

Board of Education Regular Meeting

Tuesday, April 26, 2022 7:30 PM

Town Campus Hammonasset Room, 10 Campus Drive, Madison, CT 06443

I. Call to Order / Attendance

I.A. Pledge of Allegiance

II. Executive Session

II.A. Action Item: Motion to enter into Executive Session to discuss the appointment of the District Athletic Director

III. Introduction of Athletic Director

III.A. Action Item: Motion to approve the appointment of the District Athletic Director

IV. School / Community Session

IV.A. Public Participation

V. Board of Education Student Representatives' Report

Speaker (s): Isabelle Vagell and Lucy Fritzinger

VI. Superintendent's Report

Speaker (s): Craig A. Cooke, Ph.D.

VII. Board Members' Comments

VIII. Audience Response to Information Presented (Ref. Bylaw #9540.10)

IX. Board of Selectmen Liaison

Speaker (s): Scott Murphy

X. Board Committees / Liaison Updates (Ref. Bylaw #9450)

X.A. Curriculum and Student Development

Speaker (s): Members: Steve Pynn, Chair; Catherine Miller, Jen Gordon

X.B. Facilities Committee

Speaker (s): Members: Emily Rosenthal, Chair, Steven Pynn, Galen Cawley

X.C. Finance Committee

Speaker (s): Members: Galen Cawley, Chair, Diane Infantine-Vyce, Emily Rosenthal

X.D. Personnel Committee

Speaker (s): Members: Maureen Lewis, Chair; Catherine Miller, Mary Ann Connelly

X.E. Policy Committee

Speaker (s): Members: Diane Infantine-Vyce, Chair; Maureen Lewis, Jen Gordon

X.E.1. Second Reading: Policy #3100.3 - Petty Cash Accounts

X.E.2. Second Reading: Policy #3130 - Money in School Buildings

X.E.3. Second Reading: Policy & Regulation #3281 - Grants, Gifts & Bequests to the District

X.E.4. Second Reading: Policy #4112.5 - Drug Free Schools (for rescission)

X.E.5. Second Reading: Policy #4116 - Alcohol, Tobacco & Drug Free Workplace

X.E.6. Second Reading: Policy #5090.7 - Drug, Alcohol, Tobacco and Inhalant Use by Students

X.E.7. Second Reading: Policy & Regulation #5141 - Fundraising Activities

X.F. LEARN Liaison

Speaker (s): Mary Ann Connelly

X.G. Town American Rescue Plan Funding Committee

Speaker (s): Emily Rosenthal

X.H. Town Marijuana Advisory Committee

Speaker (s): Mary Ann Connelly

XI. **Action Item: Motion to approve installation of EV charging locations at Brown, Polson & Hand**

XII. **Action Item: Motion to approve the following policies:**

#3100.3 - Petty Cash Accounts

#3130 - Money in School Buildings

#3281 - Grants, Gifts & Bequests to the District

#4116 - Alcohol, Tobacco & Drug Free Workplace

and rescind #4112.5 Drug Free Schools

#5090.7 - Drug, Alcohol, Tobacco and Inhalant Use by Students

#5141 - Fundraising Activities

XIII. **Action Item: Motion to approve trip to Canada February 17-20, 2023**

XIV. **Action Item: Motion to approve the minutes of the April 5, 2022 Board of Education Meeting (Ref. Bylaw #9540.9)**

XV. **Old Business**

XVI. **Future Agenda Items**

XVII. **Meetings / Dates of Importance (see attached)**

XVIII. **Action Item: Motion to enter into Executive Session to discuss Teamsters Union contract**

XIX. **Action Item: Motion to approve Teamsters Union contract, effective July 1, 2021 through June 30, 2024**

XX. **Adjournment**

XXI. **"The Town of Madison does not discriminate on the basis of disability, and the meeting facilities are ADA accessible. Individuals who need assistance are invited to make their needs known by contacting Paula Carabetta at 203-245-5644 or by email to carabettap@madisonct.org at least five (5) business days prior to the**

meeting."

#3100.3

Petty Cash Accounts

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The Board of Education recognizes that efficient operation of the Madison Public Schools is facilitated by the availability of petty cash funds. Monies used for this purpose by the individual schools and offices of the school district shall be handled with good and prudent business practices.

The Superintendent shall establish limits for petty cash accounts, not to exceed ~~\$250.00~~ **\$500.00**. Petty cash accounts are to be used in the payment of necessary incidental expenses needed in too short a period of time to utilize the established purchase order system.

Petty cash disbursements shall be documented by voucher. Petty cash accounts shall be replenished through the submission of a purchase order with receipts. Appropriate accounting procedures consistent throughout the school district shall be established and maintained.

Legal Reference: Connecticut General Statutes
 10-237 School Activity Accounts

Date of Adoption: June 24, 1997
First Reading: April 5, 2022
Second Reading: April 26, 2022

#3130

Money in School Buildings

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Money collected by school system employees and by student organizations shall be handled both carefully and prudently. All monies collected shall be receipted and accounted for and directed without delay to the proper location of deposit.

In no case shall cash be left overnight in schools except in safes provided for safekeeping of valuables, and when possible, no more than ~~\$250~~ \$2,000 should be so kept. To avoid any necessity for leaving money in schools overnight, schools shall understand and use procedures for making bank deposits after regular banking hours.

Date of Adoption: June 24, 1997
First Reading: April 5, 2022
Second Reading: April 26, 2022

#3281

**Gifts, Grants and Bequests to the District
(formerly Grants, Gifts and Donations)**

Gifts of personal property to the district, including monetary donations, that meet criteria set forth in the administrative regulations established in accordance with this policy are welcomed and encouraged.

The Superintendent of Schools shall develop administrative regulations governing the acceptance of gifts and the procedure for examining and evaluating offers of gifts to the district.

The school principal may approve gifts to a school that are valued at \$500 ~~to \$,1000 or under~~ and meet criteria established by the administrative regulations established in accordance with this policy. ~~The Only the~~ Superintendent of Schools ~~must can~~ accept gifts that are valued over \$1,000 and meet criteria established by the administrative regulations established in accordance with this policy. The Board of Education shall approve all gifts of more than one thousand dollars (\$1,000). All gifts received become the property of the Board of Education to be expended or used at its discretion. Gifts shall include money, services, program, equipment, or other items of value to be used in connection with or participation in any school activity or program.

The Superintendent, in consultation with the principals and considering the wishes of the donor, may determine the school(s), program(s) or facility(ies) to which the gift shall go if it is valued at more than \$1,000. ~~The Superintendent shall inform the Board of Education of any gift valued at more than \$1,000 that has been accepted by the district.~~

~~The Superintendent of Schools shall be authorized to accept, on behalf of the Board of Education, gifts to the school system up to a cumulative value from one source of one thousand dollars (\$1,000.00) per school year and shall inform the Board of such gifts through a quarterly review. The Board of Education shall approve all gifts of more than one thousand dollars (\$1,000.00). All gifts received become the property of the Board of~~

34 ~~Education to be expended or used at its discretion. Gifts shall include money, services,~~
35 ~~program, equipment, or other items of value to be used in connection with or participation~~
36 ~~in any school activity or program.~~

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38 If the Superintendent determines that a gift fails to meet the criteria established in the
39 administrative regulations, the Superintendent shall inform the Board of Education. Any
40 gift rejected by the Board of Education shall be returned to the donor or the donor's estate,
41 with a statement indicating the reason for rejection of such gift.

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43 Legal Reference:

44 Conn. Gen. Stat. § 10-237

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46 First Reading: April 5, 2022

47 Second Reading: April 26, 2022

Gifts, Grants and Bequests to the District

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4 Any gift presented to the school district must be accompanied by a letter from the donor
5 identifying the subject and purpose of the gift and any restrictions that may apply for
6 official action and recognition by the Board of Education.

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8 To be accepted, a gift must be used for the educational benefit of students and satisfy the
9 following criteria:

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- 12 • Have a purpose consistent with the purposes of the school district
 - 13 • Will not begin a program that the Board of Education would be unwilling to
14 take over when the gift or grant funds are exhausted
 - 15 • Would not bring unanticipated costs to the school district
 - 16 • Will place no restrictions on the school program
 - 17 • Will be suitable for use in meeting the instructional needs of the school
 - 18 • Will not be inappropriate or harmful to the best educational interests of
19 students, as determined by the administration
 - 20 • Will not imply endorsement of any business or product
 - 21 • Will not be in conflict with any provisions of the school code or public law

22 All gifts, grants and bequests shall become school district property.
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I. ALL PERSONNEL

The following Employee Standard of Conduct shall apply to all employees of the Madison Public Schools. Employees shall not use, distribute, or possess controlled substances or alcoholic beverages in the building, on the grounds, on transportation provided by the Board, or at any event, trip or activity sponsored by the school or under supervision of the Board, other than as medically prescribed, and as set forth in the regulation of 5141.4, Administration of Medication. The Superintendent shall develop sanctions for employees violating the Standard of Conduct.

**II. FEDERAL GRANT RELATED PERSONNEL:
DRUG-FREE WORKPLACE ACT**

No employee engaged in work related to a federal grant shall unlawfully manufacture, distribute, dispense, possess or use at the workplace any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance, as defined in Schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation at 21 CRF 1300.11 through 1300.15.

The "workplace" is defined to mean the site for the performance of work done in connection with a federal grant. That includes any school building or any school premises; any school-owned vehicle or any other school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district where work on a federal grant is performed.

The Board of Education will establish a drug-free awareness program to inform employees about the danger of drug abuse in the workplace and provide information regarding available drug counseling.

As a condition of employment in any federal grant, each employee who is engaged in performance of a federal grant, shall notify his or her supervisor of his or her conviction for a drug related offense occurring in the workplace as defined above, no later than 5 days after such conviction.

As a condition of employment in any federal grant, each employee who is engaged in performance of a federal grant, shall abide by the terms of the school district policy respecting a drug-free workplace.

An employee who violates the terms of this policy may be nonrenewed or his or her employment may be suspended or terminated, at the discretion of the Board.

Procedural due process shall be provided in all disciplinary actions.

#4112.5 (continued)

Legal Reference: Connecticut General Statutes

1-21b Smoking prohibited in certain places.

21a-240 Definitions for dependency producing drugs

Drug-Free Workplace Act. 102 Stat. 4305-4308.

Drug-Free Schools and Community Act, P.L. 99-570, as amended by P.L. 101-226 (199)

21 U.S.C. 812, Controlled Substances Act, I through V, 202.

21 C.F.R. 1300.11 through 1300.15 regulation.

54 Fed. Reg. 4946 (1989) Notice regarding government-wide implementation of the Drug-Free Workplace Act of 1988.

Date of Adoption: May 7, 1991

Date of Revision: January 5, 2006

Alcohol, Tobacco & Drug Free Workplace
(formerly Alcohol, Drugs & Tobacco)

Purpose

The purpose of this policy is to establish a workplace that is free of the effects of alcohol and second-hand smoke, and free from drug abuse. By accomplishing this purpose, the Board of Education (the “Board”) also seeks to promote a safe, healthy working environment for all employees and to reduce absenteeism, tardiness, and other job performance problems that may be caused by alcohol and/or drug abuse. This policy is adopted in accordance with state law and the Drug Free Workplace Act.

Statement of Policy

Employees shall not be involved with the unlawful manufacture, distribution, possession, or use of an illegal drug, a controlled substance, or alcohol, and shall not be under the influence of such substances while on school property or while conducting Board business on or off school property. Any employee who discovers illegal drugs, a controlled substance, or alcohol on school property shall notify the Superintendent or the Superintendent’s designee who shall investigate the matter.

An employee must report any conviction under a criminal drug statute for violations occurring on or off school property while on Board business to the Superintendent or his/her designee within five (5) days after the conviction. The Board will notify any agency awarding a grant to the Board of such conviction within ten (10) days thereafter.

Employees shall only use prescription drugs on school property, or during the conduct of Board business, that have been prescribed to them by a licensed medical practitioner, and such drugs shall be used only as prescribed. However, in accordance with Conn. Gen. Stat. § 21a-408a through 408q, the Board specifically prohibits the palliative use of marijuana on school property, at a school-sponsored activity, or during the conduct of Board business, and specifically prohibits employees from being under the influence of intoxicating substances, including marijuana used for palliative purposes, during work hours.

36 The Board prohibits the use or possession of tobacco or tobacco products, smoking, including
37 smoking using an including the use of an electronic nicotine delivery system, electronic cannabis
38 delivery system or vapor products in any area of a school building, on school property, including
39 property owned, leased, contracted for or utilized by the Board, or at any school-sponsored
40 activity, at any time. Tobacco and tobacco products include, but are not limited to cigarettes,
41 cigars, snuff, bidis, smoking tobacco, smokeless tobacco, vapor product, nicotine delivering
42 devices, chemicals, or devices that produce the same flavor or physical effect of nicotine
43 substances; and any other tobacco or nicotine innovations. (e.g., e-cigarettes), electronic cannabis
44 delivery system, or vapor product, and the use of tobacco products in any area of a school
45 building, on school property, including property owned, leased, contracted for, or utilized by the
46 Board, or at any school-sponsored activity.— The use of smoking cessation products such as the
47 nicotine patch, nicotine gum, and/or nicotine lozenge are, however, permitted.

48
49 While Connecticut law allows for the legal use of marijuana under certain circumstances,
50 because marijuana use is still prohibited under federal law, the use of marijuana at work, or
51 outside of work if it impairs an employee’s ability to perform their job, constitutes a violation of
52 this policy.

53
54 Violations of this policy may result in disciplinary action, up to and including possible
55 termination of employment.

56
57 **Definitions**

58
59 “Any area” shall mean the interior of a school building and the outside area within twenty-five
60 feet of any doorway, operable window or air intake vent of a school building.

61
62 “Cannabis” shall mean marijuana, as defined in Conn. Gen. Stat. § 21a-240.

63
64 “Controlled substance” shall mean a controlled substance in schedules I through V of section 202
65 of the Comprehensive Drug Abuse Prevention and Control Act of 1970 ([21 U.S.C. 812](#)),
66 including marijuana.

67
68 “Electronic cannabis delivery system” shall mean an electronic device that may be used to
69 simulate smoking in the delivery of cannabis to a person inhaling the device and includes, but is

70 not limited to, a vaporizer, electronic pipe, electronic hookah and any related device and any
71 cartridge or other component of such device.

72

73 “Electronic nicotine delivery system” shall mean an electronic device used in the delivery of
74 nicotine to a person inhaling from the device, and includes, but is not limited to, an electronic
75 cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any
76 related device and any cartridge or other component of such device, including, but not limited to,
77 electronic cigarette liquid or synthetic nicotine.

78

79 “School property” shall mean any land and all temporary and permanent structures comprising
80 the district’s school and administrative office buildings and includes, but is not limited to,
81 classrooms, hallways, storage facilities, theatres, gymnasiums, fields, and parking lots.

82

83 “School-sponsored activity” shall mean any activity sponsored, recognized, or authorized by a
84 board of education and includes activities conducted on or off school property.

85

86 “Smoke” or “smoking” shall mean the burning of a lighted cigar, cigarette, pipe or any other
87 similar device, whether containing, wholly or in part, tobacco, cannabis or hemp.

88

89 “Vapor product” shall mean any product that employs a heating element, power source,
90 electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size,
91 to produce a vapor that may or may not include nicotine or cannabis and is inhaled by the user of
92 such product.

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94 **Employee Assistance**

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96 In appropriate circumstances, the Board shall provide an employee with an opportunity for
97 rehabilitation in overcoming addiction to, dependence upon or other problem with alcohol or
98 drugs.

99

100 Employees who feel they have developed an addiction to, dependence upon, or other problem
101 with alcohol or drugs are encouraged to seek assistance. Certain benefits for alcoholism or drug
102 addiction are provided under the Board's group medical insurance plan. An employee may be
103 given an opportunity to participate in a rehabilitation program that requires absence from work

104 for bona fide treatment. Such absence may be charged to the employee's accrued and unused
105 sick leave, subject to the provisions of the employee's collective bargaining agreement and/or any
106 applicable Board policies and regulations.

107

108 Any request for assistance with a drug or alcohol problem will be treated as confidential and only
109 those persons "needing to know" will be made aware of such request.

110

111 Legal References:

112

113 Connecticut General Statutes:

114

115 Conn. Gen. Stat. § 10-233a(h) (definition of school-sponsored activity)

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117 Conn. Gen. Stat. § 19a-342

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119 Conn. Gen. Stat. § 19a-342a

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121 Conn. Gen. Stat. § 21a-408a through 408q (palliative use of marijuana)

122

123 June Special Session, Public Act No. 21-1

124

125 United States Code:

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127 Pro-Children Act of 2001, 20 U.S.C. § 7973, as amended by the Every Student Succeeds
128 Act, Public Law 114-95, § 4001

129

130 Drug Free Workplace Act, 41 U.S.C. § 8101 et seq.

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133 First Reading: April 5, 2022

134 Second Reading: April 26, 2022

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#5090.7

Drug, Alcohol, Tobacco and Inhalant Use by Students
(formerly Drugs, Alcohol, Tobacco, Inhalants, and Performance-Enhancing
Substances)

The Madison Board of Education (the “Board”) is required by Connecticut law to prescribe rules for the management and discipline of its schools. In keeping with this mandate, the unlawful use, sale, distribution or possession of controlled drugs, controlled substances, drug paraphernalia, as defined in Connecticut General Statutes Section 21a-240, or alcohol on or off school property, on school buses, or during any school-sponsored activity is prohibited. It shall be the policy of the Board to take positive action through education, counseling, discipline, parental involvement, medical referral, and law enforcement referral, as appropriate, in the handling of incidents in the schools involving the unlawful possession, distribution, sale or use of substances that affect behavior.

Tobacco

It is the policy of the Board of Education to prevent and prohibit the use or possession of tobacco, tobacco products, including chewing tobacco, or tobacco paraphernalia including electronic nicotine delivery systems or vapor products by any student in any school building, or on any school grounds, or on school-provided transportation at any time, or at any time when the student is subject to the supervision of designated school personnel, such as when the student is at any school function, extracurricular event, field trip, or school related activity such as a work-study program.

An ongoing program of student support and counseling will be offered to provide support for students who wish to break the smoking habit. Any student in the District schools found to be using or in possession of tobacco, tobacco products, including chewing tobacco or tobacco paraphernalia, will be subject to discipline / behavior consequences as outlined in the Code of Conduct.

Inhalants

34 It is the policy of the Board of Education to prevent and prohibit the use, possession, sale,
35 or distribution of an abusable glue, aerosol paint or substance containing a volatile
36 chemical by any student with intent to inhale, ingest, apply or use of these in a manner:

- 37
- 38 1. Contrary to directions for use, cautions or warnings appearing on a label of a
39 container of the glue, paint aerosol or substance; and
 - 40 2. Designed to affect the central nervous system, create or induce a condition of
41 intoxication, hallucination or elation, or change, distort, or disturb the person's
42 eyesight, thinking process, balance or coordination.

43

44 Further, no student, 18 years of age or older, shall intentionally, knowingly, or recklessly
45 deliver or sell potentially abusable inhalant materials as listed above to a minor student.

46

47 No student shall intentionally use or possess with intent to use inhalant paraphernalia to
48 inhale, ingest or otherwise introduce into the body an abusable glue, aerosol paint or
49 substance or other substance that contains a volatile chemical.

50

51 Any student in the District schools found to be in possession of, using, distributing or
52 selling, potentially abusable inhalant materials will be subject to discipline / behavior
53 consequences as outlined in the Code of Conduct.

54

55 **Definitions**

- 56
- 57 1. Controlled Drugs: means those drugs which contain any quantity of a substance
58 which has been designated as subject to the federal Controlled Substances Act, [21](#)
59 [U.S.C. § 801 et seq.](#), or which has been designated as a depressant or stimulant drug
60 pursuant to federal food and drug laws, or which has been designated by the
61 Commissioner of Consumer Protection pursuant to ~~C.G.S.~~ [Connecticut General](#)
62 [Statutes](#) Section 21a-243, as having a stimulant, depressant or hallucinogenic effect
63 upon the higher functions of the central nervous system and as having a tendency to
64 promote abuse or psychological or physiological dependence, or both. Such

65 controlled drugs are classifiable as amphetamine-type, barbiturate-type, cannabis-
66 type, cocaine-type, hallucinogenic, morphine-type and other stimulant and depressant
67 drugs. ~~C.G.S.~~ [Connecticut General Statutes](#) Section 21a-240(8).

68
69 2. Controlled Substances: means a drug, substance or immediate precursor in schedules
70 I to V, inclusive, of the Connecticut controlled substance scheduling regulations
71 adopted pursuant to ~~C.G.S.~~ [Connecticut General Statutes](#) Section 21a-243. ~~C.G.S.~~
72 [Connecticut General Statutes](#) Section 21a-240(9).

73
74 3. Drug Paraphernalia: means any equipment, products and materials of any kind which
75 are used, intended for use or designed for use in planting, propagating, cultivating,
76 growing, harvesting, manufacturing, compounding, converting, producing,
77 processing, preparing, testing, analyzing, packaging, repackaging, storing, containing
78 or concealing, or injecting, ingesting, inhaling or otherwise introducing any controlled
79 substance into the human body, including but not limited to all items specified in
80 ~~C.G.S.~~ [Connecticut General Statutes](#) Section 21a-240(20)(A), such as "bongs,"
81 pipes, "roach clips," miniature cocaine spoons, cocaine vials and any object or
82 container used, intended or designed for use in storing, concealing, possessing,
83 distributing or selling controlled substances. ~~C.G.S. Section~~ [Connecticut General](#)
84 [Statutes](#) 21a-240(20)(A).

85
86 4. Tobacco and Tobacco Products: [means cigarettes, cigars, snuff, bidis, smoking](#)
87 [tobacco, smokeless tobacco, vapor product, nicotine delivering devices, chemicals, or](#)
88 [devices that produce the same flavor or physical effect of nicotine substances; and any](#)
89 [other tobacco or nicotine innovations.](#)

90
91 5. Professional Communication: **means** any communication made privately and in
92 confidence by a student to a professional employee of such student's school in the
93 course of the professional employee's employment. ~~C.G.S.~~ [Connecticut General](#)
94 [Statutes](#) Section 10-154a(a)(4).

96 6. Professional Employee: means a person employed by a school who "(A) holds a
97 certificate from the State Board of Education, (B) is a member of a faculty where
98 certification is not required, (C) is an administration officer of a school, or (D) is a
99 registered nurse or athletic trainer employed by or assigned to a school."
100 C.G.S. Connecticut General Statutes Section 10-154a(a)(2).

101
102 7. School property: means any land and all temporary and permanent structures
103 comprising the district’s school and administrative office buildings and includes, but is
104 not limited to, classrooms, hallways, storage facilities, theatres, gymnasiums, fields, and
105 parking lots.

106
107 8. School-sponsored activity: means any activity sponsored, recognized, or authorized by
108 a board of education and includes activities conducted on or off school property.

109
110 9. Inhalants: means, but are not limited to, the following:
111 Nitrous Oxide – Laughing Gas, Whippets, CO2 Cartridges
112 Amyl Nitrite – “Locker Room”, “Rush”, “Poppers”, “Snappers”
113 Butyl Nitrite – “Bullet”, “Climax”
114 Chlorohydrocarbons – Aerosol Paint Cans, Cleaning Fluids
115 Hydrocarbons – Aerosol Propellants, Gasoline, Glue, Butane

116
117 **Procedures**

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119 1. Emergencies.

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121 If an emergency situation results from drug or alcohol use, the student shall be sent to
122 the school nurse or medical advisor immediately. The parent or designated
123 responsible person will be notified.

124
125 2. Prescribed Medications.

127 Students may possess and/or self-administer medications in school in accordance with
128 the Board’s policy concerning the administration of medication in school.

129
130 Students taking improper amounts of a prescribed medication, or otherwise taking
131 medication contrary to the provisions of the Board’s policy on the administration of
132 medication, will be subject to the procedures for improper drug or alcohol use
133 outlined in this policy.

134

135 3. Voluntary Disclosure of Drug/Alcohol Problem (Self-Referral).

136

137 The following procedures will be followed when a student privately, and in
138 confidence, discloses to a professional employee in a professional communication
139 information concerning the student's use, possession, distribution or sale of a
140 controlled drug, controlled substance or alcohol.

141

142 (a) Professional employees are permitted, in their professional judgment, to disclose
143 any information acquired through a professional communication with a student,
144 when such information concerns alcohol or drug abuse or any alcohol or drug
145 problem of such student. In no event, however, will they be required to do so.

146 ~~C.G.S.~~ [Connecticut General Statutes](#) Section 10-154a(b).

147

148 (b) Any physical evidence obtained from such student through a professional
149 communication indicating that a crime has been or is being committed by the
150 student **must** be turned over to school administrators or law enforcement officials
151 as soon as possible, but no later than two calendar days after receipt of such
152 physical evidence, excluding Saturdays, Sundays and holidays. Employees are
153 encouraged to contact the school administrator immediately upon obtaining
154 physical evidence. In no case, however, will such employee be required to
155 disclose the name of the student from whom the evidence was obtained. C.G.S.
156 Section 10-154a(b).

157

158 (c) Any professional employee who has received a professional communication from
159 a student may obtain advice and information concerning appropriate resources and
160 refer the student accordingly, subject to the rights of the professional employee as
161 described in paragraph (a) above.

162
163 (d) If a student consents to disclosure of a professional communication concerning the
164 student's alcohol or drug problem, or if the professional employee deems
165 disclosure to be appropriate, the professional employee should report the student's
166 name and problem to the school's building administrator or designee who shall
167 refer the student to appropriate school staff members for intervention and
168 counseling.

169
170 4. Involuntary Disclosure or Discovery of Drug/Alcohol Problems.

171
172 When a professional employee obtains information related to a student *from a source*
173 *other than the student's confidential disclosure*, that the student, on or off school
174 grounds or at a school sponsored activity, is under the influence of, or possesses, uses,
175 dispenses, distributes, administers, sells or aids in the procurement of a controlled
176 drug, controlled substance, drug paraphernalia or alcohol, that information is
177 considered to be involuntarily disclosed. In this event, the following procedures will
178 apply.

179
180 (a) The professional employee will immediately report the information to the building
181 administrator or designee. The building administrator or designee will then refer
182 the student to appropriate school staff members for intervention and counseling.

183
184 (b) Any physical evidence (for example, alcohol, drugs or drug paraphernalia)
185 obtained from a student indicating that a crime has been or is being committed by
186 the student must be turned over to the building administrator or designee or to law
187 enforcement officials as soon as possible, but no later than within two calendar
188 days after receipt of such physical evidence, excluding Saturdays, Sundays and

189 holidays. [C.G.S.— Connecticut General Statutes](#) Section 10-154a(b). Because
190 such evidence was **not** obtained through a professional communication, the name
191 of the student must be disclosed to the building administrator or designee.

192

193 (c) Search and Seizure of Students and/or Possessions: A professional employee who
194 reasonably suspects that a student is violating a state/federal law or a school
195 substance abuse policy must **immediately** report such suspicion to the building
196 administrator or designee. The building administrator or designee may then
197 search a student's person or possessions connected to that person, in accordance
198 with the Board's policies and regulations if the administrator or designee has
199 reasonable suspicion from the inception of the search that the student has violated
200 or is violating either the law or a school substance abuse policy.

201

202 Any physical evidence obtained in the search of a student, or a student's
203 possessions, indicating that the student is violating or has violated a state or
204 federal law **must** be turned over to law enforcement officials as soon as possible,
205 but not later than within three calendar days after receipt of such physical
206 evidence, excluding Saturdays, Sundays and holidays. [C.G.S.— Connecticut](#)
207 [General Statutes](#) Section 10-154a(c). All school employees are encouraged to
208 contact the school administration immediately upon obtaining physical evidence.

209

210 5. Consequences for the Use, Sale, Distribution or Possession of Controlled Drugs,
211 Controlled Substances, Drug Paraphernalia or Alcohol.

212

213 (a) Any student in the Madison Public Schools using, consuming, possessing, being
214 under the influence of, manufacturing, distributing, selling or aiding in the
215 procurement of controlled drugs, controlled substances, drug paraphernalia or
216 alcohol either on or off school property, or at a school-sponsored activity, except
217 as such use or possession is in accordance with Connecticut General Statutes §
218 21a-408a through 408q, is subject to discipline up to and including expulsion
219 pursuant to the Board's student discipline policy. On and after January 1, 2022, a

220 student shall not face greater discipline or sanction for the use, sale, or possession
221 of cannabis on school property than a student would face for the use, sale, or
222 possession of alcohol on school property, except as otherwise required by
223 applicable law.

224

225 (b) In conformity with the Board’s student discipline policy, students may be
226 suspended or expelled for drug or alcohol use off school grounds if such drug or
227 alcohol use is considered seriously disruptive of the educational process. In
228 determining whether the conduct is seriously disruptive of the educational
229 process, the Administration and the Board may consider, among other factors: 1)
230 whether the drug or alcohol use occurred within close proximity of a school; 2)
231 whether other students from the school were involved; and 3) whether any injuries
232 occurred.

233

234 (c) If a school administrator has reason to believe that any student was engaged, on or
235 off school grounds, in offering for sale or distribution a controlled substance (as
236 defined by ~~Conn. Gen. Stat.~~ [Connecticut General Statutes](#) § 21a-240(9)), whose
237 manufacturing, distribution, sale, prescription, dispensing, transporting, or
238 possessing with intent to sell or dispense, offering or administering is subject to
239 criminal penalties under ~~Conn. Gen. Stat.~~ [Connecticut General Statutes](#) §§ 21a-
240 277 and 21a-278, the administrator will recommend such student for expulsion, in
241 accordance with ~~Conn. Gen. Stat.~~ [Connecticut General Statutes](#) § 10-233d(a)(2)
242 and the Board’s student discipline policy.

243

244 (d) Students found to be in violation of this policy may be referred by the building
245 administrator to an appropriate agency licensed to assess and treat drug and
246 alcohol involved individuals. In such event, assessment and treatment costs will
247 be the responsibility of the parent or guardian.

248

249 (e) A meeting may be scheduled with appropriate school staff members for the
250 purpose of discussing the school's drug and alcohol policy with the student and
251 parent or guardian.

252

253 (f) Law enforcement officials may be contacted by the building administrator in the
254 case of suspected involvement in the use, sale or distribution of controlled drugs,
255 controlled substances, drug paraphernalia or alcohol.

256

257 Legal References:

258

259 Connecticut General Statutes:

260

261 June Special Session, Public Act No. 21-1, An Act Concerning Responsible and
262 Equitable Regulation of Adult-Use Cannabis

263

264

265 Section 10-154a

266 Section 10-212a

267 Section 10-221

268 Sections 10-233a through 10-233f

269 Section 21a-240

270 Section 21a-243

271 Section 21a-408a through 408q

272

273 Date of Adoption: April 2, 1996

274 Date of Revision: October 21, 1997

275 Date of Revision: August 16, 2005

276 Date of Revision: January 5, 2006

277 Date of Revision: June 16, 2009 - Replaces Policies #5090.6 Tobacco Use by Students,
278 #5090.7.1 Inhalant Abuse and #5090.7.2 Performance-Enhancing Drugs

279 Date of Revision: April 1, 2014

280 Date of Revision: October 7, 2014

281 Date of Revision: March 22, 2016

282

283 First Reading: April 5, 2022

284 Second Reading: April 26, 2022

285

286

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289

#5141

Fundraising Activities
(formerly #3280 Fundraising)

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Students may engage in raising funds for school-sponsored activities, subject to the provisions of regulations to be developed by the Superintendent. No such fund-raising activities may involve door-to-door solicitation in the community by students.

The Board of Education will not be responsible for any fundraising activities that are not approved in accordance with the procedures set forth in this policy and the accompanying regulations.

Any fundraising activities must comply with all applicable state and federal laws and regulations, including those provisions relating to the sale of healthy foods and beverages on school grounds or at school-sponsored events.

Legal References:

Conn. Gen. Stat. § 10-215f Certification that food meets nutrition standards

First Reading: April 5, 2022
Second Reading: April 26, 2022

#5141R
Fundraising Activities
(formerly #3280 Fundraising)

These administrative regulations shall serve to implement the Madison Board of Education’s (the “Board”) policy pertaining to fundraising activities. The Board is not responsible for any fundraising activities that are not approved in accordance with the procedures set forth in the policy and these accompanying regulations.

Criteria for Fundraising Activities:

To be approved, a fundraising activity must be conducted for the educational benefit of students and satisfy all of the following criteria:

1. Each student, parent support or other sanctioned fundraising activity shall have one adult designated with the overall responsibility for continuing compliance with the Board’s policy and these administrative regulations pertaining to fundraising (the “Sponsor”);
2. The fundraising must have a purpose consistent with the purposes of the school district and be for the benefit of its educational programs, student groups or extra-curricular activities;
3. The fundraising must not be anticipated to bring additional costs to the school district;
4. The fundraising activity must be suitable for the age and maturity of the students involved in the fundraising activity;
5. Students may not be compelled to participate in fundraising; all such fundraising activity shall be voluntary in nature;
6. Prior to a student engaging in any fundraising activity, his/her parents shall be informed and written authorization shall be obtained to permit their children to participate;
7. The fundraising must not be inappropriate or harmful to the best educational interests of students, as determined by the administration;

- 33 8. The fundraising will not be considered an official endorsement of any business or
- 34 product;
- 35 9. The fundraising must not be in conflict with any provisions of the school code or
- 36 public law;
- 37 10. Door-to-door solicitations by students are prohibited by these regulations; and
- 38 11. The fundraising must comply with all applicable provisions of Board policy and
- 39 regulation relating to the sale of healthy foods and beverages on school grounds or
- 40 at school-sponsored events.

41

42 **Prior approval required:**

43

44 Fundraising activities shall not be initiated until prior approval is secured by the school
45 principal as set forth in these regulations.

46

47 ~~Requests for prior approval for fundraising activities anticipated to raise funds up to~~
48 ~~[threshold amount set by district] shall be made in advance in writing to the building~~
49 ~~Principal or his/her designee, at least one (1) month prior to the commencement of the~~
50 ~~activity. The Principal or his/her designee shall indicate his/her approval in writing to the~~
51 ~~organization applying for approval.~~

52

53 ~~Requests for prior approval for fundraising activities anticipated to raise funds up to~~
54 ~~[threshold amount set by district] shall be made in advance in writing to the Principal,~~
55 ~~at least two (2) months prior to the commencement of the activity. Upon receipt of~~
56 ~~approval from the Principal or his/her designee, the request shall then be forwarded to~~
57 ~~Superintendent or his/her designee for approval. The Superintendent or his/her designee~~
58 ~~shall indicate his/her approval in writing to the organization applying for approval.~~

59

60 *If desired:*

61

62 ~~Requests for prior approval for fundraising activities anticipated to raise funds up to~~
63 ~~[threshold amount set by district] shall be made in advance in writing to the~~

~~Superintendent or his/her designee, at least four (4) months prior to the commencement of the activity. If the Superintendent or his/her designee determines that the fundraising activity meets the criteria set forth herein, the Superintendent or his/her designee shall forward the request for approval to the Board for action.~~

Use of Crowdfunding Activities

Prior to engaging in any crowdfunding activities (e.g. DonorsChoose, Kickstarter, GoFundMe, etc.) for the Board, its schools, classes, or extracurricular teams or clubs, an employee, student, parent support or other fundraising group must first apply in writing to the building Principal and receive prior approval for the crowdfunding activity as outlined above. However, requests to the building Principal for prior approval of crowdfunding activities must also include the name of the website or application to be utilized, a full description of the reason for the crowdfunding activity, a copy of the proposed personal profile to be listed on the site/application, and the proposed content to be uploaded to the crowdfunding website or application, including images.

In addition to following the procedures outlined below for the handling of funds and record-keeping, the following additional regulations apply to funds received from crowdfunding activities. Any funds received from crowdfunding activities must be deposited directly into a school activity fund and may not first be received by the employee, student, parent group or other fundraising group. Crowdfunding activities must comply with all Board policies, regulations and procedures, and shall not include photos of students or the sharing of any confidential student information.

OR ~~[Both of these sections may not be used together in the same policy]~~

Prohibition on Crowdfunding Activities

~~Employees, students, parent support or other fundraising groups are prohibited from fundraising using crowdfunding (e.g. the use of websites or applications such as~~

95 ~~DonorsChoose, Kickstarter, GoFundMe, etc.) on behalf of the Board, its schools, classes,~~
96 ~~or extracurricular teams or clubs.]~~

97

98

99 **Handling of Funds and Record-Keeping:**

100

101 The fundraising activity must comply with all applicable policies and procedures with
102 respect to the processing of monies by staff members and/or students (e.g. school activity
103 fund regulations and regulations pertaining to maintaining cash within classrooms or
104 school buildings).

105

106 Student, parent support or other sanctioned fundraising groups shall keep detailed and
107 accurate contemporaneous records of the fundraising activity, with the Sponsor
108 responsible for ensuring compliance with this requirement.

109

110 Such detailed and accurate records shall be subject to inspection by school officials at any
111 time.

112

113 At the end of the activity, the Sponsor shall produce a final report showing the amount of
114 money raised, the number of students who participated, the purposes for which the
115 designated funds will be used, and any other information as may be required by the
116 Principal and/or Superintendent of Schools.



School Trip Proposal / Request Form Student International Travel

School: Daniel Hand High School Principal: Anthony J. Salutari
Date(s) of Trip: February 17-20, 2023 Trip Organizer(s): Mary Merkle-Scotland
Destination of Trip: Québec City and environs, QC CANADA
Grade level of student participants: 9-12 No. of Students: 20-25

Educational Objectives including related classroom activities prior to / following the trip:

Educational Objectives including related classroom activities prior to / following the trip:

- See, learn and experience places and activities that are explored in our French program's curriculum.
- Strengthen and build friendships with peers through the power of a shared international experience
- Use budding (FR2) and more advanced (AP) language skills with local tour guides, bus drivers, shopkeepers, waiters, and other everyday citizens of the towns we visit and country at-large.
- Taste and enjoy authentic French Canadian cuisine at local restaurants, bakeries, and markets.
- Witness the awe-inspiring architecture, the European -styled city and layout of Vieux Québec and experience the natural wonders of the region.
- Learn and understand the history of Québec, how it was settled, when and by whom and learn through a living history program about the struggle between the French and the British to control the area.
- Access various persons and environments (locally and globally)...to accomplish a specific objective.
- Evaluate context, implications, and consequences so as to make ethical, responsible decisions in and out of the classroom. Discuss exchange rates, rising and falling currencies and how to exchange money.
- Overcome obstacles such as very cold weather and employ various strategies to manage them. Develop mental toughness.
- Act on curiosity and explore interests and inquiries.
- Experience the unique and special Quebec winter activities of the Glissades, dogsledding, and the ice hotel.
- Analyze ethical, economic, political, scientific, cultural issues, etc. and their implications for global systems and humanity.
- Develop an awareness of and concern for others through examination of issues from multiple perspectives.
- Interpret and critique one's own viewpoint as well as alternate perspectives in order to minimize bias.

Funding Source(s): funding provided by individual students and their families

Complete if students are paying for all or part of the trip.

Total fees required from each student: Tour Fee = \$1290.00
Transportation Fee = included in trip fee

Name of Tour Company: Prométour

Name of transportation service vendor: _____

No. of buses required 1 Cost per bus: included in fee

Date / Time of trip: Departing Madison: 6:00AM, 2/17/2023 Returning to Madison: 9:00P, 2/20/2023

Number of chaperones on trip: 2 (all MPS employees)

Mary Merkle-Scotland (203) 980.8175

Rosana Casais (203) 915-1931

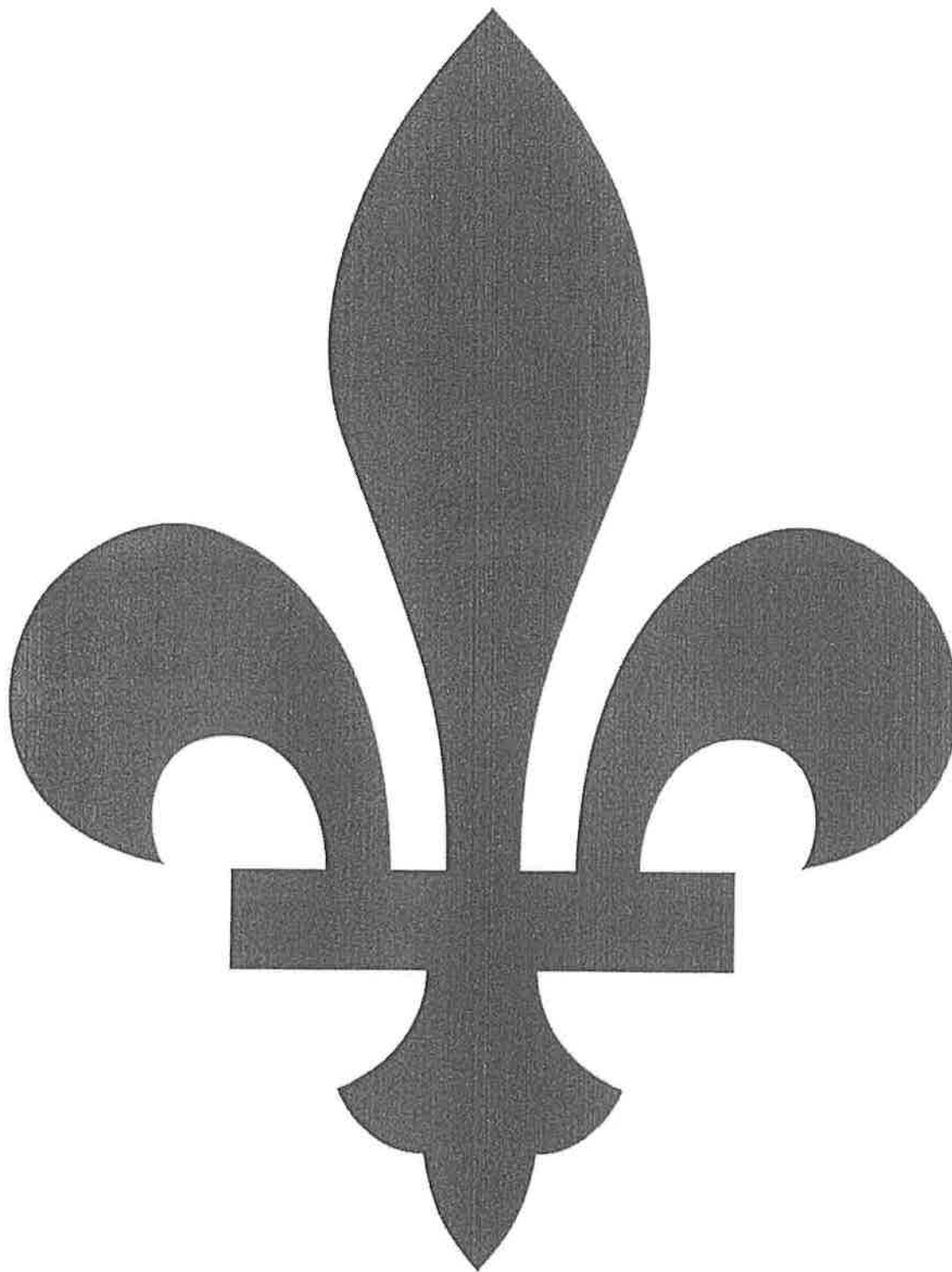


School Trip Proposal / Request Form Student International Travel

Include the information below when submitting this approval form. (Place a check mark by each item indicating its inclusion in the approval packet.)

- Information outlining parental financial responsibility should there be an emergency cancellation
- Parent / Guardian letter explaining the trip and travel itinerary
- Parent / Guardian Permission and Acknowledgment of Risk for Student International Travel Form
- Emergency Plan (Includes arrangements for medical needs, parent / guardian contact information, access to communication devices, and procedures for general potential emergency situations)
- List of Chaperone Names and Phone Numbers with MPS employees noted
- Telephone Tree in the event of an emergency (group email)

Be sure the school administrator has a list of those students participating in the activity and a copy of the emergency contact numbers.



Quebec City, QC CANADA

February 17-20, 2023

April 7, 2022

Dear Parents,

I am pleased to present the February 2023 trip to Quebec City and environs, Canada. This trip was borne out of student and parent request for a lower cost opportunity to travel internationally and enjoy a language immersion experience. This trip is a chance for students, especially students of French, to get a chance to practice their language skills by shopping, dining, and just generally interacting in French.

The trip fee includes:

- Insurance = Cancel For Any Reason
- Bus transportation from your school, and associated transportation while in QC
- Accommodation at Hotel Laurier (or a hotel of similar quality) w/ mandatory Night Hall Monitor (5-hour / night)
- 3 Breakfasts / 2 Lunches / 3 Dinners
- Tips for Driver & Tour Director
- All activities mentioned in the program
- Tour Director

A few trip highlights:

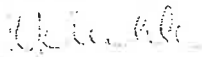
- Cabane à Pierre traditional lumberjack dinner
- Dog Sledding
- Ice Hotel
- Les Chutes (falls) de Montmorency
- Les Glissades de la Promenade Dufferin

The trip deposit participants are asked to make at time of registration is 100% refundable until the moment we go ahead and confirm the group to travel. The trip fee includes a CFAR – **Cancel For Any Reason** policy - so there is a modest fee lost when cancelling, otherwise all monies are refunded if the trip has already been confirmed for travel.

I have been working with the tour operator, Prométour, based in both Montreal and Paris ,since 2012 to create itineraries that expose students to the best francophone Canada has to offer. To join the trip, students and parents will set up an account with a personalized username & password, and login directly through www.registration-prometour.com. Payment is online with a variety of payment options available.

I am hopeful you will consider sending your son or daughter to experience the joy and wonder of winter in Quebec. Please contact me with any questions or concerns. My email is merklem@madison.k12.ct.us.

Sincerely,



Madame Merkle
French Teacher
French Club Advisor
Daniel Hand High School



#PROMETOUR

YOUR ITINERARY



USA: 1-800-304-9446 CAN: 1-800-657-7754 INFO@PROMETOUR.COM

QUEBEC CITY WINTER WONDERLAND

Daniel Hand High School
February 17 - 20, 2023
4 DAYS

Jennifer Page
Tour Consultant
✉ jennifer.page@prometour.com

Estimated Travel Time – Madison (CT) to Quebec City (QC): 470 miles, 8h00



DAY 1: TRAVEL TO QUEBEC CITY

Friday 17-Feb-2023



Board your bus at Daniel Hand High School and travel to Quebec City

Meet your Quebecois Prometour Tour Director upon arrival, he/she will remain with your group for the entire duration of your stay

Stretch your legs while exploring this 400 year old fortified city on a guided walking tour; walk along St-Louis and St-Jean Streets, see the breathtaking Chateau Frontenac, admire the magnificent architecture and views, plus much more!

Have dinner with your group in a local restaurant

Overnight accommodation at Palace Royal Hotel (or similar)

A night hall monitor will provide added security for 4 hours

Be prepared for WINTER WEATHER; dress in layers, bring mittens, a tuque, waterproof jacket, snow pants & boots

DAY 2: QUEBEC CITY

Saturday 18-Feb-2023



Quartier Petit Champlain

Enjoy breakfast at Restaurant Le Cochon Dingue (croissants & a bowl of hot chocolate), a small Parisian bistro with a wildly contagious and irresistible Quebecois "joie de vivre"

Have some time to explore the through the enchanting Quartier Petit Champlain

Take the Funicular in Old Québec and admire the view!

Enjoy lunch with your group at a local restaurant

Slide on the famous Glissades de la Promenade Dufferin outside the impressive Château Frontenac

Enjoy a guided tour of the Ste-Anne de Beaupré Basilica; this impressive house of worship is one of the five national shrines of Canada

Stop at the magnificent Parc de la Chute Montmorency, with its falls higher than those of Niagara Falls, maybe you'll see ice climbers trying to climb the sheet of ice that covers the waterfalls in winter

Drive out to La Beauce, the maple syrup capital of the world, to enjoy a traditional sugar shack meal and learn traditional dances and folk songs at the famed Cabane à Pierre Sugar Shack

Overnight accommodation at Palace Royal Hotel (or similar)

A night hall monitor will provide added security for 4 hours

DAY 3: QUEBEC CITY

Sunday 19-Feb-2023



Breakfast Crepes

Enjoy traditional French Crepes for breakfast

Known as the roaring game, because of the sound the stones make as they slide down the rink, try your hand at curling (clean, indoor running shoes are mandatory)

Have Poutine for lunch, a Quebec specialty, it's more than just French fries, cheese & sauce

Tour the incredible Hôtel de Glace / Ice Hotel; made of ice and snow, the architecture and design changes each year, making this hotel truly unique

Embark on a dog sledding adventure! Start with a visit of the huskies followed by an introduction to basic techniques & safety before embarking on a ride through wooded trails. Between turns, practice walking on snow, with the help of snow shoes of course!

Enjoy dinner in a local restaurant with your group

Traverse the mighty St. Lawrence River on a ferry to enjoy a sailor's view of the Plains of Abraham and Chateau Frontenac (aller-retour)

Overnight accommodation at Palace Royal Hotel (or similar)

A night hall monitor will provide added security for 4 hours

DAY 4: QUEBEC CITY- RETURN HOME

Monday 20-Feb-2023

Enjoy breakfast at Le Parlementaire, the restaurant of l'Assemblée Nationale



Head to the Plains of Abraham Museum and partake in "The Military"; under the command of generals Wolfe & Montcalm, re-enact the 1759 battle on the Plains of Abraham

Meet your touring driver and motor coach

Stop at a grocery store to pick up snacks and lunch supplies (not included)

Say a fond *Au Revoir* to your Quebecois Prometour Tour Director

After a fun-filled trip, hop on your motor coach to head back to the USA



PRICE PER PERSON SHEET

This is a privately operated tour - you will not be combined with another group

40 to 44 participants :	1 080 USD
35 to 39 participants :	1 120 USD
30 to 34 participants :	1 190 USD
25 to 29 participants :	1 290 USD
20 to 24 participants :	1 390 USD

SUPPLEMENTS

Adult Insurance Premium \$ 15 per day, per person
Adult Activity Supplement \$ 15 per day, per person
Twin Room Supplement \$ 45 per day, per person
Single Room Supplement \$ 90 per day, per person

This trip is quoted as a student tour, prices are subject to increase if number of adults exceeds 30% of group size.

PRICE INCLUDES

PROMETOUR PEACE OF MIND PROGRAM
Student Group Insurance Program covering group dates of travel,
Coverage includes:
Trip Cancellation, Interruption and Delay
Cancel for Any Reason up to 75% of prepaid, forfeited, non-refundable payments or deposits
Baggage & Personal Effects; Damage Loss & Delay
Emergency Medical & Dental Expenses
Emergency Evacuation/Repatriation
24 hour Accidental Death & Dismemberment
Travel Assistance & Concierge

Transportation
Round trip motor coach transportation
Associated ground transportation costs while in destination

Accommodation
3 nights' accommodation at an Upper Quebec City Hotel
4 star standard
Students: 3 & 4 per room, single beds not guaranteed
Chaperones: 2 per room, single beds guaranteed
Service of a Hotel Hall Monitor (4-hours per night)

Meals
3 Breakfasts / 2 Lunches / 3 Dinners
Restaurant meals are group menu with 1 non-alcoholic beverage + vegetarian option

Activities / Sightseeing
All aforementioned visits, activities, tours and admissions

Tour Guides
Service of a bilingual Quebecois Tour Director for duration of visit
Local city / activity guides as indicated in the program

Complimentary Trips
1:8 complimentary trip ratio based on full paying participants
Guaranteed minimum 3 free trips

Other
Tips for your Tour Director & Bus Driver (\$20)
Substitute Fees (\$90 x # of chaperones)
Applicable service fees, taxes and FICAV contribution

PAYMENT SCHEDULE

Based on Dates of Travel
05-Jun-2022 \$ 250 pp
30-Sep-2022 \$ 250 pp
05-Nov-2022 \$ 500 pp
30-Dec-2022 Balance (determined by final group size)
Monthly installments available at time of online registration

Please check with your credit card company and/or financial institution for any extra applicable fees

PRICE DOES NOT INCLUDE

Meals that are not indicated in the daily program

Tips for hotel room staff is at your discretion, a standard guideline is \$3 - \$5 USD per day, per room

Personal spending money

Costs associated with travel documents, visas, medical testing, vaccinations, or other as required by your destination(s) or home country

Costs associated with changes to itinerary due to unforeseen circumstances including but not limited to: pandemics, epidemics, natural disasters, or other

Any applicable Prometour processing fees



Prométour reserves the right to alter your itinerary before or during your tour for reasons including but not limited to: severe weather conditions, government restrictions, holidays, special events, or other unforeseen circumstances. When a scheduled activity or tourist site is not possible, we will make every effort to minimize inconvenience by adjusting the itinerary or replacing the item with a similar item of equal standard and value.

Our Green Initiative!

Prométour's target is to be a 100% carbon neutral company by 2023. Complimentary CO2 offsetting is now included on all tours including bus or air transportation.

EXCHANGE RATE Prométour has quoted this package at an exchange of 1 CAD = 0.80 USD

Useful Information

Going Green - Prométour's Carbon Offset program with TAKING ROOT

Your Role as a Group Leader

TERMS & CONDITIONS

PROTECTION PLAN / PEACE OF MIND 2020

SAFETY PROTOCOL

Prométour Educational Tours

339 rue Saint-Paul East, Montreal, Quebec, H2Y 1H3, Canada

www.prometour.com

info@prometour.com

USA: 1-800-304-9446 / CAN: 1-800-657-7754

Prométour
EDUCATIONAL TOURS

SUBJECT TO APPROVAL

**Madison Public Schools
Board of Education Regular Meeting
April 5, 2022
7:30 PM
Hammonasset Room and Zoom**

MEETING MINUTES

1. Call to Order / Attendance

The public meeting of the Madison Board of Education was called to order by Chair Seth Klaskin at 7:32 p.m. Mr. Klaskin led the Pledge of Allegiance.

Present: Seth Klaskin, Galen Cawley, Emily Rosenthal, Diane Infantine-Vyce, Steve Pynn, Maureen Lewis, Mary Ann Connelly Jen Gordon, Cathy Miller.

Also present: Craig Cooke, Ph.D., Superintendent; Gail Dahling-Hench, Assistant Superintendent.

2. School / Community Session - None

3. Board of Education Student Representative Report
Isabelle Vagell and Lucy Fritzing

Isabell was not in attendance this evening. Lucy reported. The Night in Hand Prom Dress event was a big success, with an excellent turnout of juniors and seniors. Spring Fling, which was cancelled in the fall, will take place on April 30. T2 exams went well and the 30-minute break which was added back into the schedule was much appreciated. Spring sports have started; boys Lacrosse is playing this evening. Congratulations to gymnastics and boys' basketball for their state championships. The Band/Orchestra/VIBE Orlando trip went well. Congratulations to the cast & crew of Rent, who just wrapped up four performances. Jr. SAT taken over the weekend (online).

4. Superintendent's Report
Craig A. Cooke, Ph.D.

Dr. Cooke congratulated the various winter sports teams and gave a recap:

- Gymnastics won the SEC Championship and was awarded Team of the Year
- Boys' swimming and diving – Class M finalists
- Boys' hockey advanced to the SEC Finals (finished 3rd) and State Quarter Finals (top 10 in State).
- Both boys' and girls' indoor track finished 6th in the SEC Conference
- Girls' Ice Hockey co-opt with Branford, Haddam-Killingworth, Coquinaug, Old Lyme and Valley Regional and had a successful season
- Fencing won 2 state titles – men's Epee team and women's Saber team

Dr. Cooke expressed his appreciation to the DHHS Administration and teachers for their support of the rescheduled Homecoming from the fall, occurring just prior to two prom events.

Dr. Cooke also thanked the Polson and Brown PTO who will be hosting a presentation on April 11th at 6 p.m. entitled "Keeping You Safe Online: What Every Person Should Know".

We expect to bring the next Athletic Director to the April 26 Board of Education Meeting. We are currently finalizing the process and hope to have that person meet with the Board prior to the next meeting.

Dr. Cooke introduced members of Madison Youth and Family Services, presenting this evening.

Scott Cochran, Director; Catherine Barden, Assistant Director, Community Support and Dave Buller, MYFS Chair, were in attendance. Mr. Cochran and Ms. Barden gave a presentation, recapping the student youth survey and how the results of this survey drive their future work. Areas of strength and of concern were discussed, as well as how those areas of concern are addressed. Highlights of the year and future plans were reviewed.

The presentation can be viewed in its entirety on the recording posted on the district website.

Board members expressed their gratitude for the partnership between the Madison Public Schools and MYFS. The district is so fortunate to benefit from the programming and counseling services discussed this evening. The biennial survey is a highly anticipated, important piece of collective information that we look forward to. Mr. Cochran expressed his appreciation of the relationship with the school district and willingness of the district to support their efforts.

Paraprofessional Recognition

Tomorrow is National Paraprofessional Day and Dr. Cooke expressed his appreciation and gave thanks to our paraprofessionals who make up the second largest group of employees in the school district. Dr. Cooke noted the diverse roles they fill and how they touch the lives of all students.

Chair Klaskin also expressed his appreciation to the district paraprofessionals, noting that we rely a great deal on our rich complement of paraprofessionals to aid in the success of our educational program. They bring much to each classroom, including an obvious love for what they do. Thank you for supporting learning throughout the district and thank you especially for the extraordinary contributions over the past few years during COVID.

5. Board Member Comments

Chair Klaskin congratulated all winter sport participants – teams, coaches and student athletes for their commitment and dedication, as well as their accomplishments.

Chair Klaskin also shared information regarding a joint initiative of the Executive Committee, Finance Committee and Dr. Cooke who are working together to identify and apply for State and Federal grants more aggressively. We share the Town's sense that the Madison Public Schools has not received much funding from State and Federal resources in support of its operating budgets in recent years. We also believe it is within our capacity, as well as part of our responsibility to the community, to seek funding that may be available to us this year. The district was successful, for example, in obtaining grant money for tech updates and security enhancements. These, as well as future efforts will assist with maintaining a reasonable budget(s) while moving the educational program forward.

Chair Klaskin reported he attended a seminar entitled "Let's Keep it Civil – How to Lead Public Meetings in Contentious Times", which was co-sponsored by the Connecticut Conference on Municipalities and CABE. Key takeaway is that we need to prepare for meetings by monitoring social media and implementing police presence. If prudent, we should allow attendees to express themselves to the extent they behave appropriately, utilize a meeting recess, (if necessary) and make sure we utilize public comment.

April is Autism Awareness month. Chair Klaskin recognized the special challenges faced by autism spectrum students and thanked them and their parents and families for never giving up. We take pride in the efforts to address the unique challenges these students face as cherished members of our school community.

6. Audience Response to Information Presented (Ref. Bylaw #9540.10) - none

7. Board of Selectmen Liaison
Scott Murphy

In Mr. Murphy's absence, Chair Klaskin provided the following report. Mr. Murphy and Bruce Wilson are leading the Building Committee interviews for Academy and the school building. The School Building Committee charge was passed unanimously today by the Board of Selectman.

8. Consent Agenda (Ref. Bylaw #9540.2 and #9540.8)

8.1. Line Item Transfers - None

8.2. Budget Expenditures as of March 31, 2022

9. Action Item: Motion to approve Consent Agenda

MOTION: By Gordon, seconded by Lewis to approve the Consent Agenda.

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

10. Board Committees / Liaison Updates (Ref. Bylaw #9450)

10.1. Curriculum and Student Development

Members: Steve Pynn, Chair; Catherine Miller, Jen Gordon

Mr. Pynn reported the committee met this evening and was given two presentations. Topic of the first presentation was English Language Arts, which served as a demonstration of how the district pursues the types of goals we find in Profile of a Graduate. This was a presentation highlighting how the district carries through learning outcomes referred to as Transfer Goals throughout the grades from early elementary grades through high school. This process was walked through utilizing video presentations and student performance around such skills as developing alternate perspectives, and presenting cogent arguments. What was stressed was the ongoing process of monitoring student progress and adjusting as needed.

Topic of the second presentation was FAB LAB, presentation by Corey Rice, Dawn Fiorelli and Brian Bodner, which addressed the development of a small Fabrication Lab to promote design thinking, independent projects and collaboration and entrepreneurship. The FABLAB could support the independent studies and interdisciplinary learning bridging math, science and the arts. The lab would include 3D printers, a CNC machine, a sewing machine, digital music equipment, and animation equipment to identify just a few items.

10.2. Facilities Committee

Members: Emily Rosenthal, Chair, Steven Pynn, Galen Cawley

Mrs. Rosenthal reported the committee met this evening and provided the following:

- She and Mr. McMinn serve on the selection committee for the Building Committee members, along with Board of Selectmen members. It is anticipated appointment of members will occur next month.
- Four firms applied to fill the role of Owner Representative which will be selected by committee and appointed by the Board of Selectmen. Interviews occurring this week.
- Currently soliciting qualifications for RFQ for the new school building. RFP for Brown went out for qualifications and pricing, six firms applied which were shared with the Facilities Committee. Four firms have been selected for interviews which will take place April 8th.
- Mr. McMinn is working with the Town Energy Committee on considering ten EV charging locations in town with four at Brown, four at Polson and up to four at DHHS. Committee voted unanimously supporting the concept, and will go the full Board for approval on April 26.
- Janssen property closing is moving along.
- Front entry work at Brown and Polson going well and on schedule.

10.3. Finance Committee

Members: Calen Cawley, Chair; Diane Infantine-Vyce, Emily Rosenthal

Mr. Cawley reported the committee has not met – next meeting scheduled for April 26th at 5:30 p.m.

10.4. Personnel Committee

Members: Maureen Lewis, Chair; Catherine Miller, Mary Ann Connelly

Mrs. Lewis reported the committee met on March 29th and is currently discussing and negotiating the MAESS contract.

10.5. Policy Committee

Members: Diane Infantine-Vyce, Chair; Maureen Lewis, Jen Gordon

Dr. Infantine-Vyce reported the committee met on March 15th and reviewed the policy notes included in tonight's packet. Scheduled for a third reading tonight and approval are:

- Bylaw #9600 – Formation, Adoption, Amendment or Deletion of Bylaws and Policies
- Bylaw #9640 – Formation, Adoption, Amendment or Deletion of Administrative Regulations
- Bylaw #9660 – Suspension of Policies, Bylaws or Administrative Regulations
- Policy #5113 – Student Attendance, Truancy and Chronic Absenteeism
- Policy#5121- Chemical Health for Student Athletes
- Policy #5131.911 – Bullying Prevention and Intervention
- Policy #5131.914 – Safe School Climate

Language needs to be added to the motion to approve the bylaws to include the rescission of Bylaw #9601 with the approval of Bylaw #9600. Once this bylaw is approved, Policies 5113, 5121, 5131.911 and 5131.914, which are scheduled for a second reading, will not require a third reading and can also be approved.

Dr. Infantine-Vyce reviewed the policies for a first reading. Policy #1150 – Prohibition Against Nicotine and Cannabis Use has been referred to legal counsel as it does not address the issues of drug and alcohol use by the public. The committee would like to see all three policies related to drug and alcohol use (Policy #1150, Policy #4116 – Alcohol, Tobacco & Drug Free Workplace and Policy #5090.7) to be in accord with each other. Although Policy #4112.5 has been suggested for rescission, it will go through two readings simultaneous with the approval of Policy #4116. Policy #3100.1 – Petty Cash Accounts and #3130 – Money in School Buildings will be retained, and have been revised accordingly. Other first read policies are being revised per advice of legal counsel and/or inclusion of language per committee recommendation.

Policies proposed for rescission are at the advice of legal counsel, as the topics are covered elsewhere, by State law, or by contract.

- #4118.5 - Freedom of Speech/Expression
- #4121 - Substitute Teachers
- #4122 - Student Teachers/Internship
- #4126 – Consultant
- #4135 - Organizational Development/Employee Communications
- #4140 - Computers: Websites/Pages
- #4211.1 - Affirmative Action
- #4212.42 - Drug and Alcohol Testing for School Bus Drivers

10.6. LEARN Liaison

Mary Ann Connelly

Mrs. Connelly reported. Superintendent Mariana Reyes from the Regional Multicultural Magnet School presented on the work being done and the international baccalaureate school project, which the magnet schools are assisting with. The LEARN Board of Directors then spoke to the school repairs and ongoing projects, and are considering hosting a future visit to their schools.

10.7. Town American Rescue Plan Committee

Emily Rosenthal

Mrs. Rosenthal has been appointed to this committee, along with members of the public and Boards of Finance and Selectmen. The committee has begun meeting weekly to review the funding the town has received, the different categories, the submission process, etc. There will be an informational session for the public to be held at a date to be determined.

10.8. Town Marijuana Advisory Committee

Mary Ann Connelly

The Town Marijuana Advisory Committee has met twice, with the 2nd meeting being an on open meeting for attendees to ask questions. Mrs. Connelly was unable to attend the meeting, but will forward the minutes and slide presentation to the Board.

Action Item added: Motion by Lewis, seconded by Cawley to amend item 11 to read: Bylaw #9600 Formulation, Adoption, Amendment or Deletion of Bylaws and Policies and rescind Bylaw #9600.1 Policy and Bylaw Development, Revision, Discussion, Adoption and Review

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

11. Action item: Motion to approve the following policies:

- Bylaw #9600 - Formulation, Adoption, Amendment or Deletion of Bylaws and Policies and rescind Bylaw #9600.1 Policy and Bylaw Development, Revision, Discussion, Adoption and Review
- Bylaw #9640 - Formulation, Adoption, Amendment or Deletion of Administrative Regulations
- Bylaw #9660 - Suspension of Policies, Bylaws or Administrative Regulations

MOTION: By Gordon, seconded by Infantine-Vyce to approve the following policies:

- Bylaw #9600 - Formulation, Adoption, Amendment or Deletion of Bylaws and Policies and rescind Bylaw #9600.1 Policy and Bylaw Development, Revision, Discussion, Adoption and Review
- Bylaw #9640 - Formulation, Adoption, Amendment or Deletion of Administrative Regulations
- Bylaw #9660 - Suspension of Policies, Bylaws or Administrative Regulations

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

12. Action Item: Motion to approve the following policies:

- #5113 - Student Attendance, Truancy and Chronic Absenteeism
- #5121 - Chemical Health for Student Athletes
- #5131.911 - Bullying Prevention and Intervention
- #5131.914 - Safe School Climate

MOTION: By Gordon, seconded by Miller to approve the following policies:

- #5113 - Student Attendance, Truancy and Chronic Absenteeism
- #5121 - Chemical Health for Student Athletes
- #5131.911 - Bullying Prevention and Intervention
- #5131.914 - Safe School Climate

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

13. Action Item: Motion to waive the second reading of the following policies proposed for rescission:

- #4118.5 - Freedom of Speech/Expression
- #4121 - Substitute Teachers
- #4122 - Student Teachers/Internship
- #4126 – Consultant
- #4135 - Organizational Development/Employee Communications
- #4140 - Computers: Websites/Pages

- #4211.1 - Affirmative Action
- #4212.42 - Drug and Alcohol Testing for School Bus Drivers

MOTION: By Lewis, seconded by Rosenthal to waive the second reading of the following policies proposed for rescission:

- #4118.5 - Freedom of Speech/Expression
- #4121 - Substitute Teachers
- #4122 - Student Teachers/Internship
- #4126 – Consultant
- #4135 - Organizational Development/Employee Communications
- #4140 - Computers: Websites/Pages
- #4211.1 - Affirmative Action
- #4212.42 - Drug and Alcohol Testing for School Bus Drivers

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

14. Action Item: Motion to approve rescission of the following policies:

- #4118.5 - Freedom of Speech/Expression
- #4121 - Substitute Teachers
- #4122 - Student Teachers/Internship
- #4126 – Consultant
- #4135 - Organizational Development/Employee Communications
- #4140 - Computers: Websites/Page
- #4211.1 - Affirmative Action
- #4212.42 - Drug and Alcohol Testing for School Bus Drivers

MOTION: By Connelly, seconded by Cawley to approve rescission of the following policies:

- #4118.5 - Freedom of Speech/Expression
- #4121 - Substitute Teachers
- #4122 - Student Teachers/Internship
- #4126 – Consultant
- #4135 - Organizational Development/Employee Communications
- #4140 - Computers: Websites/Page
- #4211.1 - Affirmative Action
- #4212.42 - Drug and Alcohol Testing for School Bus Drivers

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

15. Action Item: Motion to approve the donation of \$2,000 from the Jeffrey PTO to Jeffrey Elementary School. Each grade level to receive \$500 for wish list items.

MOTION: By Miller, seconded by Infantine-Vyce to approve the donation of \$2,000 from the Jeffrey PTO to Jeffrey Elementary School. Each grade level to receive \$500 for wish list items.

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

16. Action Item: Motion to appoint Diane Infantine-Vyce as Board Parliamentarian

MOTION: By Gordon, seconded by Miller to appoint Diane Infantine-Vyce as Board Parliamentarian.

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

17. Action Item: Motion to approve the minutes of the March 1, 2022 Board of Education Meeting (Ref. Bylaw #9540.9)

MOTION: By Infantine-Vyce, seconded by Gordon to approve the minutes of the March 1, 2022 Board of Education meeting.

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

18. Action Item: Motion to approve the minutes of the March 15, 2022 Board of Education Meeting (Ref. Bylaw #9540.9)

MOTION: By Infantine-Vyce, seconded by Gordon to approve the minutes of the March 15, 2022 Board of Education meeting.

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: Cawley, Connelly

MOTION CARRIED: 7-0-2

19. Old Business

20. Future Agenda Items

21. Meetings/Dates of Importance – April 26, 2022 has changed from a workshop to a regular board meeting.

22. Adjournment

MOTION: By Infantine-Vyce, seconded by Lewis to adjourn the meeting at 9:15 p.m.

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

The Town of Madison does not discriminate on the basis of disability, and the meeting facilities are ADA accessible. Individuals who need assistance are invited to make their needs known by contacting Paula Carabetta at 203-245-5644 or by email at carabettap@madisonct.org at least five (5) business days prior to the meeting.



BOARD/COMMITTEE MEETING DATES

May 10, 2022	Curriculum & Student Development Cmte. – 5:30 p.m. Facilities Committee – 6:30 p.m. Board Meeting – 7:30 p.m.
May 24, 2022	Finance Committee – 5:30 p.m. Policy Committee – 6:30 p.m. Board Workshop – 7:30 p.m.
June 7, 2022	Curriculum & Student Development Cmte. – 5:30 p.m. Facilities Committee – 6:30 p.m. Board Meeting – 7:30 p.m.
June 21, 2022	Finance Committee – 5:30 p.m. Policy Committee – 6:30 p.m. Board Workshop – 7:30 p.m.