%             |
|                      | Func: Improvements of Instruction - 2200 | \$350.00               | \$0.00              | \$350.00               | \$0.00        | \$0.00                | \$350.00              | \$0.00                | \$350.00 100.00%             |
|                      | Fund: Title II Part A - 442              | \$4,449.85             | \$0.00              | \$4,449.85             | \$0.00        | \$2,816.15            | \$1,633.70            | \$3,634.79            | (\$2,001.09) -44.97%         |
| 444.2200.324.000.000 | Staff Development/ Inservice             | \$3,060.00             | \$3,000.00          | \$6,060.00             | \$0.00        | \$0.00                | \$6,060.00            | \$0.00                | \$6,060.00 100.00%           |
| 444.2200.325.000.000 | Curriculum Work                          | \$1,000.00             | \$0.00              | \$1,000.00             | \$0.00        | \$0.00                | \$1,000.00            | \$0.00                | \$1,000.00 100.00%           |
| 444.2200.617.000.000 | Curriculum Material                      | \$3,485.45             | \$7,000.00          | \$10,485.45            | \$0.00        | \$539.00              | \$9,946.45            | \$0.00                | \$9,946.45 94.86%            |
|                      | Func: Improvements of Instruction - 2200 | \$7,545.45             | \$10,000.00         | \$17,545.45            | \$0.00        | \$539.00              | \$17,006.45           | \$0.00                | \$17,006.45 96.93%           |
|                      | Fund: TITLE IV - 444                     | \$7,545.45             | \$10,000.00         | \$17,545.45            | \$0.00        | \$539.00              | \$17,006.45           | \$0.00                | \$17,006.45 96.93%           |
| 500.1500.000.000.000 | Non-Lapsing Edu. Fund                    | \$217,452.00           | \$0.00              | \$217,452.00           | \$0.00        | \$0.00                | \$217,452.00          | \$0.00                | \$217,452.00 100.00%         |
|                      | Func: General - 1500                     | \$217,452.00           | \$0.00              | \$217,452.00           | \$0.00        | \$0.00                | \$217,452.00          | \$0.00                | \$217,452.00 100.00%         |
|                      | Fund: Non Lapsing - 500                  | \$217,452.00           | \$0.00              | \$217,452.00           | \$0.00        | \$0.00                | \$217,452.00          | \$0.00                | \$217,452.00 100.00%         |
| <b>Grand Total:</b>  |  | <b>\$10,740,901.47</b> | <b>\$257,153.87</b> | <b>\$10,998,055.34</b> | <b>\$0.00</b> | <b>\$4,653,050.97</b> | <b>\$6,344,994.37</b> | <b>\$4,043,251.47</b> | <b>\$2,301,742.90 20.93%</b> |

End of Report



## Students

### Child Identification

The New Hartford School District shall make every effort to locate, identify and evaluate exceptional children from birth through 6th grade.

Referrals to the Planning and Placement Team shall be accepted from all appropriate school personnel, as well as from a child's parent(s); or from a physician, clinic or social worker, provided the parent so permits in order to determine a child's eligibility for special education and related services.

Thus, the following activities ~~shall~~ **may** be implemented and evaluated ~~at least~~ on an annual basis in an effort to identify the exceptional:

1. School Enumeration and Out-of-School Youth Reports shall be reviewed by appropriate school personnel to survey for possible disabled **children** and to initiate the referral process.
2. The Director of Student Services shall review the School Enumeration Report **annually** for identification of possible disabled children.
3. The Director of Student Services shall review Out-of-School Youth Reports to identify possible disabled youth.
4. The Director of Student Services shall inform community agencies as to how to refer disabled children to the school system.
5. The Director of Student Services shall contact agencies **systematically** concerning preschool disabled children.
6. ~~ALL~~ Local doctors ~~shall~~ **may** be contacted **annually** as a possible referral source for disabled children.
7. All staff shall be trained concerning the referral system employed in the district.
8. All children who have been suspended repeatedly or whose behavior, attendance or progress in school is considered unsatisfactory or at a marginal level of acceptance shall be referred to the Planning and Placement Team.
9. All referrals shall be thoroughly and expeditiously processed.
10. The Director of Student Services ~~shall~~ **may** survey private schools attended by local resident children to identify such children who are disabled. The Director shall see to it that a special education program is provided, if needed.

**Students**

**Child Identification (Continued)**

Legal Reference: Connecticut General Statutes  
Section 10-76 Educationally exceptional children  
Individuals with Disabilities Education Act, 20 U.S.C. §1400 et. seq. As  
amended by P.L. 105-17  
*Mr. & Mrs. P. v. West Hartford Board of Education* 3.14-cv-1697 (VLB)  
(D. Conn. Sept 29, 2016)  
*Greenwich Board of Education v. GM* 3-13-cv-00235 (CSH) (D. Conn.  
June 22, 2016)

Policy adopted:  
cps 5/00  
rev 4/17

*A sample regulation to consider/modify.*

## Students

### Child Identification

### Child Find Project

The Pupil Personnel Services Department will remind the general public of the Town of New Hartford, at least annually, by means of news releases and direct contact with social agencies, physicians, and clergymen of the need to identify and to evaluate disabled children who are not getting an education.

Thus, the following activities ~~shall~~ **may** be implemented and evaluated ~~at least~~ on an annual basis in an effort to identify the exceptional:

1. School Enumeration and Out-of-School Youth Reports shall be reviewed by appropriate school personnel to survey for possible disabled **children** and to initiate the referral process.
2. The Director of Student Services shall review the School Enumeration Report **annually** for identification of possible disabled children.
3. The Director of Student Services shall review Out-of-School Youth Reports to identify possible disabled youth.
4. The Director of Student Services shall inform community agencies as to how to refer disabled children to the school system.
5. The Director of Student Services shall contact agencies **systematically** concerning preschool disabled children.
6. ~~All~~ Local doctors ~~shall~~ **may** be contacted **annually** as a possible referral source for disabled children.
7. All staff shall be trained concerning the referral system employed in the district.
8. All children who have been suspended repeatedly or whose behavior, attendance or progress in school is considered unsatisfactory or at a marginal level of acceptance shall be referred to the Planning and Placement Team.
9. All referrals shall be thoroughly and expeditiously processed.
10. The Director of Special Education ~~shall~~ **may** survey private schools attended by local resident children to identify such children who are disabled. The Director shall see to it that a special education program is provided, if needed.

## Students

### Child Identification

#### Child Find Project (continued)

Legal Reference: Connecticut General Statutes  
Section 10-76 Educationally exceptional children  
Individuals with Disabilities Education Act, 20 U.S.C. §1400 et. seq. As amended by P.L. 105-17  
*Mr. & Mrs. P. v. West Hartford Board of Education* 3.14-cv-1697 (VLB) (D. Conn. Sept 29, 2016)  
*Greenwich Board of Education v. GM* 3-13-cv-00235 (CSH) (D. Conn. June 22, 2016)

Regulation approved:

cps 9/03  
rev 4/17

## Gifted and Talented

1. All students in New Hartford Public Schools are screened for Gifted and Talented. Identification through group identification beginning at the end of their third grade year to be eligible for identification in grade four.
2. At any point during the academic year, a teacher or parent/guardian can refer a student to the school child study team (PPT) for consideration of a Talented and Gifted identification.
3. New Hartford does not provide special services during the school day for students identified as Gifted and Talented.

## Group Identification

After group testing at the end of grade 3:

1. The child study team (PPT) will review the group testing information and determine appropriate identification steps which *may* include:
  - a. Review student work and present levels of performance
  - b. Review available schoolwide standardized test scores
  - c. Conduct standardized aptitude, ability, or intelligence assessments
  - d. Collect recommendations from appropriate school personnel
2. The child study team (PPT) will determine if the student meets the criteria for a gifted and talented identification. The PPT consists of the building principal, school psychologist, curriculum specialist, and teacher(s).
3. A written notification to the parent/guardian is required to convey the results of the PPT evaluations regarding the child's standing with respect to the gifted and talented classification.

## Individual Identification

1. A completed [referral form](#) is submitted to the school child study team (PPT). This referral can be completed by a teacher or parent/guardian.
2. A building level meeting with the student's parents/guardians, teacher(s), building principal, curriculum specialist, and school psychologist and other appropriate staff will be scheduled to review the referral.
3. Written consent from a parent/guardian is required before the evaluation and PPT can proceed.
4. The child study team (PPT) will review the referral information and determine appropriate identification steps which *may* include:
  - a. Review student work and present levels of performance

## Gifted and Talented

### Individual Identification (Continued)

- b. Review available schoolwide standardized test scores
  - c. Conduct standardized aptitude, ability, or intelligence assessments
  - d. Collect recommendations from appropriate school personnel
5. The child study team (PPT) will determine if the student meets the criteria for a gifted and talented identification. The PPT consists of the building principal, school psychologist, curriculum specialist, and teacher(s).
  6. A [written notification](#) to the parent/guardian is required to convey the results of the PPT evaluations regarding the child's standing with respect to the gifted and talented classification.

#### Legal Reference:

Children Requiring Special Education (Regulations of Connecticut State Agencies [RCSA] §§ 10-76a-1—10-76l-1) (Rev. 2015)

Sec. 10-76a-1: Definitions and exceptionalities

Sec. 10-76d: Conditions of instruction

Sec. 10-76d-9: Evaluation; Independent Educational Evaluation; Determining the existence of a learning disability; Evaluation and identification for gifted and talented

PA 17-82: Connecticut's Newest GTE Law (July 1, 2017)

Substitute House Bill No. 7353, PA 19-184

*An optional policy to consider.*

## **Students**

### **Conduct**

#### **Video Surveillance**

The Board of Education recognizes the District's responsibility to maintain order, discipline, safety and security on school property and in school vehicles. The Board also desires to afford students and staff privacy in respect to the records maintained by the District. The Board recognizes the value of electronic surveillance systems in monitoring activity on school property and in school vehicles in protecting the health, welfare and safety of its students and staff. The students and staff of the District recognize that their security and safety depends upon the capacity of the district to maintain discipline, control building access, and that a certain amount of restraint upon the activities of students and building visitors is assumed and expected.

The Board of Education having carefully weighed and balanced the rights of privacy of students and staff against the District's duty to maintain order discipline, safety and security finds that it is appropriate to provide for the use of video camera surveillance in its transportation vehicles and on school grounds as follows:

1. The District shall notify its students, staff and the public that video surveillance may/will occur on any school property or on any transportation vehicle. The District shall incorporate said notice, in such places as, but not limited to, in the student handbook, District calendar, staff handbook and District website;
2. The use of video surveillance equipment on transportation vehicles shall be supervised by the District contracted transportation supervisor. The use of video surveillance equipment on school grounds and on other District property shall be supervised and controlled by the building administrator or other responsible administrator;
3. The use of video recordings from surveillance equipment shall be subject to the other policies of the District including policies concerning the confidentiality of student and personnel records;
4. Video surveillance shall only be used to promote the order, safety and security of students, staff and property.

(cf. 4112.6/4212.6 – Personnel Records)

(cf. 5125 – Student Records)

(cf. 5131.1 – Bus Conduct)

(cf. 5131.11 – Video Cameras on School Buses)

(cf. 5131.5 – Vandalism)

(cf. 5145.12 – Search and Seizure)

Legal Reference: Family Educational Rights and Privacy Act (**FERPA**), sec. 438, 20 U.S.C. sec. 1232g (1988).

Policy adopted:

cps 4/99  
rev 4/08 rev 2/13

*An administrative regulation to consider/modify.*

## **Students**

### **Conduct**

### **Video Surveillance**

#### **Video Surveillance System Operation**

1. The Board authorizes the administration to use video surveillance: 1) to monitor and protect District property; 2) to foster the safety and security of students, staff, and visitors while at work or participating in school functions; 3) in response to specific inquiries and proceedings relating to law enforcement; and 4) when warranted, for specific student discipline. Videotapes may not be used for any other purposes.
2. Video cameras will be utilized on school grounds and on buses as recommended by building administration and approved by the Superintendent. The District shall notify students, staff, and the public that video surveillance may occur on school property. Such notification will occur through incorporation in the school parent/student handbooks, District and school websites and through clearly written signs displayed near the main entrance of each school. Cameras may only be installed on buses with prior notice to drivers.
3. Video recording equipment will be installed prominently. Equipment should not monitor areas where the students, employees and public have a reasonable expectation of privacy, such as locker rooms and adult and student restrooms. Video recording equipment may be in operation 24 hours per day, and monitored “live” by local law enforcement personnel.
4. The use of video surveillance equipment on school grounds shall be supervised and controlled by the building Principal ~~and/or School Resource Officer~~ and on the school buses by the Superintendent or Transportation Supervisor. The building Principal operates the system and maintains the recordings. Any further delegation should be limited and should include only administrative staff.
5. Video recordings should only be reviewed where there is a need to do so, either because an incident has been reported or is suspected to have occurred. Examples of such include, but are not limited to: incidents of property damage, theft, trespassing, personal injury, or student, staff or visitor altercations, etc.
6. Administrative staff ~~and School Resource Officer~~ assigned to the video surveillance system will be required to review and apply these regulations in performing their duties and functions related to operation of the system. All staff and students shall be made aware of the Board’s video surveillance policy. The regulations shall be incorporated into training and orientation programs. It shall be the responsibility of the Superintendent and school administration to review and update the regulations periodically.

## Students

### Conduct

### Video Surveillance

#### Video Surveillance System Operation (continued)

7. Audio shall not be a part of the video recordings made, reviewed, or stored by District staff.
8. Staff and students are prohibited from unauthorized use, tampering with or otherwise interfering with video recordings and/or video camera equipment and will be subject to appropriate disciplinary action. Disciplinary action shall be consistent with District policies.
9. The District shall provide reasonable safeguards including, but not limited to, password protection, well managed firewalls and controlled physical access to protect the surveillance system from hackers, unauthorized users and unauthorized use.
10. Video monitors shall be located in administrative offices at the school. Video monitors shall not be located in an area that enables public viewing. Local law enforcement personnel shall also have the ability to monitor the system. Parental requests to inspect video surveillance must be made in writing. Any such viewings must be compliant with the requirements of FERPA and Connecticut's FOIA.
11. Video surveillance equipment will be used in accordance with all Board of Education policies including the District's nondiscrimination policy and student records policy. (#5125).

### Storage/Security

1. Video recordings will be stored for a minimum of ~~five~~ **ten** school days after initial recording, whereupon if the Principal and/or designee know no reason for continued storage, such recordings will be released for erasure. The vehicle for storage will be dependent upon the type of system installed, which could vary from school to school and with the introduction of any new technology.
2. Video recordings held for review of property or student incidents will be maintained in their original form pending resolution. Recordings will then be released for erasure, copied for authorized law enforcement agencies, or retained as necessary as part of the student's record in accordance with established procedures and applicable law.

### Requests to View Video Surveillance

Requests to review video recordings shall comply with all applicable state and federal laws and with Board Policy. All requests for review of video recordings that are considered an educational record will be as follows:

## Students

### Conduct

#### Video Surveillance

##### Requests to View Video Surveillance (continued)

1. All viewing requests must be submitted in writing. Requests for viewing will be limited to those parents/guardians, ~~students~~ and/or District officials with a direct interest in the proceedings as authorized by the Principal and only the portion of the video recording concerning the related specific incident will be made available for viewing. An entire video, in a specific disciplinary situation, may be inspected and reviewed if the video “cannot be segregated or redacted without destroying its meaning.”
2. Written requests for viewing may be made to the Principal within five school days of the date of recording. ~~(note: The number of days may need to be altered based upon the system used by the district.)~~
3. Approval/denial for viewing will be made within five school days of receipt of the request and so communicated to the requesting individual. ~~(note: same as #2)~~
4. Video recordings will be made available for viewing within three school days of the request approval.
5. Actual viewing will be permitted only at school-related sites including the school buildings, or District office.
6. All viewing will include the building Principal or his/her designee.
7. A written log will be maintained of those viewing video recordings including the date of viewing, reasons for viewing, date the recording was made, location at school or central office, and signature of the viewer.
8. Video recordings will remain the property of the District and may be reproduced only in accordance with the law, including applicable Board policy and regulations.
9. Time lines may be altered for requests for viewing which arise at the end of a school year or prior to vacation periods.

#### Student Records

1. Video recordings may become a part of a student’s educational record. The District shall comply with all applicable state and federal laws and District Board policies related to record maintenance and retention. (FERPA, FOIA)
2. Parents/students and the public will not be specifically notified when a video camera is in use.

Regulation approved:

cps 4/08  
rev 2/13  
rev 4/18

**Video Surveillance Notification to Post on School Property**

The Board of Education has authorized the use of electronic surveillance systems on school property and on school buses transporting students. The system will be used to monitor student behavior and building visitors in order to promote and maintain a safe and secure environment for all students and staff. Students and parents are hereby notified that the content of the surveillance system may be used in a student disciplinary proceeding. Surveillance content will be routinely erased on a periodic basis or be retained if necessary for use in a student disciplinary proceeding or other matter as determined necessary by the administration. Parents may request to view surveillance contents used in a disciplinary proceeding involving their child.

In addition, visitors to the school site should be aware that local law enforcement officials monitor the video surveillance



*A mandated policy.*

## **Instruction**

### **Comparability of Services**

To improve the academic achievement of educationally and economically disadvantaged children, the Board of Education (Board) will participate in the federal Title I program.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators, and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the District's schools.

Comparability is defined, for purposes of this policy, as the District uses state and local funds to provide services to Title I schools that are comparable to those offered in non-Title I schools in order to get federal funding under ESSA.

The Board of Education believes that at all times its schools should be equally as well equipped and maintained as may be possible within existing financial limitations.

It shall be the policy of the Board of Education to ensure comparability of services funded by state and local sources in both Title I project schools and non-project schools. The Board of Education will therefore:

1. Establish and maintain a district-wide salary schedule that applies to all staff, whether assigned to Title I or non-Title I schools.
2. Provide services with federal, state and local funds in schools serving Title I project areas that are at least comparable to services in non-project areas.
3. Use federal, state, and local funds to provide equivalence among all schools with the same grade levels in teachers, administrators, and auxiliary personnel.
4. Use federal, state, and local funds to provide for an equivalence among all schools with the same grade levels in the provision of curriculum and instructional materials, books, and supplies.

The District shall maintain records that are updated biannually, documenting its compliance with this ESSA requirement.

## Instruction

### Comparability of Services (continued)

**Note:** The district will be considered to have met the comparability requirements of Title I, Part A if it has filed with the State Board of Education a written assurance that it has established and implemented (1) a district-wide salary schedule and (2) policies to ensure equivalence in resources. (U.S.C. 6321(c)(2))

For the purposes of determining comparability in compliance with 20 U.S.C. 6321(c), the District, may exclude

1. State and local funds expended for English Learners language instruction education programs.
2. Excess costs associated with providing services to students with disabilities.
3. Unexpected changes in enrollment or personnel assignments occurring after the beginning of the school year.
4. Staff salary differentials for years of employment.
5. Other expenditures from supplemental state or local funds consistent with the intent of Title I (serving only children who are failing, or most at risk of failing, to meet the State's standards)

The Superintendent or his/her designee shall provide in a timely manner all assurances, documentation, or other information required by the State Department of Education to demonstrate the District's compliance with Title I fiscal requirements.

The Superintendent or his/her designee shall maintain reports and other documentation demonstrating compliance with the requirements of this policy.

Nothing in this policy will prohibit the administration from addressing identified problems at individual schools.

**Note:** The comparability requirements of 20 U.S.C. Section 6321(c) shall not apply to a district that does not have more than one building from each grade span. (20 U.S.C. Section 6321(c)(4))

**Legal Reference:** Title I Improving Basic Programs Operated by State and Local Educational Agencies, Improving Every Student Succeeds Act, P.L. 114-95, Section 1118c of Title I, ESEA/ESSA  
20 U.S.C. Section 6321(c)  
*Agostini v. Felton* 521 U.S. 103 (1997)

**Policy adopted:**

rev 5/17  
rev 4/18

*A sample policy to consider.*

## **Business/Non-Instructional Operations**

### **Soliciting Prices (Bids and Quotations)**

All contracts for, and purchases of supplies, materials, equipment and contractual services in the amount of \$10,000 or more shall be based, when possible, on at least three competitive bids. All purchases less than \$10,000 in amount may be made in the open market, but shall, when possible, be based on at least three competitive quotations or prices. (NOTE: This amount is established locally but C.G.S. 7-148v requires that sealed bidding is required for contracts or purchases greater than \$25,000.) All purchases made in the open market shall be consummated after careful pricing. In an emergency situation these requirements may be waived by the Superintendent. The Superintendent shall notify the Board Chairman as soon as possible and the entire Board of Education at the next regularly scheduled meeting.

All contracts and all open market orders will be awarded to the lowest responsible qualified contractor or supplier, taking into consideration all of the factors set forth in policy #3320 ([Purchasing Procedures](#)).

When bidding procedures are used, bids shall be advertised in the area newspapers for at least one day. Suppliers shall be invited to have their names placed on mailing lists to receive invitations to bid. When specifications are prepared, they will be mailed to all merchants and firms who have indicated an interest in bidding on the items or services being bid.

All bids must be submitted in sealed envelopes, addressed to the appropriate school and plainly marked with the name of the bids and the time of the opening. Bids shall be opened at the time specified and all bidders and other interested persons shall be invited to be present.

The school district reserves the right to reject any or all bids and to accept that bid which appears to be in the best interest of the town/city. The school district reserves the right to waive any informalities in, or reject, any or all bids or any part of any bid. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.

The school district, after going out to bid for a good or service and receiving submissions shall consult with the town's legislative body if the town provides or uses such good or service, and, if the equivalent level of such good or service is provided by the town or through a town contract for a lower cost than the lowest qualified bid received by the school district. In such situations, the district shall consider a cooperative arrangement with the town for the provision of such good or service. A "good or service" includes but is not limited to, portable classrooms, motor vehicles or materials and equipment, such as telephone systems, computers and copy machines.

|  |
|--|
| The above requirement regarding consulting with the town's legislative body is not applicable to regional school boards. |
|--|

**Business/Non-Instructional Operations**

**Soliciting Prices (Bids and Quotations)**

Legal Reference: Connecticut General Statutes

7-148v Requirements for competitive bidding

P.A. 13-71 An Act Concerning Requirements for Competitive Bidding for the Award of Contracts or Purchase of Property by Municipalities

June 2017 Special Session PA 17-2, Section 161

Policy adopted:  
rev 1/18  
rev 10/18

*Sample regulation.*

## **Business/Non-Instructional Operations**

### **Soliciting Prices (Bids and Quotations)**

#### **Regulations Relative to the Bidding Activity**

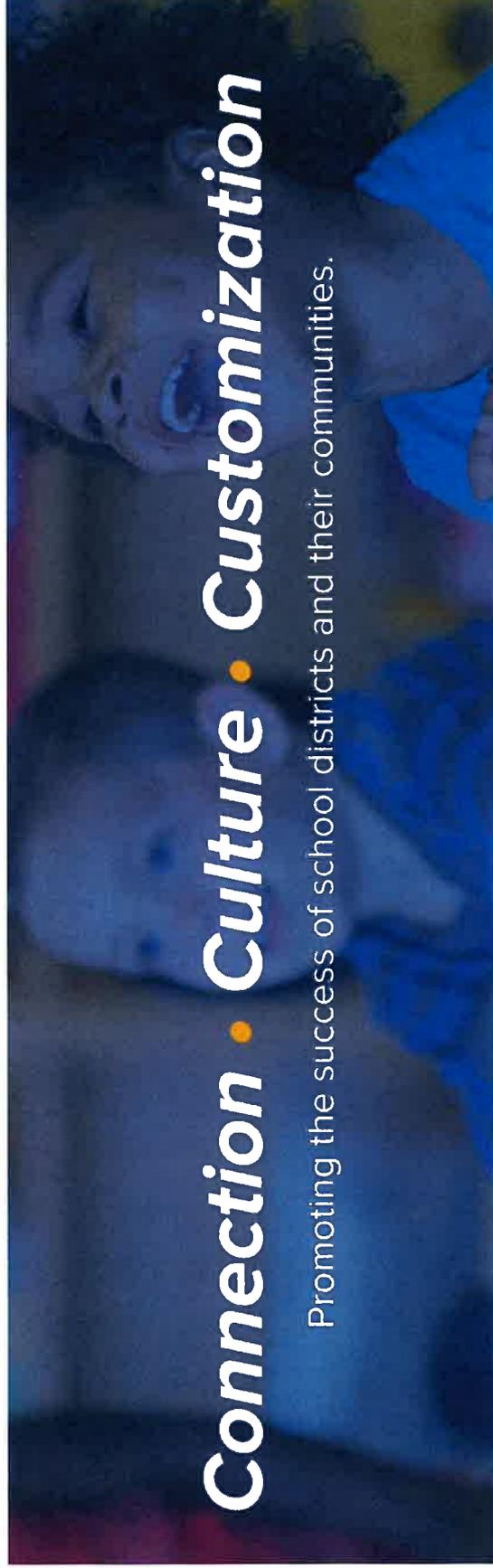
1. The purchasing personnel shall periodically estimate requirements of standard items or classes of items and make quantity purchases, thereby effecting economies. Whenever storage facilities or other conditions make it impractical to receive an entire order at one time, the total quantity should be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

Regulation approved:





November 2025 Board of Directors





**Welcome back...**

**Last year, I set a target of a  
balanced budget for 2025-2026.**

**What started as an abstract goal has in recent months - due  
to policy changes - and the shutdown in Washington...**

**...become a functional necessity.**



## What has happened?

- **Delay in the receipt of the IRS ERTC money due to the government shutdown which will delay any hope of this these funds being available for us to use (5.1 million).**
- **Reduction in income and indirect funds due to the shutdown and the cancellation of the Mental Health grant and freezing of federal programs (in excess of 4 million).**
- **Delay in the sale of WorkspaceCT (1.7 million).**
- **Our ongoing investments in programs and positions that have promise but no current funding.**
- **We are bracing for a huge increase in health care costs in the next fiscal year.**





A continuing wave of unfortunate events...

In round numbers, the new administration's policies and the government shutdown – in the worst-case scenario could cost the agency..

**\$10,000,000**

**About 20% of our overall budget**





Here is our best  
 guess as to  
 where we are  
 going to end  
 up...



| Programs                                | 2025-26 May Budget  |                     |                    | 2025-26 October Budget |                     |                    |
|---|---------------------|---------------------|--------------------|------------------------|---------------------|--------------------|
|   | Revenue             | Expenses            | Balance            | Revenue                | Expenses            | Balance            |
| <b>Adult Education</b>                  | <b>\$1,815,853</b>  | <b>\$1,815,443</b>  | <b>\$411</b>       | <b>\$2,136,835</b>     | <b>\$2,138,645</b>  | <b>(\$1,810)</b>   |
| Mandated                                | \$885,853           | \$885,853           |                    | \$885,853              | \$885,853           |                    |
| Footfalls and Others                    | \$120,000           | \$119,821           |                    | \$120,000              | \$121,810           |                    |
| Statewide Prof Dev.                     | \$800,000           | \$769,988           |                    | \$1,120,981            | \$1,120,981         |                    |
| <b>Skills 21</b>                        | <b>\$685,075</b>    | <b>\$615,425</b>    | <b>\$69,650</b>    | <b>\$729,473</b>       | <b>\$664,781</b>    | <b>\$64,692</b>    |
| <b>Personnel Services</b>               | <b>\$459,231</b>    | <b>\$611,332</b>    | <b>(\$152,101)</b> | <b>\$474,231</b>       | <b>\$606,335</b>    | <b>(\$132,104)</b> |
| <b>Early Childhood</b>                  | <b>\$8,186,439</b>  | <b>\$8,060,281</b>  | <b>\$126,157</b>   | <b>\$8,822,827</b>     | <b>\$8,680,646</b>  | <b>\$142,182</b>   |
| Student and Family Programs             | \$3,271,024         | \$3,243,284         |                    | \$3,784,083            | \$3,759,384         |                    |
| Professional Support and Other          | \$762,281           | \$815,235           |                    | \$766,940              | \$788,428           |                    |
| Birth to Three                          | \$4,123,124         | \$4,001,782         |                    | \$4,239,824            | \$4,121,823         |                    |
| <b>Head Start</b>                       | <b>\$3,767,954</b>  | <b>\$3,756,659</b>  | <b>\$11,295</b>    | <b>\$4,977,678</b>     | <b>\$4,977,678</b>  | <b>\$0</b>         |
| <b>Food Service</b>                     | <b>\$2,432,860</b>  | <b>\$2,458,059</b>  | <b>(\$25,199)</b>  | <b>\$2,404,052</b>     | <b>\$2,541,433</b>  | <b>(\$137,381)</b> |
| <b>Community Programs</b>               | <b>\$225,000</b>    | <b>\$225,000</b>    | <b>\$0</b>         | <b>\$264,913</b>       | <b>\$264,590</b>    | <b>\$323</b>       |
| <b>BASES</b>                            | <b>\$1,795,536</b>  | <b>\$1,803,988</b>  | <b>(\$8,452)</b>   | <b>\$1,920,168</b>     | <b>\$1,927,843</b>  | <b>(\$7,675)</b>   |
| <b>Teaching and Learning Services</b>   | <b>\$7,787,307</b>  | <b>\$7,948,112</b>  | <b>(\$160,805)</b> | <b>\$8,746,804</b>     | <b>\$10,587,484</b> | <b>(\$840,680)</b> |
| Professional Learning                   | \$4,435,388         | \$4,450,320         |                    | \$7,718,003            | \$7,874,158         |                    |
| Social, Emotional and Mental Health Sys | \$2,257,881         | \$2,318,744         |                    | \$1,705,163            | \$1,781,740         |                    |
| College and Career Accelerator          | \$1,084,250         | \$1,181,048         |                    | \$323,648              | \$851,885           |                    |
| <b>Special Education</b>                | <b>\$13,636,745</b> | <b>\$12,938,471</b> | <b>\$698,274</b>   | <b>\$12,665,649</b>    | <b>\$12,423,255</b> | <b>\$242,394</b>   |
| School Programs (ACCESS/PIA/Steps)      | \$8,354,091         | \$7,798,763         |                    | \$7,822,340            | \$7,473,423         |                    |
| Specialized Support Services            | \$2,327,849         | \$2,185,533         |                    | \$2,401,580            | \$2,388,788         |                    |
| Transition Services (Post U)            | \$2,105,800         | \$2,100,448         |                    | \$1,690,580            | \$1,677,483         |                    |
| Adult Developmental Services (ODSDSS)   | \$848,205           | \$845,737           |                    | \$851,188              | \$802,804           |                    |
| <b>Transportation</b>                   | <b>\$6,499,751</b>  | <b>\$6,094,154</b>  | <b>\$405,597</b>   | <b>\$5,575,250</b>     | <b>\$5,338,334</b>  | <b>\$236,916</b>   |
| <b>Total Programs</b>                   | <b>\$47,291,751</b> | <b>\$46,326,923</b> | <b>\$964,827</b>   | <b>\$49,717,880</b>    | <b>\$50,151,024</b> | <b>(\$433,144)</b> |
| <b>Administration &amp; Operations</b>  | <b>\$6,134,407</b>  | <b>\$6,299,517</b>  | <b>(\$165,110)</b> | <b>\$6,055,979</b>     | <b>\$6,000,436</b>  | <b>\$55,543</b>    |
| Debt Service                            |                     | \$595,447           | <b>(\$595,447)</b> |                        | \$595,447           | <b>(\$595,447)</b> |
| Sale of Workspace                       | \$0                 | \$0                 | \$0                | \$1,300,000            | \$65,000            | \$1,235,000        |
| <b>Agency Totals</b>                    | <b>\$53,426,158</b> | <b>\$53,221,888</b> | <b>\$204,271</b>   | <b>\$57,073,859</b>    | <b>\$56,811,907</b> | <b>\$261,952</b>   |



## How we got there...

### Already underway...

- We shed positions at WorkspaceCT and reduced positions/program expenses in our special education programs and the CCA.
- Spending restrictions and payment delays in some circumstances to ensure cash flow certainty.
- Putting WorkspaceCT back on the market at a somewhat reduced price – this budget assumes the sale before the end of the fiscal year.
- Building income streams (AI, transportation, etc.) that are not grant or federal funding dependent.
- Preparing for intense lobbying for financial assistance in the special November session of the Connecticut legislature to extend our Student Mental Health program.



- The state of Connecticut has fronted us \$250,000 to cover Head Start salaries for November allowing that program to stay open.
- Our discussions with our legislative contacts have been supportive of our \$820,000 ask for student mental health in next week's special session – this would benefit both our districts, their students, and our bottom line.
- We recently won a \$200,000 grant to support transportation in our CCA program... while it will not reduce that program's deficit, it will help take some pressure off our transportation department and is not reflected in this budget projection.
- We are ready to start lobbying the IRS directly for our ERTC money as soon as the shutdown ends.





## Other strategies to meet the moment...

**First level... if the shutdown continues past December 1<sup>st</sup> and if we cannot move WorkspaceCT:**

- Hiring and job replacement freeze.
- Staff furloughs for federally funded programs for the remaining duration of the shutdown.
- Solicitation of private funds to help close gaps.
- Potential suspension of our 403b match program.



**Next level...**

- **Elimination of unfunded programs/positions with staff adjustments based on internal needs.**
- **Consider the sale of additional agency property assets and further space consolidation.**
- **Agency-wide furloughs or work week and/or salary reductions (all truly last resort options).**



Moving  
forward...



| Programs                                | 2025-26 May Budget  |                     |                    | 2025-26 October Budget |                     |                    |
|---|---------------------|---------------------|--------------------|------------------------|---------------------|--------------------|
|   | Revenue             | Expenses            | Balance            | Revenue                | Expenses            | Balance            |
| <b>Adult Education</b>                  | <b>\$1,815,853</b>  | <b>\$1,815,443</b>  | <b>\$411</b>       | <b>\$2,136,835</b>     | <b>\$2,138,645</b>  | <b>(\$1,810)</b>   |
| Mandated                                | \$892,553           | \$895,853           |                    | \$895,853              | \$895,853           |                    |
| Footballs and Others                    | \$120,000           | \$119,021           |                    | \$120,000              | \$121,810           |                    |
| Statewide Prof Dev.                     | \$800,000           | \$799,968           |                    | \$1,120,981            | \$1,120,981         |                    |
| <b>Skills 21</b>                        | <b>\$685,075</b>    | <b>\$615,425</b>    | <b>\$69,650</b>    | <b>\$729,473</b>       | <b>\$664,781</b>    | <b>\$64,692</b>    |
| <b>Personnel Services</b>               | <b>\$459,231</b>    | <b>\$611,332</b>    | <b>(\$152,101)</b> | <b>\$474,231</b>       | <b>\$606,335</b>    | <b>(\$132,104)</b> |
| <b>Early Childhood</b>                  | <b>\$8,186,439</b>  | <b>\$8,060,281</b>  | <b>\$126,157</b>   | <b>\$8,822,827</b>     | <b>\$8,680,646</b>  | <b>\$142,182</b>   |
| Student and Family Programs             | \$3,271,024         | \$3,243,294         |                    | \$3,784,063            | \$3,759,394         |                    |
| Professional Support and Other          | \$792,291           | \$915,235           |                    | \$799,940              | \$799,428           |                    |
| Birth to Three                          | \$4,123,124         | \$4,001,782         |                    | \$4,238,824            | \$4,121,823         |                    |
| <b>Head Start</b>                       | <b>\$3,767,954</b>  | <b>\$3,756,659</b>  | <b>\$11,295</b>    | <b>\$4,977,678</b>     | <b>\$4,977,678</b>  | <b>\$0</b>         |
| <b>Food Service</b>                     | <b>\$2,432,860</b>  | <b>\$2,458,059</b>  | <b>(\$25,199)</b>  | <b>\$2,404,052</b>     | <b>\$2,541,433</b>  | <b>(\$137,381)</b> |
| <b>Community Programs</b>               | <b>\$225,000</b>    | <b>\$225,000</b>    | <b>\$0</b>         | <b>\$264,913</b>       | <b>\$264,590</b>    | <b>\$323</b>       |
| <b>BASES</b>                            | <b>\$1,795,536</b>  | <b>\$1,803,988</b>  | <b>(\$8,452)</b>   | <b>\$1,920,168</b>     | <b>\$1,927,843</b>  | <b>(\$7,675)</b>   |
| <b>Teaching and Learning Services</b>   | <b>\$7,787,307</b>  | <b>\$7,946,112</b>  | <b>(\$160,805)</b> | <b>\$9,746,804</b>     | <b>\$10,587,484</b> | <b>(\$840,680)</b> |
| Professional Learning                   | \$4,435,368         | \$4,450,320         |                    | \$7,718,003            | \$7,874,159         |                    |
| Social, Emotional and Mental Health Svs | \$2,257,681         | \$2,318,744         |                    | \$1,705,153            | \$1,781,740         |                    |
| College and Career Accelerator          | \$1,094,250         | \$1,181,048         |                    | \$323,649              | \$851,585           |                    |
| <b>Special Education</b>                | <b>\$13,636,745</b> | <b>\$12,938,471</b> | <b>\$698,274</b>   | <b>\$12,665,649</b>    | <b>\$12,423,255</b> | <b>\$242,394</b>   |
| School Programs (ACCESS/PLA/Steps)      | \$8,354,091         | \$7,798,753         |                    | \$7,622,940            | \$7,473,423         |                    |
| Specialized Support Services            | \$2,327,649         | \$2,195,633         |                    | \$2,401,580            | \$2,380,758         |                    |
| Transition Services (Post U.)           | \$2,105,800         | \$2,100,448         |                    | \$1,680,580            | \$1,877,483         |                    |
| Adult Developmental Services (DDSDSS)   | \$849,205           | \$845,737           |                    | \$851,169              | \$802,594           |                    |
| <b>Transportation</b>                   | <b>\$6,499,751</b>  | <b>\$6,094,154</b>  | <b>\$405,597</b>   | <b>\$5,575,250</b>     | <b>\$5,338,334</b>  | <b>\$236,916</b>   |
| <b>Total Programs</b>                   | <b>\$47,291,751</b> | <b>\$46,326,923</b> | <b>\$964,827</b>   | <b>\$49,717,880</b>    | <b>\$50,151,024</b> | <b>(\$433,144)</b> |
| <b>Administration &amp; Operations</b>  | <b>\$6,134,407</b>  | <b>\$6,299,517</b>  | <b>(\$165,110)</b> | <b>\$6,055,979</b>     | <b>\$6,000,436</b>  | <b>\$55,543</b>    |
| Debt Service                            | \$0                 | \$595,447           | <b>(\$595,447)</b> | \$595,447              | \$595,447           | <b>(\$595,447)</b> |
| Sale of Workspace                       | \$0                 | \$0                 | <b>\$0</b>         | \$1,300,000            | \$65,000            | <b>\$1,235,000</b> |
| <b>Agency Totals</b>                    | <b>\$53,426,158</b> | <b>\$53,221,888</b> | <b>\$204,271</b>   | <b>\$57,073,859</b>    | <b>\$56,811,907</b> | <b>\$261,952</b>   |

**It is important to remember that most  
our programs are still in good shape...**





# The hardest part of this is the number of unknowns and uncertainties...



Program performance  
New revenue streams  
New grants  
Potential revenue from property sales  
ERTC potential  
Agency resilience



Lost revenue from the government shutdown (SNAP, indirect, grants)  
Lights off at the IRS  
SMH grant cancellation  
WorkspaceCT sale delay  
Health insurance costs

