

New Hartford Public Schools
Board of Education Regular Meeting Agenda
7:00 PM on Tuesday, September 15, 2026
Antolini School Library
Agenda

New Hartford BOE meetings are accessible live via the following: <https://meet.google.com/pnn-nevt-gqj>
Or dial: (US) +1 413-853-2042 PIN: 162 779 505#

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. School Security Plan Update
 - b. Indoor Air Quality Plan Update
 - c. CGSS 1-220 Facility Survey Update
 - d. ARPA Updates
- E. Board of Education Chair's Report**
- F. Routine Business**
 - a. Approval of Minutes - Regular August 18, 2026, Special September 2, 2026
 - b. Expenditure Report
- G. New Business**
 - a. Discussion and Board Direction on School Facility Utilization Task Force Submitted Questions
 - b. REVISION - Policy 0521 - Nondiscrimination (1st Read)
 - c. REVISION - Policy 5141.22 - Communicable/Infectious Diseases (1st Read)
 - d. REVISION - Policy 5141.221 - Pediculosis (1st Read)
 - e. REVISION - Policy 9325.3 - Parliamentary Procedures (1st Read)
- H. Reports**
 - a. EdAdvance
 - b. CABA
- I. Public Comment - (For Agenda Items Only)**
- J. Executive Session**
 - a. Discussion concerning the evaluation of candidates for the position of Interim Superintendent
 - b. Discussion regarding employment terms/contract strategy for the position of Interim Superintendent
- K. Adjournment**

Supporting documents for agenda items may be found online:

<https://www.newhfd.org/board-of-education/boe-meetings-agendas-and-minutes/2026-meeting-dates-agenda-and-minutes>

Recorded Reg. & Special BOE meetings will be posted to:

https://www.youtube.com/channel/UCX-_ZlomWmjG81dc_QM3rfg



Sara Voghel <voghels@newhtfd.org>

Fwd: BOE Update: Gratitude and Next Steps

1 message

Timothy Klepps <kleppst@newhtfd.org>

Wed, Aug 19, 2026 at 5:48 PM

To: Members BOE <boe@newhtfd.org>, Sara Voghel <voghels@newhtfd.org>

Public communication below.

Begin forwarded message:

From: Saquana and Steve Seltzer <homeofseltzer@gmail.com>

Date: August 19, 2026 at 9:02:38 AM EDT

To: kleppst@newhtfd.org

Subject: Re: BOE Update: Gratitude and Next Steps

Thanks for the update and expressing all of our gratitude for a job well done by Superintendent Sousa, Tim.
Best regards,

Saquana and Steve Seltzer

On Wed, Aug 19, 2026, 08:30 Tim Klepps <kleppst@newhtfd.org> wrote:
<noname>

Gratitude and Next Steps

Dear New Hartford School Community,

On behalf of the New Hartford Board of Education, I want to express our deepest gratitude and appreciation to Superintendent Sousa following his recent decision to resign from his position with New Hartford Public Schools. During his tenure, Superintendent Sousa has made significant contributions to our school district and has demonstrated an unwavering commitment to our students, staff, families, and community. His leadership has helped advance important initiatives while keeping student achievement, school improvement, and the well-being of our students at the center of our work.

Among his many accomplishments, Superintendent Sousa has helped the district strengthen its focus on teaching and learning, advance long-term planning and strategic priorities, address important facilities and indoor air quality needs, navigate complex special education and financial challenges, and identify opportunities to improve the educational experience for every student. He has also worked diligently to position the district for continued success and sustainability in the years ahead. Perhaps most importantly, Superintendent Sousa has consistently demonstrated a genuine belief in the potential of our students and the importance of providing them with the very best educational opportunities possible. His dedication, energy,

professionalism, and willingness to tackle difficult challenges have been greatly valued by the Board of Education.

We recognize that leadership transitions are significant moments for any school community. While we are certainly saddened by Superintendent Sousa's departure, we are grateful for the time, effort, and commitment he has given to New Hartford Public Schools. We wish him every success in his future endeavors and sincerely thank him for the lasting impact he has made on our district.

Looking ahead, the Board of Education is committed to conducting a thorough and thoughtful search for our next Superintendent. We will undertake a comprehensive search process designed to identify an exceptional educational leader who shares our commitment to students, values our community, supports our outstanding staff, and is prepared to build upon the progress we have made.

We will keep the school community informed throughout the search process and will seek appropriate opportunities for input as we work to identify the best possible leader for New Hartford Public Schools.

On behalf of the entire Board of Education, I extend our heartfelt thanks to Superintendent Sousa for his service and dedication to New Hartford. We are grateful for his contributions and wish him and his family all the very best.

Sincerely,

<noname>

Tim Klepps
Chair
New Hartford Board of Education

530 Main Street | P. O. Box 315 | New Hartford, Connecticut 06057 | Phone: 860-379-8546 | Fax: 860-738-1766
<https://www.newhtfd.org/>

The New Hartford School District uses email as our main way of communicating and sharing important information with you in a timely fashion.

To stop receiving all email messages distributed through our SchoolMessenger service, follow the link and confirm:
ATTENTION: BY CLICKING [Unsubscribe](#) YOU WILL NO LONGER RECEIVE ANY ELECTRONIC COMMUNICATIONS FROM THE NEW HARTFORD PUBLIC SCHOOLS, WHICH MAY RESULT IN YOUR MISSING IMPORTANT INFORMATION REGARDING YOUR CHILD'S SCHOOL COMMUNITY. If you have any questions please reach out to the school office.

<noname>

<noname>



Sara Voghel <voghels@newhtfd.org>

Fwd: Superintendent

1 message

Timothy Klepps <kleppst@newhtfd.org>

Wed, Aug 19, 2026 at 5:49 PM

To: Members BOE <boe@newhtfd.org>, Sara Voghel <voghels@newhtfd.org>

Public communication below.

Begin forwarded message:

From: Erica Mumm <emumm271@gmail.com>

Date: August 19, 2026 at 2:27:32 PM EDT

To: kleppst@newhtfd.org

Subject: Superintendent

Hi Tim, I hope this finds you well! With the announcement of the superintendent's resignation, I would like the board to consider a half time position or a joint position shared with Barkhamsted. With the enrollment decline. This feels like a more sensible and appropriate option for the new hire.

Thank you for this consideration,
Kindly,
Erica Mumm



Sara Voghel <voghels@newhtfd.org>

[NHTaskForce] Request regarding the Superintendent Search

Timothy Klepps <kleppst@newhtfd.org>
To: Kristin Young <youngk@newhtfd.org>
Cc: Members BOE <boe@newhtfd.org>, NHTaskForce@newhtfd.org

Mon, Aug 24, 2026 at 4:58 PM

Thank you Kristin,

This is a topic that I would expect any candidate to know through their evaluation and research of our district. I would also expect that this would be a discussion topic during the interview process.

Thank you,
Tim

On Aug 20, 2026, at 10:13 PM, Kristin Young <youngk@newhtfd.org> wrote:

Hello Board of Education,

On behalf of the School Facility Utilization Task Force, I'm writing to formally request that candidates in the Superintendent search be informed that the school facility utilization process is currently underway. We believe awareness of this work is important context for candidates as the district continues evaluating long-term facilities planning.

Thank you for considering this request.

Best,

Kristin

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Kristin Young
Vice Chair, Board of Education
Chair, School Facility Utilization Task Force
New Hartford Public Schools
530 Main Street PO Box 315
New Hartford, CT 06057
youngk@newhtfd.org

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You received this message because you are subscribed to the Google Groups "School Facility Utilization Task Force" group.

To unsubscribe from this group and stop receiving emails from it, send an email to NHTaskForce+unsubscribe@newhtfd.org.

To view this discussion visit <https://groups.google.com/a/newhtfd.org/d/msgid/NHTaskForce/E673A931-3AEC-4DD3-806E-F8406A09110E%40newhtfd.org>.



Sara Voghel <voghels@newhtfd.org>

[NHTaskForce] Follow-Up: Task Force Questions to Inform School Facility Utilization Planning

Kristin Young <youngk@newhtfd.org>

Thu, Aug 20, 2026 at 10:17 PM

To: Timothy Klepps <kleppst@newhtfd.org>

Cc: BOE Members <boe@newhtfd.org>, School Facility Utilization Task Force <NHTaskForce@newhtfd.org>

Dear Tim and the BOE:

Following the task force's discussion tonight, we are requesting guidance from the Board of Education on several programming and space-planning questions that will help inform decision-making as we continue evaluating school facility utilization options.

The goal is to better understand the Board's priorities so that any future planning assumptions are aligned with educational direction, service delivery expectations, and potential long-term needs.

The task force is seeking guidance on the following questions:

1. If schools were consolidated, is separation of the gym and cafeteria considered a must-have?
2. How many pre-K classrooms should be planned for in future scenarios?
3. Does the Board of Education intend to bring life skills or other outplaced special education services back into our school buildings?
4. Is the Board open to changes in grade configuration, specifically grouping 2nd graders with 3rd-6th graders in one school?
5. Is it a priority to provide separate art and music spaces rather than continuing with combined spaces?
6. Does the Board anticipate bringing back any previously offered programs, such as world languages, theater, or similar offerings, that should be considered in long-term planning?
7. Is it a priority for the Board to consider bringing central office functions into a school building?

These questions are intended to help the task force understand what programming assumptions should be incorporated into facility planning, and where flexibility may or may not exist as options are evaluated.

We appreciate any guidance the Board can provide.

Sincerely,
Kristin

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Kristin Young
Vice Chair, Board of Education
Chair, School Facility Utilization Task Force
New Hartford Public Schools
530 Main Street PO Box 315
New Hartford, CT 06057
youngk@newhtfd.org

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You received this message because you are subscribed to the Google Groups "School Facility Utilization Task Force" group.

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To view this discussion visit <https://groups.google.com/a/newhtfd.org/d/msgid/NHTaskForce/CAEL10569Gqg9%2BqJcnK0jEpzgv27XXVFmFnH-2zkrqETT-rdgKw%40mail.gmail.com>.

From: Jay Bailey <jabmudflap@gmail.com>

Date: August 23, 2026 at 10:23:39 PM EDT

To: Christine Hayward <CHayward@newhartfordct.gov>, Timothy Klepps <kleppst@newhtfd.org>, Penny J Miller <penny56r@aol.com>, djerram@newhartfordct.gov, Alesia Kennerson <mbgrnwd@gmail.com>, kguilfoyle@newhartfordct.gov

Subject: Consolidation Crossroad

To the Boards of Education, Finance and Selectman,

We are at a crossroad where consolidating our school system's expenses will protect our town's low tax rate and help insulate New Hartford from the economic stress everyone is experier

This is not a time to spend millions on unnecessary renovations or a time to be over-staffed and over-administered.

It's becoming clear as we look closer that all our students could fit into the biggest of our 3 schools currently in use.

If you come to the conclusion that one school is too tight a fit, it would make sense to keep a second building for a long term, on-going maintenance program, allowing us to shuffle classro programs as time moves on.

We don't need a full-time superintendent, or additional administrative office space; we need to downsize across the spectrum in every way we can. .

I am opposed to the last Task Force Meeting's approval of spending more money on professional studies.

Stop wasting money; we only need to properly maintain what we have.

Jay A Bailey
575 Main St.



Sara Voghel <voghels@newhtfd.org>

Fwd: Superintendent Search Process

1 message

Timothy Klepps <kleppst@newhtfd.org>

Fri, Aug 28, 2026 at 11:03 AM

To: Members BOE <boe@newhtfd.org>

Cc: Jeff Sousa <Sousaj@newhtfd.org>, Sara Voghel <voghels@newhtfd.org>, Jonathan Costa <costa@edadvance.org>

Sharing interest from Mr. Lynch in participating with Superintendent selection.

Thank you,
Tim

Begin forwarded message:

From: Jeffrey Sousa <sousaj@newhtfd.org>

Date: August 28, 2026 at 10:24:18 AM EDT

To: Michael Lynch <lynchm@newhtfd.org>, Timothy Klepps <kleppst@newhtfd.org>

Subject: Re: Superintendent Search Process

Good morning Mike,

Thank you very much for offering your important perspective into the process to assist the Board. I have copied Tim on this correspondence for his and the Board's consideration.

Jeffrey F. Sousa
Superintendent
New Hartford Public Schools
860.379.8546
Sousaj@newhtfd.org

On Fri, Aug 28, 2026 at 9:46 AM Michael Lynch <lynchm@newhtfd.org> wrote:

Good morning Jeff,

As the board begins the search for our next superintendent, I would like to offer my support and participate in the selection process in whatever capacity would be most helpful.

Given my role as Director of Student Services and working alongside the central office team, I have a deep understanding of our district culture and the specific operational challenges our next leader will face. I believe this perspective could be a valuable asset in evaluating candidates to ensure we find the right fit for the district.

I want to respect the board's established process, but I would welcome the chance to contribute if there is an opportunity to do so.

Michael Lynch
Director of Student Services
New Hartford Public Schools
860-379-1653

Aulay Carlson
455 West Hill Road
New Hartford, CT 06057

Subject: Selecting New Hartford's Next Superintendent: A Data-Driven Approach

Dear Members of the Board of Education,

The selection of our next superintendent is one of the most critical tasks before this Board. This individual will provide the leadership that guides the education of New Hartford's children. If our school system is a pool, the superintendent is the rock thrown into it. The vital question is: what kind of ripples will they create?

To make an informed selection, the Board must look objectively at a candidate's track record. The most likely candidate will be a current principal. (If the candidate is an existing superintendent, the immediate question must be why they are eager to leave their current post). For a principal, the most meaningful indicator of leadership is at least four years of performance data, which is readily available to the public through the state's EdSight portal (<https://public-edsight.ct.gov>).

I urge the Board to evaluate candidates based on their school's four-year Smarter Balanced assessment trends:

- **Upward Growth:** If a school starts with low proficiency and scores trend upward over four years, it demonstrates positive, effective leadership.
- **Downward Trends:** Consistently declining scores reveal a lack of effective leadership.
- **Stagnant Scores:** If average or low scores do not improve over time, the candidate has acted as a placeholder rather than a leader.
- **Maintained Excellence:** If a school begins with high performance and sustains it despite changing cohorts, the candidate has proven they can maintain a high-performing environment.

Beyond state data, the Board must rigorously explore a candidate's grasp of the science of learning. This is uniquely critical regarding the science of reading. For years, evidence-based reading research was largely ignored by colleges of education, resulting in diminished literacy outcomes. There is finally a movement to correct this, and our new superintendent must be fully equipped to champion and lead this effort in New Hartford.

Thank you for your time, transparency, and commitment to our students' success.

Sincerely,

A handwritten signature in black ink that reads "Aulay Carlson". The signature is fluid and cursive, with the first name "Aulay" written in a larger, more prominent script than the last name "Carlson".

Aulay Carlson

Possible questions for the candidate:

Part 1: Data-Driven Track Record & Leadership

1. "Looking at the state data (such as EdSight) for your school over the last four years, what is the exact trajectory of your students' math and English scores? To what specific actions do you attribute that trend?"

- **What to listen for:** A strong candidate will know their numbers immediately without making excuses. Look for leaders who take personal responsibility for the trend, rather than blaming the student cohort, the pandemic, or state testing models.

2. "If you take over a school where half the students are not scoring at grade level, what are your first three steps to change that trajectory? Can you share an example of a time you successfully moved stagnant or declining metrics?"

- **What to listen for:** Concrete, actionable steps (e.g., auditing the curriculum, reallocating intervention resources, changing the schedule). Avoid candidates who offer vague philosophical answers about "building culture" without mentioning academic interventions.

3. "If a school is already high-performing, how do you prevent the district from coasting? What metrics do you look at to ensure you are maintaining excellence rather than just acting as a placeholder?"

- **What to listen for:** A focus on sub-group data (are *all* demographics succeeding?), closing the gap for the lowest-performing quartile, and pushing top students further.

4. (For candidates who are currently Superintendents) "Given that you are already leading a district, what specific data or challenges in New Hartford made you want to move here?"

- **What to listen for:** Evidence that they have actually researched New Hartford's specific profile, rather than just looking for a lateral career move or escaping a bad situation in their current town.

Part 2: The Science of Learning & Reading

5. "Historically, many colleges of education have ignored evidence-based reading research. How do you define the 'science of reading,' and how does it differ from the models you were likely taught early in your career?"

- **What to listen for:** They should explicitly mention phonemic awareness, phonics, fluency, vocabulary, and comprehension. They should be able to articulate why older methods (like "three-cueing" or guessing words from pictures) are flawed.

6. "Transitioning a district to a science-of-reading-aligned curriculum often requires a massive culture shift for veteran teachers. How will you lead our educators through this transition and ensure the new curriculum is actually being taught?"

- **What to listen for:** A clear plan for professional development, ongoing coaching, and accountability. Strong leaders acknowledge that handing teachers a new textbook isn't enough; they need support to unlearn old methods.

7. "Beyond literacy, how do you ensure that the broader 'science of learning'—such as cognitive load theory and spacing out practice—is actively applied in our classrooms?"

- **What to listen for:** An understanding that instructional methods should be based on how the human brain actually acquires and retains information, not just



Sara Voghel <voghels@newhtfd.org>

Fwd: Superintendent Search

Timothy Klepps <kleppst@newhtfd.org>

Wed, Sep 2, 2026 at 8:50 PM

To: Sara Voghel <voghels@newhtfd.org>, Jeff Sousa <Sousaj@newhtfd.org>

Communication to the Board.

Begin forwarded message:

From: New Hartford Education Association <nheacopresident@gmail.com>

Date: September 2, 2026 at 5:30:58 PM EDT

To: buzzit@newhtfd.org, kleppst@newhtfd.org, millerp@newhtfd.org, morantek@newhtfd.org,
perottie@newhtfd.org, puzj@newhtfd.org, rodenbergf@newhtfd.org, russellt@newhtfd.org, youngk@newhtfd.org

Subject: Superintendent Search

Dear Chairman Klepps and Members of the New Hartford Board of Education,

As we begin another school year, we want to take a moment to thank you for your continued support of our students, staff, and schools. We deeply value the positive and collaborative relationship that the Board of Education and our teachers have built over the years, and we appreciate your consistent commitment to our district. This new school year has begun with a tremendous amount of positive energy throughout our schools, and we are grateful for the many people—including the Board—who help create the conditions that allow our students and staff to begin each year with enthusiasm and optimism.

It is with that same spirit in mind that we approach the important transition now facing our district. With the announcement of Mr. Sousa's resignation, we recognize that the Board must now take on an important and consequential task: selecting the next superintendent to lead the New Hartford Public Schools. We understand the significant and lasting impact this decision will have on our students, staff, families, and community.

As the leadership of the New Hartford Education Association, we respectfully request that teacher representatives have a meaningful role in the superintendent search and selection process. Our members are among the stakeholders who work closely with district leadership and who experience firsthand how a superintendent's leadership affects our schools. We believe our perspective can provide the Board with valuable insight into the qualities, leadership style, and priorities that will best support our students and staff. We have a vested interest in the continued success of our district, and hope to work collaboratively with the Board to identify the strongest possible leader for our schools.

We approach this request with the benefit of recent experience. Mr. Sousa has been an exceptionally strong superintendent, and we are grateful for the leadership he has provided to our district. His tenure has given our staff an even clearer understanding of the qualities that contribute to effective district leadership. We have seen firsthand the importance of strong communication, collaboration, trust, transparency, support for staff, and a clear commitment to students and the community. Those experiences have helped us know what our district needs and what we hope to see in our next superintendent.

We recognize and respect that the ultimate responsibility for selecting the superintendent rests with the Board of Education. At the same time, we believe the search will be strongest when it draws upon the perspectives and experiences of the people who work within our schools every day. We would appreciate an opportunity to have representatives from our membership be included in the process. We hope the Board will view this request as an opportunity for meaningful collaboration. Our goal is to contribute our knowledge, experience, and perspective in the search for a leader who shares the Board's commitment to finding the best possible future for our students, staff, and district.

Thank you again for your continued support of our schools and for the positive working relationship we share. We value the opportunity to work alongside the Board in service of our students and look forward to continuing that partnership during this important transition and in the years ahead.

With appreciation and respect,

Sarah Gaedeke and Lisa LoPresti

Co-Presidents of the New Hartford Education Association



Sara Voghel <voghels@newhtfd.org>

Re: Freedom Of Information Request

1 message

Jeffrey Sousa <sousaj@newhtfd.org>

Tue, Jun 30, 2026 at 10:32 PM

To: Aulay Carlson <acitaly2011@gmail.com>, Timothy Klepps <kleppst@newhtfd.org>

Cc: Sara Voghel <voghels@newhtfd.org>

Good evening Mr. Carlson,
Thank you for your inquiry. All teacher certifications are found on the State website
<https://sdeportal.ct.gov/cecsfoi/foillookup.aspx>
Have a great evening.

Jeffrey F. Sousa
Superintendent New Hartford Public Schools

On Tue, Jun 30, 2026 at 3:02 PM Aulay Carlson <acitaly2011@gmail.com> wrote:

Mr. Sousa, this is a Freedom of Information Request.

This is a Freedom of Information Request

Please provide the Pre-K Certifications for the three Pre-K teachers listed in the New Hartford School system.

You may send the requested information to acitaly2011@gmail.com

Aulay Carlson

[455 West Hill Rd, New Hartford, CT 06057](#)



Sara Voghel <voghels@newhtfd.org>

Re: This is a Freedom of information Request

1 message

Jeffrey Sousa <sousaj@newhtfd.org>

Wed, Jul 1, 2026 at 5:15 PM

To: Aulay Carlson <acitaly2011@gmail.com>, Timothy Klepps <kleppst@newhtfd.org>

Cc: Sara Voghel <voghels@newhtfd.org>

Good afternoon Mr. Carlson,

This information is publicly posted and available on the District website.
I have provided you this information and will no longer respond to this type of request.

Have a nice afternoon.

Jeffrey F. Sousa

Superintendent New Hartford Public Schools

On Wed, Jul 1, 2026 at 3:20 PM Aulay Carlson <acitaly2011@gmail.com> wrote:

Mr, Sousa: This is a Freedom of Information Request

Please Provide the number of preregistered and registered students in each grade to date for 2026 -2027. Include Pre-K.

This is a Freedom of Information Request

You may send the information to: acitaly2011@gmail.com

Aulay Carlson



Sara Voghel <voghels@newhftd.org>

Re: This is a Freedom of Information Request

1 message

Jeffrey Sousa <sousaj@newhftd.org>

Thu, Jul 2, 2026 at 12:37 PM

To: Aulay Carlson <acitaly2011@gmail.com>, Timothy Klepps <kleppst@newhftd.org>

Cc: Sara Voghel <voghels@newhftd.org>, "Blair, Russell" <Russell.Blair@ct.gov>

I have responded to your inquiry.

Jeffrey F. Sousa
Superintendent
New Hartford Public Schools
860.379.8546
Sousaj@newhftd.org

On Thu, Jul 2, 2026 at 12:36 PM Aulay Carlson <acitaly2011@gmail.com> wrote:

Again this is a FOI. My request is for the upcoming year 2026-2027 based on current school registrations, The date in the budget is for 2026-2027 without breakout. I am requesting the class size breakou. This data you have. Please provide it.

Aulay Carlson

On Thu, Jul 2, 2026 at 12:26 PM Jeffrey Sousa <sousaj@newhftd.org> wrote:

Mr. Carlson,

Under the Freedom of Information Act, a document or report must have been created for it to be a part of public record. The document you seek is on page 7 of the 2026-2027 budget book. Click this link [here](#) for your convenience. There is no other public record created to satisfy this request that the Board retains. I have copied your request to include the FOIA commissioner as this is now the 3rd request and is becoming vexatious in nature. I responded on July 1st, 11:47am and again on July 1st, 5:15p.m. to the same inquiry.

Have a pleasant day.

Respectfully,
Jeffrey F. Sousa
Superintendent
New Hartford Public Schools
860.379.8546
Sousaj@newhftd.org

On Thu, Jul 2, 2026 at 12:13 PM Aulay Carlson <acitaly2011@gmail.com> wrote:

Mr, Sousa: This is a Freedom of Information Request

I have gone to the website and looked for the information on class size (pre-k and grades 1 to 6) for the 2026-2027 school year and have not found it. Please provide a link to the requested information or provide the data. This is a request to a public government agency and you are required by CT law to provide this information.

Please Provide the number of preregistered and registered students in each grade to date for 2026 -2027. Include Pre-K.

This is a Freedom of Information Request
You may send the information to: acitaly2011@gmail.com
Aulay Carlson

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Sara Voghel <voghels@newhtfd.org>

Re: This is a freedom of Information Request

1 message

Jeffrey Sousa <sousaj@newhtfd.org>

Mon, Jul 6, 2026 at 10:20 AM

To: Aulay Carlson <acitaly2011@gmail.com>

Cc: Timothy Klepps <kleppst@newhtfd.org>, Sara Voghel <voghels@newhtfd.org>

This information is on the website. I have already provided this information.

Jeffrey F. Sousa
Superintendent New Hartford Public Schools

On Fri, Jul 3, 2026 at 8:11 PM Aulay Carlson <acitaly2011@gmail.com> wrote:

This is a freedom of information Request.

"Under the Connecticut Freedom of Information Act, I am requesting a copy of the most recent enrollment report, demographic breakdown, or other existing public record that shows the current number of students enrolled in each grade level." Prte-k through 6 grade.

This is a freedom, of Information Request.

You may send the information to acitaly2011@gmail.com

Aulay Carlson



Sara Voghel <voghels@newhtfd.org>

Re: This a Freedom of Information Request

1 message

Jeffrey Sousa <sousaj@newhtfd.org>

Thu, Jul 9, 2026 at 12:02 PM

To: Aulay Carlson <acitaly2011@gmail.com>

Cc: Timothy Klepps <kleppst@newhtfd.org>, Sara Voghel <voghels@newhtfd.org>, Michael Lynch <lynchm@newhtfd.org>

Good morning Mr. Carlson,

Thank you for your questions.

How many non Pre-K children does the school system provide services Under **CGS § 10-76d**? Approximately 80.

How many Pre-K children does the school system provide services Under **CGS § 10-76d**?

There is no precise number of students as this changes dependent on the child's 3rd birthday when the district is required to provide special education services upon qualification. Currently we are anticipating 15-22. The last presentation given by Mr. Mike Lynch was at the BOE meeting on June 2, 2026. All materials, reports and information are listed on our [website](#)., linked here for your convenience.

Jeffrey F. Sousa
Superintendent
New Hartford Public Schools
860.379.8546
Sousaj@newhtfd.org

On Wed, Jul 8, 2026 at 12:41 PM Aulay Carlson <acitaly2011@gmail.com> wrote:

This a Freedom of Information Request

Mr. Sousa How many Pre-K children does the school system provide services Under **CGS § 10-76d**?

"Under the Connecticut Freedom of Information Act, I am requesting a copy of the most recent demographic report, state filing (such as EdSight submissions), or other existing public record that shows the total aggregate number of students currently receiving special education services under CGS § 10-76d.

I am requesting aggregate statistical data only. I am not seeking any personally identifiable information (PII) or individual student education records protected by FERPA. If the requested records contain PII, please redact the exempt identifying information and release the non-exempt aggregate data, as required by CGS § 1-210."

How many non Pre-K children does the school system provide services Under **CGS § 10-76d**?

How many Pre-K children does the school system provide services Under **CGS § 10-76d**?

This is a Freedom of Information Request.

Please send the requested information to Aulay Carlson

acitaly2011@gmail.com



Sara Voghel <voghels@newhtfd.org>

Re: Freedom of Information Request

Jeffrey Sousa <sousaj@newhtfd.org>

Fri, Jul 17, 2026 at 1:00 PM

To: Aulay Carlson <acitaly2011@gmail.com>

Cc: Sara Voghel <voghels@newhtfd.org>, Timothy Klepps <kleppst@newhtfd.org>

Good afternoon Mr. Carlson,

Under the FOIA, the BOE does not need to do research, answer questions or create records that do not already exist to respond to a request. The answer to your question does not exist in any document nor report.

Jeffrey F. Sousa
Superintendent
New Hartford Public Schools
860.379.8546
Sousaj@newhtfd.org

On Thu, Jul 16, 2026 at 12:25 PM Aulay Carlson <acitaly2011@gmail.com> wrote:

Freedom of Information Request

How many out of school district children are registered in the New Hartford School District?

"Under the Connecticut Freedom of Information Act, I am requesting a copy of the most recent enrollment report, tuition summary, or other existing public record that shows the total aggregate number of non-resident (out-of-district) students currently attending schools within the district.

If this data is categorized by grade level, sending town, or enrollment type (e.g., standard tuition, Open Choice, or special education outplacement), please provide the records showing those aggregate breakdowns.

I am requesting aggregate statistical data only. I am not seeking any personally identifiable information (PII) or individual student education records protected by FERPA. If the requested records contain PII, please redact the exempt identifying information and release the non-exempt aggregate data, as required by CGS § 1-210."

Freedom of Information Request

You may send the information to: acitalu2011@gmail.com
Aulay Carlson



Sara Voghel <voghels@newhtfd.org>

Re: Pre_k Children

Jeffrey Sousa <sousaj@newhtfd.org>

Tue, Jul 14, 2026 at 10:35 PM

To: Aulay Carlson <acitaly2011@gmail.com>

Cc: Timothy Klepps <kleppst@newhtfd.org>, Sara Voghel <voghels@newhtfd.org>, Michael Lynch <lynchm@newhtfd.org>

Greetings Mr. Carlson,

We are well aware of the process for evaluation and identification of all special education students. I have answered your question on July 9, 2026 at 12:02pm.

How many Pre-K children does the school system provide services Under **CGS § 10-76d**?

There is no precise number of students as this changes dependent on the child's 3rd birthday when the district is required to provide special education services upon qualification. Currently we are anticipating 15-22. The last presentation given by Mr. Mike Lynch was at the BOE meeting on June 2, 2026. All materials, reports and information are listed on our [website](#)., linked here for your convenience.

Jeffrey F. Sousa
Superintendent New Hartford Public Schools

On Mon, Jul 13, 2026 at 9:09 PM Aulay Carlson <acitaly2011@gmail.com> wrote:

This is a Freedom of Information Request.

For a Pre_K to receive special educational benefits there is a protocol to be followed. I have attached a copy of that protocol to this email. How many children, NUIMBER ONLY, with fully documented PPTs are in the New Hartford school system.

"Under the Connecticut Freedom of Information Act, I am requesting a copy of the most recent demographic report, state filing (such as EdSight submissions), or other existing public record that shows the total aggregate number of students currently receiving special education services under CGS § 10-76d. I am requesting aggregate statistical data only. I am not seeking any personally identifiable information (PII) or individual student education records protected by FERPA. If the requested records contain PII, please redact the exempt identifying information and release the non-exempt aggregate data, as required by CGS § 1-210."

How many Pre-K children does the school system provide services Under **CGS § 10-76d**?

This is a freedom of Information Request.

You may send the request information to: acitaly2011@gmail.com

Aulay Carlson



Sara Voghel <voghels@newhtfd.org>

Re: Freedom of Information Request

Jeffrey Sousa <sousaj@newhtfd.org>

Fri, Jul 17, 2026 at 1:00 PM

To: Aulay Carlson <acitaly2011@gmail.com>

Cc: Sara Voghel <voghels@newhtfd.org>, Timothy Klepps <kleppst@newhtfd.org>

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Jeffrey F. Sousa
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Freedom of Information Request

You may send the information to: acitalu2011@gmail.com
Aulay Carlson

Aulay Carlson
455 West Hill Rd
New Hartford, CT 06057

17 July 17, 2026

Freedom of Information Officer / Superintendent of Schools New Hartford Public Schools

RE: Freedom of Information Act Request – Electronic Database Export & State Reporting Records

Dear Superintend or FOIA Officer ,

Under the Connecticut Freedom of Information Act (C.G.S. § 1-200 et seq.), I am requesting copies of the following existing public records maintained by the New Hartford School District.

Please note that this is not a request to answer questions or create new records. This is a request for copies of existing data maintained in your computer systems and existing reports filed with the state.

1. Student Information System (SIS) Electronic Export Pursuant to C.G.S. § 1-212(b), which governs requests for computer-stored public records, I am requesting a digital export (in CSV, Excel, or similar tabular format) from your Student Information System (e.g., PowerSchool or equivalent) for all currently enrolled students.

To ensure compliance with FERPA and C.G.S. § 1-210, **please exclude/redact all Personally Identifiable Information (PII)**, including student names, State Assigned Student Identifiers (SASID), dates of birth, and exact street addresses.

I am requesting an export containing only the following data fields for each enrolled student:

- Grade Level
- Resident Town / Sending Town
- Enrollment Type or Tuition Status (e.g., Resident, Open Choice, Special Education Outplacement, Staff Child)

Note: The FOIC has consistently ruled that querying an existing database to export non-exempt data fields does not constitute the "creation" of a new record.

2. Public School Information System (PSIS) Reports I am requesting a copy of the district's most recent Public School Information System (PSIS) snapshot report (e.g., the October Collection) submitted to the Connecticut State Department of Education

(CSDE). Please provide the sections of this report that aggregate or detail the "Nexus District" or "Resident Town" for students attending New Hartford schools.

3. Tuition and Outplacement Billing Records I am requesting copies of the most recent summary invoices, billing ledgers, or ledger balances sent to other municipalities for the tuition of non-resident students currently attending New Hartford schools. (Please redact any student names to maintain FERPA compliance).

If you believe any portion of these existing records is exempt from disclosure, please provide the non-exempt portions and cite the specific statutory exemption you are relying upon for any redactions.

If my request is denied in whole or in part, please provide a written explanation for the denial.

Thank you for your prompt attention to this matter. I look forward to receiving these records within the statutory timeframe.

Sincerely,

A handwritten signature in cursive script that reads "Aulay Carlson". The signature is written in black ink and is positioned above the printed name.

Aulay Carlson



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

August 6, 2026

Mr. Aulay Carlson
455 West Hill Rd
New Hartford, CT 06057

Re: Connecticut Freedom of Information Act Request
Request dated July 17, 2026

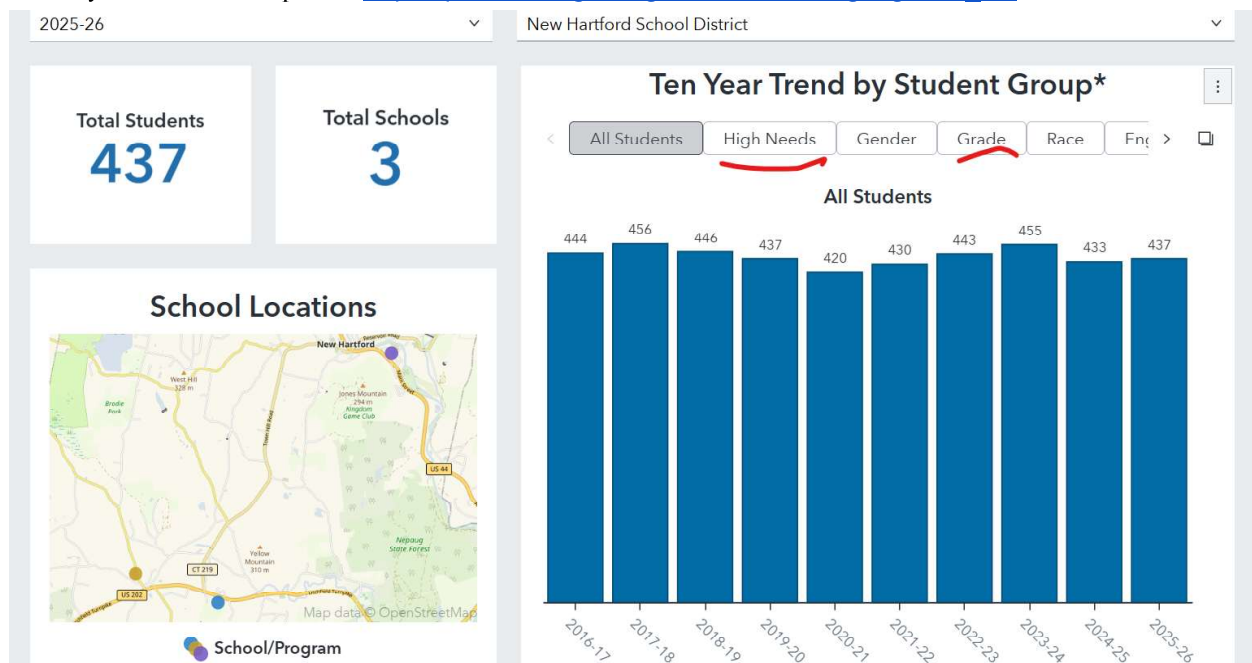
Dear Mr. Carlson:

This letter responds to your request under the Connecticut Freedom of Information Act ("CT FOIA"), C.G.S. § 1-200 et seq., received by New Hartford Public Schools on July 17, 2026. Your request sought: a digital export from the district's Student Information System ("SIS") for all currently enrolled students, limited to fields including grade level, resident/sending town, and enrollment/tuition status; the district's most recent Public School Information System ("PSIS") snapshot report submitted to the Connecticut State Department of Education ("CSDE"), specifically portions that aggregate or detail "Nexus District" or "Resident Town"; and the most recent tuition/outplacement billing summaries/ledgers or ledger balances sent to other municipalities for tuition of non-resident students currently attending New Hartford schools (with student names redacted).

After review, the District responds as follows.

SIS electronic export for currently enrolled students (non-PII fields)

You may find this data request at https://public-edsight.ct.gov/students?language=en_US.





PSIS snapshot report submitted to CSDE (“Nexus District” / “Resident Town” sections)

You may find this data request at https://public-edsight.ct.gov/students?language=en_US.

The PSIS snapshot is a report prepared and maintained in support of state reporting obligations and is not a “non-exempt” record segregable from student education record content for purposes of FOIA disclosure.

Tuition/outplacement billing records / ledger summaries sent to other municipalities

The District denies disclosure of the requested tuition/outplacement billing ledgers and summary invoices/ledger balances because the records are maintained in connection with student education records and contain (directly or indirectly) information that identifies or is reasonably capable of identifying students, even if student names are redacted, and therefore are protected under FERPA and applicable state confidentiality requirements.

Outplacements costs are outlined in the budget with an overall projected cost for \$310,000. Additionally, because of the small number of students this is considered suppressed data in accordance with FERPA.

Respectfully,

Jeffrey Sousa
Superintendent of Schools
New Hartford Public Schools

RE: Freedom of Information Act Request – Municipal and School Personnel Salaries

Dear Mr. Sousa

Under the Connecticut Freedom of Information Act (FOIA), I am formally requesting electronic copies of the salary and compensation records for all New Hartford Public Schools personnel.

Specifically, I am requesting a list containing the following data points for the most recently completed calendar or fiscal year:

- Employee First and Last Name
- Department and Job Title
- Gross Annual Salary or Total Compensation (including any overtime, bonuses, or stipends)

Statutory Requirement for Disclosure

The Connecticut General Statutes (C.G.S.) explicitly mandate the release of these records. C.G.S. § 1-210(a) states:

Ballotpedia

"Except as otherwise provided by any federal law or state statute, all records maintained or kept on file by any public agency, whether or not such records are required by any law or by any rule or regulation, shall be public records and every person shall have the right to (1) inspect such records promptly during regular office or business hours, (2) copy such records in accordance with subsection (g) of section 1-212, or (3) receive a copy of such records in accordance with section 1-212."

Furthermore, it is a matter of settled law in Connecticut that the statutory exemption for "personnel or medical files and similar files" under C.G.S. § 1-210(b)(2) does not apply to the gross salaries of public employees. The Connecticut Freedom of Information Commission and the Connecticut Supreme Court (*Perkins v. Freedom of Information Commission*, 228 Conn. 158 (1993)) have consistently ruled that public employee compensation is a matter of legitimate public concern. Because the public has a right to know how tax dollars are spent, gross salary information is unconditionally subject to disclosure.

CGA.ct.gov

Format and Fees

If these records are currently maintained or can be easily generated in an electronic format (such as an Excel spreadsheet, CSV, or PDF), I request that they be delivered electronically via email to eliminate copying fees.

If physical copies are strictly necessary, please inform me of any costs before proceeding. As established by C.G.S. § 1-212(a)(B), the fee for physical copies provided by municipal agencies shall not exceed fifty cents per page.

CT.GOV-Connecticut's Official State Website (.gov)

As required by statute, please provide a prompt response to this request. If you determine that any portion of this request is exempt from disclosure, please provide a written explanation citing the specific statutory exemption you are relying upon.

Thank you for your time and assistance in this matter.

Sincerely,

A handwritten signature in black ink, reading "Aulay Carlson". The signature is fluid and cursive, with the first name "Aulay" and the last name "Carlson" clearly distinguishable.

Aulay Carlson New Hartford, CT acitaly2011@gmail.com



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Jeffrey Sousa

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of Schools

Michael Lynch

Director of Student
Services

Amy Kennedy

Principal Bakerville & New
Hartford Elementary

Kelly Carroll, Ed.D.

Principal Ann Antolini
School

August 11, 2026

Aulay Carlson
New Hartford, CT

Re: Freedom of Information Act Request

Dear Mr. Carlson:

This letter acknowledges receipt of your Freedom of Information Act request seeking records relating to the salaries and compensation of New Hartford Public Schools personnel.

The District has reviewed your request and has processed it in accordance with the Connecticut Freedom of Information Act. The District does not need to create a specific spreadsheet or list that does not already exist. The District informs you that the salaries and departments are within the budget book located [here](#). The District is not obligated to reformat documents nor create a new document in consultation with FOIA.

Respectfully,

Jeffrey F. Sousa

Superintendent New Hartford Public Schools



ARPA GRANT		*(approx)	\$100,000.00
VENDOR	DETAILS		ESTIMATES:
RIISKA	- Auditorium: Repair/ replace 2g wiremold box and outlets. Tighten loose outlets and covers. - Gym: Convert loose sg mud ring outlet to 2g duplex outlets and secure/ Tighten loose outlets. - 46N: Replace plastic plate w ss plates and tighten. - 44N: Tighten loose outlets. - 42N: Tighten outlets behind copier and replace plastic plates w ss plates. - 40N: Run circuit from panel and install breaker and add wiremold, wiremold box and quad outlet, and run wm and add duplex outlet. - Custodian rm: Replace plug in outlet extender w wm quad box. Extend box to another wm box and add gfi outlet and quad outlets. Run emt pipe to workbench and add outlets. Replace hanging light w LED troffer light. - 3E: Tighten loose outlets. Run circuit from panel add breaker. Add 2 strips of wm by back window and add 2 quad outlets. - 5E: Replace existing plugmold 4 outlet with 6’ -12 outlet strip. - 7E: Same as room 5E. - 9E: Replace plastic plates w ss plates and tighten outlets. - 11E: Run circuit from panel add breaker and install wm and plugmold 6’- 12 outlet strip front of room. Replace back outlet with 6’-12 outlet strip. - 13E: Run circuit from panel add breaker add wm and plugmold 6’ strip under TV. - 14E: Tighten loose outlets, replace outlet in front and back of room with 6’ plugmold strip. - 12E: Convert 220v to 120v and add quad outlet at location. Replace outlet with 6’ plugmold strip. 10E run circuit from panel add breaker install wm and 6’ plugmold strip under TV. Replace front outlet with 6’ plugmold strip. 8E replace old plugmold 4 outlet strip with 6’ 12 outlet strip. Run circuit from panel install breaker add wm and 6’ plugmold strip right of TV. - 6E: Replace old 4 outlet strip with 6’ 12 outlet plugmold strip. - 4E: Same as room 6E. - 15W: Replace old 4 outlet strip with 6’ 12 outlet strip. - 17W: Same as room 15W. - 19W: Replace 4 outlet strip with 6’ -12 outlet strip, add 6’ strip off outlet in front room under TV off existing outlet. 21W extend 4 outlet strip with 6’ strip. Install 6’ strip off of existing outlet under TV. - 20W: Replace 4 outlet strip with 6’ 12 outlet strip. - 23W: Add 6’ strip off existing outlet under chalkboard. Add 6’ strip off outlet behind desk. - 25W: Add 2- 6’ strips off existing outlet 1 in front 1 in back of room. - 27W: Add 6’ strip off front left outlet. 29W add 6’. Strip off of right side outlet. - 28W: Tighten outlets. 18W replace 4 outlet strip with 6’ - 12 outlet strip. - 16W: Same as room 18W. - Add 3 phase 100A panel to accommodate East side of rooms. - Classroom GFCI outlets will be checked when working in rooms as this was not done in walk thru. - If GFCI outlet needs to be replaced it will be an extras charge of \$30 for ea. - Note all 6’ strips are with 12 outlets per strip.	\$29,998.69	
MR KOETHER	ANT water heaters (4)		\$6,640.00
JGM WOODWORKS	ANT inspection, debris removal, caulk, all expansion joints		\$11,550.00
GALASSO PAVING	ANT & BAK driveway, walkway, patch parking lot OVERAGE FROM CAPITAL (43,117.38 original amount)		\$23,117.38
Superior Industries	ANT CLASSROOM tile and glue sent for asbestos testing - potential abatement		TBD
PuroClean	ANT & NHES remediation of trace mold		\$3,400.00
Eagle Rivet	NHES- roof repair (patching)		\$5,500.00
rev. 8.15.26	\$80, 206.07 SPENT		\$80,206.07
rev. 9.8.26			

Riiska	NHES- circuits, kitchen- run wiremold on ceiling to new panel, add 20A circuit for milk refrigerator. Tie into new panel add 20A duplex outlet. outlet conversion- 2-20A circuits, 2 quad boxes, brings circuits back to hall closet and tie into new panel. Add 24 circuit 3 phase sub panel mounted next to existing panel. Room #9 convert 220V outlet to 120V, make existing outlet a quad outlet. Add another quad outlet using wiremold on other side of room where fridge, microwave and coffee maker are.	\$9,565
Northeast Crack Filling	BAK- new paved section	\$400
Canton Village Construction	ANT- top soil around new paving	\$168.00
Superior Products Dist.	ANT - grass seed around new paving	\$121.50
EnviroMed	ANT & NHES - retesting for trace mold	\$1,426.00
Riiska	ANT - wiring and circuits for water heaters. Run 2 larger circuits from kitchen panel to new panel that needed to be replaced by back kitchen door. Install 2 bolt on 400A 2 pole breakers. Install new panel and install 2 new 40A breakers by kitchen back door. 8/4 mc wire, 2-40A bolt breakers, 4 circuit sub-panel, 2-40A breakers, 8 THHN wire, 3/4" mc connectors, 3/4" Emt connectors, 3/3" Emt pipe, wire tiles. Wiring, switch and new circuit at intersection of East and West wings. 12/3 mc wire, mc connectors, 4" box, r/s cover, blank cover, decora outlet, switch, 8/2 mc wire, 1/2" straps, 1/2 & 3/4 connectors, 8 THHN a wire.	\$3,827.90
		\$15,508.40
	BALANCE REMAINING*	\$4,285.53

New Hartford Public Schools
Board of Education Regular Meeting
7:00PM on Tuesday, August 18, 2026
Ann Antolini School - Library

PRESENT: Superintendent Jeffrey Sousa; Chair Timothy Klepps

Board Members: Thomas Buzzi; Penny Miller (Secretary); Kirby Morante; Erik Perotti; Jon Puz; Frank Rodenberg; Timothy Russell and Kristin Young (Vice Chair)

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

A. Pledge of Allegiance

B. Order of Business

N/A

C. Communications to the Board of Education/Public Comment

Lacey Gover – June 18, 2026 – End of Year Letter

Aulay Carlson - 455 West Hill Road

Mr. Carlson read two letters he wrote, both dated August 18, 2026.

D. Superintendent's Report

a. Back to School Updates (2026-2027 School Year)

Superintendent Jeffrey Sousa has announced to the Board of Education tonight, his upcoming departure from New Hartford Public Schools. Mr. Sousa has accepted a position with EdAdvance. He is confident the New Hartford Public School district will succeed with the current Board of Education and administrative team. The staff have done a wonderful job preparing for the beginning of the school year.

b. Regional #7 Director of Curriculum, Instruction and Assessment

Region 7 has long discussed incorporating an additional staff member, a *Director of Curriculum, Instruction and Assessment*, an individual responsible for all districts of students who attend Region 7. Region 7 brought together Superintendents and Board Chairs of the multiple towns to investigate a position for the 2027-2028 school year. Overall, the position is to make sure the experiences of students from the different towns are aligned. This is a "Shared Service", the idea was brought up to the districts by Region 7. At this time, it is still undetermined if this implementation of another staff member would be a Region 7 employee or EdAdvance employee.

c. Personnel Report

Superintendent Sousa announced new staff members who have recently joined New Hartford Public Schools.

- Jessica Guerrero — Special Education Teacher at Ann Antolini School
- Stephanie Komp — Physical Therapist for the District, Part-Time (All Schools)
- Lauren Bunch — LTS Kindergarten at New Hartford Elementary
- Liza DiMartino — Nurse at New Hartford Elementary
- Amy Karpovich — Occupational Therapist for the District (All Schools)
- Patricia Brett — Paraeducator at Ann Antolini School (*previously a substitute*)

Mr. Sousa requested a \$5,000 increase for the Registered Nurse followed by a 3% and 3% for the Lead Nurse. Superintendent Sousa provided examples from surrounding towns salaries: **Canton \$75,000, Hartland \$73,000, Nonnewaug \$73,000, Region 7 \$70,500, Region 13 \$66,000, Torrington \$63,650, Region 10 \$63,500 and New Hartford \$60,000. The State average is about \$66,000 across the board.**

MOTION by Penny Miller to increase the Registered Nurse salary by \$5,000, then 3% and 3%. Second by Jon Puz.

Thomas Buzzi questioned how this request came to fruition, was it a request from the individual, brought to Mr. Sousa's attention by other means or something Mr. Sousa noted in the budget and where will this increase come from in the budget? Mr. Sousa stated this request was a combination of all the above and that the funds would need to come from other areas in the budget, although he doesn't have a specific one at this time. This increase would be incorporated in the budget that just previously passed, where this increase was

not included. There is possibility the award of the SEED grant may help cover this. The current position is out of Bakerville Consolidated School. Timothy Klepps stated should this action not be taken, what are the other options? Mr. Sousa is advocating for the position to avoid losing the individual which is very difficult to rehire, he recommends the Board of Education maintain individuals. Timothy Russell suggested longevity as an alternative. The nurses are not a unionized group.

UNANIMOUS

d. Clean Air School Challenge - Grant Acceptance

Superintendent Sousa requested the Board of Education to accept a \$9,000 Clean Air School Challenge grant, formally. The grant will be utilized over the course of this year, mainly to help of set the \$6,000 contractor cost, replace filters and a staff stipend of \$1,200.

MOTION by Timothy Russell to accept the \$9,000 Clean Air Grant. Second by Penny Miller

UNANIMOUS

e. American Rescue Plan Act (ARPA) Grant

There is ARPA funds that must be expended by end of year, 2026. Please see the ARPA breakdown attachment for more detail. The uses of this ARPA money consist of:

- RIISKA: **\$29,998.69** in Electrical work at Ann Antolini School (*from SP+A*)
- MR KOETHER: **\$6,640.00** for Water Heaters at Ann Antolini School (4)
- JGM WOODWORKS: **\$11,550.00** for expansion joints at Ann Antolini School
- GALASSO PAVING: **\$23,117.38** for driveway, walkway and parking lot patching at Ann Antolini School and Bakerville Consolidated School
- MOLD: **\$3,400.00** at Ann Antolini and New Hartford Elementary for remediation of mold
- NHES: **\$5,500.00** for roof repair

The ARPA funding started with approximately \$100,000, as of August 15, 2026 \$80,206.07 has been spent on the items above. There is an estimated \$19,793.93 left.

f. Free Breakfast and Reduce Lunch (EdAdvance)

Breakfast meals are free for all students this year and there is an option of reduced lunch for students who qualify. Please see the flyer for EdAdvance Food Service, 2026-2027 School Year.

g. Excess Cost Grant

The ECG has increased by \$323.00, last year a much larger amount was received.

In-District Special Education Grant – New Hartford Public School in collaboration with Canton Public Schools has applied for a competitive State funded grant and pleased to announced has received (with Canton) \$500,000 to establish a high quality In-District Special Education Program. Mr. Sousa gives credit to Michael Lynch, the Director of Student Services of New Hartford and Barbara McLean, the Director of Pupil Personnel Services of Canton. This funding is to support what is needed to bring Special Education students back into district. New Hartford is 1 out of 42 towns to receive this grant. More information to come on this at a later date. There is an attachment included.

Chairman Timothy Klepps and Timothy Russell expressed their tokens of appreciation to Superintendent Jeffrey Sousa and thanked him for his devotion and time with New Hartford Public Schools.

E. Board of Education Chair's Report

a. Tri-Board Meeting

The most recent Tri-Board (*Board of Education, Board of Finance and Board of Selectman-Chairs*) meeting focused mostly on ARPA funding. The amount (*of approximately \$100,000*) was originally allocated to the New Hartford Elementary School roof. This funding will be lost if not used. There have been improvements completed over the summer which will be covered by this ARPA funding, a breakdown to come later in this meeting.

b. Educational Cost Share (ECS) Supplemental Grant

The Educational Cost Share Supplemental Grant was received and allocated correctly. The funding awarded of \$172,000 went to the towns surplus and \$94,000 was applied to reduced taxes.

Chairman Klepps informed the Board Members of a memorandum which was sent to Christine Hayward from Mr. Timothy Klepps in response to the previously received memorandum from Ms. Hayward. The attachments to meetings will continue to be included with meeting minutes for the Board of Education.

F. Routine Business

a. Approval of Minutes - Tuesday June 2, 2026 (Regular)

MOTION by Frank Rodenberg to approve the meeting minutes from the June 2, 2026, regular meeting. Second by Kirby Morante.

Aye: Thomas Buzzi; Timothy Klepps; Kirby Morante; Erik Perotti; Jon Puz; Frank Rodenberg; Timothy Russell and Kristin Young

Naye:

Abstain: Penny Miller

(8-0-1)

Motion Passes

b. Expenditure Report

MOTION by Penny Miller to approve the expenditure report as presented. Second by Jon Puz.

UNANIMOUS

There is approximately \$135,000 unexpended from last year's 2025-2026 budget, because of several unpaid leaves and a change in an outplacement. This money will go through audit process and the option would then be up to the Board to place in the non-lapsing account.

G. New Business

a. School Facility Utilization Task Force - Report, Status and Discussion on Next Steps

The School Facility Utilization has completed their work with Silver Petrucelli and Associates. There are various scenarios being discussed.

- 1. Maintain existing (Replace Bakerville Portables)**
- 2. Combine Pre-K through Grade 2 into one school, at existing site**
- 3. Combine Pre-K through Grade 2, New Construction at Ann Antolini School**
- 4. One District Wide School**
- 5. Two Schools, Pre-K & Grade 1 plus Grade 2 through 6**

The School Facility Utilization Task Force has expressed interest in combining Pre-K-2. Members have also advocated to eliminated any extensive work at Bakerville Consolidated School, given the size of the site and phasing required to make it possible. The site work to have Pre-K through Grade 2 at New Hartford Elementary School is also problematic being in a floodplain, there are difficulties as to what can fit. No options consist of adding a second floor to any school. The School Facility Utilization Task Force Subcommittee (*Stakeholder Engagement*) conducted a staff survey. The responses were in favor of some sort of consolidation. Generally, staff were not pleased with the general conditions of the classrooms, and responses were not specific to any one location or options on the table. There does need to be discussion at the Board of Education level for items that are out of scope for the School Facility Utilization Task Force, such as boring at Ann Antolini School or the cost of an oil to propane conversion (*outside the scope of SP+A*), or site and traffic analyses. The SFU-TF is faced with problems in determining further specifics on items such as: *essential programming needs, or a separation between the gymnasium and cafeteria*, because these factors are substantial square foot changes. The SFU-TF needs guidance from the Board of Education, what is a priority? The priorities (key factors) should come from the Board of Education. There are many options of school configurations and upgrades, such as maintaining current schools to rebuilding new and upgrading the absolute bare minimum to the other side of the spectrum going as modern as possible. The amount of programming needs hinders the configurations and designs.

All three schools have severe deferred maintenance. Bakerville and New Hartford Elementary have succeeded their useful life. Are these buildings worth putting money into? The SFU-TF has not surveyed the community yet because there are too many options on the table. The next SFU-TF meeting is Thursday August 20, 2026. A representative of DATTCO will be in attendance to discuss transportation regarding consolidation. There has to be an end date, what's the timeline? What does the Board of Education expect the end goal to be? Thomas Buzzi feels the task force should bring options to Board of Education with price tags, but ultimately the decision should come from the town. His expectation would be to take multiple options to the town. He feels a survey to the community needs to include options with price tags. There are ranges for each option at this point in time. Ms. Young suggested more direction for the SFU-TF to continue narrowing down the options. Chairman Timothy Klepps suggested determining a baseline. If New Hartford was to stay with the three schools, what is the cost to add programming and do necessary upgrades, then what is the cost to consolidate to 2 schools with upgrades, these options may lean towards leaving the configuration as is. The Boards consensus definitely feels the need to understand the appetite of the community. Bakerville portables are at the end of their life. There is also potential to find further remediations if the building is opened up. Ms. Young expressed she feels the schools have lacked maintenance over the years, the staff and students deal with inefficiencies every day. Ms. Young has asked the Board of Education to form an option and give perspective to the SFU-TF. If there is information the Board of Education wants known, now would be the time. If

there is action the Board would like to include as input, that needs to be put out there. No action is also an action, this is the opportunity for the Board of Education to take the lead. The Board of Education's main goal is to advocate for excellence in the educational system.

Timothy Klepps expresses he advocates for current century learning upgrades; he feels the Board of Education would be remiss if the Board didn't strive for the best for the student's education. Options range from where the schools are now to the opposite – a more aspirational view. Timothy Russell expressed his opinion comes down to cost, he feels the most important asset is staff and administrators. He considered what will be most effective long term? He voiced a concern of merging into 1 school because of traffic and parking. There is skepticism for adding an additional road. Kirby Morante is interested in every option with every dollar amount. Penny Miller always thought a "campus" was a great goal, but this option is very expensive. She does not wish to see Bakerville close but potentially the town could find another use for the building. There are other factors, is the goal to use every possible space or use space in the best possible way? How much do the configurations deviate from current class sizes? Penny Miller advocates for an Art and Music room – this is an example of a programming piece. Kirby Morante feels the priorities should be revisited, the tiered sets of costs: definitely needed, should do, nice to have for example.

H. Old Business

- a. REVISION - Policy 5112 - Ages of Attendance/Admissions/Placement (*Second Read*)

MOTION by Frank Rodenberg to approve Policy 5112 - Ages of Attendance/Admissions/Placement. Second by Penny Miller.

UNANIMOUS

- b. NEW - Policy 5142 - School Safety: Preparation, Response, and After Action (*Second Read*)

MOTION by Frank Rodenberg Policy 5142 - School Safety: Preparation, Response, and After Action (*rescinding Policy 3516, 6114, and 5141.6*). Second by Penny Miller.

UNANIMOUS

I. Reports

MOTION by Frank Rodenberg to table "Reports" until the next meeting. Second by Kristin Young.

UNANIMOUS

- a. Curriculum Subcommittee - Vision of a Learner
- b. Community Outreach
- c. EdAdvance
- d. CABE

J. Public Comment - (For Agenda Items Only)

Shelley Lloyd — 29 Pioneer Drive

Ms. Lloyd states she has been to all School Facility Utilization Task Force meetings (*except 1*). She urges the NH Board of Education to plan for future, and noted that compromises will have to happen. She requested the Board of Education read her letter regarding 14 things to be considered. Ms. Lloyd feels a step is missing, how you can make a decision without Civil/Structural Engineer? She strongly feels a consultation from an Engineer is needed at this time to get professional input on the current sites.

Mary Beth Greenwood — 155 South Road

Ms. Greenwood thanked Superintendent Sousa for his time with New Hartford Public Schools and acknowledge his work within the school system has been appreciated. Ms. Greenwood provided examples of where she felt guidance from the Board of Education was needed: *moving Grade 2 to Ann Antolini School, or should the SFU-TF consider additional space for Special Education, the number of Pre-K classrooms, whether the gym and cafeteria being separate is desired or not*. These examples make a big difference in the scenarios, and the School Facility Utilization Task Force is at a point where they need Board of Education input to move forward.

Carmen Neale — 39 Spencer Brook Road

Ms. Neale also thanked Superintendent Sousa for his work and stated he will be missed. Ms. Neale strongly feels New Hartford Public Schools should be offering more languages, especially Spanish. She feels opportunities that used to exist should be brought back and offered in the curriculum. Music is a highlight of New Hartford; she also feels Theater should be offered as an opportunity for children to be more knowledgeable. Carmen advocated for expanding the horizons for the children, which creates them to be better people. She asked the NH Board of Education to please consider programming, adding items (that are important) back in. Theater, music, vocal, and more languages, (*Chinese Japanese, Sign Language as examples*).

John Lloyd — 29 Pioneer Drive

Mr. Lloyd has strongly recommended engineer expertise be proposed and obtained. There are options with dollars, but without more information, how can you make a decision without all the information. An engineer will be able to provide, yes this is an option or no, this is not an option. Can the septic handle said options? Will ledge be a problem? To proceed without this service means you don't know if in fact you can actually do it. He stated a quick walkthrough of each site is simple. If this step is not completed, the Board of Education and School Facility Utilization Task Force are going down a road without enough information. He requested the Board get a professional opinion as to the feasibility of each site.

K. Executive Session

- a. Discussion of the self-evaluation/performance of the Board of Education

MOTION by Timothy Russell to enter Executive Session at 9:10PM and invite Superintendent Sousa to join. Second by Penny Miller.

UNANIMOUS

Everyone in attendance left the meeting.

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

Information following Executive Session was provided by Superintendent Sousa to the Recording Secretary.

Executive Session ended at 9:57PM.

L. Adjournment

MOTION by Penny Miller to adjourn the meeting at 9:57PM. Second by Kirby Morante.

UNANIMOUS

*Respectfully submitted by,
Elizabeth Domas, Recording Secretary*

Attachments:

Kristin Young forwarded correspondence from SFU-TF to Board of Education – “School Option” from Aulay Carlson July 9, 2026
Superintendent Sousa Resignation Letter – August 2026
ARPA Grant Breakdown – (Vendor, Details, Estimates)
EdAdvance Breakfast & Lunch Letter – Meal Pricing
Governor Lamont Announces \$10.6 Million in State Grants to Strengthen In-District Special Education Programs (8/17/26)
Memorandum to Christine Hayward – June 8, 2026 with Nicole Marino Inquiry May 28 & 29, 2026
NH 2026 Leader Evaluation and Support Plan Checklist Submission – July 16, 2026
Advocacy Efforts for Federal Grants (Senator Murphy)
Quarterly Update - Bright Futures Bulletin, Vol 1 Issue 3

Supporting documents for agenda items may be found online:

<https://www.newhftd.org/board-of-education/boe-meetings-agendas-and-minutes/2026-meeting-dates-agenda-and-minutes>

Recorded Reg. & Special BOE meetings will be posted to:

https://www.youtube.com/channel/UCX-ZlomWmjG81dc_QM3rfq

New Hartford Public Schools
Board of Education Special Meeting
6:00PM on Wednesday, September 2, 2026
VIRTUAL ONLY

PRESENT: Superintendent Jeffrey Sousa; Chair Timothy Klepps

Board Members: Thomas Buzzi; Penny Miller (Secretary); Kirby Morante; Erik Perotti; Jon Puz; Frank Rodenberg; Timothy Russell and Kristin Young (Vice Chair)

Also: Jonathan Costa, Executive Director of EdAdvance and David Erwin, Personnel Services Coordinator at EdAdvance

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

A. Pledge of Allegiance

B. Discussion and Next Steps to Fill Superintendent Vacancy

The purpose of this meeting is to allow for questions regarding the process. Jonathan Costa, the Executive Director of EdAdvance noted on behalf of the EdAdvance agency, EdAdvance is providing the search process for a new Superintendent for New Hartford Public Schools as a complimentary service (*meaning no cost to the Town*), it is because of EdAdvance, that New Hartford is in this position. This service generally costs between \$13,000 to \$17,000, an amount the Town will not pay this time around. Superintendent Jeffrey Sousa has announced his resignation to take a position with EdAdvance. New Hartford is a part of the districts which EdAdvance services. Mr. Costa is confident within this process they will find a very qualified replacement for Jeffrey Sousa.

David Erwin, the Personnel Services Coordinator at EdAdvance has the most connections to candidates. EdAdvance wants to make sure this process is as frictionless as possible, and Mr. Costa assures the New Hartford Board of Education that nobody knows this process better than Dave. EdAdvance will be behind the New Hartford Board of Education all the way. Mr. Costa even stated that Mr. Jeffrey Sousa will be available after his departure. Mr. Erwin, suggested the Board designate themselves as the search and selection committee, for legal purposes. The process to find a replacement for Mr. Sousa will be similar to the last time when EdAdvance helped New Hartford find Jeffrey Sousa to be their next Superintendent. Mr. Erwin explained the Interim Superintendent process and Superintendent process, what items the Board of Education needs to do, and parts which EdAdvance will assist in. They discussed different avenues to get the community's opinion. The Superintendent search will take a minimum of 2 months but most likely longer towards 3 months. The initial job posting is generally posted for three weeks, then the process of filtering begins. EdAdvance also conducts extensive background and credential checks. No meetings discussing the Interim Superintendent or Superintendent candidates are public as it is confidential for the candidates applying for the job. Mr. Costa and Mr. Erwin will have two resumes for a potential Interim Superintendent, for Board of Education at the next regular meeting on Tuesday September 15, 2026. The agenda will include an Executive Session to virtually meet with the potential Interim Superintendent candidates. The Board of Education can then select the Interim Superintendent. Potentially there will be a short overlap between Mr. Sousa and the Interim Superintendent, this is desired. Both candidates will be highly qualified.

MOTION by Penny Miller to designate the search and selection committee (*to fill the Superintendent vacancy*) as the Board of Education and the First Selectman, Dan Jerram.

No Second.

MOTION by Frank Rodenberg to designate the search and selection committee (*to fill the Superintendent vacancy*) to be the nine Board of Education members. Second by Thomas Buzzi.

UNANIMOUS

If a school district posted for a “part-time Superintendent”, most likely the applicants will be retired and there will be a considerably smaller pool. Most times part-time Superintendents are those who “come out of retirement”. The job is really not a part-time job, and will not get a large number of candidates. The job posting for part time would be a completely different crowd than a full-time Superintendent.

The next Board of Education meeting is Tuesday September 15, 2026.

The next step is for the Board of Education to discuss the 90-day period for Mr. Sousa, which is within his contract. What is the right date for the district? Mr. Sousa requests to receive his vacation payout and be released based on terms set by the Board. Boards members have discussion.

MOTION by Timothy Klepps that the Board of Education waive the 90-day written notice within the Superintendent’s contract, permitting the Board to finalize all terms within the contract and set September 30, 2026 as the separation date, provided the Board has a seated Interim Superintendent by September 28, 2026, to allow for overlap and transition. Second by Thomas Buzzi.

Aye: Thomas Buzzi, Timothy Klepps, Penny Miller, Kirby Morante, Erik Perotti, Frank Rodenberg, Timothy Russell, Kristin Young

Naye: Jon Puz

Abstain:

(8-1-0)

Motion Passes

C. Public Comment - (For Agenda Items Only)

N/A

D. Adjournment

MOTION by Penny Miller to adjourn at 7:14PM. Second by Kirby Morante.

UNANIMOUS

*Respectfully submitted by,
Elizabeth Domas, Recording Secretary*

Recorded Reg. & Special BOE meetings will be posted to:
https://www.youtube.com/channel/UCX-ZlomWmjG81dc_QM3rfg

Town of New Hartford Board of Education

BOE GF EXPENDITURE

Fiscal Year: 2026-2027

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

From Date: 9/1/2026

To Date: 9/30/2026

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.1000.111.000.000	Staff	\$2,723,650.00	\$0.00	\$2,723,650.00	\$99,835.16	\$201,067.98	\$2,522,582.02	\$2,414,196.76	\$108,385.26	3.98%
100.1000.112.000.000	Support Saff	\$87,650.00	\$0.00	\$87,650.00	\$3,217.43	\$3,217.43	\$84,432.57	\$87,951.56	(\$3,518.99)	-4.01%
100.1000.114.000.000	Substitutes	\$72,500.00	\$0.00	\$72,500.00	\$3,675.00	\$4,283.00	\$68,217.00	\$99,750.00	(\$31,533.00)	-43.49%
100.1000.116.000.000	Stipends	\$21,050.00	\$0.00	\$21,050.00	\$0.00	\$0.00	\$21,050.00	\$0.00	\$21,050.00	100.00%
100.1000.313.000.000	Evaluation & Other services	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$0.00	\$9,500.00	\$0.00	\$9,500.00	100.00%
100.1000.320.000.000	Purch Services	\$6,500.00	\$0.00	\$6,500.00	\$0.00	\$175.00	\$6,325.00	\$0.00	\$6,325.00	97.31%
100.1000.431.000.000	Equip Repairs	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
100.1000.560.000.000	CREC Magnet School Tuition	\$16,000.00	\$0.00	\$16,000.00	\$0.00	\$0.00	\$16,000.00	\$0.00	\$16,000.00	100.00%
100.1000.591.000.000	Travel	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00	100.00%
100.1000.616.000.000	Teaching/ Instructional Supplies	\$27,650.00	\$0.00	\$27,650.00	\$0.00	\$1,866.01	\$25,783.99	\$1,925.53	\$23,858.46	86.29%
100.1000.641.000.000	Material	\$29,750.00	\$0.00	\$29,750.00	\$0.00	\$8,266.51	\$21,483.49	\$9,453.71	\$12,029.78	40.44%
100.1000.642.000.000	Periodicals	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$864.88	\$2,635.12	75.29%
100.1000.730.000.000	Equipment	\$7,700.00	\$0.00	\$7,700.00	\$0.00	\$463.65	\$7,236.35	\$145.94	\$7,090.41	92.08%
	Func: Regular Education - 1000	\$3,007,400.00	\$0.00	\$3,007,400.00	\$106,727.59	\$219,339.58	\$2,788,060.42	\$2,614,288.38	\$173,772.04	5.78%
100.1200.111.000.000	Staff	\$1,283,379.00	\$13,740.00	\$1,297,119.00	\$51,008.92	\$122,515.42	\$1,174,603.58	\$1,174,491.28	\$112.30	0.01%
100.1200.112.000.000	Support Saff	\$660,582.00	\$0.00	\$660,582.00	\$25,321.77	\$34,414.88	\$626,167.12	\$743,256.86	(\$117,089.74)	-17.73%
100.1200.114.000.000	Substitutes	\$8,850.00	\$0.00	\$8,850.00	\$476.00	\$561.00	\$8,289.00	\$0.00	\$8,289.00	93.66%
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	\$43,000.00	\$0.00	\$43,000.00	\$0.00	\$0.00	\$43,000.00	\$0.00	\$43,000.00	100.00%
100.1200.313.000.000	Evaluation & Other services	\$16,000.00	\$0.00	\$16,000.00	\$0.00	\$3,680.00	\$12,320.00	\$0.00	\$12,320.00	77.00%
100.1200.314.000.000	Testing Supplies	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$2,052.81	\$17,947.19	\$0.00	\$17,947.19	89.74%
100.1200.324.000.000	Staff Development/ Inservice	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$4,500.00	\$0.00	\$4,500.00	100.00%
100.1200.560.000.000	TUITION	\$310,000.00	\$0.00	\$310,000.00	\$0.00	\$35,116.08	\$274,883.92	\$585.00	\$274,298.92	88.48%
100.1200.591.000.000	TRAVEL	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$65.25	\$1,184.75	\$19.43	\$1,165.32	93.23%
100.1200.616.000.000	OFFICE SUPPLIES-C	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$1,000.50	\$3,499.50	\$332.34	\$3,167.16	70.38%
100.1200.730.000.000	Equipment	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$14.84	\$4,985.16	\$24.83	\$4,960.33	99.21%
100.1200.890.000.000	DUES & FEES	\$1,040.00	\$0.00	\$1,040.00	\$0.00	\$613.00	\$427.00	\$200.00	\$227.00	21.83%
	Func: Special Education - 1200	\$2,359,101.00	\$13,740.00	\$2,372,841.00	\$76,806.69	\$200,033.78	\$2,172,807.22	\$1,918,909.74	\$253,897.48	10.70%
100.1300.560.000.000	ADULT EDUCATION	\$5,692.00	\$0.00	\$5,692.00	\$0.00	\$7,086.00	(\$1,394.00)	\$0.00	(\$1,394.00)	-24.49%
	Func: Adult Education - 1300	\$5,692.00	\$0.00	\$5,692.00	\$0.00	\$7,086.00	(\$1,394.00)	\$0.00	(\$1,394.00)	-24.49%
100.2100.112.000.000	Support Saff	\$149,790.00	\$0.00	\$149,790.00	\$7,382.11	\$14,324.38	\$135,465.62	\$149,243.90	(\$13,778.28)	-9.20%
100.2100.114.000.000	Substitutes	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
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: 2026-2027

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

From Date: 9/1/2026

To Date: 9/30/2026

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.2100.431.000.000	EQUIPMENT SERVICE	\$275.00	\$0.00	\$275.00	\$0.00	\$0.00	\$275.00	\$0.00	\$275.00	100.00%
100.2100.616.000.000	Teaching/ Instructional Supplies	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$75.77	\$3,024.23	\$109.56	\$2,914.67	94.02%
100.2100.730.000.000	Equipment	\$490.00	\$0.00	\$490.00	\$0.00	\$17.58	\$472.42	\$0.00	\$472.42	96.41%
100.2100.890.000.000	DUES & FEES	\$145.00	\$0.00	\$145.00	\$0.00	\$200.00	(\$55.00)	\$0.00	(\$55.00)	-37.93%
	Func: Health Services - 2100	\$161,800.00	\$0.00	\$161,800.00	\$7,382.11	\$17,617.73	\$144,182.27	\$149,353.46	(\$5,171.19)	-3.20%
100.2200.320.000.000	Purch Services	\$750.00	\$0.00	\$750.00	\$0.00	\$50.00	\$700.00	\$0.00	\$700.00	93.33%
100.2200.324.000.000	Staff Development/ Inservice	\$17,000.00	\$0.00	\$17,000.00	\$0.00	\$839.34	\$16,160.66	\$280.74	\$15,879.92	93.41%
100.2200.325.000.000	Curriculum Work	\$12,000.00	\$0.00	\$12,000.00	\$3,811.62	\$7,103.58	\$4,896.42	\$0.00	\$4,896.42	40.80%
100.2200.593.000.000	PRINTING	\$200.00	\$0.00	\$200.00	\$0.00	\$143.98	\$56.02	\$0.00	\$56.02	28.01%
100.2200.616.000.000	Teaching/ Instructional Supplies	\$5,500.00	\$0.00	\$5,500.00	\$0.00	\$3,264.22	\$2,235.78	\$1,217.88	\$1,017.90	18.51%
100.2200.618.000.000	Inovative Teaching	\$23,400.00	\$0.00	\$23,400.00	\$0.00	\$0.00	\$23,400.00	\$150.00	\$23,250.00	99.36%
100.2200.641.000.000	Material	\$900.00	\$0.00	\$900.00	\$0.00	\$170.46	\$729.54	\$0.00	\$729.54	81.06%
100.2200.890.000.000	DUES AND FEES	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
	Func: Improvements of Instruction - 2200	\$60,000.00	\$0.00	\$60,000.00	\$3,811.62	\$11,571.58	\$48,428.42	\$1,648.62	\$46,779.80	77.97%
100.2300.320.000.000	Purch Services	\$1,100.00	\$0.00	\$1,100.00	\$0.00	\$0.00	\$1,100.00	\$0.00	\$1,100.00	100.00%
100.2300.616.000.000	Teaching/ Instructional Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
100.2300.641.000.000	Material	\$16,650.00	\$0.00	\$16,650.00	\$0.00	\$0.00	\$16,650.00	\$0.00	\$16,650.00	100.00%
100.2300.730.000.000	Equipment	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
100.2300.890.000.000	DUES AND FEES	\$538.00	\$0.00	\$538.00	\$0.00	\$0.00	\$538.00	\$0.00	\$538.00	100.00%
	Func: Library Media - 2300	\$18,888.00	\$0.00	\$18,888.00	\$0.00	\$0.00	\$18,888.00	\$0.00	\$18,888.00	100.00%
100.2400.111.000.000	Staff	\$76,993.00	\$0.00	\$76,993.00	\$2,961.27	\$18,055.14	\$58,937.86	\$59,225.38	(\$287.52)	-0.37%
100.2400.112.000.000	Support Saff	\$57,080.00	\$0.00	\$57,080.00	\$2,525.60	\$9,218.44	\$47,861.56	\$48,996.64	(\$1,135.08)	-1.99%
100.2400.321.000.000	TECHNICAL/LICENSES-C	\$45,600.00	\$0.00	\$45,600.00	\$0.00	\$20,335.45	\$25,264.55	\$5,439.60	\$19,824.95	43.48%
100.2400.324.000.000	PROFESSIONAL DEVELOPMENT	\$2,200.00	\$0.00	\$2,200.00	\$0.00	\$0.00	\$2,200.00	\$0.00	\$2,200.00	100.00%
100.2400.407.000.000	REPAIRS/MAINTENANCE-C	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$2,080.46	\$22,919.54	\$1,729.60	\$21,189.94	84.76%
100.2400.591.000.000	TRAVEL	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
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	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$9,000.00	100.00%
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	\$216,873.00	\$0.00	\$216,873.00	\$5,486.87	\$49,689.49	\$167,183.51	\$115,391.22	\$51,792.29	23.88%
100.2500.315.000.000	LEGAL	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00	100.00%
100.2500.320.000.000	SALARIES, BOARD SECRETARY	\$2,500.00	\$0.00	\$2,500.00	\$175.00	\$550.00	\$1,950.00	\$0.00	\$1,950.00	78.00%
100.2500.616.000.000	OFFICE SUPPLIES	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00	\$4.95	\$695.05	99.29%

Town of New Hartford Board of Education

BOE GF EXPENDITURE

Fiscal Year: 2026-2027

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

From Date: 9/1/2026

To Date: 9/30/2026

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.2500.689.000.000	HOSPITALITY	\$750.00	\$0.00	\$750.00	\$0.00	\$68.21	\$681.79	\$34.98	\$646.81	86.24%
100.2500.890.000.000	DUES & FEES	\$8,585.00	\$0.00	\$8,585.00	\$0.00	\$1,966.00	\$6,619.00	\$0.00	\$6,619.00	77.10%
	Func: Board of Education - 2500	\$62,535.00	\$0.00	\$62,535.00	\$175.00	\$2,584.21	\$59,950.79	\$39.93	\$59,910.86	95.80%
100.2600.111.000.000	Staff	\$194,100.00	\$0.00	\$194,100.00	\$7,465.38	\$44,792.28	\$149,307.72	\$149,307.72	\$0.00	0.00%
100.2600.112.000.000	Support Saff	\$166,565.00	\$0.00	\$166,565.00	\$6,363.76	\$38,182.56	\$128,382.44	\$127,722.72	\$659.72	0.40%
100.2600.113.000.000	SALARIES, SPECIAL PROJECTS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
100.2600.320.000.000	PROF/TECH SERVICES	\$17,800.00	\$0.00	\$17,800.00	\$3,500.00	\$16,901.98	\$898.02	\$944.83	(\$46.81)	-0.26%
100.2600.324.000.000	WORKSHOPS/CONFERENCES	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$1,122.00	\$1,978.00	\$0.00	\$1,978.00	63.81%
100.2600.591.000.000	TRAVEL-C	\$3,600.00	\$0.00	\$3,600.00	\$0.00	\$3,057.28	\$542.72	\$0.00	\$542.72	15.08%
100.2600.616.000.000	OFFICE SUPPLIES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$113.43	\$1,886.57	94.33%
100.2600.642.000.000	PERIODICALS	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
100.2600.693.000.000	DATA PROCESSING	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$15.99	\$984.01	\$0.00	\$984.01	98.40%
100.2600.730.000.000	EQUIPMENT	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	(\$36.42)	\$536.42	107.28%
100.2600.890.000.000	DUES & FEES	\$5,600.00	\$0.00	\$5,600.00	\$0.00	\$5,482.00	\$118.00	\$0.00	\$118.00	2.11%
	Func: Central Office - 2600	\$395,465.00	\$0.00	\$395,465.00	\$17,329.14	\$109,554.09	\$285,910.91	\$278,052.28	\$7,858.63	1.99%
100.2700.111.000.000	Staff	\$288,265.00	\$0.00	\$288,265.00	\$10,933.27	\$65,599.62	\$222,665.38	\$222,665.38	\$0.00	0.00%
100.2700.112.000.000	Support Saff	\$178,250.00	\$0.00	\$178,250.00	\$7,799.70	\$24,115.40	\$154,134.60	\$153,298.24	\$836.36	0.47%
100.2700.114.000.000	Substitutes	\$4,500.00	\$0.00	\$4,500.00	\$359.57	\$359.57	\$4,140.43	\$0.00	\$4,140.43	92.01%
100.2700.591.000.000	Travel	\$1,300.00	\$0.00	\$1,300.00	\$0.00	\$0.00	\$1,300.00	\$0.00	\$1,300.00	100.00%
100.2700.616.000.000	Teaching/ Instructional Supplies	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$21.05	\$3,978.95	\$503.64	\$3,475.31	86.88%
100.2700.730.000.000	Equipment	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$134.98	\$4,865.02	\$1,053.79	\$3,811.23	76.22%
100.2700.890.000.000	Professional Dues	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$1,326.00	\$74.00	\$0.00	\$74.00	5.29%
	Func: School Offices - 2700	\$482,715.00	\$0.00	\$482,715.00	\$19,092.54	\$91,556.62	\$391,158.38	\$377,521.05	\$13,637.33	2.83%
100.2800.112.000.000	Support Saff	\$299,864.00	\$0.00	\$299,864.00	\$11,646.11	\$75,172.64	\$224,691.36	\$216,576.00	\$8,115.36	2.71%
100.2800.113.000.000	Special Projects/ Overtime	\$8,500.00	\$0.00	\$8,500.00	\$160.23	\$629.99	\$7,870.01	\$0.00	\$7,870.01	92.59%
100.2800.114.000.000	SALARIES, CUSTODIAN SUBSTITUTES	\$2,250.00	\$0.00	\$2,250.00	\$0.00	\$0.00	\$2,250.00	\$0.00	\$2,250.00	100.00%
100.2800.402.000.000	Utilities	\$267,275.00	\$8,123.01	\$275,398.01	\$0.00	\$12,010.37	\$263,387.64	\$156.85	\$263,230.79	95.58%
100.2800.406.000.000	EMERGENCY REPAIRS-C	\$48,000.00	\$0.00	\$48,000.00	\$0.00	\$15,793.09	\$32,206.91	\$4,177.90	\$28,029.01	58.39%
100.2800.420.000.000	SERVICE CONTRACTS-C	\$101,338.00	\$0.00	\$101,338.00	\$0.00	\$8,853.00	\$92,485.00	\$6,372.57	\$86,112.43	84.98%
100.2800.431.000.000	Equip Repairs	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
100.2800.530.000.000	POSTAGE	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
100.2800.533.000.000	ADVERTISING	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,455.80	\$544.20	\$0.00	\$544.20	27.21%
100.2800.592.000.000	PROP.INS. & LIAB	\$38,000.00	\$0.00	\$38,000.00	\$0.00	\$8,435.00	\$29,565.00	\$0.00	\$29,565.00	77.80%

Town of New Hartford Board of Education

BOE GF EXPENDITURE

Fiscal Year: 2026-2027

From Date: 9/1/2026 To Date: 9/30/2026

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Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.2800.616.000.000	Teaching/ Instructional Supplies	\$36,000.00	\$0.00	\$36,000.00	\$0.00	\$10,625.31	\$25,374.69	\$4,590.81	\$20,783.88	57.73%
100.2800.695.000.000	FUEL/GASOLINE	\$1,400.00	\$0.00	\$1,400.00	\$104.83	\$211.26	\$1,188.74	\$0.00	\$1,188.74	84.91%
100.2800.731.000.000	EQUIPMENT, LEASED-C	\$44,000.00	\$0.00	\$44,000.00	\$0.00	\$2,726.37	\$41,273.63	\$37.96	\$41,235.67	93.72%
	Func: Plant Operations - 2800	\$853,627.00	\$8,123.01	\$861,750.01	\$11,911.17	\$135,912.83	\$725,837.18	\$231,912.09	\$493,925.09	57.32%
100.2900.510.000.000	PUPIL TRANS.	\$582,000.00	\$0.00	\$582,000.00	\$0.00	\$0.00	\$582,000.00	\$0.00	\$582,000.00	100.00%
100.2900.511.000.000	TRANS SPEC ED	\$130,000.00	\$0.00	\$130,000.00	\$0.00	\$0.00	\$130,000.00	\$2,059.48	\$127,940.52	98.42%
	Func: Pupil Transportation - 2900	\$712,000.00	\$0.00	\$712,000.00	\$0.00	\$0.00	\$712,000.00	\$2,059.48	\$709,940.52	99.71%
100.6100.201.000.000	Medical & Dental Insurance	\$1,695,000.00	\$8,101.61	\$1,703,101.61	\$54,150.00	\$496,764.90	\$1,206,336.71	\$5,000.00	\$1,201,336.71	70.54%
100.6100.204.000.000	Life/Disability Insurance	\$20,075.00	\$0.00	\$20,075.00	\$0.00	\$5,950.95	\$14,124.05	\$0.00	\$14,124.05	70.36%
100.6100.205.000.000	Social Security	\$112,200.00	\$0.00	\$112,200.00	\$4,240.74	\$13,988.80	\$98,211.20	\$78,086.12	\$20,125.08	17.94%
100.6100.206.000.000	Medicare	\$90,000.00	\$0.00	\$90,000.00	\$3,323.37	\$9,623.01	\$80,376.99	\$70,908.72	\$9,468.27	10.52%
100.6100.209.000.000	Pension Fund	\$149,400.00	\$0.00	\$149,400.00	\$3,156.35	\$9,607.50	\$139,792.50	\$57,698.92	\$82,093.58	54.95%
100.6100.211.000.000	Tax Shelter Annuities	\$21,000.00	\$0.00	\$21,000.00	\$840.00	\$5,040.00	\$15,960.00	\$15,960.00	\$0.00	0.00%
100.6100.214.000.000	Unemployment Compensation	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%
100.6100.215.000.000	Workers' Comp	\$45,500.00	\$0.00	\$45,500.00	\$0.00	\$10,281.36	\$35,218.64	\$0.00	\$35,218.64	77.40%
100.6100.216.000.000	PARTIAL TUITION REIM.	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
100.6100.217.000.000	LEAVE PAYOUT	\$3,645.00	\$0.00	\$3,645.00	\$0.00	\$0.00	\$3,645.00	\$0.00	\$3,645.00	100.00%
	Func: Employee Benefits - 6100	\$2,161,820.00	\$8,101.61	\$2,169,921.61	\$65,710.46	\$551,256.52	\$1,618,665.09	\$227,653.76	\$1,391,011.33	64.10%
	Fund: General Fund - 100	\$10,497,916.00	\$29,964.62	\$10,527,880.62	\$314,433.19	\$1,396,202.43	\$9,131,678.19	\$5,916,830.01	\$3,214,848.18	30.54%
400.1200.112.000.000	Support Saff	\$19,383.42	\$0.00	\$19,383.42	\$3,065.48	\$6,130.96	\$13,252.46	\$73,571.49	(\$60,319.03)	-311.19%
400.1200.312.000.000	Pupil Services- Therapies	\$29,953.08	\$0.00	\$29,953.08	\$0.00	\$0.00	\$29,953.08	\$0.00	\$29,953.08	100.00%
400.1200.616.000.000	Teaching/ Instructional Supplies	\$3,052.10	\$0.00	\$3,052.10	\$0.00	\$0.00	\$3,052.10	\$249.21	\$2,802.89	91.83%
	Func: Special Education - 1200	\$52,388.60	\$0.00	\$52,388.60	\$3,065.48	\$6,130.96	\$46,257.64	\$73,820.70	(\$27,563.06)	-52.61%
	Fund: IDEA 611 - 400	\$52,388.60	\$0.00	\$52,388.60	\$3,065.48	\$6,130.96	\$46,257.64	\$73,820.70	(\$27,563.06)	-52.61%
401.1200.112.000.000	Support Saff	\$1,070.61	\$0.00	\$1,070.61	\$275.50	\$275.50	\$795.11	\$7,174.02	(\$6,378.91)	-595.82%
401.1200.312.000.000	Pupil Services- Therapies	\$3,395.87	\$0.00	\$3,395.87	\$0.00	\$0.00	\$3,395.87	\$0.00	\$3,395.87	100.00%
	Func: Special Education - 1200	\$4,466.48	\$0.00	\$4,466.48	\$275.50	\$275.50	\$4,190.98	\$7,174.02	(\$2,983.04)	-66.79%
	Fund: IDEA 619 - 401	\$4,466.48	\$0.00	\$4,466.48	\$275.50	\$275.50	\$4,190.98	\$7,174.02	(\$2,983.04)	-66.79%
410.2200.325.000.000	Curriculum Work	\$46,293.50	\$0.00	\$46,293.50	\$0.00	\$0.00	\$46,293.50	\$1,100.00	\$45,193.50	97.62%
	Func: Improvements of Instruction - 2200	\$46,293.50	\$0.00	\$46,293.50	\$0.00	\$0.00	\$46,293.50	\$1,100.00	\$45,193.50	97.62%
	Fund: REAP Grant - 410	\$46,293.50	\$0.00	\$46,293.50	\$0.00	\$0.00	\$46,293.50	\$1,100.00	\$45,193.50	97.62%

Town of New Hartford Board of Education

BOE GF EXPENDITURE

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Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
420.1200.112.000.000	Support Saff	\$0.00	\$0.00	\$0.00	\$3,356.29	\$5,795.72	(\$5,795.72)	\$75,045.27	(\$80,840.99)	0.00%
	Func: Special Education - 1200	\$0.00	\$0.00	\$0.00	\$3,356.29	\$5,795.72	(\$5,795.72)	\$75,045.27	(\$80,840.99)	0.00%
	Fund: SEED - 420	\$0.00	\$0.00	\$0.00	\$3,356.29	\$5,795.72	(\$5,795.72)	\$75,045.27	(\$80,840.99)	0.00%
441.1000.112.000.000	Title I-A- Salaries 6/30/24	\$19,596.00	\$0.00	\$19,596.00	\$670.85	\$670.85	\$18,925.15	\$19,429.75	(\$504.60)	-2.58%
	Func: Regular Education - 1000	\$19,596.00	\$0.00	\$19,596.00	\$670.85	\$670.85	\$18,925.15	\$19,429.75	(\$504.60)	-2.58%
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	\$19,891.00	\$0.00	\$19,891.00	\$670.85	\$670.85	\$19,220.15	\$19,429.75	(\$209.60)	-1.05%
442.1000.112.000.000	Support Saff	\$2,781.62	\$0.00	\$2,781.62	\$199.45	\$199.45	\$2,582.17	\$4,692.99	(\$2,110.82)	-75.88%
	Func: Regular Education - 1000	\$2,781.62	\$0.00	\$2,781.62	\$199.45	\$199.45	\$2,582.17	\$4,692.99	(\$2,110.82)	-75.88%
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	\$3,131.62	\$0.00	\$3,131.62	\$199.45	\$199.45	\$2,932.17	\$4,692.99	(\$1,760.82)	-56.23%
444.2200.324.000.000	Staff Development/ Inservice	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
444.2200.617.000.000	Curriculum Material	\$3,787.35	\$0.00	\$3,787.35	\$0.00	\$0.00	\$3,787.35	\$0.00	\$3,787.35	100.00%
	Func: Improvements of Instruction - 2200	\$6,787.35	\$0.00	\$6,787.35	\$0.00	\$0.00	\$6,787.35	\$0.00	\$6,787.35	100.00%
	Fund: TITLE IV - 444	\$6,787.35	\$0.00	\$6,787.35	\$0.00	\$0.00	\$6,787.35	\$0.00	\$6,787.35	100.00%
455.2800.407.000.000	DRIP	\$46,510.58	\$0.00	\$46,510.58	\$0.00	\$0.00	\$46,510.58	\$0.00	\$46,510.58	100.00%
	Func: Plant Operations - 2800	\$46,510.58	\$0.00	\$46,510.58	\$0.00	\$0.00	\$46,510.58	\$0.00	\$46,510.58	100.00%
	Fund: DRIP - 455	\$46,510.58	\$0.00	\$46,510.58	\$0.00	\$0.00	\$46,510.58	\$0.00	\$46,510.58	100.00%
Grand Total:		\$10,677,385.13	\$29,964.62	\$10,707,349.75	\$322,000.76	\$1,409,274.91	\$9,298,074.84	\$6,098,092.74	\$3,199,982.10	29.89%

End of Report

The Task Force is seeking guidance on the following questions:

1. If schools were consolidated, is separation of the gym and cafeteria considered a must-have?
2. How many pre-K classrooms should be planned for in future scenarios?
3. Does the Board of Education intend to bring life skills or other outplaced special education services back into our school buildings?
4. Is the Board open to changes in grade configuration, specifically grouping 2nd graders with 3rd-6th graders in one school?
5. Is it a priority to provide separate art and music spaces rather than continuing with combined spaces?
6. Does the Board anticipate bringing back any previously offered programs, such as world languages, theater, or similar offerings, that should be considered in long-term planning?
7. Is it a priority for the Board to consider bringing central office functions into a school building?

Compliant with 2020 Title IX.

Mission – Goals – Objectives

Nondiscrimination

The Board of Education, in compliance with federal and state law, affirms its policy of equal educational opportunity for all students and equal employment opportunity for all persons.

Nondiscrimination in School and Classroom Practices

It is the policy of the District to provide equal opportunity for all students to achieve their maximum potential through the programs offered in all District schools regardless of race, color, age, creed, religion, gender, sexual orientation, gender identity or expression, ancestry, national origin, disability, status as a victim of domestic violence **or as a victim of sexual assault or status as a victim of trafficking in persons.**

The District shall provide to all students without discrimination, course offerings, counseling, assistance and extracurricular activities. The District shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with federal and state statutes and regulations.

Students and third parties who have been subject to discrimination are encouraged to promptly report such incidents to the District's Compliance Officer.

All complaints of discrimination shall be investigated promptly. Corrective action must be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the District's legal and investigative obligations.

Neither reprisals nor retaliation shall occur as a result of good faith charges of discrimination.

Nondiscrimination in Employment/Contract Practices

It is the Board's policy to provide all persons equal access to all categories of employment in this District regardless of race, color, age, creed, religion, gender, gender identity or expression, sexual orientation, ancestry, national origin, status as a victim of domestic violence, marital status, mental or physical disability, genetic information, status as a Veteran or any other basis prohibited by Connecticut state and/or federal laws. The District shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with federal and state statutes and regulations. **The Board shall grant victims of sexual assault or trafficking reasonable leave to attend to related medical, psychological and legal matters related to such status.**

Employees and third parties who have been subject to discrimination are encouraged to promptly report such incidents to the District's Compliance Officer.

All complaints of discrimination shall be investigated promptly. Corrective action must be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the District's legal and investigative obligations.

Neither reprisals nor retaliation shall occur as a result of good faith charges of discrimination.

Mission – Goals – Objectives

Nondiscrimination

Equal Education Opportunity

Pursuant to the IDEA, Americans With Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, no otherwise qualified individual with handicaps shall, solely by reason of such handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program of the New Hartford Board of Education.

Every student has the right to participate fully in classroom instruction and extracurricular activities and shall not be abridged or impaired because of age, sex, race, religion, national origin or for any reason not related to his/her individual capabilities.

The Civil Rights Coordinators for the New Hartford Board of Education have the responsibility to monitor the compliance of this policy. The names and location of the Civil Rights Coordinators are set forth below. Further compliance with policy is a responsibility of all district administrators in accordance with the procedures set forth in the attached regulations.

Students shall not be discriminated against, including but not limited to, in the areas of:

- Admission
- Use of School Facilities
- Student Rules, Regulations and Benefits
- Financial Assistance
- School-sponsored Extracurricular Activities
- Enrollment in Courses
- Counseling and Guidance
- Physical Education
- Health Services
- Most Other Aid, Benefits or Services

Employee/or applicants shall not be discriminated against, including but not limited to, the areas of:

- Hiring and Promotion
- Compensation
- Job Assignments
- Leaves of Absence
- Fringe Benefits
- Labor Organization
- Contracts or Professional Agreements

Mission – Goals – Objectives

Nondiscrimination

Equal Education Opportunity (continued)

Sexual harassment has been established as a form of sexual discrimination and is defined as follows:

"Any **unwelcome** sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, when (1) submission to such conduct is made either explicitly or implicitly a term or condition of employment or participation in an educational function (2) submission or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting the individual or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile or offensive working environment."

Examples of specific behaviors (that are unwanted and sexual in nature) that could constitute sexual harassment include, but not be limited to:

Touching	Verbal comments
Sexual name calling	Sexual rumors
Inappropriate public display of affections	Too personal a conversation
Gestures	Corner/blocking
Jokes/cartoons/pictures	Leers
Pulling at clothes	Attempted rape/rape
	Harassing telephone calls

If you believe that you have been discriminated against, in regard to, either of the preceding policies, you may file a grievance that your rights have been denied or violated.

If you wish to discuss these regulations or your rights under this policy, or wish to discuss or file a grievance, please contact Michael Lynch, our system Civil Rights Coordinators, or an administrator.

Forms are available in our Main Office or from our Civil Rights Coordinators. Contact with the Civil Rights Coordinators should take place within forty (40) calendar days of the alleged occurrence.

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the as the District's Compliance Officer, the Director of Special Education/Services.

Mission – Goals – Objectives

Nondiscrimination

Delegation of Responsibility

The Compliance Officer shall publish and disseminate this policy and complaint procedure annually to students, parents, employees and the public. Nondiscrimination statements shall include the position, office address and telephone number of the Compliance Officer.

The Compliance Officer is responsible to monitor the implementation of nondiscrimination procedures in the areas listed.

School and Classroom Practices:

1. **Curriculum and Materials:** Review curriculum guides, textbooks and supplementary materials for discriminatory bias.
2. **Training:** Provision of training for students and staff to identify and alleviate problems of nondiscrimination.
3. **Student Access:** Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.
4. **District Support:** Assure that like aspects of the school program receive like support as to staffing, compensation, facilities, equipment and related matters.
5. **Student Evaluation:** Review of tests, procedures and guidance and counseling materials for stereotyping and discrimination.

Employment/Contract Practices

1. Development of position qualifications, job descriptions and essential job functions.
2. Recruitment materials and practices.
3. Procedures for screening, interviewing and hiring.
4. Promotions.
5. Disciplinary actions, up to and including terminations.
6. The Board allows the mandatory human trafficking awareness training to be provided in any format, including but not limited to, video presentation.

The Building Principal or his/her designee shall be responsible to complete the following duties when receiving a complaint of discrimination:

1. Inform the student, employee or third party of the right to file a complaint and the complaint procedures.
2. Inform the student complainant that he/she may be accompanied by a parent/guardian during all steps of the complaint procedure.
3. Notify the complainant and the accused of the progress at appropriate stages of the procedure.
4. Refer the complainant to the Compliance Officer if the Building Principal is the subject of the complaint.

Mission – Goals – Objectives

Nondiscrimination (continued)

~~Complaint Procedure—Student/Employee/Third Party~~

~~Step 1—Reporting~~

~~A student, employee or third party who believes he/she has been subject to conduct that constitutes a violation of this policy is encouraged to report the incident immediately to the Building Principal.~~

~~A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the Building Principal.~~

~~If the Building Principal is the subject of the complaint, the student, employee or third party shall report the incident directly to the Compliance Officer.~~

~~The complainant is encouraged to use the report form available from the Building Principal, but oral complaints shall be acceptable.~~

~~Step 2—Investigation~~

~~Upon receiving a complaint of discrimination, the Building Principal shall immediately notify the Compliance Officer, who shall then authorize the Building Principal to investigate the complaint, unless the Building Principal is the subject of the complaint or is unable to conduct the investigation.~~

~~The investigation may consist of individual interviews with the complainant, the accused and others with knowledge relative to the incident. Other information and materials relevant to the investigation may also be evaluated.~~

~~The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation is pending or has been concluded.~~

~~Step 3—Investigative Report~~

~~The Building Principal shall prepare a written report within fifteen (15) days, unless additional time to complete the investigation is required. The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.~~

~~Copies of the report shall be provided to the complainant, the accused and the Compliance Officer.~~

~~Step 4—District Action~~

~~If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the District shall take prompt, corrective action to ensure that such conduct ceases and will not reoccur.~~

~~Disciplinary actions, in the case of students, shall be consistent with the school disciplinary practices, Board policies, administrative regulations, and state and federal laws.~~

Mission – Goals – Objectives

Nondiscrimination (continued)

~~Complaint Procedure—Student/Employee/Third Party~~

~~Disciplinary actions, in the case of employees and third parties, shall be consistent with the Board policies, administrative regulations, state and federal laws, and applicable collective bargaining unit agreements.~~

~~Step 5—Appeal Procedure~~

~~The complainant, if not satisfied with a finding of no violation of the policy or with the corrective action recommended in the investigative report, he/she may submit a written appeal to the Compliance Officer within fifteen (15) days.~~

~~The Compliance Officer shall review the investigation and the investigative report and may also conduct an investigation.~~

~~The Compliance Officer shall prepare a written response to the appeal within fifteen (15) days. Copies of the response shall be provided to the complainant, the accused and the Building Principal who conducted the initial investigation.~~

Discrimination Grievance Procedure

The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to problems which may arise concerning claims of discrimination. Evidence of reprisal against a complainant or witness shall be viewed as a violation of this policy.

Any person who wishes to inquire or to register a complaint concerning alleged discrimination in the New Hartford Public Schools shall have an opportunity to bring such concerns to the attention of the Civil Rights Officers or Superintendent, who has the authority to resolve such complaints. The following grievance procedure shall be utilized by any student, parent or employee in making a complaint or inquiry. Officials shall be governed by this procedure.

Level I: The complainant shall discuss the alleged discriminatory act or practice with the Civil Rights Officers or the individual closest to the daily decision-making level. This will normally be a principal, teacher, counselor, head custodian or cafeteria manager. If satisfaction cannot be achieved through informal discussion, the following procedure must be initiated.

Level II: The complainant shall, within forty (40) calendar days of the alleged incident, on forms provided, put the complaint in writing and file it with either of the Civil Rights Officers. Within five (5) working days a conference must be held. Within five (5) working days following the conference, the complaint must be resolved to the satisfaction of both parties or referred to the Superintendent of Schools. Within five (5) working days, the Civil Rights Officer shall notify the Superintendent and must notify the complainant of this notification. The Board will be apprised by the Superintendent of any grievance reaching Level II.

Mission - Goals - Objectives

Nondiscrimination

Discrimination Grievance Procedure (continued)

Level III: Within ten (10) working days after receipt of such complaint, the Superintendent must hold a hearing; and within five (5) working days of the hearing, resolve the complaint, negotiate a long-term solution or refer the matter to the Board of Education for consideration.

Level IV: The Board of Education, Superintendent and the Civil Rights Officers shall proceed in accordance with appropriate laws or regulations.

A complaint of sexual discrimination or sexual harassment may be a violation of Title IX. Policy 4000.1/5145.44 pertains to such employee or student complaints. The grievance investigation process contained in the Title IX policy shall be adhered in such situations.

(cf. 4000.1 – Title IX)

(cf. 4111 – Recruitment and Selection)

(cf. 4111.1/4211.1 – Affirmative Action)

(cf. 4118.11/4218.11 – Nondiscrimination)

(cf. 4118.112/4218.112 – Sex Discrimination and Sexual Harassment in the Workplace)

(cf. 4118.113/4218.113 – Harassment)

(cf. 5145.4 – Nondiscrimination)

(cf. 5145.5 – Sexual Harassment)

(cf. 5145.51 – Peer Sexual Harassment)

(cf. 5145.52 – Harassment)

(cf. 6121 – Nondiscrimination)

(cf. 6121.1 - Equal Educational Opportunity)

Legal Reference: Title VII, Civil Rights Act, 42 U.S.C. 2000e, et seq.
29 CFR 1604.11, EEOC Guidelines on Sex Discrimination.
Title IX of the Educational Amendments of 1972, 20 U.S.C. 1681 et seq.
Title IX Final Rule, May 6, 2020
Boy Scouts of America Equal Access Act
34 CFR Section 106.8(b), OCR Guidelines for Title IX.
Definitions, OCR Guidelines on Sexual Harassment, Fed. Reg. Vol 62, #49, 29 CFR Sec. 1606.8 (a0 62 Fed Reg. 12033 (March 13, 1997) and 66 Fed. Reg. 5512 (January 19, 2001)
The Americans with Disabilities Act as amended by the ADA Amendments Act of 2008
Meritor Savings Bank. FSB v. Vinson, 477 U.S. 57 (1986)
Faragher v. City of Boca Raton, No. 97-282 (U.S. Supreme Court, June 26, 1998)

Mission – Goals – Objectives

Nondiscrimination

Legal Reference: (continued)

Gebbs v. Lago Vista Indiana School District, No. 99-1866, (U.S. Supreme Court, June 26, 1998)

Davis v. Monroe County Board of Education, No. 97-843, (U.S. Supreme Court, May 24, 1999.)

The Vietnam Era Veterans' Readjustment Act of 1974, as amended, 38 U.S.C. §4212

Title II of the Genetic Information Nondiscrimination Act of 2008

Connecticut General Statutes

46a-51 Definitions (as amended by PA 17-127, PA 21-2 and PA 22-82)

46a-58 Deprivation of rights. Desecration of property. Placing of burning cross or noose on property. Penalty. (as amended by PA 17-127 and PA 22-82)

46a-60 Discriminatory employment practices prohibited. (as amended by PA 17-127 and PA 21-69 and PA 22-82)

10-15c Discrimination in public schools prohibited. School attendance by five-year olds. (Amended by P.A. 97-247 to include "sexual orientation" and P.A. 11-55 to include "gender identity or expression")

10-153 Discrimination on account of marital status. (as amended by PA 11-55 to include "gender identity or expression")

17a-101 Protection of children from abuse.

Meacham v. Knolls Atomic Power Laboratory 128 S.Ct. 2395, 76 U.S.L.W. 4488 (2008)

Federal Express Corporation v. Holowecki 128 S.Ct. 1147, 76 U.S.L.W. 4110 (2008)

Kentucky Retirement Systems v. EEOC 128 S.Ct. 2361, 76 U.S.L.W. 4503 (2008)

Sprint/United Management Co. v. Mendelsohn 128 S.Ct. 1140, 76 U.S.L.W. 4107 (2008)

Bostock v. Clayton County, Georgia, 140 S.Ct. 1731, 2020 WL3146686 (June 15, 2020)

Public Act 25-139 An Act Concerning Human Trafficking and Sexual Assault Victims

Policy adopted:

rev 1/21

rev 10/22

rev 9/25

REPORT FORM FOR COMPLAINTS OF DISCRIMINATION

Complainant: _____
Home Address: _____
Home Phone: _____
School Building: _____
Date of Alleged Incident(s): _____

Alleged harassment was based on: (Check all that apply.)

- | | | | |
|--|-------------------------------------|---|--|
| ☐ Race | ☐ Color | ☐ National Origin | ☐ Gender Identity or Expression |
| ☐ Gender | ☐ Disability | ☐ Religion | ☐ Status as a Veteran |
| ☐ Ancestry | ☐ Age | ☐ Sexual Orientation | ☐ Status as a Victim of Domestic Violence |
| ☐ Status as a victim of assault or as a
victim of trafficking in persons | | | |

Name of person you believe violated the District's nondiscrimination policy:

If the alleged discrimination was directed against another person, identify the other person:

Describe the incident as clearly as possible, including any verbal statements (i.e., threats, derogatory remarks, demands, etc.) and any actions or activities. Attach additional pages if necessary:

When and where incident occurred: _____

List any witnesses who were present: _____

This complaint is based on my honest belief that _____ has discriminated against me or another person. I certify that the information provided in this complaint is true, correct and complete to the best of my knowledge.

Complainant's Signature

Date

Received By

Date

This notice meets the minimum requirement of the regulation enforced by the Department of Education's Office for Civil Rights (OCR)

Non-Discrimination Notice

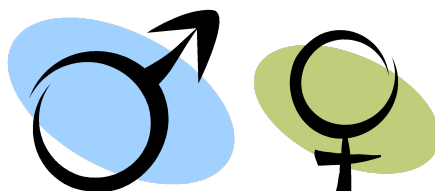
The New Hartford Public Schools does not discriminate on the basis of a disabling condition as it applies under Section 504 of the Rehabilitation Act of 1973.

The New Hartford Public Schools does not discriminate on the basis of race, color, religion, national/ethnic origin, age, sex, sexual orientation, gender identity or expression, status as a victim of domestic violence, Veteran status, disability in its programs, activities, and employment practices, **status as a victim of sexual assault, or status as a victim of trafficking in persons.** Equal access is provided to the Boy Scouts and other designated youth groups.

The following individuals are coordinators for Title IX (sex discrimination), Title VI (race, creed and color) and Section 504 (disabled):

Title IX and Title VI	<u>Michael Lynch</u>	<u>860-379-8546</u>
	Name	Telephone Number
Section 504	<u>Michael Lynch</u>	<u>860-379-8546</u>
	Name	Telephone Number

Harassment Is ILLEGAL



SEXUAL HARASSMENT IS PROHIBITED based on Federal Law - Title IX of the Education Amendments of 1972, and State Law – Sec. 10-15c. Harassment based on sexual orientation is also protected under State Law – Sec. 10-15c.

FOR STUDENTS: Sexual harassment is **unwanted and unwelcome** behavior of a sexual nature which interferes with a student's right to learn, study, work, achieve, or participate in school activities in a comfortable and supportive atmosphere. You have a right to participate in all school and classroom activities in an atmosphere free from sexual harassment. You have a responsibility not to engage in sexual behaviors that are unwelcome or offensive to others.

Examples of Sexual Harassment include: unwelcome sexual advances, suggestive or lewd remarks, unwanted hugs, touches, kisses; requests for sexual favors; retaliation for complaining about sexual harassment, derogatory or pornographic posters, cartoons or drawings.

If you have questions or believe that you or others are being harassed, contact:

District Title IX Coordinator: Michael Lynch
Office Address: 530 Main Street New Hartford, CT 06457
Telephone number: 860-379-8546
Email Address: Lynchm@newhtfd.org

Building Title IX Coordinator: Dr. Kelly Carroll	Amy Kennedy
Office Address: 30 Antolini Rd.	40 Wickett St. / 51 Cedar Lane
Telephone number: 860-489-4169	860-379-8703 / 860-482-0288
Email Address: CarrollK@newhtfd.org	KennedyA@newhtfd.org

You may also contact: The Connecticut Commission on Human Rights and Opportunities (CHRO), 21 Grand Street, Hartford, CT 06106 (Tel: 860-541-3400 or 800-477-5737) Connecticut law requires that a formal complaint be filed with the Commission within 180 days of the date under which the alleged harassment occurred.

You may also contact: Office for Civil Rights, U.S. Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921, Telephone: 617-289-0111, FAX: 617-289-0150; TDD: 877-521-2172

Email: OCR.Boston@ed.gov, Filing complaints electronically:
<http://www.ed.gov/about/offices/list/ocr/complaintintro.html>.

Sexual harassment is not limited to prohibited behavior by a male toward a female, or by a supervisory employee toward a non-supervisory employee, or a teacher to a student. The victim does not have to be the opposite sex of the harasser. Harassment may be student to student, teacher to student, student to teacher or teacher to teacher. The gender of the complainant and/or the alleged harasser is irrelevant, even if they are of the same gender. Sexual harassment based on sexual orientation or gender identity is also prohibited under State Law.

► ***What should I do if I believe I am being sexually harassed?***

- Find out about your school or school district's policy and procedures for handling sexual harassment issues. Follow those procedures.
- Take action and get help when needed. Ignoring sexual harassment is not an effective way to stop it.
- Whenever possible, tell the harasser verbally or in writing what the specific behaviors are that you find offensive. Ask him or her to stop.
- Report the offensive behaviors to a teacher, counselor, Title IX coordinator, or school administrator.
- Keep a detailed record of the harassing behavior to share with school officials who investigate your complaint.
- If not satisfied with the resolution of your concerns, contact one of the appropriate organizations listed.

The victim does not have to be the person at whom the unwelcome sexual conduct is directed; the victim may be someone who is a witness to and personally offended by such conduct although directed toward another. Sexual harassment is unwelcome conduct that is personally offensive, lowers morale, and interferes with educational performance. This unwelcome sexual behavior is defined from the perspective of the victim, not the harasser.

► ***Where to Get Help***

- **State Title IX Coordinator:** Dr. William A. Howe, Connecticut State Department of Education, 165 Capitol Ave., Hartford, CT 06106 (860-713-6752)
email: william.howe@ct.gov
- **Permanent Commission on the Status of Women (PCSW)**
18-20 Trinity Street, Hartford, CT 06106 (860-240-8300)
<http://www.cga.state.ct.us/PCSW/>
- **Connecticut Women's Education and Legal Fund (CWEALF)**
75 Charter Oak Avenue, Suite 1-300, Hartford, CT 06106, <http://www.cwealf.org/>

YOUR SCHOOL'S NON-DISCRIMINATION STATEMENT:

Discrimination Grievance Form

Any student, parent/guardian, employee or employment applicant who feels that he/she has been discriminated against on the basis of race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity or expression, marital status, mental or physical disability, status as a victim of domestic violence, **status as a victim of sexual assault, status as a victim of trafficking in persons**, status as a Veteran or equal access to the Boy Scouts and other designated youth groups may discuss and/or file a grievance with either of the Civil Rights Coordinators of the New Hartford Public Schools. Reporting should take place within 40 calendar days of the alleged discrimination. Civil Rights Coordinators:

_____ at _____ or _____ at _____

Name _____ of _____ Presenter/Complainant:

Employee _____ Employment Applicant _____ Student _____ Parent/Guardian _____

Home _____ address _____

Phone _____ Date of Claim _____ Date of Incident _____

1. Statement of Incident/Issue (include all pertinent information: who, how, where, when, how often, feelings, witness).
2. Please attach any additional information/documentation as necessary.

Signature _____ of _____ Presenter:

Signature _____ of _____ Civil Rights Coordinator:

Date Received: _____

*Forms are available from either of the Civil Rights Coordinators,
Administrators and Guidance Offices.*

Students

Communicable/Infectious Diseases

The Board of Education recognizes that all children in Connecticut have a constitutional right to a free, suitable program of educational experiences. The Board will establish reasonable health requirements as prerequisites to admission or attendance including the requirement that students undergo physical examination prior to admission.

Where it can be medically established that a student suffers from a serious infectious disease and there is a significant risk of transmission of the disease to others due to the nature of the disease or personal characteristics of the student carrier, it may be appropriate to exclude the student from the regular classroom. The determination of exclusion of any student will be made on a case by case basis with the appropriate procedural due process safeguards. Where the risk of transmission is relatively low or appropriate procedures can be adopted to reduce the risk of transmission exclusion is not warranted.

A child with an infectious disease may be considered handicapped, if the child presents such physical impairment that limits one or more major life activities. Therefore, Section 504 of the Rehabilitation Act may apply. The parent/guardian or the school administration may make a referral for determination whether the student is handicapped and entitled to protection under Section 504. The Planning and Placement Team will conduct an Individual Placement Program (IPP) to determine whether the student is handicapped or is "otherwise qualified" within the meaning of Section 504. The student will be educated in the least restrictive environment.

The District will include as part of its emergency procedure plan a description of the actions to be taken by District personnel in case of pandemic flu outbreak or other catastrophe that disrupts District Operations.

(cf. 5111 - Admission)

(cf. 5141.3 - Health Assessments and Immunizations)

(cf. 6159 - Individualized Education Program)

Legal Reference: Connecticut General Statutes

"Education for Children with Disabilities", 20 U.S.C. 1400, et seq. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 706(7)(b)

"Americans with Disabilities Act"

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

Students

Communicable/Infectious Diseases

Legal Reference: Connecticut General Statutes (continued)

10-76(d)(15) Duties and powers of boards of education to provide special education programs and services.

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

10-207 Duties of medical advisors.

10-209 Records not to be public.

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

19a-221 Quarantine of certain persons.

19a-581-585 AIDS testing and medical information.

Students**Communicable/Infectious Diseases****Exclusion Procedures**

If it is determined that the interests of the student and the school are better served when a student with a communicable or infectious disease is excluded, procedural safeguards will establish such by extensive medical evidence which shall include, but not be limited to:

- A. The nature of the disease.
- B. Whether transmission may be controlled.
- C. Whether the personal characteristics of the student involved are such that exclusion of the affected student from the regular classroom is clearly necessary to protect the health of other students.
- D. As medical knowledge and circumstances may change rapidly, the school board administrator will monitor current medical information and assess the student's medical condition and the school's ability to accommodate that student in light of the most current medical information. New facts may warrant a different result from the one previously reached.
- E. Where a student or student's parents object to the Board's decision to exclude that student, the Board of Education will provide a hearing to adjudicate pertinent facts concerning the exclusion.

Medical Intervention

The school nurse or medical advisor will establish guidelines which will provide simple, effective precautions against transmission of communicable disease for all students and staff. Universal precautions will be used to clean up after a student has an accident or injury at school. Blood or bodily fluids emanating from any student should be treated cautiously. Such guidelines will be reviewed regularly in light of medical advances. Necessary reports will be made to health authorities consistent with state law.

If emergency exclusion of a student is warranted, regulation will provide procedures to take care of the emergency situation.

Consideration will be given to temporary removal of a student from school, if in the school population, a disease, flu, cold or childhood disease might negatively impact the infected student's health. Students with infectious diseases may be temporarily removed from school when that student is acutely ill.

Students

Communicable/Infectious Diseases (continued)

Classroom and educational programs will be established so that students, staff and the public are better informed of the risk and prevention of transmission of communicable diseases. The school nurse or other medical staff will be available to assist in any problem resolution, answer questions and coordinate services provided by other staff.

Confidentiality

The privacy rights of students with a communicable disease shall be strictly observed by school staff. No person who obtains confidential related medical information may disclose or be compelled to disclose such information except to the following:

1. The protected student or parent.
2. Any person who secures a release of the confidential related information.
3. A federal, state or local officer when such disclosure is mandated or authorized by federal state law.
4. A health care provider or health facility when knowledge of the related information is necessary to provide appropriate care treatment to the protected student and when confidential related information is already recorded in the medical chart or record or a health provider has access to such records for the purpose of providing medical care to that student.

When confidential information relating to communicable disease is disclosed, it should be accompanied by a statement in writing which shall include the following similar language;

"This information has been disclosed to you from records whose confidentiality is protected by state law. State law prohibits you from making any further disclosure without the specific written consent of the student or legal guardian to whom it pertains or as otherwise permitted by law. A general authorization for the release of medical or other information is not sufficient for this purpose."

A notation of all such disclosure shall be placed in the medical record or with any record related to a communicable disease test results of a protected student. Any person who willfully violates the provisions of this law will be liable in a private cause of action for injuries suffered as result of such violation. Damages may be assessed in the amount sufficient to compensate said student for such injury.

Students

Communicable/Infectious Diseases

Legal Reference: Connecticut General Statutes

"Education for Children with Disabilities", 20 U.S.C. 1400, et seq.

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 706(7)(b).

"Americans with Disabilities Act".

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

Connecticut General Statutes

10-15b Access of parent or guardian to student's records.

10-19 Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome.

10-66b Regional educational service centers. Operation and management. Board.

10-76(d)(15) Duties and powers of boards of education to provide special education programs and services.

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

10-207 Duties of medical advisors.

10-209 Records not to be public.

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

19a-221 Quarantine of certain persons.

19a-581-585 AIDS testing and medical information.

Regulation approved:

**NEW HARTFORD PUBLIC SCHOOLS
COMMON COMMUNICABLE DISEASES**

DISEASE	EXCLUSION FROM SCHOOL POLICY
Chicken pox	6 days or until lesions are crusted
Conjunctivitis	Has received appropriate therapy for 24 hours and has permission from the physician to return to school
Elevated Temperature (100 degrees or over)	A full 24 hours after the child is afebrile (99.9 degrees or lower)
German Measles (Rubella)	7 days after onset of rash
Impetigo	Has received appropriate medically prescribed therapy for 24 hrs. and has permission from the physician to return to school
Hepatitis	Has physician's permission to return to school
Infectious Mononucleosis	No set time – only while illness lasts, has permission from physician to return to school
Measles	5 days after appearance of rash
Meningitis	No set time – only while illness lasts, has permission from physician to return to school
Mumps	Until swelling has subsided or not less than 9 days after onset of parotid swelling
Pediculosis	Until hair is clear – no appearance of live lice and has used prescribed shampoo or over-the-counter treatment, especially for the treatment of head lice
Ringworm of Scalp	None, if under proper treatment
Scabies	Has received appropriate medically prescribed treatment for 24 hrs. and has permission from physician to return to school

Streptococcal Infection	Has received appropriate therapy for 24 hours and has permission from physician to return to school
Fifth Disease	Excluding children from school is not recommended as a public health measure

Children excluded from school with any of the above health problems must be evaluated by the school nurse before returning to the classroom.

cps 9/03

Students

Pediculosis (Head Lice)

The Board of Education authorizes the Superintendent of Schools/Designee to work with the School Medical Advisor in an effort to develop and implement regulations concerning pediculosis or head lice. The regulations are to include identification, treatment procedures, and notification process which will insure prompt and medically accurate action for students having pediculosis. The regulations are also to include assertive procedures which will reduce the opportunity of spreading pediculosis to other students. No healthy child should be excluded from or miss school because of head lice.

Student

Pediculosis Guidelines

Identification

If a teacher or other school employee views the following symptoms, the student is to be referred to the school nurse or school health aide for a pediculosis screening.

- A. Excessive scratching of the scalp.
- B. Observation of nits (ivory colored eggs approximately 1/32 inch in length) or lice in hair.

Procedures Regarding Individual Students

1. If live lice or nits appearing in close proximity to scalp (1/4 inch or less) are observed the student is to be considered to have pediculosis. In this situation the school nurse is to notify the parent/guardian immediately and instruct them on treatment procedures and precautions to prevent spreading. Parents will be instructed to pick up their child immediately. Head checks for the presence of lice will be conducted outside the classroom to maintain student privacy and minimize disruption of the educational process. The nurse will notify the classroom teacher and advise as to proper precautions to prevent further spread of the infestation. The student is not to use any shared headphones, helmets, hats or clothing.
2. The nurse or school aide will do head checks on any students who are siblings of the infested student. If the infested student is in prekindergarten or kindergarten, the nurse may screen the student's classmates.
3. Identified students may return to school immediately following treatment which includes the application of head louse shampoo.

It is the parent's/guardian's responsibility to treat the infested student at home and to accompany the student to school the next day. The school nurse will examine the student and readmit the student to school if no active infestation is present. If the examination discloses an active infestation, the parent/guardian will take the student home for further treatment. An infested student will be excluded from school until proper treatment has been completed.

Students

Pediculosis Guidelines

Procedures Regarding Individual Students (continued)

4. Identified students are to be rescreened seven to ten days after readmittance to school for live lice.
5. To ensure confidentiality, the names of the students who have pediculosis will not be shared with other parents/guardians and will be shared with only those staff members who the Principal (or school nurse) deems to have a reason to know. No parents/guardians other than those of a student in question will be present when a student is being individually rechecked by the nurse or health aide.
6. If a student's pediculosis problem does not appear to be eliminated by the standard medical treatment, the school medical advisor will collaborate with the school Principal and school nurse to determine further treatment recommendations. The school nurse may, at his/her discretion exclude a student with repeated infestation of live lice or viable nits.

Procedures Regarding the School Community

1. If a count of active pediculosis cases exceeds ten percent of the school enrollment or 20% of a classroom enrollment during a ten (10) calendar day period of time, the nurse or school health aide is to check the entire school or specific classroom respectively. This decision is to be made by the school nurse and the school Principal with the recommendation of the School Medical Advisor.
 2. If the above conditions are met, the school Principal and nurse are to assess the extent of the problem and form a plan of action regarding notification of parents of non-afflicted students. If it is decided that more information needs to be distributed or there is a second school wide screening, information will be communicated with the school community can be done which includes more specific information.
3. If a student has been declared an inactive case and becomes infected at another point in time, he or she will be reclassified as an unduplicated active case when the new ten percent count is being calculated.

R5141.221(c)

Students

Pediculosis (Head Lice) Prevention Plan

1. Educate staff, parents/guardians and students on ways to prevent head lice.
2. Avoid stacking/piling or hanging coats on top of each other.
3. Encourage students to keep hats and scarves in their coat sleeves.
4. Remind students not to share combs, brushes, scrunchies, barrettes, hats and scarfs
5. Avoid sharing earphones and helmets.
6. Watch for signs such as frequent head scratching.
7. Encourage families to inform any of their children's contacts regarding exposure such as friends, overnight guests, relatives, and sports teams (especially those teams that share hats or helmets).
8. Families who require repeated treatment should consult with their family physician.

Regulation approved:

rev. 4/12

Bylaws of the Board

Parliamentary Procedures

Rules of Order

Regular and special meetings of the Board of Education are held in public, but they are not public hearings unless so designated. Comments from those citizens present will be welcomed at times indicated by the Chair, but such participation shall not be allowed to interfere with the conduct of business by the Board.

Procedure will normally be informal for the sake of simplicity and to minimize diversion of discussion to procedural questions. Board members may, however, invoke Robert's Rules of Order, Revised.

A majority of the Board members present and voting is required to approve a motion. This also includes new business, that is under consideration, not listed on the agenda, at a regular meeting of the Board.

When comments from the public would be particularly helpful to the Board in reaching a decision on an item, the Board may schedule a public hearing devoted exclusively to that item. In any case, final action, on a change in Board policy will not normally be taken at the time of its first discussion or at a public hearing unless postponement until the next Board meeting would hinder the intent of such action.

When comments from members of the school administration would be particularly helpful to the Board reaching a decision on an item, members of the Board, through the Superintendent, may ask members of the school administration to participate in a discussion with the Board, at a Board meeting.

No new topic will be started ~~after 10:30 p.m.~~ 2.5 hours after the meeting start time except by a 2/3 vote of the members present and voting.

If a person or group of persons is so disruptive that the meeting cannot proceed in an orderly fashion, the meeting may be cleared, except for representatives of the news media not involved in the disturbance. A meeting may be adjourned or continued to a time and place specified in the adjournment or continuance.

Legal Reference: Connecticut General Statutes

[1](#)-200 Definitions

[1](#)-206 Denial of access of public records or meetings. Notice. Appeal

[1](#)-210 Access to public records

[1](#)-226 Recording, broadcasting or photographing meetings

[19a](#)-342 Smoking prohibited in certain places. Signed required. Penalty

[1](#)-231 Executive sessions

[1](#)-232 Conduct of meetings (re disturbances)

[10](#)-224 Duties of the Secretary

Bylaw adopted by the Board: January 17, 2006

Bylaw revised: April 25, 2017

NEW HARTFORD PUBLIC SCHOOLS

New Hartford, Connecticut

Summer of 2026 – Welcome Back Edition!

Welcome to the 2026-2027 school year everyone...as expected, the summer has passed quickly and while it seemed quiet at times, there was actually a lot going on behind the scenes. For this summer edition of **The Advance**, I will try to just summarize the highlights:

- **Critical education issues** – a group of the leaders from 11 different statewide educational organizations completed a process facilitated by us to produce priority recommendations in nine different strategic and operational areas of importance to all public schools.
- **Expanded parking at Grove Street in Torrington** – we have removed a building and expanded the parking area across the street from the Early Childhood Center on Grove Street in Torrington to ease congestion and improve public safety.
- **RLC and Miry Brook construction** – we have created additional office spaces at these locations to improve our ability to serve students and supervise activities that occur there.
- **High speed EV charger installation** – 10 new charging stations have been/are being installed in Litchfield, Torrington, and Danbury to allow us to fully leverage our 12 new EVs.
- **Outlook to Google migration** – our Technology Team successfully transitioned the agency from Outlook to Google for our email and calendar functions.
- **The Professional Learning and AI Teams have been combined and are now known as the Learning Intelligence Team** - we have combined these teams and relocated everyone to the first floor in Litchfield – the COG offices now occupy the entire third floor at the Litchfield office.
- **New Hartford Superintendent joins the EdAdvance team** – Jeff Sousa from New Hartford will join us this fall to take over the work started by our colleague Judy Palmer, who has announced she is leaving on January 1st to become the Superintendent in Colebrook.
- **Special education changes and challenges** – During the summer months we saw the first impacts of recently passed special education legislation as staffing shortages forced us to temporarily close our elementary outplacement (PLA) program in Plymouth.
- **ChatEDU** - our industry leading podcast about Education and Leadership in the Age of AI surpassed 100,000 downloads.
- **Head Start challenges** – one of our most well-respected programs faced some headwinds this summer – having to move a classroom in Winchester, threats of deregulation and funding cuts – and through it all our staff just keeps on delivering quality learning experiences for children.
- **Capital investments** – we undertook a few long-overdue capital investments – including heating and cooling improvements at the Litchfield office and the purchase of conference chairs.
- **Finalized and secured a variety of supplemental funding items including:** \$900,000 for the CCA, \$830,000 for School Based Mental Health, \$2,000,000 for rural student mental health, \$500,000 for AI Literacy, a five-year extension for our role in the \$7.5 million NSF National Center for Advanced manufacturing.
- **All Agency Day 2026** – We had a wonderful All Agency Day event in Litchfield on Wednesday, August 19th. This serves as our traditional “it looks like it’s time to start thinking about the new school year event” and our Culture Committee did a great job organizing and supporting the day. If you are wondering about the little EdAdvance Weeble pictured just to the right, ask someone who attended to learn about what it means!
- **Let’s go!** I hope everyone is as geared up for the new program year as I am... here is to a great 2026-2027- let’s make it a great year for our schools and their communities.

