New Hartford Public Schools

Board of Education Regular Meeting Agenda
7:00 PM on Tuesday, October 20, 2026
Antolini School Library
Agenda

New Hartford BOE meetings are accessible live via the following: https://meet.google.com/zpm-uixu-jrq
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A. Pledge of Allegiance

B. Order of Business

C. Communications to the Board of Education/Public Comment

D. Interim Superintendent's Report
- a. Entry Update
- b. Certified Staff - Library Media Specialist Opening
- c. Vision of the Learner / Academic Performance Update in Nov

E. Board of Education Chair's Report
- a. Region 7 Curriculum Coordinator Proposal

F. Routine Business
- a. Approval of Minutes - September 15, 2026, September 22, 2026
- b. Expenditure Report
- c. Line Item Transfers

G. New Business
- a. Discussion and Possible Action Regarding Task Force Request for Expanded Engineering Analysis Scope

H. Old Business
- a. Second Read and Approval of Revised Policies and Bylaw
  - i. REVISION - Policy 0521 - Nondiscrimination
  - ii. REVISION - Policy 5141.22 - Communicable/Infectious Diseases
  - iii. REVISION - Policy 5141.221 - Pediculosis
  - iv. REVISION - Bylaw 9325.3 - Parliamentary Procedures
- b. Item of Information - Administration Regulations
  - i. R5141.22 - Communicable/Infections Diseases Exclusion Procedures

I. Reports
- a. EdAdvance
- b. CABE

J. Public Comment - (For Agenda Items Only)

K. Adjournment

Supporting documents for agenda items may be found online:
https://www.newhtfd.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

Gmail

Sara Voghel <voghels@newhtfd.org>

[NHTaskForce] picking a superintendent

Aulay Carlson <acitaly2011@gmail.com> Sun, Oct 4, 2026 at 3:06 PM
To: Task Force <NHTaskForce@newhtfd.org>

This is not task force but I am sending it for the two BoE members. I sent this to the chair of the BoE. Normally you would see a note in the minutes of letters received. I did not. Perhaps the chair acts a censor. You should have the same set as this Task Force. Every one gets the emails
Aulay Carlson

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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/CABJ3dadFsC%3DK%3Dv66Tf0-%3DLZjpP337dk1FRxkbWfF7-AUozibtw%40mail.gmail.com.

2 Sept 2026 new superintendnt.docx
47K

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,

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

Gmail

Sara Voghel <voghels@newhtfd.org>

[NHTaskForce] Task Force recommendation for engineering analysis

Kristin Young <youngk@newhtfd.org> Tue, Oct 6, 2026 at 11:39 AM
To: New Hartford Board of Finance Chairman <bofchairman@newhartfordct.gov>, Timothy Klepps <kleppst@newhtfd.org>, DJerram@newhartfordct.gov
Cc: School Facility Utilization Task Force <NHTaskForce@newhtfd.org>

Dear Members of the Boards of Selectmen, Finance, and Education,

Based on significant discussion at recent meetings, including a formal motion and vote, the School Facility Utilization Task Force formally recommends approval and funding of civil, structural, and environmental engineering analysis of the Bakerville, New Hartford, and Antolini sites so that the Task Force can further narrow and refine the options under consideration.

The proposed work is intended to identify significant site and/or building conditions that could rule out an option, materially change estimated costs, or require a different approach than currently envisioned. Resolving those issues now also reduces the risk of the Town investing substantially more time and money developing an option that later proves impractical. Having that information before presenting options to you and the Town would help the Task Force make a much more informed, reliable recommendation. The Task Force intends for the work to proceed in phases, beginning with civil, so that later assessments need not proceed if the earlier findings make them unnecessary. Given the magnitude of the deferred maintenance across the three buildings, this information would also be useful even if the ultimate recommendation were to maintain all three buildings. At the same time, the findings could inform any potential Town decisions about a building that is no longer used as a school.

This work also follows directly from limitations identified in SP+A's earlier analysis. SP+A noted that the conceptual options had not yet been fully vetted for site requirements or feasibility and that further engineering would be needed. The Task Force believes it is important to resolve key questions before recommending that the Town invest substantially more time and money developing any particular option.

Please review the **attached proposed change order with SP+A**, which sets out the proposed cost. Given that a member of the Task Force has been handling the videography as a volunteer, the $3,000 previously allocated to videography is available to help with this effort.

Our understanding is that the next step will be for the Board of Finance to consider funding this proposal at its October 13 meeting. As discussed by the Task Force, the goal is to have this work completed in the coming weeks before snow arrives.

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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New Hartford Utilization Study - Proposal for Additonal Services.pdf
1990K

October 5, 2026

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

Re: Additional Services for New Hartford Utilization Study: Civil, Structural and Environmental Services
SP+A Project No. 25.186

Dear Mrs. Young:

Attached please find our fee proposal change order to provide additional support for the evaluation of the three schools as part of the ongoing Utilization Study. As requested, we have obtained proposals from qualified consultants to provide civil, structural, and environmental visual assessment services. Please refer to the attached proposals from each consultant for their respective scopes of work, deliverables, and fees.

The additional consultant services will provide a more comprehensive understanding of the existing conditions and potential opportunities and constraints associated with each school building and site. This information will help inform the overall evaluation of the three schools.

SP+A will coordinate closely with each consultant throughout the process. This will include providing project background information, sharing pertinent existing documentation such as available school drawings, reports, surveys, and other relevant records, and facilitating communication between the consultants and the project team as needed. SP+A will also work with the consultants to ensure that their observations and findings are appropriately incorporated into the overall Utilization Study.

In particular, SP+A will collaborate with our civil consultant to further evaluate and refine potential site development concepts. The structural and environmental visual assessments will similarly provide additional information regarding existing conditions that may influence the evaluation of each facility.

The attached consultant proposals are intended to supplement SP+A's ongoing services and provide the additional level of investigation requested for this phase of the study.

Please feel free to contact me with any questions at 203-230-9007 x238, mmiller@silverpetrucelli.com.

Silver Petrucelli + Associates
3190 Whitney Avenue | Hamden CT 06518
311 State Street | New London CT 06320
203 230 9007 *silverpetrucelli.com*

CHANGE ORDER BREAKDOWN FOR ADDITIONAL SERVICES

Silver Petrucelli + Associates proposed a lump sum fee for this project broken down into the following phases.

PHASE	FEE
Civil Engineering Services - Benesch	$13,000
SP+A time – 10 hours	$1,530
Structural Services – Michael Horton	$8,400
Environmental Services - Eagle	$ 4,500
SUBTOTAL	$29,400
10% SP+A mark up	$2,743
TOTAL	**$30,173**

Sincerely,

Michelle Miller, AIA
Architect | Project Manager

Alfred Benesch & Company
200 Glastonbury Boulevard, Suite 201
Glastonbury, CT 06033
www.benesch.com
P 860-633-8341
F 860-633-1068

Benesch Scope and Fee
New Hartford Elementary School Feasibility

New Hartford has three (3) elementary schools and the district is in the process of analyzing options for future efficiency and consolidation to meet the project enrollment needs. SPA has performed an existing conditions analysis of the three (3) schools, and associated massing diagrams for renovated or new building scenarios for each site.

SCOPE

- Site visit to the three (3) sites (Bakersville ES, New Hartford ES, and Antolini ES).
- Site/civil commentary on the Bakersville and New Hartford massing diagrams previously prepared by SPA, including site constraints. Following are items we will specifically research:
    - ✓ Topography
    - ✓ Site acreage
    - ✓ Potential for expansion
    - ✓ Wetlands
    - ✓ Floodplains
    - ✓ Parking, traffic circulation, and parent/bus drop efficiency/safety
- Preparation of one (1) concept plan the Antolini site. We will work with you and assume we can utilize base mapping you have already prepared.
- Conceptual Cost Estimate of all three (3) sites.
- Rendered site plan of the Antoline option for presentation purposes.
- We will attend a Building Committee meeting with you to discuss our findings.

FEE

- $13,000

August 24, 2026

Mr. Dean Petrucelli, AIA
Silver Petrucelli + Associates, Inc.
3190 Whitney Avenue
Hamden, Connecticut 06518

Subject: Structural Engineering Services Proposal
New Hartford Public Schools
Structural Evaluation
North Hartford, Connecticut

Dear Mr. Petrucelli,

On behalf of Michael Horton Associates, Inc. (MHAI) I would like to thank you for considering our firm for these services. MHAI has reviewed the scope of structural services requested and based on this information, we have prepared the following proposal for a structural evaluation of the following facilities.

School	Address	Year Built	Total Current Sq. Ft.
Bakerville School	5 Cedar Lane	1941	18,483
New Hartford Elementary School	40 Wickett Street	1954	23,405
Antolini School	30 Antolini Road	1968	58,177

Scope of Services:
MHAI shall visit the above referenced properties to perform a review of the existing structures. It is our understanding that all spaces will be made accessible to our staff for inspection. Our investigation shall be limited to visual observations. It is anticipated that existing in place finishes shall limit our ability to fully inspect the existing structure. For those areas where finishes are in place, MHAI shall inspect the finishes for signs of distress. Removal of finishes to expose the existing structure and associated repairs are not included in this proposal and are the responsibility of Others, if determined to be necessary. MHAI will not perform any destructive testing or survey work as part of this evaluation. Should destructive testing be required, this work shall be performed as an additional service. Any equipment required to inspect the existing structure such as a mechanical lift or ladders shall be provided and compensated for by Others. All fieldwork shall be performed during normal business hours Monday thru Friday, between the hours of 8:00am and 5:00pm.

Upon completion of our field work, MHAI shall prepare a written report summarizing the condition of the individual structures, identifying any deficiencies that may have been observed, and recommended next steps or remedial measures. No analysis, design work, or detailing of remedial measures shall be performed within this Scope of Services.

Compensation:
For the above Scope of Services, MHAI proposes the following compensation. As requested, independent fees have been provided for each facility.

School	Compensation
Bakerville School	$ 2,400
New Hartford Elementary School	$ 2,400
Antolini School	$ 3,600

Exclusions:
The following items are specifically excluded from this Scope of Services:

1. The design or detailing of structural repairs, reinforcements, or improvements.
2. Exploratory investigations, destructive testing, material testing, laboratory testing, environmental consulting services, and fees associated with testing laboratories or outside consultants.
3. Removal and replacement of existing finishes required to expose concealed structural elements.
4. Monitoring of the contractor's means and methods, jobsite safety practices, or compliance with OSHA standards, all of which remain the sole responsibility of the contractor.

Reimbursable Expenses:
Reimbursable expenses shall include printing costs and costs associated with overnight shipping of documents. Supporting documentation for these expenses shall be provided with the request for reimbursement, and such expenses shall be billed at cost.

Subcontractor and subconsultant fees shall also be considered reimbursable expenses. MHAI shall apply a 10% administrative fee to equipment rentals, subcontractor invoices, and subconsultant invoices processed through MHAI.

Billing and Payment:
Payment of invoices is due within forty-five (45) days of the invoice date. If the Client objects to all or any portion of an invoice, the Client shall notify MHAI in writing of the objection within ten (10) business days from the date of receipt of the invoice, state the reasons for the objection, and pay the portion of the invoice that is not disputed. If Client fails to make payment when due, MHAI may, following written notice, suspend or terminate performance of Services under this agreement, including, but not limited to, withholding completed drawings, specifications, reports and other work product. Unless payment is received within ten (10) days of the date of written notice, termination can occur without further notice. If Services are suspended or terminated under this provision, MHAI shall incur no liability of any kind to Client or Others because of such suspension, including any form of direct, indirect or consequential damages or assessed penalties, for any reason including, but not limited to, missed deadlines.

If legal action is taken by MHAI to recover from Client invoiced amounts that are not paid, MHAI shall be entitled to an award of its costs of collection, including reasonable attorney's fees and court and/or arbitration costs and related expenses, in addition to amounts awarded with respect to the unpaid invoice(s).

Should you have any questions please contact the writer. Should this proposal meet with your approval please sign and return it to our office.

Sincerely,

Alfred Lombardi
Michael Horton Associates, Inc.

_____
Agreed and accepted Date

EAGLE Environmental, Inc.

- Industrial Hygiene / IAQ
- Hazardous Building Materials
- Environmental Assessments
- Laboratory Services & Training

September 15, 2026

Ms. Michelle Miller, AIA
Silver Petrucelli + Associates
3190 Whitney Avenue
Hamden, Connecticut 06518

RE: Facility Conditions Assessment - Environmental Assessment
New Hartford Public Schools
New Hartford, Connecticut
Eagle Proposal No. 26-522

Dear Ms. Miller,

Eagle Environmental, Inc. (Eagle) is pleased to submit this Proposal to Silver Petrucelli + Associates to perform an environmental assessment for hazardous building materials at the Bakerville School, Antolini School, and New Hartford Elementary School located in New Hartford, Connecticut (Site). The visual inspection will be performed as part of an overall facility conditions assessment of the Site buildings. The visual inspection will include a desktop review of available environmental reports including each school's US EPA Asbestos Hazard Emergency Response Act (AHERA) three year re-inspections and a walkthrough of the Site buildings to identify potential hazardous building materials including asbestos-containing materials, lead-based paint, universal waste materials, Polychlorinated Biphenyls (PCBs) in building materials, mold and moisture, and underground storage tanks. The visual assessment will not include any sampling.

We look forward to the opportunity to work with you on this project.

Sincerely,
Eagle Environmental, Inc.

Peter J. Folino
Principal

Y:\Clients\S\Silver, Petrucelli & Associates\2026\New Hartford Schools\New Hartford Public Schools Facilities Conditions Assessment.docx

150 MAIN STREET, SUITE B • BRISTOL, CT 06010
PHONE (860) 589-8257 • FAX (860) 585-7034

INTRODUCTION

Eagle Environmental, Inc. (Eagle) is pleased to submit this Proposal to Silver Petrucelli + Associates to perform environmental consulting services as part of an overall facility conditions assessment for the Antolini School, Bakerville School and New Hartford Elementary School. Eagle will work directly for Silver Petrucelli + Associates to complete an environmental assessment of each school building. The assessment will include an initial review of the most recent AHERA three year re-inspection reports to obtain information on the presence of known remaining asbestos-containing materials in the buildings. We will review available hazardous building materials abatement records if available. Eagle will also interview a designated Site contact to obtain any additional information or knowledge on hazardous building materials within the Site buildings. Eagle will perform a walkthrough of each building and perform a visual assessment to identify accessible potential hazardous building materials. The visual assessment will focus on potential asbestos-containing building materials, lead-based paint, universal waste materials, and mold and moisture. Eagle will also obtain information on any potential underground fuel oil storage tanks (USTs). No sampling will be performed during the assessment. Eagle's observations will be developed into a written report summarizing the findings of the inspection. The report will include inventories of each potential hazardous building material identified during the walk through, representative photographic documentation, conditions of materials, estimated quantities and recommendations for future management including maintenance and/or removal.

Task 1: Review of Existing AHERA Reports and Site Contact Interview

Eagle will request the most recent AHERA three year re-inspection reports are made available for review. The reports will contain valuable information on the types and locations of know or assumed asbestos-containing building materials. The information contained within the reports will be summarized in the environmental assessment report. Eagle will also review any available abatement records to determine what materials may have been previously removed from the buildings. This information is helpful in understanding what additional hazardous building materials may remain at each building.

Eagle will interview a designated site contact to obtain any pertinent information relative to the presence of hazardous building materials or past abatement activities. Institutional knowledge of the buildings will be beneficial in developing the environmental assessment report.

Task 2: Visual Inspection for Potential Hazardous Building Materials

Asbestos-Containing Materials (ACM)

Eagle's State of Connecticut licensed Asbestos Inspector will perform a walkthrough of the Site building to locate suspect asbestos-containing materials in the building. Suspect asbestos-containing materials may include but not be limited to plaster, flooring materials, mechanical and plumbing insulation, adhesives, caulks, roofing materials, and other potential asbestos-containing materials. We will develop an inventory of each suspect asbestos-containing material and will develop estimated quantities. We will note the condition of each material and friability (ability to release fibers into the air). The inspection will be limited to accessible areas and building materials only. The findings will be recorded on field observation forms that will be included in the final report.

Lead-Based Paint

Eagle will conduct a visual inspection of the Site building to locate components and surfaces potentially containing lead-based paint. We will not perform any testing as part of the visual inspection. Painted surfaces will be inventoried, and the condition of the surface coatings and substrates will be recorded. The findings will be recorded on field observation forms that will be included in the final report.

Universal Waste Materials and Other Hazardous Materials (OHM)

Eagle will perform a visual inspection for universal waste materials including mercury vapor light tubes, high intensity discharge (HID) lighting, mercury ampules in thermostatic controls and lighting ballasts that may contain PCBs or DEHP dielectric fluids. We will record the type and quantity of each universal waste material and OHM on field observation forms. We will quantify the items throughout the Site building. The findings will be recorded on field observation forms that will be included in the final report.

Mold and Moisture

Eagle will perform a visual inspection for mold and moisture within the Site buildings. The visual inspection will focus on building materials with discoloration, water staining/damage, delamination or degradation. We will note areas of malodors or musty or damp conditions, which may be attributed to or can contribute to mold growth. We will record locations and estimated quantities of each instance of potential mold or water damage and will review potential issues that may have led to the condition.

Polychlorinated Biphenyls (PCBs) in Building Materials

Eagle will perform a visual inspection for suspect PCB-containing building materials within and on each Site building. PCBs have historically been added to building materials to improve adhesion, flexibility and overall longevity of the building materials. PCBs may have historically been used in paint, adhesives, caulk, roofing materials, grouts and other types of building materials. We will develop a general inventory of potential PCB-containing building materials observed during the walkthrough.

Underground Fuel Oil Storage Tanks (USTs)

Eagle will perform an initial review of the State of Connecticut Department of Energy and Environmental Protection (DEEP) UST registration list to determine if any registered tanks associated with the New Hartford Public Schools is on the list. If tank registrations are identified, we will record pertinent information from the list to include in the summary report. We will perform a visual inspection of each Site building for vent and fill pipes to identify the location of any potential USTs. We will attempt to determine each tanks remaining useful life expectancy based on obtained information.

Task 3: Assessment Report

We will develop a report summarizing the observations made during the inspection. The report will summarize each type of potential hazardous building material encountered, its overall condition, general location(s) and estimated quantity, and recommendations for ongoing maintenance, repair or removal. The report will also summarize requirements for regulatory compliance. Representative photographs of potential hazardous building materials will be included. Eagle will develop a rough order of magnitude cost for abatement and/or management of hazardous building materials.

PROJECT SCHEDULE AND COST

The visual inspections will be completed in one (1) extended business day, and the report will take approximately fifteen (15) business days to complete.

Please refer to the attached Fee Schedule for an explanation of project fees. The Services being provided within the attached Fee Proposal are only those which are expressly set forth in this proposal. This proposal is subject to the attached Terms and Conditions, which are incorporated into this proposal in their entirety. Also attached is a fee schedule for "Additional

Services” in the event any service outside the scope of work is required.

Eagle Fee Proposal

CLIENT	PROJECT LOCATION	PROJECT DESCRIPTION	PROPOSAL #
	New Hartford Public Schools	Environmental Assessment	26-522

DESCRIPTION	TOTAL
Facility Conditions Assessment - Environmental Assessment	
New Hartford Public Schools	
Bakerville School, Antolini School, New Hartford Elementary School	
Eagle Proposal No. 26-522	
Environmental Assessment, Report, Order of Magnitude Cost Estimate (1 School)	2,500.00
Environmental Assessment, Report, Order of Magnitude Cost Estimate (2 Schools)	4,000.00
Environmental Assessment, Report, Order of Magnitude Cost Estimate (3 Schools)	4,500.00

SUBTOTAL	$11,000.00
SALES TAX	$0.00
TOTAL	**$11,000.00**
TERMS	Net 30

Eagle Environmental, Inc. will perform the above outlined services in accordance with the Terms and Conditions attached hereto. If you are in agreement with the proposal, please sign and return one executed contract to our office. Receipt of a signed contract will be considered authorization to proceed with the work and is required prior to project initiation.

AUTHORIZATION TO PROCEED

SIGNATURE _____... DATE _____...

PRINT NAME _____...

EAGLE ENVIRONMENTAL, INC. – RATE SHEET 2026

Personnel Category

Principal	$ 175.00/hr
Licensed Environmental Professional	$ 165.00/hr
Senior Project Manager	$ 150.00/hr
Project Manager	$ 125.00/hr
Senior Consultant	$ 105.00/hr
Licensed Asbestos Inspector	$ 90.00/hr
Licensed Asbestos Project Monitor	$ 90.00/hr
Licensed Asbestos Management Planner	$ 150.00/hr
Licensed Lead Inspector	$ 90.00/hr
Licensed Project Asbestos/Lead Designer	$ 150.00/hr
Clerical	$ 65.00/hr
AutoCAD	$ 90.00/hr

Analytical

Asbestos Bulk Sampling Analysis by PLM

24 hr turn around	$ 20.00/ea
3 day turn around	$ 18.00/ea
5 day turn around	$ 15.00/ea

Asbestos Bulk Sampling Analysis by PLM/Point Count

24 hr turn around	$ 45.00/ea
48 hr turn around	$ 40.00/ea
5 day turn around	$ 35.00/ea

Asbestos Bulk Sampling Analysis by TEM

24 hr turn around	$ 65.00/ea
3 day turn around	$ 60.00/ea

Asbestos Air Sample Analysis by PCM

Same day turn around	$10.00/ea

Asbestos Air Sample Analysis by TEM

3 hr turn around	$ 375.00/ea
6 hr turn around	$ 125.00/ea
24 hr turn around	$ 100.00/ea
48 hr turn around	$ 85.00/ea

Lead Paint Samples (TCLP analysis)

48 hr turn around	$ 95.00/ea
72 hr turn around	$ 90.00/ea
5 day turn around	$ 80.00/ea

Lead Paint Samples (Wipe, Chip)

24 hr turn around	$ 15.00/ea
48 hr turn around	$ 13.00/ea
5 day turn around	$ 12.00/ea

Lead-in-Soil Samples

24 hr turn around	$ 17.00/ea
48 hr turn around	$ 15.00/ea
5-day turn around	$ 13.00/ea

Lead-in-Drinking Water Samples

3-day turn around	$42.00/ea
5-day turn around	$30.00/ea

Microbial Air Sample Analysis (M001)

24 hr turn around	$ 75.00/ea
5 day turn around	$ 65.00/ea

Microbial Bulk Sample Analysis (M041)

24 hr turn around	$ 75.00/ea
5 day turn around	$ 65.00/ea

PCB in Caulk (EPA SW 846 8082)

24 hr turn around	$ 135.00/ea
48 hr turn around	$ 115.00/ea
5 day turn around	$ 90.00/ea

Radon Analysis

5 day turn around	$ 35.00/ea

AGREEMENT FOR SERVICES

This Agreement for Services (the Agreement) is entered into by and between Eagle Environmental, Inc. (Eagle) and (the "Client"). In consideration of the promises set forth below, the parties hereby agree as follows:

1. **Services to be Provided**

Eagle agrees to perform for the Client the services described in the attached proposal, which shall be considered a part of the Agreement. Any condition to or change in the Services must be reflected in a written document signed by both parties and attached to the Agreement.

2. **Fee for Service**

Eagle's fee for the Services shall be as specified in the proposal. The fees quoted are exclusive of any sales, use, service or other taxes arising out of or relating to the Services. Where applicable, such taxes and charges shall be billed as a separate item. Services are performed with the understanding that such taxes and charges shall be added, as required by law. Eagle will charge sales tax unless a valid sales tax exemption certificate is provided for the project.

Payment of services provided by Eagle Environmental must be in receipt of full payment prior to release of findings and documentation. If, upon client's request, documentation is released C.O.D., client will be responsible for any and all delivery charges above and beyond standard and customary first class postage costs.

If credit has been granted, payment is according to the credit terms on Client's invoices or, if none appear, according to terms of net 30 days from date of invoice. The acceptance by Eagle of such payment will not constitute a waiver of Eagle's right to pursue the collection of any remaining balance. If Client fails to make payment when due, without prejudice to any other right or remedy, overdue sums will bear interest to date of payment at the annual rate of 18% (calculated at 1½% per month, compounded monthly) or such lower rate as may be the maximum permitted by law; and Eagle will be entitled to reimbursement for all costs of collection and attorneys' fees.

3. **Completion of Services**

Unless expressly stated otherwise in the Proposal, interim and final completion dates for the Services are approximates only, and time shall not be of the essence. Without limiting the generality of the foregoing sentence, if any Service is delayed because of any reason beyond Eagle's control, completion dates may be extended by a reasonable time period by Eagle.

4. **Insurance**

Eagle maintains commercial general liability coverage and professional liability coverage. Certificates of insurance evidencing such coverage shall be provided to Client upon request.

5. **Warranty; Limitation of Liability**

Eagle warrants that it will perform the Services specified in the Proposal with the degree of care and skill normally exercised under similar circumstances by similar organizations in the profession.

Eagle does not warrant or guarantee, and shall not be responsible for the accuracy of any information or data provided to Eagle by Client, Client's agents, or other third parties, or conclusions in any report of Eagle based upon such information or data. Eagle does not warrant or guarantee the accuracy or reliability of any analysis performed by any person or entity other than Eagle.

All other warranties, direct or implied, including the implied warranties or merchantability and fitness for particular purpose, are hereby excluded.

If loss or damage to Client should result from the failure of performance or deficient performance by Eagle in providing the Services, the liability of Eagle, if any, shall be limited to a sum equal but not exceeding the available limits of Eagle's insurance. This limitation of liability shall apply to a claim for loss or damage whether based on a contract claim or a tort claim.

6. **Indemnification**

Client understands and agrees that Eagle will not be liable for any claim or action brought against Eagle by any employee of Client or any other third party arising from or relating to the Services rendered to Client by Eagle. Client hereby agrees to defend, indemnify and hold Eagle harmless from and against claims arising out of Client's negligence and shall pay all costs of any such action, including but not limit to attorneys' fees, judgments, damages and settlement costs, provided that Eagle gives Client reasonable written notice of the claim or action. Not withstanding the foregoing, this section shall not apply to claims or actions arising from any negligent, careless or intentional performances on the part of Eagle, its agents or employees.

7. **Relation of Parties**

The relationship between the parties hereto is one of customer and independent contractor, not employer and employee.

8. **Force Majeure**

No party shall be liable for delay in performance hereunder due to caused beyond it's control, including but not limited to acts of God, fires, strikes, acts of war or intervention by a government authority.

9. **Arbitration**

Any controversy or claim arising out of or relating to the Agreement shall be settled by arbitration in accordance with the then prevailing Commercial Arbitration Rules of the American Arbitration Association and judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. Venue for the arbitration shall be in Hartford, Connecticut.

10. **Applicable Law**

The agreement shall be construed and interpreted according to the laws of the State of Connecticut.

11. **Entire Agreement**

The Agreement contains all the Terms of any agreement relating to the subject matter between Eagle and Client, and may not be changed in any way except in writing signed by both parties. The Agreement supersedes and cancels any previous understanding or agreement, written or implied, between the parties relating the services covered hereby.

12. **Subcontract**

Eagle, at its sole option, may subcontract any portion of the Service to another entity. Such subcontractor shall be held to the same standard of care in rendering the applicable portion of the Services as Eagle hereunder. Not withstanding anything herein to the contrary, nothing herein shall be deemed to create privity of contract between Eagle's subcontractor and the client.

13. **Termination of Contract**

Client can terminate this contract without cause with 30 days written notice. All outstanding fees for Services completed or in progress shall be paid immediately upon termination of contract. Upon receipt of all such outstanding fees, Eagle shall submit copies of all documents generated and return all confidential materials to Client.

Eagle can terminate contract, if Client breaches contract, with 30 days written notice.

STATE OF CONNECTICUT
STATE BOARD OF EDUCATION

October 1, 2026

Mr. Timothy Klepps, Chair
New Hartford Board of Education
530 Main Street, P.O. Box 315
New Hartford, CT 06057

Dear Chair Klepps:

The purpose of this letter is to approve the appointment of Dr. JeanAnn Paddyfote as interim superintendent of schools for New Hartford Public Schools, effective September 24, 2026, through March 4, 2027.

Bureau of Educator Standards and Certification records confirm that Dr. Paddyfote holds a professional educator certificate, endorsed for superintendent of schools, which is valid from July 1, 2024, through June 30, 2034. Therefore, Dr. Paddyfote may assume all duties of the superintendent on an interim basis until a permanent appointment is made.

To determine the certification status of any of the applicants for permanent appointment, please feel free to contact Julianne Frost, Bureau of Educator Standards and Certification, at 860-713-6724. If you are interested in candidates from out of state, we are available to discuss their qualifications for certification. Once credentials are received in the certification office, upon your written request, we will expedite the processing of certificates for any of your top candidates.

Best wishes in your superintendent search.

Sincerely,

Charlene M. Russell-Tucker
Commissioner of Education

CRT:stv
cc: Dr. Shuana K. Tucker, Chief Talent Officer
Dr. JeanAnn Paddyfote, Interim Superintendent, New Hartford Public Schools
Mrs. Frances Rabinowitz, Executive Director, CAPSS
Teachers Retirement Board

New Hartford Public Schools
Board of Education Regular Meeting
7:00PM on Tuesday, September 15, 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 7:01PM.

A. Pledge of Allegiance

B. Order of Business

MOTION by Penny Miller to add an agenda item under "New Business", a discussion regarding Subcommittee Meetings (*pause until the Interim Superintendent and next Superintendent are seated*). Second by Kristin Young.

Aye: *Timothy Klepps; Penny Miller; Kirby Morante; Erik Perotti; Jon Puz; Frank Rodenberg; Timothy Russell; Kristin Young*
Naye*: Thomas Buzzi*
Abstain:

(8-1-0)

C. Communications to the Board of Education/Public Comment

Saquana and Steve Seltzer – Thanks Superintendent Sousa, August 19, 2026
Erica Mumm – Part-time Superintendent, August 19, 2026
Kristin Young – On behalf of SFU-TF, Candidates be Informed, August 20, 2026
Kristin Young – On behalf of SFU-TF - Questions for Board of Education, August 20, 2026
Jay Bailey – Superintendent Search, August 23, 2026
Michael Lynch – (*Director of Student Services*) Superintendent Search Committee, August 28, 2026
Aulay Carlson – Selection of New Superintendent, September 2, 2026
Sarah Gaedeke and Lisa LoPresti – Offer from New Hartford Education, September 2, 2026
Crystal Champeau – Classroom Transition & Middle School Readiness, September 9, 2026,
Champeau Family – 6th Grade, September 10, 2026
Name Redacted – Policy Update – School Lice, September 15, 2026

D. Superintendent's Report

There were 426 students at the beginning of this school year, there were 17 new enrollments which happened over the summer for Grades 1-6. Kindergarten had to reduce a 1 FTE staff member, there were 3 sections instead of 4, which was originally planned. There are 60 students in the Kindergarten program. Additionally, a 1.0 FTE paraeducator was hired at Bakerville to ensure IEP hours are met for student needs. Freedom of Information requests have been included with responses.

a. School Security Plan Update

The yearly task to review the plan is complete, the plan is confidential. There have been high level updates made to the plan. Updates include moving to electronic emergency drill tracking forms, a vulnerability assessment, strengthen visitor management protocol and civilian response training for District leadership.

b. Indoor Air Quality Plan Update

The plan has successfully been submitted to the American Lung Association. The District will apply for additional grant funding for further Indoor Air Quality tests to help offset costs, similar to the last $9,000 grant received.

c. CGSS 10-220 Facility Survey Update

This is a new legislative requirement, local and regional Boards of Education must report to the Commissioner of Administrative Services, on the condition of the school facilities. SP+A has completed this, based on their reviews of the buildings. This will be required every 5 years by the State of Connecticut, this has been successfully completed.

d. ARPA Updates

Superintendent Sousa presented a breakdown of the ARPA funds used to date, by Phase 1 and 2. Updates in Phase 2 consist of: Roof Patching, Electrical, Pavement, Landscaping, and various testing (*see ARPA Grant Breakdown for more information, Phase 1 and Phase 2 included*). The updates will go to the Board of Selectman, then the Board of Finance for final approval, although the funds have already been previously approved. There is **$7,505.53** remaining after all these things have been done. The remainder of this funding has to be expended by December 31, 2026.

E. Board of Education Chair's Report

Freedom of Information requests (*all*) have been responded to in timely manners. The State FOIA has also been consulted for these requests to make sure compliance has been met.

Executive Session must begin by 8:30PM tonight. There are scheduled times to virtually meet with two potential candidates for the Interim Superintendent position.

F. Routine Business

a. Approval of Minutes - Regular August 18, 2026, and Special September 2, 2026 (Virtual Only)

b. Expenditure Report

MOTION by Thomas Buzzi to approve the August 18, 2026, **and** September 2, 2026 meeting minutes along with the Expenditure Report as presented. Second by Timothy Russell.

AMENDED-MOTION by Thomas Buzzi to approve the August 18, 2026, **and** September 2, 2026 meeting minutes as amended along with the Expenditure Report. The amendments to the August 18, 2026 minutes are: under Item G New Business, *"5. Two Schools, Pre-K & Grade 1 plus Grade 2 through 6" to read as "Pre-K through Grade 1 plus Grade 2 through 6"* **and** change the following sentence, "*Bakerville and New Hartford Elementary have succeeded their useful life*" to read as "*Bakerville and New Hartford Elementary have exceeded their useful life*". Second Timothy Russell.

UNANIMOUS

G. New Business

a. Discussion and Board Direction on School Facility Utilization Task Force Submitted Questions

Ms. Young reviewed with the Board of Education the administration input, on the questions submitted by the School Facility Utilization Task Force. This is preliminary input. Does the Board of Education agree or disagree? The School Facility Utilization Task Force requested from the Board of Education their priorities to help drive what they will advocate for and recommend.

• **Question 1**: *Separate Gym and Cafeteria*

Thomas Buzzi, Timothy Klepps and Frank Rodenberg advocated this is a priority. No member disagreed. The Board of Education agrees to support advocating for a separate gym and cafeteria, as a high-priority must have, while being mindful of cost. Explanation was provided by Mr. Sousa and Dr. Carroll, the issue is not total headcount, rather the availability to schedule the number of sections needed for all the tasks. Dr. Carroll said two grade levels having lunch at the same time, creates a very loud and overcrowded atmosphere. In addition, creates a problem of serving students, the student line would be in the hallway and the time for those to eat may need to be decreased from say 30 minutes to 20 minutes. This would heavily impact the student environment. This is currently an issue as it is, therefore adding more to the schedule would create severe scheduling conflicts. Kirby Morante asked about plans for joint recess, what would that look like? Assuming, there was two sections is this still the goal to mix students in early education, because they are at two locations, so there are less students. At Ann Antolini School, students in different grade levels don't mingle between grade level for recess.

• **Question 2**: *Number of Pre-K Classrooms*

The consensus of the Board of Education is three sections of Pre-K should remain to be planned for. Mr. Klepps, reminded the members of the cost to outplace a student. The cost of outplacements, far exceeds the cost to maintain three sections of Pre-K. Having a Pre-K program begins students early, decreasing the potential for outplacement needs. Timothy Klepps strongly advocated for at least three sections of Pre-K; Erik Perotti agrees. Mr. Perotti truly believes there is a complete benefit to the students. Kirby Morante asked if a fourth section will be needed due to the birth date change requirement. Mr. Sousa doesn't feel there will be a need for a fourth section because of said change, but each year this will be evaluated based on birth rates. The change to birth date requirements has already been absorbed. The number of sections for each grade are always based on the need, it shouldn't be different for Pre-K. The Board of Education supports the plan to maintain three Pre-K sections with enrollment and demand to be reviewed annually.

• **Question 3**: *Life Skills and Outplaced Special Education Services (previously used Oak Hill Classrooms)*
Timothy Russell asked if this would bring students in from other districts? Yes, potential revenue to consider as well. Mr. Russell likes the idea, but is hesitant without knowing the full cost. This option could potentially save money without consolidation but could cost if there was consolidation. If consolidated, this could reduce the number of students which would be able to be brought in. The current goal of the "Encompass Program" is to have 1.5 rooms for 1-6 students. This may save the outplacements cost for several students. Per student to outplace may cost $200,000, which in-house could be $70,000 per student. The program is for a specific profile student, examples include: wheelchair bound or non-verbal. Additionally, travel time and costs can be reduced, a student who is currently outplaced 45 minutes away could be brought back to New Hartford, which is much closer. This program comes with other benefits because each (*Canton and New Hartford*) have different pieces to add to the program. For example, New Hartford does not have a Facilities Manager whereas Canton does, both towns can mutually use both resources. There was discussion of having Pre-K and Life Skills together, so that rooms could "flex", although there are constraints to size and needs. Flexibility is easier for sections of Pre-K, the flexibility to create a "Life Skills" is not, there is more requirements for specific staff and certain equipment needs. Timothy Klepps would advocate for Pre-K and Life Skills. There was no objection and the Board of Education consensus leans toward supporting in-district life skills. The opportunity to offer Special Education programming has potential for cost savings, although the need for space is acknowledged in the discussion of consolidation.

• **Question 4**: *Grade Configuration (Grade 2 with Grades 3-6)*
The Board of Education recommends the grade configuration maintain as is and the implementation of Grade 2-6 not be pursued. This question relates to consolidation. The administration feels a Grade 2-6 configuration is not ideal, and the Board of Education agrees. This is not a common configuration. Erik Perotti asked if Pre-K through Grade 2 could fit at one of the current schools. There is no way to do this configuration without additions. The possibility just does not fit, there are 2 classrooms that would require some sort of expansion at either school. Portables have not been explored as the current planning is for permanent construction. No Board member advocated for the Grade 2-6 configuration.

• **Question 5**: *Separate Art and Music Spaces*
Currently at Bakerville and New Hartford Elementary the spaces are combined, at Ann Antolini the spaces are separate. The recommendation is to have separate spaces. Timothy Russell feels this is a "nice to have" but not a priority. Timothy Klepps feels if the Town is going to spend a large sum of money to any renovation, then this should not be cut out. He is not aware of any district that would cut this, if you are going to do the project, then you do it with all the needs being met. Consensus was to have one dedicated Art room per school and 1 or 2 music rooms. There is especially a need for a second music room for Grades 5 & 6 for band practice and to have 1 health room per school.

• **Question 6**: *Bringing Back Previously Offered Programs*
Frank Rodenberg advocated for world languages to be included in a K-12 curriculum. He believes New Hartford Public Schools needs to preserve the ability to meet that need. Kirby Morante advocated that Sign Language is just as important as Spanish or another language. The Board of Education wishes to maintain the flexibility to offer these languages long-term as a low priority, a "nice to have" rather than a must.

• **Question 7**: *Central Office in a School Building*
The Board of Education has the desire to have Central Office combined within the school system, although a "nice to have", but not a must have. The current configuration feels disconnected with the administration located at the Town Hall, they see benefit to being together within the school building. The combination is ideal, not necessary. This configuration requires additional square footage. Thomas Buzzi feels it is important to have the administration in the school building. Frank Rodenberg agrees. Timothy Klepps feels if consolidation into one school is decided, it is absolutely ideal for a one school model. If there is consolidation into two schools, staff will still need to travel between the two schools, although if there was a one school model, travel costs would be significantly reduced.

b. REVISION - Policy 0521 - Nondiscrimination (*First Read*)
c. REVISION - Policy 5141.22 - Communicable/Infectious Diseases (*First Read*)
d. REVISION - Policy 5141.221 - Pediculosis (*First Read*)
e. REVISION - Policy 9325.3 - Parliamentary Procedures (*First Read*)

f. Subcommittee Meetings (*during Permanent Superintendent search*)

MOTION by Penny Miller to pause Board of Education Subcommittee meetings (*not deem an emergency*) until after the search for the next Superintendent is completed, and the next Superintendent is seated (*the permanent position*). Second by Kristin Young.

The School Facility Utilization Task Force is not considered as a subcommittee for the purpose of this motion.

UNANIMOUS

H. Reports

MOTION by Kristin Young to table Reports. Second by Jon Puz.

UNANIMOUS

a. EdAdvance
b. CABE

I. Public Comment - (For Agenda Items Only)
N/A

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

MOTION by Penny Miller to enter Executive Session at 8:33PM and invite Superintendent Sousa to join. Second by Jon Puz.

UNANIMOUS

Everyone in attendance left the meeting.
The Board of Education members in attendance and Superintendent Sousa remained for Executive Session.
Motions following Executive Session were provided by Superintendent Sousa to the Recording Secretary.

Executive Session ended at 10:29PM.

MOTION by Jon Puz to extend an offer to ***JeanAnn Paddyfote*** to be the Interim Superintendent. Second by Kristin Young.

UNANIMOUS

K. Adjournment

MOTION by Frank Rodenberg to adjourn the meeting at 10:29PM. Second by Penny Miller.

UNANMIOUS

Respectfully submitted by,
Elizabeth Domas, Recording Secretary

Attachments:
ARPA GRANT (BOS, BOF, BOE) Phase 1 & 2 last revised 9/08/2026
Freedom of Information Requests & Responses
SFU-TF Questions with Administrative Answers

New Hartford Public Schools
Board of Education Special Meeting
6:00PM Tuesday, September 22, 2026
VIRTUAL ONLY

PRESENT: Superintendent Jeffrey Sousa; Chair Timothy Klepps

Board Members: Thomas Buzzi; Penny Miller (*Ms. Miller joined at 6:50PM*); 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 special meeting to order at 6:00PM virtually.

A. Pledge of Allegiance

B. Review and Action on Interim Superintendent Employment Agreement

MOTION by Kristin Young to approve the Interim Superintendent employment agreement. Second by Kirby Morante.

Jon Puz had some concerns about the way the contract read regarding working days and vacation days. Chairman Timothy Klepps explained further the process of a per diem employee documenting working days and hours. Working days are physically in town and in the office, this does not consist of "remote" work. Mr. Puz had concerns that a simple task on a vacation day could turn into a working day. Thomas Buzzi felt if the employee is on vacation, they cannot also be on call. The per diem employee is either on the clock or not. Kristin Young feels the expectation is that when you are not working, it is not necessary to answer calls unless designated an emergency. This would avoid a vacation day turning into a per diem day. Frank Rodenberg and Kristin Young reminded members of the Board of Education policies which state the chain of personnel who is to step in or be contacted during an emergency, if for example the Superintendent or "Interim Superintendent" is unavailable. Mr. Klepps also reassured that legal counsel has reviewed this agreement. Prior approval by the Board of Education would be required for any expenses beyond what is included in the contract.

UNANIMOUS

C. Seating and Appointment of Interim Superintendent of Schools

MOTION by Timothy Russell that the New Hartford Board of Education appoint **Dr. JeanAnn Paddyfote as Interim Superintendent of Schools**, effective September 24, 2026, and continuing through March 3, 2027, or until such time as a new Superintendent of Schools begins work in New Hartford, whichever occurs first, subject to the following condition:

1. approval of the Commissioner of Education in accordance with section 10-157 of the Connecticut General Statutes;
2. satisfactory completion of all statutory requirements concerning the hiring of Board of Education employees; and

MOVED FURTHER, that the Board Chairperson be authorized to finalize and execute an employment contract with Dr. Paddyfote on behalf of the Board and that Dr. Paddyfote's appointment is further conditioned on finalization and execution of such employment contract. Second by Thomas Buzzi.

UNANIMOUS

D. Reduction in Force in accordance with Conn. Gen. Stat. § 10-151

MOTION by Kirby Morante that the New Hartford Board of Education, pursuant to Connecticut General Statutes §10-151(d)(5) and Article XII of the collective bargaining agreement between the New Hartford Board of Education and the New Hartford Education Association, confirm and ratify the termination of the contract of employment of Brittany Sulvester due to the elimination of her teaching position, which termination was effective June 30, 2026. Second by Thomas Buzzi.

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

(4-4-0)
Motion Fails

Kristin Young asked if there were thoughts of keeping this teacher because of rising numbers. Kindergarten section are foreseen to have 3 sections instead of 4. When there is reduction in staff there are multiple items looked at: *certifications, date of hire and bumping rights*. The savings from this reduction will assist in the nurse's salary increase and for the additional Paraeducator hired, at Bakerville to support students needs and meet IEP hours in the 3 sections. There are currently 60 students in the 3 sections. The staff member was made aware of the lower enrollment numbers back in April, and was aware of potential unemployment. Frank Rodenberg voiced concern because a reduction in force is a Board decision by policy. He is upset this reduction was not brought to the Board first. Policy in summary states the Superintendent must bring the termination to the Board for their vote. Superintendent Sousa states that the bargaining unit contract was followed and legislation changed on 7/1/2026 regarding termination of teachers. Mr. Sousa is following the guidance of legal counsel on how to ratify the situation. Both Kristin Young and Jon Puz agree with Mr. Rodenberg, this should have been brought to the Board for discussion first. Superintendent Sousa was watching student enrollment week by week, and unfortunately couldn't predict the numbers. There have been no complaints from Kindergarten or Grade 3 sections, regarding the number of students. Thomas Buzzi also reminded the full Board about difficulties at budget time. From this discussion Erik Perotti wished to change his vote. Discussion led to the motion back on the floor with a slight change.

MOTION by Timothy Klepps that the New Hartford Board of Education, pursuant to Connecticut General Statutes §10-151(d)(5) and Article XII of the collective bargaining agreement between the New Hartford Board of Education and the New Hartford Education Association, confirm and ratify the termination of the contract of employment of Brittany Sulvester due to the elimination of her teaching position, which termination was effective June 30, 2026 *and with the subsequent knowledge of the experience and well-being of the children in the Kindergarten program*. Second by Thomas Buzzi.

Aye: Thomas Buzzi; Timothy Klepps; Penny Miller; Kirby Morante; Erik Perotti; Jon Puz; Timothy Russell; Kristin Young
Naye: Frank Rodenberg
Abstain:

(8-1-0)
Motion Passes

E. Adjournment

MOTION by Tom Buzzi to adjourn the meeting at 6:57PM. Second by Jon Puz.

UNANIMOUS

Respectfully submitted by,
Elizabeth Domas, Recording Secretary

Attachments:
Letter to Commissioner Regarding Seating Interim Superintendent (September 23, 2026)

Town of New Hartford Board of Education

BOE GF EXPENDITURE

From Date: 10/1/2026 To Date: 10/31/2026

Fiscal Year: 2026-2027

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

☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
100.1000.111.000.000	Staff	$2,723,650.00	$0.00	$2,723,650.00	$98,262.82	$397,593.62	$2,326,056.38	$2,151,631.01	$174,425.37	6.40%
100.1000.112.000.000	Support Saff	$87,650.00	$0.00	$87,650.00	$4,173.83	$12,007.99	$75,642.01	$78,218.95	($2,576.94)	-2.94%
100.1000.114.000.000	Substitutes	$72,500.00	$0.00	$72,500.00	$7,041.73	$16,973.73	$55,526.27	$47,546.95	$7,979.32	11.01%
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	$74.50	$9,425.50	99.22%
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	$194.62	$3,463.82	$24,186.18	$620.51	$23,565.67	85.23%
100.1000.641.000.000	Material	$29,750.00	$0.00	$29,750.00	$220.00	$17,798.47	$11,951.53	$1,470.00	$10,481.53	35.23%
100.1000.642.000.000	Periodicals	$3,500.00	$0.00	$3,500.00	$916.30	$3,206.90	$293.10	$0.00	$293.10	8.37%
100.1000.730.000.000	Equipment	$7,700.00	$0.00	$7,700.00	$0.00	$609.59	$7,090.41	$1,718.99	$5,371.42	69.76%
	Func: Regular Education - 1000	$3,007,400.00	$0.00	$3,007,400.00	$110,809.30	$451,829.12	$2,555,570.88	$2,281,280.91	$274,289.97	9.12%
100.1200.111.000.000	Staff	$1,283,379.00	$27,450.00	$1,310,829.00	$51,008.92	$224,533.26	$1,086,295.74	$1,123,566.84	($37,271.10)	-2.84%
100.1200.112.000.000	Support Saff	$660,582.00	$0.00	$660,582.00	$37,655.05	$108,303.86	$552,278.14	$642,061.06	($89,782.92)	-13.59%
100.1200.114.000.000	Substitutes	$8,850.00	$0.00	$8,850.00	$1,626.50	$4,004.00	$4,846.00	$0.00	$4,846.00	54.76%
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	$437.50	$42,562.50	$0.00	$42,562.50	98.98%
100.1200.313.000.000	Evaluation & Other services	$16,000.00	$0.00	$16,000.00	$0.00	$3,680.00	$12,320.00	$150.00	$12,170.00	76.06%
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	$175.00	$4,325.00	96.11%
100.1200.560.000.000	TUITION	$310,000.00	$0.00	$310,000.00	$16,396.68	$63,640.66	$246,359.34	$11,787.59	$234,571.75	75.67%
100.1200.591.000.000	TRAVEL	$1,250.00	$0.00	$1,250.00	$0.00	$84.68	$1,165.32	$47.12	$1,118.20	89.46%
100.1200.616.000.000	OFFICE SUPPLIES-C	$4,500.00	$0.00	$4,500.00	$642.12	$1,872.01	$2,627.99	$500.00	$2,127.99	47.29%
100.1200.730.000.000	Equipment	$5,000.00	$0.00	$5,000.00	$59.99	$568.32	$4,431.68	$66.48	$4,365.20	87.30%
100.1200.890.000.000	DUES & FEES	$1,040.00	$0.00	$1,040.00	$0.00	$1,013.00	$27.00	$0.00	$27.00	2.60%
	Func: Special Education - 1200	$2,359,101.00	$27,450.00	$2,386,551.00	$107,389.26	$410,190.10	$1,976,360.90	$1,778,354.09	$198,006.81	8.30%
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	$7,162.19	$28,648.76	$121,141.24	$134,919.52	($13,778.28)	-9.20%
100.2100.114.000.000	Substitutes	$5,000.00	$0.00	$5,000.00	$0.00	$164.00	$4,836.00	$0.00	$4,836.00	96.72%
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%

BOE GF EXPENDITURE

From Date: 10/1/2026 To Date: 10/31/2026

Fiscal Year: 2026-2027

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

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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	$265.71	$341.48	$2,758.52	$150.50	$2,608.02	84.13%
100.2100.730.000.000	Equipment	$490.00	$0.00	$490.00	$0.00	$17.58	$472.42	$473.02	($0.60)	-0.12%
100.2100.890.000.000	DUES & FEES	$145.00	$0.00	$145.00	$141.00	$341.00	($196.00)	$0.00	($196.00)	-135.17%
	Func: Health Services - 2100	$161,800.00	$0.00	$161,800.00	$7,568.90	$32,512.82	$129,287.18	$135,543.04	($6,255.86)	-3.87%
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	$164.00	$2,573.73	$14,426.27	$0.00	$14,426.27	84.86%
100.2200.325.000.000	Curriculum Work	$12,000.00	$0.00	$12,000.00	$280.50	$7,384.08	$4,615.92	$0.00	$4,615.92	38.47%
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	$4,546.10	$953.90	$204.04	$749.86	13.63%
100.2200.618.000.000	Inovative Teaching	$23,400.00	$0.00	$23,400.00	$0.00	$150.00	$23,250.00	$0.00	$23,250.00	99.36%
100.2200.641.000.000	Material	$900.00	$0.00	$900.00	$0.00	$170.46	$729.54	$99.67	$629.87	69.99%
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	$444.50	$15,018.35	$44,981.65	$303.71	$44,677.94	74.46%
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	$23,977.68	$53,015.32	$53,302.84	($287.52)	-0.37%
100.2400.112.000.000	Support Saff	$57,080.00	$0.00	$57,080.00	$2,525.60	$14,269.64	$42,810.36	$43,945.44	($1,135.08)	-1.99%
100.2400.321.000.000	TECHNICAL/LICENSES-C	$45,600.00	$0.00	$45,600.00	$0.00	$21,570.35	$24,029.65	$7,563.60	$16,466.05	36.11%
100.2400.324.000.000	PROFESSIONAL DEVELOPMENT	$2,200.00	$0.00	$2,200.00	$0.00	$0.00	$2,200.00	$699.00	$1,501.00	68.23%
100.2400.407.000.000	REPAIRS/MAINTENANCE-C	$25,000.00	$0.00	$25,000.00	$1,910.56	$4,255.38	$20,744.62	$1,101.30	$19,643.32	78.57%
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	$37.75	$37.75	$8,962.25	$0.00	$8,962.25	99.58%
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	$7,435.18	$64,110.80	$152,762.20	$106,612.18	$46,150.02	21.28%
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	$300.00	$1,150.00	$1,350.00	$0.00	$1,350.00	54.00%
100.2500.616.000.000	OFFICE SUPPLIES	$700.00	$0.00	$700.00	$35.99	$110.94	$589.06	($70.00)	$659.06	94.15%

BOE GF EXPENDITURE

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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	$103.19	$646.81	$166.20	$480.61	64.08%
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	$335.99	$3,330.13	$59,204.87	$96.20	$59,108.67	94.52%
100.2600.111.000.000	Staff	$194,100.00	$0.00	$194,100.00	$3,260.00	$52,531.64	$141,568.36	$7,335.00	$134,233.36	69.16%
100.2600.112.000.000	Support Saff	$166,565.00	$0.00	$166,565.00	$6,587.52	$51,133.84	$115,431.16	$115,065.13	$366.03	0.22%
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	$685.80	$17,846.81	($46.81)	$0.00	($46.81)	-0.26%
100.2600.324.000.000	WORKSHOPS/CONFERENCES	$3,100.00	$200.00	$3,300.00	($685.80)	$616.20	$2,683.80	$127.86	$2,555.94	77.45%
100.2600.591.000.000	TRAVEL-C	$3,600.00	$2,250.00	$5,850.00	$0.00	$3,057.28	$2,792.72	$0.00	$2,792.72	47.74%
100.2600.616.000.000	OFFICE SUPPLIES	$2,000.00	$0.00	$2,000.00	$77.53	$512.66	$1,487.34	($210.98)	$1,698.32	84.92%
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	($36.42)	$536.42	$27.99	$508.43	101.69%
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	$2,450.00	$397,915.00	$9,925.05	$131,160.00	$266,755.00	$122,345.00	$144,410.00	36.29%
100.2700.111.000.000	Staff	$288,265.00	$0.00	$288,265.00	$10,933.27	$87,466.16	$200,798.84	$200,798.84	$0.00	0.00%
100.2700.112.000.000	Support Saff	$178,250.00	$0.00	$178,250.00	$8,220.62	$40,054.81	$138,195.19	$137,440.55	$754.64	0.42%
100.2700.114.000.000	Substitutes	$4,500.00	$0.00	$4,500.00	$342.17	$929.54	$3,570.46	$386.16	$3,184.30	70.76%
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	$24.95	$549.64	$3,450.36	$113.92	$3,336.44	83.41%
100.2700.730.000.000	Equipment	$5,000.00	$0.00	$5,000.00	$974.97	$1,278.74	$3,721.26	$43.00	$3,678.26	73.57%
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	$20,495.98	$131,604.89	$351,110.11	$338,782.47	$12,327.64	2.55%
100.2800.112.000.000	Support Saff	$299,864.00	$0.00	$299,864.00	$10,691.74	$96,439.70	$203,424.30	$195,270.14	$8,154.16	2.72%
100.2800.113.000.000	Special Projects/ Overtime	$8,500.00	$0.00	$8,500.00	$86.97	$3,326.42	$5,173.58	$0.00	$5,173.58	60.87%
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	$10,743.91	$31,154.72	$244,243.29	$0.00	$244,243.29	88.69%
100.2800.406.000.000	EMERGENCY REPAIRS-C	$48,000.00	$0.00	$48,000.00	$1,515.44	$19,206.43	$28,793.57	$6,973.50	$21,820.07	45.46%
100.2800.420.000.000	SERVICE CONTRACTS-C	$101,338.00	$0.00	$101,338.00	$3,159.56	$18,760.13	$82,577.87	$586.34	$81,991.53	80.91%
100.2800.431.000.000	Equip Repairs	$3,000.00	$0.00	$3,000.00	$603.84	$603.84	$2,396.16	$0.00	$2,396.16	79.87%
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	$16,872.00	$21,128.00	$0.00	$21,128.00	55.60%

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100.2800.616.000.000	Teaching/ Instructional Supplies	$36,000.00	$0.00	$36,000.00	$876.00	$16,059.12	$19,940.88	$131.54	$19,809.34	55.03%
100.2800.695.000.000	FUEL/GASOLINE	$1,400.00	$0.00	$1,400.00	$140.52	$351.78	$1,048.22	$0.00	$1,048.22	74.87%
100.2800.731.000.000	EQUIPMENT, LEASED-C	$44,000.00	$0.00	$44,000.00	$3,342.49	$6,919.31	$37,080.69	$890.00	$36,190.69	82.25%
	Func: Plant Operations - 2800	$853,627.00	$8,123.01	$861,750.01	$31,160.47	$211,149.25	$650,600.76	$203,851.52	$446,749.24	51.84%
100.2900.510.000.000	PUPIL TRANS.	$582,000.00	$0.00	$582,000.00	$0.00	$0.00	$582,000.00	$57,903.66	$524,096.34	90.05%
100.2900.511.000.000	TRANS SPEC ED	$130,000.00	$0.00	$130,000.00	$11,462.16	$13,521.64	$116,478.36	$0.00	$116,478.36	89.60%
	Func: Pupil Transportation - 2900	$712,000.00	$0.00	$712,000.00	$11,462.16	$13,521.64	$698,478.36	$57,903.66	$640,574.70	89.97%
100.6100.201.000.000	Medical & Dental Insurance	$1,695,000.00	$16,851.79	$1,711,851.79	$0.00	$607,440.12	$1,104,411.67	$0.00	$1,104,411.67	64.52%
100.6100.204.000.000	Life/Diability Insurance	$20,075.00	$0.00	$20,075.00	$0.00	$7,467.13	$12,607.87	$0.00	$12,607.87	62.80%
100.6100.205.000.000	Social Security	$112,200.00	$0.00	$112,200.00	$5,627.87	$24,904.85	$87,295.15	$69,214.71	$18,080.44	16.11%
100.6100.206.000.000	Medicare	$90,000.00	$0.00	$90,000.00	$3,477.95	$16,693.68	$73,306.32	$62,297.81	$11,008.51	12.23%
100.6100.209.000.000	Pension Fund	$149,400.00	$0.00	$149,400.00	$3,702.34	$16,894.41	$132,505.59	$51,072.77	$81,432.82	54.51%
100.6100.211.000.000	Tax Shelter Annuities	$21,000.00	$0.00	$21,000.00	$420.00	$5,985.00	$15,015.00	$7,140.00	$7,875.00	37.50%
100.6100.214.000.000	Unemployment Compensation	$15,000.00	$0.00	$15,000.00	$0.00	$10,281.00	$4,719.00	$0.00	$4,719.00	31.46%
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	$9,331.75	($5,686.75)	$0.00	($5,686.75)	-156.02%
	Func: Employee Benefits - 6100	$2,161,820.00	$16,851.79	$2,178,671.79	$13,228.16	$709,279.30	$1,469,392.49	$189,725.29	$1,279,667.20	58.74%
	Fund: General Fund - 100	$10,497,916.00	$54,874.80	$10,552,790.80	$320,254.95	$2,180,792.40	$8,371,998.40	$5,214,798.07	$3,157,200.33	29.92%
400.1200.112.000.000	Support Saff	$19,383.42	$98,380.00	$117,763.42	$4,701.84	$15,534.64	$102,228.78	$101,986.01	$242.77	0.21%
400.1200.312.000.000	Pupil Services- Therapies	$29,953.08	$8,000.00	$37,953.08	$750.00	$812.50	$37,140.58	$0.00	$37,140.58	97.86%
400.1200.616.000.000	Teaching/ Instructional Supplies	$3,052.10	$3,000.00	$6,052.10	$249.21	$249.21	$5,802.89	$107.24	$5,695.65	94.11%
400.1200.730.000.000	Equipment	$0.00	$5,450.00	$5,450.00	$0.00	$0.00	$5,450.00	$0.00	$5,450.00	100.00%
	Func: Special Education - 1200	$52,388.60	$114,830.00	$167,218.60	$5,701.05	$16,596.35	$150,622.25	$102,093.25	$48,529.00	29.02%
	Fund: IDEA 611 - 400	$52,388.60	$114,830.00	$167,218.60	$5,701.05	$16,596.35	$150,622.25	$102,093.25	$48,529.00	29.02%
401.1200.112.000.000	Support Saff	$1,070.61	$7,649.00	$8,719.61	$1,203.89	$2,683.28	$6,036.33	$9,396.57	($3,360.24)	-38.54%
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%
401.1200.616.000.000	Teaching/ Instructional Supplies	$0.00	$1,500.00	$1,500.00	$0.00	$0.00	$1,500.00	$0.00	$1,500.00	100.00%
	Func: Special Education - 1200	$4,466.48	$9,149.00	$13,615.48	$1,203.89	$2,683.28	$10,932.20	$9,396.57	$1,535.63	11.28%
	Fund: IDEA 619 - 401	$4,466.48	$9,149.00	$13,615.48	$1,203.89	$2,683.28	$10,932.20	$9,396.57	$1,535.63	11.28%
410.2200.325.000.000	Curriculum Work	$46,293.50	$49,474.00	$95,767.50	$0.00	$1,100.00	$94,667.50	$0.00	$94,667.50	98.85%
	Func: Improvements of Instruction - 2200	$46,293.50	$49,474.00	$95,767.50	$0.00	$1,100.00	$94,667.50	$0.00	$94,667.50	98.85%

BOE GF EXPENDITURE

From Date: 10/1/2026 To Date: 10/31/2026

Fiscal Year: 2026-2027

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

☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
	Fund: REAP Grant - 410	$46,293.50	$49,474.00	$95,767.50	$0.00	$1,100.00	$94,667.50	$0.00	$94,667.50	98.85%
420.1200.112.000.000	Support Saff	$0.00	$0.00	$0.00	$3,982.23	$13,760.18	($13,760.18)	$29,401.75	($43,161.93)	0.00%
	Func: Special Education - 1200	$0.00	$0.00	$0.00	$3,982.23	$13,760.18	($13,760.18)	$29,401.75	($43,161.93)	0.00%
	Fund: SEED - 420	$0.00	$0.00	$0.00	$3,982.23	$13,760.18	($13,760.18)	$29,401.75	($43,161.93)	0.00%
422.2100.616.000.000	Teaching/ Instructional Supplies	$0.00	$150.00	$150.00	$0.00	$0.00	$150.00	$0.00	$150.00	100.00%
	Func: Health Services - 2100	$0.00	$150.00	$150.00	$0.00	$0.00	$150.00	$0.00	$150.00	100.00%
422.2800.112.000.000	Support Saff	$0.00	$2,850.00	$2,850.00	$1,350.00	$2,850.00	$0.00	$0.00	$0.00	0.00%
422.2800.420.000.000	Service Contracts	$0.00	$6,000.00	$6,000.00	$0.00	$0.00	$6,000.00	$0.00	$6,000.00	100.00%
	Func: Plant Operations - 2800	$0.00	$8,850.00	$8,850.00	$1,350.00	$2,850.00	$6,000.00	$0.00	$6,000.00	67.80%
	Fund: ALA Clean Air Grant - 422	$0.00	$9,000.00	$9,000.00	$1,350.00	$2,850.00	$6,150.00	$0.00	$6,150.00	68.33%
441.1000.112.000.000	Title I-A- Salaries 6/30/24	$19,596.00	$0.00	$19,596.00	$1,044.61	$2,760.07	$16,835.93	$17,340.53	($504.60)	-2.58%
	Func: Regular Education - 1000	$19,596.00	$0.00	$19,596.00	$1,044.61	$2,760.07	$16,835.93	$17,340.53	($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	$1,044.61	$2,760.07	$17,130.93	$17,340.53	($209.60)	-1.05%
442.1000.112.000.000	Support Saff	$2,781.62	$0.00	$2,781.62	$672.84	$1,124.60	$1,657.02	$4,273.68	($2,616.66)	-94.07%
	Func: Regular Education - 1000	$2,781.62	$0.00	$2,781.62	$672.84	$1,124.60	$1,657.02	$4,273.68	($2,616.66)	-94.07%
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	$672.84	$1,124.60	$2,007.02	$4,273.68	($2,266.66)	-72.38%
444.2200.324.000.000	Staff Development/ Inservice	$3,000.00	$0.00	$3,000.00	$800.00	$800.00	$2,200.00	$0.00	$2,200.00	73.33%
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	$800.00	$800.00	$5,987.35	$0.00	$5,987.35	88.21%
	Fund: TITLE IV - 444	$6,787.35	$0.00	$6,787.35	$800.00	$800.00	$5,987.35	$0.00	$5,987.35	88.21%
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%
500.1500.000.000.000	Non-Lapsing Edu. Fund	$220,315.00	$0.00	$220,315.00	$0.00	$0.00	$220,315.00	$0.00	$220,315.00	100.00%
	Func: General - 1500	$220,315.00	$0.00	$220,315.00	$0.00	$0.00	$220,315.00	$0.00	$220,315.00	100.00%

BOE GF EXPENDITURE

From Date: 10/1/2026 To Date: 10/31/2026

Fiscal Year: 2026-2027

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

☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
	Fund: Non Lapsing - 500	$220,315.00	$0.00	$220,315.00	$0.00	$0.00	$220,315.00	$0.00	$220,315.00	100.00%
Grand Total:		**$10,897,700.13**	**$237,327.80**	**$11,135,027.93**	**$335,009.57**	**$2,222,466.88**	**$8,912,561.05**	**$5,377,303.85**	**$3,535,257.20**	**31.75%**

End of Report

2026-2027 BUDGET TRANSFERS REQUESTS (10/20/26 BOE Regular Meeting)

AMOUNT	FROM	TO	DESCRIPTION
$29,800.00	100.1200.312.000.000 Spec. Ed. Purch Serv. Pupil Services	100.1200.112.000.000 Spec. Ed. Support Staff OT/PT	1 FTE Occ. Therapist position, 150 Hours Phys. Therapist position
$27,000.00	100.1000.111.000.000 Reg. Ed Staff	100.1200.112.000.000 Spec. Ed. Support Staff. Para- Bakerville	1 FTE Bakerville Para position
$45,000.00	100.1000.111.000.000 Reg. Ed. Staff	100.1000.114.000.000 Reg. Ed. Substitutes	3 Long Term Subs.
$14,000.00	100.1000.111.000.000 Reg. Ed. Staff	100.2100.112.000.000 Health Services Support Staff	Salary Increase, Vacancy filled at higher rate than budget

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

JeanAnn C. Paddyfote, Ph.D.	**Michael Lynch**	**Amy Kennedy**	**Kelly Carroll, Ed.D.**
Interim Superintendent of Schools	Director of Student Services	Principal Bakerville & New Hartford Elementary	Principal Ann Antolini School

TO: Board of Education Members

FROM: JeanAnn C. Paddyfote, Ph.D.

DATE: October 15, 2026

RE: Administrative Regulations

On the Board agenda for October 20, 2026, I separated approval of Board Policies from the Administrative Regulations. Regulations do not require Board approval unless driven by statute according to Board Bylaw 9313.

Also, I would like to meet with the School Nurses to better understand the Administrative Regulations regarding Pediculosis (R5141.221) before I send it on to the Board as an Item of Information.

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
	Corner/blocking
Gestures	Leers
Jokes/cartoons/pictures	Attempted rape/rape
Pulling at clothes	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)

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

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

The Vietnam Era Veterans' Readjustment Act of 1974, as amended, 38U.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

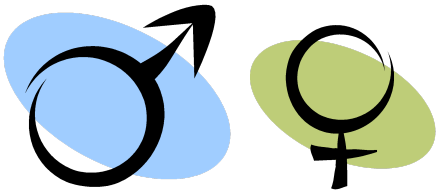
The New Hartford Public Schools does not discriminate on the basis of a disabling condition as it applies under Section 504 of the Rehabilitation Act of 1973.

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	Michael Lynch Name	860-379-8546 Telephone Number
Section 504	Michael Lynch Name	860-379-8546 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: CarrolK@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.

Policy adopted:
rev 1/07

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.

Policy adopted:
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

See You in September Edition!

Program Spotlight –

Learning Intelligence - Recognizing the synergy between the efforts of the Skills21, AI Strategies, and Professional Learning Services teams, these entities have joined forces to create the ***Learning Intelligence*** group. While much of their customer-facing work remains unchanged, with this new structure within the Teaching and Learning Division, we are formalizing efforts to ensure effective collaboration, innovation, and communication to ensure that everyone is aware of AI developments and their impact on curriculum and instruction and to formally work together on impactful future interventions on behalf of our schools and communities. Additionally, the Learning Intelligence group collaborates with other internal EdAdvance departments (i.e. Special Education Services, Mental Health Services, Adult Education, and Transportation) to discuss the intersection of AI, data and innovation in those areas as well. We are currently working on a refresh of program web pages and descriptors to reflect these changes.

Of Interest to All Staff…

- Our grant guru, Abby Rose, has struck again – this time it is an allocation for $231,760 for a new walk-in freezer and walk-in fridge at the Kitching Regional Learning Center, as well as a delivery van that will support the provision of fresh fruits and veggies for our Torrington Head Start students.

- Our Director of Research and Innovation and ChatEDU podcast co-host, Dr. Liz Radday, has been honored by AESA (the National Association for Educational Service Agencies) for her writing prowess. We have learned that Liz is the winner of AESA's 2026 **Outstanding Achievement in ESA Writing and Research Award**! Prolific and always on-point, Liz has established herself as a clear and thoughtful voice on the cutting edge of educational practice/change, having published her own book (Learning They Will Love) and numerous research articles on the role of AI in teaching and learning. Please join me in congratulating her on this achievement! I will be there with Liz in-person to congratulate her when she receives her award at the AESA Annual Conference in December.

- We learned this month that we have been selected by the Connecticut State Department of Education to be the lead RESC on a new Rural Student Mental Health Grant that will provide resources and access to online critical mental health services to eligible rural districts in our service area and beyond. This new effort supplements and overlaps with our existing federal School Based Student Mental Health program.

- It has been a busy month for construction – there are new parking spaces at our Miry Brook location and the church site on Grove Street will soon have many additional spaces now that the sanctuary building has been removed.