Southington Board of Education Meeting

Thursday, May 22, 2025 6:30 PM
John Weichsel Municipal Center Public Assembly Room
200 North Main Street
Southington, CT 06489

COMMITTEE OF THE WHOLE - INSTRUCTION

1. CALL TO ORDER
2. Executive Session
   a. Student Matters
   b. Unaffiliated Compensation
3. Reconvene Meeting - Regular Session 7:00 p.m.
4. Pledge of Allegiance - Moment of Silence
5. Celebration of Excellence
   a. Class of 2025 Valedictorian - Kai Onnen; Salutatorian - Kriti Gupta; Essayist - Emily Thompson
   b. Board of Education Student Representatives Graduating - Lauren Mellitt, Akary Win. New Student Representatives for 2025-2026: Arshi Roy and Samrath Singh
6. Approval of Minutes - May 8, 2025
7. Public Communications
   a. Communications from Student Board Representatives
   b. Communications from Board of Education
   c. Communications from Administration
   d. Communications from Public - Agenda Items Only
8. Committee Reports
   a. Finance Committee Meeting - May 19, 2025
      1. YMCA Before & After Care Program Five Year Agreement
9. Old Business
   a. Town Government Communications
   b. Policy 5113 - Attendance, Excused Absences and Truancy - REVISED - Second Reading
   c. Policy 5114 - Student Discipline - REVISED - Second Reading
   d. Policy 5145.3 - Sexual Harassment of Students - REVISED - Second Reading
   e. Policy 9321 - Time, Place, Notifications of Meetings - REVISED - Second Reading
10. New Business
    a. Adoption of 2026 Board of Education Meeting Dates
    b. Appointment of HES/DES Assistant Principal
    c. Appointment of SHS Athletic Director
    d. Unaffiliated Compensation
    e. Approval of the 2025-2026 School Year Budget
    f. Appointment of Representative on the Town Cable Advisory Council

11. Public Communications
    a. Public
12. Adjournment

#1: Valedictorian - Kai Onnen

Kai Onnen is an exceptionally intelligent young man with outstanding analytical, computer programming, and problem-solving skills. His maturity and passion for learning are unmatched. As an intellectually curious student, he consistently displays an unwavering enthusiasm for learning and applying new concepts. This has led to his success in a rigorous and diverse academic program at Southington High School, which has a strong focus on STEM subjects. Kai possesses an impressive ability to quickly identify problems, evaluate various solutions, and find the optimal outcome. Furthermore, he is not afraid to think outside the box. His advanced computer and programming skills have distinguished him as a leader in class projects and independent learning opportunities. Additionally, he has volunteered to teach and tutor students in other classes. Kai's active involvement as a student includes leading Southington High School's Japanese Club and the American Computer Science League Team. He transformed the latter from a struggling team into a highly competitive and successful program. A true scholar, Kai's academic performance, desire to succeed, strong leadership abilities, and impeccable personal integrity demonstrate that he is well-prepared for his future endeavors. Kai will be attending the University of Connecticut, Storrs Campus. We wish him a successful and bright future.

#2: Salutatorian - Kriti Grupta

Kriti Gupta is a dedicated and high-achieving student who consistently shows a strong commitment and passion for her academics. She has excelled in all her advanced coursework at Southington High School and has made positive contributions to her SHS community. As Co-President of the French Club, Kriti has played a pivotal role in fostering a love for the French language and culture among her peers. Additionally, as a member of both the Key Club and the National Honor Society, she has dedicated countless hours to her local community by participating in various town events. Kriti’s ability to balance rigorous coursework with meaningful extracurricular involvement highlights her drive, integrity, and passion for making a positive impact within her school community. What truly stands out about Kriti is her willingness to challenge herself and strive for new heights. She is looking forward to attending the University of Connecticut in the fall, where she plans to major in biological sciences. Kriti aspires to continue her post-graduate studies in psychiatry.

#3: Essayist - Emily Thompson

Emily Thompson is a dedicated young woman committed to her academics and community. She embodies discipline, passion, and perseverance. Emily has successfully balanced the general curriculum of Southington High School with the pre-engineering Project Lead the Way (PLTW) program, which consists of a four-year, five-course sequential program at an accelerated level. In addition to her studies, Emily is actively involved in various extracurricular activities. She serves as Lieutenant Governor of the Key Club and is the Vice President of the French Club. She has participated in the jazz band for the past four years and is the alto saxophone leader in the marching band. Furthermore, Emily has been involved in karate for the last ten years. Emily has dedicated the past eight years to volunteering at the Meriden Humane Society and has served as an Apple Harvest Ambassador for several years. She is set to graduate as the Essayist for the Class of 2024-25, and her aspirations after graduation include becoming an aerospace engineer. Emily will be attending Rensselaer Polytechnic Institute (RPI) in the fall.

The minutes presented within the document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items, please view the video of the Board meeting on our website at https://www.southingtonschools.org. These minutes are considered a draft until approved at the following regular Board of Education Meeting.

SOUTHINGTON BOARD OF EDUCATION, SOUTHINGTON, CT
Regular Meeting
Committee of the Whole – Operations
May 8, 2025, at 6:30 p.m.
John Weichsel Municipal Center Public Assembly Room
200 North Main Street Southington, CT 06489

1. **CALL TO ORDER**
   Mrs. Clark, Board Chairperson, called the meeting to order at 6:33 p.m.
   Board Members Present: Mr. Robert Brown, Mrs. Colleen Clark, Mr. David Derynoski, Mr. Zaya Oshana, Mr. Cecil Whitehead Mr. Jasper Williams.
   Board Members Absent: Mr. Joseph Baczewski, Mrs. Terri Carmody, Mr. Sean Carson

2. **Executive Session**
   MOTION made by Mr. Derynoski and seconded by Mr. Oshana, "Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Student Matters and Unaffiliated Compensation; upon conclusion reconvene to public session." Motion carried 6-0.
   Mr. Madancy and Mr. Pepe were invited to join the meeting.
   Mr. Carson arrived at 6:44 p.m.
   Mr. Madancy and Mr. Pepe left the meeting at 7:00 p.m.
   Executive Session ended at 7:04 p.m.
   a. Student Matters
   b. Unaffiliated Compensation

3. **Reconvene Meeting - Regular Session**
   Mrs. Clark called the regular meeting to order at 7:06 p.m.
   Board Members Present: Mr. Robert Brown, Mr. Sean Carson, Mrs. Colleen Clark, Mr. David Derynoski, Mr. Zaya Oshana, Mr. Cecil Whitehead, Mr. Jasper Williams
   Board Members Absent: Mr. Joseph Baczewski, Mrs. Terri Carmody
   Cabinet Members Present: Mr. Madancy, Superintendent; Mr. Frank Pepe, Assistant Superintendent; Mrs. Jennifer Mellitt, Director of Business & Finance
   Student Board Representatives Present: Mr. Ethan Hoffman, Ms. Lauren Mellitt

4. **Pledge of Allegiance - Moment of Silence**
   William Forgione passed away on April 16, 2025. He was hired as a teacher at South End Elementary School in 1959 and retired in 1990.

Judith Iovanna passed away on April 30, 2025. She was an instrumental music teacher, who retired from South End Elementary School.

5. **Celebration of Excellence - CyberKnights Presentation**
   Mr. Madancy introduced members of the CyberKnights, Team 195. He stated he really admires this organization as the parents, advisors and volunteers put a lot of effort into giving the students a great experience.

   Three members of Team 195 delivered their Impact Presentation. This presentation outlined all the outreach activities the team has done in the community throughout the past three years. This presentation is given at every competition. This year, Team 195 was awarded the New England District Impact Award out of about 200 teams. The Impact Award is the most prestigious award you can receive at a robotics competition. After the presentation, members of Team 195 displayed their robot and demonstrated the different tasks it can accomplish.

   As a representation of the CyberKnights, Team 195's continued success and as a thank you to the BOE and Town of Southington for their support, the team presented the Board with a plaque they had won at the Hartford District Event.

   Mrs. Clark, Mr. Brown, Mr. Oshana and Mr. Williams acknowledged how inspired, impressed and proud they are of Team 195. Mr. Derynoski mentioned how Team 195 received recognition at a conference held by Electric Boat; he congratulated them on all their hard work.
   Attachments: (1)

   Mrs. Clark called for a recess at 7:24 p.m.
   Meeting reconvened at 7:32 p.m.

   MOTION made by Mr. Oshana and seconded by Mr. Williams, "Motion to move item 11.a. to item 7.e." Motion carried 7-0.

6. **Approval of Minutes - April 10, 2025**
   MOTION made by Mr. Derynoski and seconded by Mr. Brown, "Move to approve the Regular BOE Meeting Minutes of April 10, 2025." Motion carried 7-0.
   Attachments: (1)

7. **Public Communications**
   a. Communications from Student Board Representatives
      Mr. Hoffman gave the School Report:
      - This week High School students began AP testing.

- Senior Prom will be held on May 17, 2025.
- The Inaugural SHS Fashion Show, hosted by the Fashion Magazine Club, will take place on May 30, 2025, at 6:00 p.m.
- Last week, the National Honor Society and the World Language Honor Society celebrated the induction of new members.
- Congratulations to all the students who were recognized for their achievements on May 7, 2025, at the Academic Awards Ceremony which took place at the High School.

Ms. Mellitt gave the District Report:

- On May 3, 2025, fifth graders, Aiden Ouellette and Tessa Rosin were invited to the CT State Finals held at the University of Connecticut for their invention convention projects. Aiden's project, 'Solar Shield' won a Certificate of Achievement from Eversource. Tessa's project, "Now I See It' will advance to the Invention Convention US Nationals in Michigan in 2026.
- Next week at DePaolo, the ABC STEPS is sponsoring a staff versus student kickball game to support the assets of Caring School Climate. In order to motivate DePaolo students to do their best on Smarter Balanced testing, a variety of activities are being held.
- Students at DePaolo would like to express their gratitude and appreciation to all staff in recognition of Teacher and Staff Appreciation Week.
- Band, chorus, and orchestra students at DePaolo are finalizing preparations for their spring concerts which start next week.
- Animal Helpers at DePaolo are hatching chicks that will be added to the school chicken coop next door to DePaolo.
- JFK is thankful for the generosity of so many families and local businesses who helped celebrate our staff during Teacher and Staff Appreciation Week.
- Library Leaders, led by Library Specialist Mr. Carvalho, recently went for a visit and training at the new Southington Public Library. Mr. Carvahlo also presented at the Connecticut Library Association's annual conference about the success of our Library Leaders program. He presented with two members of the Southington Public Library's staff. The presentation talked about the work the Library Leaders do and their joint programming efforts with the Southington Town Library.
- Rob the Drummer was a big hit for our 6th and 7th graders. His motivational message encouraged students to believe in themselves and put their best foot forward.

- On May 3, 2025, Anhadveer Singh was recognized for his award winning MLK essay at a breakfast reception hosted by United States Representative Jahana Hayes.

Mr. Hoffman gave the Sports Report:

- The following teams have all qualified for the CCC Conference and State Tournament Championship competitions:
  - Baseball Team
  - Softball Team
  - Girls and Boys Lacrosse Team
  - Girls and Boys Track and Field Team
  - Boys Tennis Team
- The Girls Tennis Team and Boys Volleyball Team are still in contention for post-season championship qualifications.
- On Tuesday, May 20, 2025, the SHS Baseball Team will play at Dunkin Donuts Park in Hartford against Plainville at 3:30 p.m. This game will be the regular season finale heading into the post-season playoffs.
- Congratulations to Lily Cooper and Kevin O'Neill on being recognized as CIAC Scholar Athletes this past week.

Ms. Mellit acknowledged the swift and responsible actions of staff and students during May 9, 2025, evacuation at SHS. Everyone responded quickly and calmly; students are especially grateful to their staff for prioritizing student safety and managing the situation with professionalism.

b. Communications from Board of Education

Mrs. Clark congratulated Mr. Hoffman on receiving two awards at the Academic Awards Ceremony.

c. Communications from Administration

Mr. Madancy thanked the Southington Robotics and Technology Education Association for their $5,000 gift toward the initiative in providing VES123 robots to our elementary schools.

The Town Council Budget Adoption will take place on May 12, 2025.
The Board of Finance meeting will take place on May 14, 2025.

Thank you to the staff for all the donations for Operation Stay Warm. Thank you to Mrs. Salerno for overseeing the entire operation.

The results were received for the ASTE Program Compliance Review. Southington received favorable remarks with one requirement needing to be

met. The requirement is that one classroom in the building that is used for science classes no longer should be; all classrooms in the building should be reserved for specifically AG-SI students. Mr. Madancy is going to request an extension to be able to meet the compliance and accommodate all students.

Mr. Carson brought up the TikTok trend of Chromebook vandalism. He asked the Student Board Representatives what they thought the Board could do to help stop this from happening. Ms. Mellit responded that students should be educated on the cost to the district of the Chromebooks along with the district's cost when it comes to discipline for misbehavior.
Attachments: (1)

d. Communications from Public - Agenda Items Only
Traci Ianni, 46 Alpine Trail, Plantsville, CT 06479.
Ms. Ianni spoke about agenda item 11.b. District Facilities. She strongly supports renovating or rebuilding a school, but she strongly disagrees with closing an elementary school. She believes closing a school would be a huge loss to the community.

Seth Korn, 8 Yorktown Road, Southington, CT 06489.
Mr. Korn spoke about the new construction of Kelley School. He does not support delaying the project any further. He believes this project should go to referendum November 2025 and not May 2026.

Andrew Ianni, 46 Alpine Trail, Plantsville, CT 06479.
Mr. Ianni is alarmed about the possibility of closing Flanders School. There is a constant need in every school for more support; closing a school is not going to solve that issue. He urges the Board to consider keeping Flanders School open to provide support for students and the faculty of Southington Public Schools.

e. Approval of Out of State / Overnight Field Trips
1. SHS - Knights Around the World (Grades 9-12) - England and Scotland:
MOTION made by Mr. Oshana and seconded by Mr. Derynoski, "Move that the Board of Education approve the field trip request as presented by the administration." Motion carried 7-0.
Karen Cavanaugh thanked the Board for approving field trips abroad to take place. She highlighted the opportunity these trips provide to students who would not get to experience other countries and cultures otherwise. She also commented on how the trips relate to the school curriculum.
Attachments: (1)

8. **Committee Reports**
    a. Policy and Personnel Committee Meeting - April 22, 2025

    Mr. Pepe presented the Minutes for the Policy and Personnel Committee Meeting:

    - Mrs. Passamano presented revised job descriptions for office administrative assistants. The revisions represent current expectations based on the evolution of each role.
    - Mrs. Passamano proposed providing committee members with a copy of a new employee handbook and related policies.
    - Mr. Pepe reviewed proposed revisions to Policy 5113 - Attendance, Excused Absences, and Truancy. Many of the proposed changes bring the district in compliance with legislative mandates and with AI work completed last session.
    - Policy 5145.3 was presented per legislative mandate. The district abandoned the 2024 Title IX Regulations and defaults back to the 2020 regulations.
    - Policy 9321 suggested changes more accurately represent the Board's current practice.

    Mr. Brown asked Mr. Pepe to clarify changes in the discipline and attendance policies.

    - The attendance policy changed to bring the vocabulary used in-house to align with state recording to ensure the district is accurately reporting and recording chronic absenteeism.
    - Cannabis has been added to the discipline policy as defined by CT general statute.
    - There are two mandatory expulsions in the state of CT. One is the Guns Free Act, and the other law indicated you can bring up to a kilogram of cannabis onto school grounds; the Board has the right to apply a stricter rule.

    Attachments: (1)

9. **Superintendent's Report**
    a. Personnel Report

    MOTION made by Mr. Williams and seconded by Mr. Derynoski, "Approve the Personnel Report as presented." Motion carried 7-0.
    Attachments: (1)

10. **Old Business**
    a. Town Government Communications

    No comment made.

11. New Business

a. Districtwide Facilities

1. Elementary School Construction:
   Mrs. Clark indicated everyone agreed at the workshop that Kelley School needs new construction and South End needs a build-out. The consensus for a timeline would be to hold the referendum in May of 2026.

   Mr. Madancy clarified, when the Board approves a scenario, that scenario will be what he will bring to the Town Council. The Board will direct Mr. Madancy to bring the recommendation of the project to the Town Council for May 2026. The purpose is to redistrict the elementary schools but also keep all the schools comparable in size; this is why a new Kelley and a build-out of South End need to happen at the same time.

   The Board voted on Phase One in order to move forward with a referendum date in May 2026 knowing things can still change and further discussion will continue to happen for Phase Two.

   MOTION made by Mr. Brown and seconded by Mr. Williams, "The BOE recommends to the Town Council that we proceed with a construction of a new Kelley School and also the build-out of South End School."
   Roll Call Vote:
   - **Mr. Derynoski - YES**
   - **Mr. Brown - YES**
   - **Mr. Oshana - YES**
   - **Mr. Williams - YES**
   - **Mr. Carson - YES**
   - **Mr. Whitehead - YES**
   - **Mrs. Clark - YES**

   Motion carried 7-0.
   Attachments: (1)

2. Hatton Elementary, Strong Elementary, and Thalberg Elementary Roofs:
   Mr. Madancy expressed concerned about competing projects. The roofs for these schools have been on the Capital Plan since 2019. Mr. Madancy's recommendation to the Board is that if the Elementary School Construction will be on the May 2026 referendum, the Roofs for the three schools should be on the November 2025 referendum so the projects do not compete against each other.

MOTION made by Mr. Williams and seconded by Mr. Carson, "Move to approve the recommendation of the roof replacement at Hatton Elementary, Strong Elementary, and Thalberg Elementary." Motion Carried 7-0.
Attachments: (1)

b. Policy 5113 - Attendance, Excused Absences and Truancy - REVISED - First Reading
Attachments: (1)

c. Policy 5114 - Student Discipline - REVISED - First Reading
Attachments: (1)

d. Policy 5145.3 - Sexual Harassment of Students - REVISED - First Reading
Attachments: (1)

e. Policy 9321 - Time, Place, Notifications of Meetings - REVISED - First Reading
Attachments: (1)

f. Approval of Job Descriptions
MOTION made by Mr. Oshana and seconded by Mr. Derynoski, "Move that the Board of Education approve the job descriptions as presented." Motion carried 7-0.

1. Administrative Assistant - Elementary/Middle School Main Office – REVISED
Attachments: (1)

2. Administrative Assistant/Bookkeeper - High School – REVISED
Attachments: (1)

3. Administrative Assistant - High School Agriculture Science and Technology – REVISED
Attachments: (1)

4. Administrative Assistant - High School Assistant Principal's Office – REVISED
Attachments: (1)

5. Administrative Assistant - High School Attendance Office – REVISED
Attachments: (1)

6. Administrative Assistant - High School Nurses Office – REVISED
   Attachments: (1)

7. Administrative Assistant - High School Principal's Office – REVISED
   Attachments: (1)

8. Administrative Assistant - High School Purchasing Department – REVISED
   Attachments: (1)

9. Administrative Assistant - High School Special Education – REVISED
   Attachments: (1)

10. Administrative Assistant - School Counseling Middle School/High School -REVISED
    Attachments: (1)

12. Public Communications

a. Public

Paul Chaplinsky, 63 Macintosh Way, Southington, CT 06489
Mr. Chaplinsky asked the Board to reconsider their action to move forward with the build-out and specify a date when they would like to see it in a referendum for the Town Council to be able to put it on an agenda and take action.

Seth Korn, 8 Yorktown Road, Southington, CT 06489
Mr. Korn expressed his happiness about the rebuilding of Kelley School and the build-out of South End but also expressed his concern about moving to a May referendum. He suggests the BOE should make the decision for the elementary school construction to be put on the referendum for November 2025.

13. Adjournment

MOTION made by Mr. Derynoski and seconded by Mr. Williams, "Move to Adjourn." Motion carried 7-0.
Meeting adjourned at 8:32 p.m.

Respectfully submitted,

Recording Secretary

Board of Education

Administrative Report

May 22, 2025

1. Business Advisory Luncheon
2. Military Luncheon
3. KES visit by officials
4. Southington is the State winner in the Outstanding Secondary Agriscience program for Connecticut

Steven G. Madancy
Superintendent of Schools

Frank M. Pepe
Assistant Superintendent of Schools

Jennifer S. Mellitt
Director of Business & Finance

Peter J. Romano, Jr.
Director of Operations

Rebecca J. Cavallaro, EdD
Director of Pupil Services

Michelle Passamano
Human Resource Manager

Kyle R. Fickel
Accounting Manager

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SOUTHINGTON Public Schools

FINANCE COMMITTEE MEETING
Conference Room #2 Municipal Center
Monday, May 19, 2025, 7:15 p.m.

Board Members Present: Sean Carson, Chair and David Derynoski

Present from Administration: Jennifer Mellitt, Director of Business & Finance

The Finance Committee meeting was called to order at 7:18 p.m.

1. Tennis Court Project Update:
Mrs. Mellitt shared an update on the award of design plan and project cost development work on the proposed tennis court replacement project to Field Turf in the amount of $29,500. When completed, the district will have project costs to replace the tennis courts, replace the bleachers, replace main turf field, along with other suggested projects to improve the functioning of the athletic areas at the high school.

A discussion was held about the current rendering of the site plan which includes new parking areas in the rear of the high school. No action or approval is needed at this time; the item was provided as informational for the committee. When the work is completed, the proposed pricing will be brought back to the committee to award the work by project using the capital funds already approved by the Board of Finance and the Town Council.

2. YMCA Before and After Care Program Five Year Agreement:
Mrs. Mellitt reminded the committee that the 2025-26 YMCA rates were approved at the April 10th BOE meeting. However, the YMCA and the district have a five-year lease agreement which documents the use of the space at the schools which expires in June. The committee reviewed a sample agreement which has not changed since the last approval. The committee agreed to bring the renewal of the five-year agreements to the full board for approval.

3. Virtual Net Meter Credit East Street Solar Array:
Mrs. Mellitt shared information about the virtual net metering credit purchase agreement on a solar project located at 1012 East Street which was approved by the Town Council in November 2022. The district was notified by Eversource that provisional credits will be applied to five school accounts. The district will realize net savings on electricity of $20,366.

Mrs. Mellitt shared that in July 2023 the district received net savings from this

program of $14,179; however, no provisional credits were provided by Eversource in July 2024.

4. Food Service Financial FY 2024-25:

Mrs. Mellitt shared the meal counts through the end of April. As expected, the breakfast meal counts are still behind the prior year volume, particularly the breakfast counts. However, the meal counts are still ahead of the pre-COVID volume.

The district continues to make attempts to collect the student negative meal debt from families through text messaging, emails and phone calls. The current negative debt is $19,010.

5. BOE Financial Update FY 2024-25:

The district was notified by the state that our final Special Excess Cost reimbursement rate is 73.25%. This reflects the state's approval of the additional $40 million for excess cost reimbursements. The district will benefit from the additional funds in the amount of $606,404 of reimbursement revenue for special education expenditures made during the 2024-25 fiscal year.

The district continues to monitor spending.

6. Transportation Update for 2025-26:

Given the budget constraints for the 2025-26 school year, the district has been working to value engineer the proposed new contract with New Britain Transportation. Working in conjunction with NBT, the district will be removing the requirements for GPS tracking on the buses and will keep the current camera system in place. These two changes will result in savings of almost $100,000 annually.

The district is also reducing the length of the contract from five years to three with language allowing two (2) one-year renewals. Southington is partially located within an Environmental Justice Community Block which may require a transition to electric buses based on the current regulations. The shorter contract length will allow both parties to develop a plan to comply with the regulations in place at that time.

7. Miscellaneous:

Mrs. Mellitt shared two memos sent to the Town Manager for projects to be considered for one time funding. The Board of Finance voted to approve the requests at their May 14th meeting. The requests were for $320,732 in capital funding for one-time projects discussed during the budget process along with another $105,000 related to the replacement of the bell and intercom system at the high school and the evaluation of the removal of a fire pump at the high school.

Mrs. Mellitt thanked the Town Boards for their continued support.

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Jennifer Mellitt
Director of Business & Finance

SOUTHINGTON Public Schools

Jennifer S. Mellitt
Director of Business & Finance

MEMO

TO: Board of Education Finance Committee
DATE: May 19, 2025
RE: YMCA Before & After Care Program Five Year Agreement

The full board approved the 2025-26 rental rates for the YMCA for their seven locations listed below at our April meeting. However, the district has five-year lease agreements for each school with the Southington-Cheshire Community YMCAs, Inc., for the purpose of utilizing our schools for their School-Age Childcare Program. The renewal lease agreement for Derynoski is attached as reference.

The YMCA is currently providing childcare programs at:

Derynoski- AM & PM
Flanders – PM
Hatton – PM
Kelley – AM & PM
Oshana - PM
Strong - PM
Thalberg – PM

The administration is seeking approval to sign the new 5-year agreements with the Southington-Cheshire Community YMCAs, Inc. to allow them to operate the after school childcare at the above locations.

AGREEMENT FOR
YMCAs SCHOOL AGE CHILD CARE PROGRAM
AUGUST 2025 – JUNE 2030

DERYNOSKI ELEMENTARY SCHOOL – A.M. & P.M.

THIS AGREEMENT made by and between the SOUTHINGTON PUBLIC SCHOOL SYSTEM, hereinafter referred to as the "LESSOR", and THE SOUTHINGTON-CHESHIRE COMMUNITY YMCAs, INC., a corporation with a principal place of business in the Town of Southington, County of Hartford and State of Connecticut, hereinafter referred to as the "LESSEE":

WITNESSETH

WHEREAS, the purpose of the YMCAs School-age Child Care Program (SACC) is to provide childcare services to the residents of the Town of Southington, Connecticut; and

WHEREAS, the LESSOR wishes to cooperate with and encourage such programs developed by the YMCAs School-age Child Care Program.

NOW, therefore, for mutual consideration, it is hereby agreed as follows:

1. The Lessor hereby permits and grants to the YMCAs SACC Program the use of the cafeteria, exclusive of the kitchen area, gymnasium (secondary location) and the first floor music room (tertiary location) at the **Derynoski Elementary School** and makes available normal ingress and egress to that part of the building.

The children shall have adult supervision at all times in all areas of the building.

The Lessee shall have use of the following:

- two sets of restrooms on the first floor only, including two for boys and two for girls;
- storage area for program supplies (any bin to store supplies shall be furnished by the Lessee);
- storage area for refrigerator for children's snacks. Refrigerator for same to be supplied by Lessee;
- access to tables and chairs for cafeteria and music room use only, and not for use in the gymnasium;
- use of the school play area, exclusive of the area designated for the Margaret C. Griffin Development Center.

2. This agreement shall be for a period of five (5) years from the start of the school year in August 2025 through the completion of the school year in June 2030. This agreement shall allow for a date to be determined prior to August 31, each school year for parent orientation. It is the Lessee's obligation at all times to maintain the minimum requirements required by the State of Connecticut to maintain this program. The Lessor

reserves the right to terminate this Agreement if the Lessee, for a substantial period of time, falls under the minimum requirements and puts the Lessor at risk by falling under the minimum requirements.

This agreement shall remain in full force and effect for the five (5) year period unless the Board of Education concludes that, due to unforeseen circumstances, the agreement is not in the best interest of the education of the students of the Town of Southington.

The Lessee agrees to notify the Lessor, in writing, at the end of the fourth year of the Lease Term, whether they intend to renew the Lease for an additional five (5) year term or terminate the Lease at the conclusion of the initial five (5) year period.

3. **See Exhibit A for YMCA School-Age Childcare Program Rates.**

4. The program will follow the Southington Public School system calendar. The hours of operation are from 6:30 a.m. until the start of school at Derynoski Elementary School and then from the close of school until 6:00 p.m. In the event that a child is still on-site at 6:30 p.m., the YMCA will be responsible for transportation of the child to its facility for pick up arrangements. Whenever there is early dismissal for inclement weather, or a planned shortened day, that is the hour that the day care begins.

It is understood between the parties that the use of the cafeteria, gymnasium or first floor music room is only during the time period specified in this Agreement. Said times shall be modified when the Southington Public School System operates under a delayed opening. The program will begin at 8:00 am when there is a delayed opening due to inclement weather.

If Derynoski Elementary School is not open due to weather or an event beyond control of the Lessor, the child care program shall not be in operation.

5. The Lessee shall be responsible to furnish to the Lessor proof of insurance, including employee malfeasance, Workers' Compensation and liability insurance on or before August 1 each year of the agreement. Said liability insurance to have limits at least to the following:

$1,000,000	per occurrence
$2,000,000	aggregate
$5,000,000	umbrella

All insurance certificates shall name the Town of Southington as well as the Board of Education as additional insureds with the following language:

"But only as responsible to loss or damage arising out of negligence, acts or omissions of the Southington YMCA in connection with use of said premises."

Said proof of insurance is to be approved by the Director of Business and Finance for the Board of Education.

6. The Lessee shall be responsible to furnish the Lessor a copy of the approval by the State of Connecticut and any local department approvals on or before August 1 each year of the agreement. Said approvals shall be submitted to the Director of Business and Finance for the Board of Education.

The Lessee is solely responsible for any and all costs associated with the licensing procedures, both state and local, for obtaining any and all permits to operate a before and after school child care program.

All renovations are to be authorized by the Board of Education.

7. The Lessee will be responsible for any snow removal costs associated with snow plowing that may be necessary on early dismissal or delayed opening school days.

8. If the Lessee leaves the premises in a condition whereby additional clean-up is necessary, the Lessee shall be responsible for any additional custodial costs pursuant to clean up and will be billed directly.

9. The Lessee shall be responsible for ordering the telephone line with direct billing to the YMCA and all associated costs being paid by the Lessee.

10. If any one of these clauses does not apply, it will not negate the other clauses.

11. No change or modification of this Agreement shall be valid unless the same is in writing and signed by Lessee and Lessor.

12. It in the event that any dispute shall arise between the parties to this Agreement, it is hereby agreed that such dispute shall be referred to the local Arbitration Association and that its decision shall be final and binding upon the parties.

Witness:

SOUTHINGTON BOARD OF EDUCATION

_____

_____

By_____
Steven G. Madancy, Superintendent
Southington Public Schools

Date:_____

Witness:

THE SOUTHINGTON-CHESHIRE COMMUNITY YMCAs, INC.

_____

_____

By_____
Mark Pooler, Executive Director
Duly authorized

Date:_____

Exhibit A

For the period of August 2025 through June 2026, the YMCA will reimburse the Board of Education for custodial costs in the amount of $521.00 for A.M. services and $1,563.00 for the P.M. services monthly. Said costs will be adjusted based upon contract negotiations with the AFSCME union. The YMCA will also reimburse the Board of Education $269.00 for A.M. and $397.00 for P.M. services for electricity, supplies and wear and tear on the building. Reimbursed payments will be made in ten monthly installments of $790.00 for the A.M. program and $1,960.00 for the P.M. program to the:

Southington Board of Education
c/o Jennifer Mellitt, Director of Business and Finance
200 North Main Street
Southington, CT 06489

This agreement provides for the reimbursement rates to be adjusted annually.

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ **Board Meeting Date** **May 22, 2025**

Decision Requested **X** **Agenda Code** **9 b.**

AGENDA REPORTING FORM

Agenda Topic: Policy 5113 – Attendance, Excused Absences and Truancy - Revised – Second Reading.

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 5113 – Attendance, Excused Absences and Truancy.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education approve Policy 5113 as presented by the Policy & Personnel Committee.

Titles of Attachments:

1. DRAFT Policy 5113

Signature of Staff Member Submitting Report

Signature of Superintendent of Schools

Policy 5113

Attendance, Excused Absences and Truancy - Revised Policy

Draft

Series 5000: Students

Attendance, Excused Absences and Truancy

Regular attendance is essential for an effective school experience and necessary for annual promotion. The responsibility for regular attendance rests with the parents or guardians of the student. The Southington Public Schools shall make every effort to keep the appropriate person informed in this most critical area.

Students in the Southington Public Schools, by Connecticut State Statute, are required to attend school regularly during the hours and days the public school is in session. It is the intent and purpose of the Board of Education to develop and foster the maximum potential in each and every student.

A student is considered to be "in attendance" if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent. A student not meeting the definition of "in attendance" shall be considered absent.

It is our belief that successful performance in school is closely related to regular attendance. When a student is absent, he/she misses the important interaction that occurs in the classroom. For that reason, the Southington Public Schools establishes the following procedures and regulations which are aimed at the prevention and evaluation of absences for unexcused reasons.

When possible, authorized parents/guardians requesting dismissal before the normal end of the school day shall make a written request to do so. The parent, guardian or designee identified in such a request must come into the school office and provide appropriate identification in order to pick up the student and sign the student out.

Early dismissal should be requested only in emergency or unusual situations.

SPS uses three absence codes based on the following criteria:

AV= Absence verified by a parent/guardian= a parent/guardian calls a student out. Per CT state law, a parent/guardian can call a child out up to nine times a school year.
AE= Absence Excused= the school receives a doctor's note for the absence or another legally acceptable reason.
UNV= Unverified Absence= no one calls the student out and a robo call was sent from the school, but this is unverified until a parent/guardian contacts the school.

Series 5000: Students

Attendance, Excused Absences and Truancy (cont'd)

A student's absence from school shall be considered "absence excused" if verification of the reason for such absence has been submitted within ten (10) school days of the student's return to school and meets the following criteria:

A. For absences one through nine, a student's absences from school are considered "excused" when the student's parent/guardian approves such absence and provides appropriate verification to school officials.

Such verification may include a signed note from the student's parent/guardian, verification from a school official that spoke with the parent/guardian regarding the absence, voicemail from a parent/guardian, or a note confirming the absence by a licensed medical professional, as appropriate. Verification must explain the nature of and the reason for the absence as well as the length of the absence. Separate verification must be provided for each incidence of absenteeism.

~~Some absences, such as those resulting from medical treatment or the observance of religious holidays are known ahead of time. In order to promote the most effective education in light of these absences, parents and/or guardians shall inform a school official in advance of the known absence.~~

B. For the tenth absence and all absences thereafter, a student's absences from school are considered excused for the following reasons:

1. Student illness (must be verified by a licensed medical professional to be deemed excused, regardless of the length of the absence);

2. Student's observance of a religious holiday;

3. Death in the student's family or other emergency beyond the control of the student's family;

4. Mandated court appearances (documentation required);

5. The lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation required and does not apply to exclusion from transportation for disciplinary reasons);

6. Extraordinary educational opportunities pre-approved by District administration and to be in accordance with Connecticut State Department of Education guidance.

When a student is out of school or class because of an excused absence, appropriate provisions will be made by school personnel regarding make up of missed assignments, homework, tests, and other class activities missed.

Series 5000: Students

Attendance, Excused Absences and Truancy (cont'd)

Excused Absences for Children of Service Members

An enrolled student, age five to eighteen, inclusive, whose parent or legal guardian is an active duty member of the armed forces, as defined in section 27-103, and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting, shall be granted ten days of excused absences in any school year and, at the discretion of the Board of Education, additional excused absences to visit such child's parent or legal guardian with respect to such leave or deployment of the parent or legal guardian. In the case of such excused absences, such child and parent or legal guardian shall be responsible to obtaining assignments from the student's teacher prior to any period of excused absence, and for ensuring that such assignments are completed by such child prior to his or her return to school from such period of excused absence.

~~Unexcused~~ Unverified Absences

It is the philosophy of the Board of Education to stress prevention and inquiry leading to remediation of absences. The schools will make all reasonable efforts to keep parents and students informed as to attendance problems and will make all reasonable efforts to help students improve their attendance when such improvement is warranted. Only when all local resources are exhausted is referral to legal authorities recommended.

A student's absence from school shall be considered ~~unexcused~~ unverified unless

1. The absence meets the definition of an ~~excused~~ absence verified and meets the documentation requirements; or

2. The absence meets the definition of a disciplinary absence, which is the result of school or District disciplinary action and are excluded from these State Board of Education approved definitions.

An ~~unexcused~~ unverified absence occurs when a student is out of school for reasons other than those approved as ~~excused~~ verified absences. When a student is absent for an ~~unexcused~~ unverified reason, the amount and kind of assistance provided shall be at the discretion of the student's teacher(s) after consultation with the building administrator.

Chronic Absenteeism

As used in this section, the applicable definitions are as follows: 1. **Chronically absent child:** an enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.
2. **Absence:** An excused absence, ~~unexcused~~ unverified absence or disciplinary absence, as

Series 5000: Students

Attendance, Excused Absences and Truancy (cont'd)

those terms are defined by the State Board of Education or an in-school suspension that is greater than or equal to one-half of a school day.

3. **District chronic absenteeism rate:** The total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the board of education for such school year.
4. **School chronic absenteeism rate:** The total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A team for the District must be established when the District chronic absenteeism rate is 10 percent or higher.
2. A team for the school must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a district chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, guidance counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each attendance review team shall meet at least monthly.

The District shall annually include information for the strategic school profile report for each school and the District that it submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

Truancy

The Board of Education must provide each child with a continuing education which will prepare the student to assume adult roles and responsibilities. Therefore, regular attendance and punctuality are expected from all children enrolled in our schools. By state statute, responsibility for assuring that students attend school rests with the parent/guardian. Every effort must be made to keep absences and tardiness to a minimum.

Series 5000: Students

Attendance, Excused Absences and Truancy (cont'd)

To assist parent/guardian and others in meeting this responsibility, the Board of Education has developed the following procedures:

1. Annually notify parent(s) or other person(s) having control of each child enrolled, inclusive in writing of the obligations of the parent/guardian pursuant to student attendance (C.G.S. 10-184).

2. Obtain from each parent or other persons having control of an enrolled child a telephone number or other means of contacting such parent or other person during the school day.

3. Establish a system for monitoring student's individual attendance.

4. Make a reasonable effort to notify the parent(s)/guardian whenever a child fails to report to school on a regularly scheduled school day and no verification has been received by school officials that the child's parent /guardian is aware of the student's absence.

5. Identify a student as "truant" when the student has four (4) ~~unexcused~~ unverified absences in any one month or ten (10) ~~unexcused~~ unverified absences in any school year.

6. Hold a meeting with appropriate staff and the parent or other person having control of the child identified as a "truant" or chronically absent within ten (10) days of such designation to review the reasons for the truant behavior and to evaluate the situation.

7. Identify a student as a "habitual truant" when the student has twenty (20) unexcused absences in any school year.

   A. Referral will be made to the Planning Placement Team to determine whether or not an educational evaluation is appropriate, prior to a written complaint to Superior Court.

   B. ~~File a written complaint, by the Superintendent, with the Superior Court not later than fifteen calendar days after the failure of a parent/guardian to attend the meeting (item #6) or upon the failure to cooperate with the school attempting to solve the truancy problem, alleging that the acts or omissions of any child identified as an "truant" are such that the student's family is a "family with service needs" if the parent or other person having control of the child identified as "truant" fails.~~

   ~~a. to attend the required meeting to evaluate why the child's truant; or,~~
   ~~b. to cooperate with the school in trying to solve the truancy problem.~~

B. Referral to the district's Attendance Support & Engagement Team (formerly Truancy Committee)

Series 5000: Students

Attendance, Excused Absences and Truancy (cont'd)

8. Provide for the coordination of services and refer enrolled students who are truants or habitual truants to community agencies providing child and family services.

9. ~~If in existence, refer the child to the children's probate court truancy clinic.~~

A student who is identified as a "truant" may be subject to the following consequences:

A. Promotion to the next grade may be contingent upon the student successfully completing a summer school program.

B. The student may be retained in the same grade in order to acquire the skills necessary for promotion to the next grade level.

Limits of Liability

School personnel who in good faith give or fail to give notice pursuant to subdivision (4) above, shall be immune from any liability, civil or criminal, which might otherwise be incurred or imposed and shall have immunity with respect to any judicial proceeding which results from such notice or failure to give notice.

The Board recognizes the need for students to be in school for the full instructional day. It is encouraged that early dismissal should be requested only in emergency or unusual situations.

Students who become ill during the school day may be excused by the school nurse and transportation home must be provided by the parent or his/her designee.

Legal Reference:
Connecticut General Statutes

10-220(c) Duties of boards of education (as amended by PA 15-225) 10-184 Duties of parents (as amended by PA 98-243 and PA 00-157) 10-185 Penalty
10-199 through 10-202 Attendance, truancy - in general
10-198a Policies and procedures concerning truants (as amended by PA 11- 136)
10-220(c) Duties of boards of education (as amended by PA 15-225) 45a-8c Truancy clinic. Administration. Policies and procedures. Report. (as amended by PA 15-225)
PA 15-225 An Act Concerning Chronic Absenteeism

Action taken by State Board of Education on January 2, 2008, to define "attendance."

Action taken by State Board of Education on June 27, 2012, to define "excused" and "unexcused" absences.

Series 5000: Students

Attendance, Excused Absences and Truancy (cont'd)

Policy Adopted: February 1989
Policy Revised: August 2002
Policy Revised: June 23, 2016
Policy Revised: September 8, 2016
Policy Revised: May 2025

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ **Board Meeting Date** **May 22, 2025**

Decision Requested **X** **Agenda Code** **9 c.**

AGENDA REPORTING FORM

Agenda Topic: Policy 5114 – Student Discipline - Revised – Second Reading.

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 5114 – Student Discipline.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education approve Policy 5114 as presented by the Policy & Personnel Committee.

Titles of Attachments:

1. DRAFT Policy 5114

Signature of Staff Member Submitting Report

Signature of Superintendent of Schools

Policy 5114
Student Discipline – Revised Policy
Draft

Series 5000

STUDENT DISCIPLINE

It is the policy of the Southington Board of Education (the "Board") to create a school environment that promotes respect of self, others, and property within the Southington Public Schools (the "District"). Compliance with this policy will enhance the Board and the District's ability to maintain discipline and reduce interference with the educational process that can result from student misconduct. Pursuant to this policy, the District shall promote the utilization of consistent discipline practices, both within and across schools in the District, while also promoting the consideration of individual circumstances arising in each student disciplinary matter. Where appropriate, the District implements strategies that teach, encourage and reinforce positive student behavior that do not require engagement with the discipline system.

I. Definitions

1. **Cannabis** means marijuana, as defined by Conn. Gen. Stat. § 21a-240.

2. **Dangerous Instrument** means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is
3. capable of causing death or serious physical injury, and includes a "vehicle" or a dog that has been commanded to attack.
4. **Deadly Weapon** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon or metal knuckles. A weapon such as a pellet gun and/or air soft pistol may constitute a deadly weapon if such weapon is designed for violence and is capable of inflicting death or serious bodily harm. In making such determination, the following factors should be considered: design of weapon; how weapon is typically used (e.g. hunting); type of projectile; force and velocity of discharge; method of discharge (i.e. spring v. CO2 cartridge) and potential for serious bodily harm or death.
5. **Electronic Defense Weapon** means a weapon which by electronic impulse or current is capable of immobilizing a person temporarily, but is not capable of inflicting death or serious physical injury, including a stun gun or other conductive energy device.

6. **Emergency** means a situation in which the continued presence of the student in school poses such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
7. **Exclusion** means any denial of public school privileges to a student for disciplinary purposes.
8. **Expulsion** means the exclusion of a student from school privileges for more than ten (10) consecutive school days and shall be deemed to include, but not be limited to, exclusion from the school to which such pupil was assigned at the time such disciplinary action was taken. The expulsion period may not extend beyond one (1) calendar year.
9. **Firearm**, as defined in 18 U.S.C § 921, means (a) any weapon (including a starter gun) that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, (b) the frame or receiver of any such weapon, (c) a firearm muffler or silencer, or (d) any destructive device. The term firearm does not include an antique firearm. As used in this definition, a "**destructive device**" includes any explosive,

incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or any other similar device; or any weapon (other than a shotgun or shotgun shell which the Attorney General finds is generally recognized as particularly suited for sporting purposes) that will, or may be readily converted to, expel a projectile by explosive or other propellant, and which has a barrel with a bore of more than ½" in diameter. The term "destructive device" also includes any combination of parts either designed or intended for use in converting any device into any destructive device and from which a destructive device may be readily assembled. A "destructive device" does not include: an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon.

10. **In-School Suspension** means an exclusion from regular classroom activity for no more than ten (10) consecutive school days, but not exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. No student shall be placed on in school suspension more than fifteen (15) times or a total of fifty (50) days in one (1) school year, whichever results in fewer days of exclusion.

11. **Generative Artificial Intelligence ("AI")** refers to a technology system, including but not limited to ChatGPT, capable of learning patterns and relationships from data, enabling it to create content, including but not limited to text, images, audio, or video, when prompted by a user.

12. **Protected Class Harassment** is a form of discrimination on the basis of any protected characteristic (or protected class) including race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, veteran status, status as a victim of domestic violence, or any other basis prohibited by state or federal law ("Protected Class"). Harassment constitutes unlawful discrimination when it creates a hostile environment, which occurs when the harassment is sufficiently severe, pervasive, or persistent so as to interfere with or limit a student's ability to participate in or benefit from the services, activities, or opportunities offered by a school. Harassment does not have to include intent to harm, be directed at a specific target, or involve repeated incidents. Harassment against any individual on the basis of that individual's association with someone in a Protected Class may be a form of Protected Class harassment.
13. **Martial Arts Weapon** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.
14. **Removal** is the exclusion of a student from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond ninety (90) minutes.
15. **School Days** shall mean days when school is in session for students.
16. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
17. **Seriously Disruptive of the Educational Process**, as applied to off-campus conduct, means any conduct that markedly interrupts or severely impedes the day to-day operation of a school.
18. **Suspension** means the exclusion of a student from school and/or transportation services for not more than ten (10) consecutive school days, provided such suspension shall not extend beyond the end of the school year in which such suspension is

imposed; and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below.

19. **Weapon** means any BB gun, any blackjack, any metal or brass knuckles, any police baton or nightstick, any dirk knife or switch knife, any knife having an automatic spring release device by which a blade is released from the handle, having a blade of over one and one-half inches in length, any stiletto, any knife the edged portion of the blade of which is four inches and over in length, any martial arts weapon or electronic defense weapon, or any other dangerous or deadly weapon or instrument, unless permitted by law under Section 29-38 of the Connecticut General Statutes.

Notwithstanding the foregoing definitions, the reassignment of a student from one regular education classroom program in the district to another regular education classroom program in the district shall not constitute a suspension or expulsion.

For purposes of this policy, references to "school", "school grounds" and "classroom" shall include physical educational environments, including on school transportation, as well as environments in which students are engaged in remote learning, which means instruction by means of one or more Internet-based software platforms as part of a remote learning model.

II. Scope of the Student Discipline Policy

1. **Conduct on School Grounds or at a School-Sponsored Activity:**
   A. Suspension. Students may be suspended for conduct on school grounds or at any school-sponsored activity that violates a publicized policy of the Board or is seriously disruptive of the educational process or endangers persons or property.
   B. Expulsion. Students may be expelled for conduct on school grounds or at any school-sponsored activity that either (1) violates a publicized policy of the Board and is seriously disruptive of the educational process, or (2) endangers persons or property.

2. **Conduct off School Grounds:**
   1. Discipline. Students may be disciplined, including suspension and/or expulsion, for conduct off school grounds if such conduct **violates a publicized policy of the Board and is seriously disruptive of the educational process**.

3. **Seriously Disruptive of the Educational Process:**
   1. In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and the Board of Education may consider, but such consideration shall not be limited to, the following factors: (1) **whether the incident occurred within close proximity of a school**; (2) **whether other students from the school were involved or whether there was any gang involvement**; (3) **whether the conduct involved violence, threats of violence, or the unlawful use of a weapon**, as defined in Section Conn. Gen. Stat. § 29-38, and **whether any injuries occurred**; and (4) **whether the conduct involved the use of alcohol**. The Administration and/or the Board of Education may also consider (5) **whether the off-campus conduct involved the illegal use of drugs**.
   2. A student shall not have greater discipline, punishment, or sanction for the use, sale, or possession of cannabis on school property than a student would

face for the use, sale, or possession of alcohol on school property, except as otherwise required by applicable law.

III. Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion

Conduct that is considered to violate a publicized policy of the Board of Education includes the offenses described below. Any such conduct may lead to disciplinary action (including, but not limited to, removal from class, suspension and/or expulsion in accordance with this policy):

1. Striking or assaulting a student, members of the school staff or other persons.
2. Theft.
3. The use of obscene or profane language or gestures, the possession and/or display of obscenity or pornographic images or the unauthorized or inappropriate possession and/or display of images, pictures or photographs depicting nudity.
4. Violation of smoking, dress, transportation regulations, or other regulations and/or policies governing student conduct.
5. Refusal to obey a member of the school staff, law enforcement authorities, or school volunteers, or disruptive classroom behavior.
6. Any act of Protected Class Harassment or reprisal or retaliation against any individual for reporting in good faith incidents of Protected Class Harassment, or who participate in the investigation of such reports. ~~of harassment based on an individual's sex, sexual orientation, race, color, religion, disability, national origin, ancestry, gender identity or expression or any other characteristic protected by law.~~
7. Refusal by a student to identify himself/herself to a staff member when asked, misidentification of oneself to such person(s), lying to school officials or otherwise engaging in dishonest behavior.
8. Inappropriate displays of public affection of a sexual nature and/or sexual activity on school grounds or at a school-sponsored activity.
9. A walk-out from or sit-in within a classroom or school building or school grounds.
10. Blackmailing, threatening or intimidating school staff or students (or acting in a manner that could be construed to constitute blackmail, a threat, or intimidation, regardless of whether intended as a joke). including the use of AI to engage in such conduct.
11. Possession of any weapon, weapon facsimile, deadly weapon, martial arts weapon, electronic defense weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, air pistol, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object or instrument. The possession and/or use of any object or device that has been converted or modified for use as a weapon.
12. Possession of any ammunition for any weapon described above in paragraph 11.
13. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
14. Possession or ignition of any fireworks, combustible or other explosive materials, or ignition of any material causing a fire. Possession of any materials designed to be used in the ignition of combustible materials, including matches and lighters.
15. Possession, sale, distribution, use, or consumption of tobacco, electronic nicotine

delivery systems (e.g. e-cigarettes), or vapor products, or the unlawful possession, sale, distribution, use or consumption of drugs, narcotics or alcoholic beverages (or any facsimile of tobacco, drugs, narcotics or alcoholic beverages, or any item represented to be tobacco, drugs or alcoholic beverages), including being under the influence of any such substances or aiding in the procurement of any such substances. For the purposes of this Paragraph 15, the term "electronic nicotine delivery system" shall mean an electronic device used in the delivery of nicotine or other substances to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, including, but not limited to, electronic cigarette liquid. For the purposes of Paragraph 15, the term "vapor product" shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine and is inhaled by the user of such product. For the purposes of this Paragraph 15, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law including cannabis.

16. Sale, distribution, or consumption of substances contained in household items; including, but not limited to glue, paint, accelerants/propellants for aerosol canisters, and/or items such as the aerators for whipped cream; if sold, distributed or consumed for the purpose of inducing a stimulant, depressant, hallucinogenic or mind-altering effect.
17. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (15) above. For purposes of this policy, drug paraphernalia includes any equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to items such as "bongs," pipes, "roach clips," vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possessing, distributing or selling controlled drugs or controlled substances. including cannabis.
18. The destruction of real, personal or school property, such as, cutting, defacing or otherwise damaging property in any way.
19. Accumulation of offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention.
20. Trespassing on school grounds while on out-of-school suspension or expulsion.
21. Making false bomb threats or other threats to the safety of students, staff members, and/or other persons.
22. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other staff members and/or law enforcement authorities.
23. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school staff.
24. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.
25. Leaving school grounds, school transportation or a school-sponsored activity

without authorization.

26. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution; or any other form of academic dishonesty, cheating or plagiarism including the unauthorized use of AI for the completion of class assignments; or any other form of academic dishonesty, cheating or plagiarism
27. Possession and/or use of a cellular telephone, radio, portable audio player, CD player, blackberry, personal data assistant, walkie talkie, Smartphone, mobile or handheld device, or similar electronic device, on school grounds or at a school-sponsored activity in violation of Board policy and/or administrative regulations regulating the use of such devices without permission.
28. Possession and/or use of a beeper or paging device on school grounds or at a school-sponsored activity without the written permission of the principal or his/her designee.
29. Unauthorized use of or tampering with any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for inappropriate purposes. including using AI in a manner that disrupts or undermines the effective operation of the school district or is otherwise seriously disruptive to the educational process.
30. Possession and/or use of a laser pointer, unless the student possesses the laser pointer temporarily for an educational purpose while under the direct supervision of a responsible adult.
31. Hazing.
32. Bullying, defined as an act that is direct or indirect and severe, persistent or pervasive, which:

    a. causes physical or emotional harm to an individual;

    b. places an individual in reasonable fear of physical or emotional harm; or

    c. infringes on the rights or opportunities of an individual at school; or
33. Bullying shall include, but need not be limited to, a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.~~is the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at another student attending school in the same district, or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, which:~~

    ~~a. causes physical or emotional harm to such student or damage to such student's property;~~
    ~~b. places such student in reasonable fear of harm to himself or herself, or~~

~~of damage to his or her property;~~

~~c. creates a hostile environment at school for such student; d.~~

~~infringes on the rights of such student at school; or~~

~~d. substantially disrupts the education process or the orderly operation of a school.~~

34. Cyberbullying, defined as any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.
35. Acting in any manner that creates a health and/or safety hazard for staff members, students, or the public, regardless of whether the conduct is intended as a joke.
36. Engaging in a plan to stage or create a violent situation for the purposes of recording it by electronic means; or recording by electronic means acts of violence for purposes of later publication. Reporting recordings to school officials may warrant exceptions from disciplinary action in certain circumstances.
37. The unauthorized publication or dissemination of a recording (photographic or audio) of another individual without permission of the individual or a school employee. Reporting recordings to school officials may warrant exceptions from disciplinary action in certain circumstances. ~~Engaging in a plan to stage sexual activity for the purposes of recording it by electronic means; or recording by electronic means sexual acts for purposes of later publication.~~
38. Using computer systems, including email, instant messaging, text messaging, blogging or the use of social networking websites, or other forms of electronic communications, to engage in any conduct prohibited by this policy.
39. Use of a privately owned electronic or technological device in violation of school rules, including the unauthorized recording (photographic or audio) of another individual without permission of the individual or a school staff member.
40. Engaging in teen dating violence, defined as any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship.
41. Any action prohibited by any Federal or State law.
42. Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.

IV. Discretionary and Mandatory Expulsions

A principal may consider recommendation of expulsion of a student in **grades three to twelve, inclusive**, in a case where he/she has reason to believe the student has engaged in conduct described at Sections II.A. or II.B., above.

A principal must recommend expulsion proceedings in all cases against any student in **grades kindergarten to twelve, inclusive**, whom the Administration has reason to believe:

1. was in **possession on school grounds** or at a **school-sponsored activity** of a **deadly weapon**, **dangerous instrument**, **martial arts weapon**, or **firearm** as defined in 18 U.S.C. § 921 as amended from time to time; or

2. **off school grounds**, **possessed a firearm** as defined in 18 U.S.C. § 921, in violation of Conn. Gen. Stat. § 29-35, or **possessed and used a firearm** as defined in 18 U.S.C. § 921, a **deadly weapon**, a **dangerous instrument** or a **martial arts weapon** in the **commission of a crime** under chapter 952 of the Connecticut General Statutes; or

3. was engaged **on or off school grounds** in **offering for sale or distribution a controlled substance** (as defined in Conn. Gen. Stat. § 21a-240(9)), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Conn. Gen. Stat. §§21a-277 and 21a-278.

The terms "**dangerous instrument**," "**deadly weapon**," **electronic defense weapon**," "**firearm**," and "**martial arts weapon**," are defined above in Section I.

In any preschool program provided by the Board of Education or provided by a regional educational service center or a state or local charter school pursuant to an agreement with the Board of Education, no **student enrolled in such a preschool program** shall be expelled from such preschool program, except an expulsion hearing shall be conducted by the Board of Education in accordance with Section VIII of this policy whenever the Administration has reason to believe that that a student enrolled in such preschool program was in **possession of a firearm** as defined in 18 U.S.C. § 921, as amended from time to time, on or off school grounds or at a preschool program-sponsored event. The term **"firearm"** is defined above in Section I.

Upon receipt of an expulsion recommendation, the Superintendent may conduct an inquiry concerning the expulsion recommendation.

If the Superintendent or his/her designee determines that a student should or must be expelled, he or she shall forward his/her recommendation to the Board of Education so that the Board can consider and act upon this recommendation.

In keeping with Conn. Gen. Stat. § 10-233d and the Gun-Free Schools Act, it shall be the policy of the Board to expel a student in grades kindergarten to twelve, inclusive, for one (1) full calendar year for the conduct described in Section IV.B(1), (2) and (3) of this policy and to expel a student enrolled in a preschool program for one (1) calendar year for the conduct described in Section IV.C. For any mandatory expulsion offense, the Board may modify the term of expulsion on a case-by-case basis.

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STUDENT DISCIPLINE (cont'd)

Procedures Governing Behavior that Causes a Serious Disruption

1. A school principal or other school administrator shall notify a parent or guardian of a student whose behavior has caused a serious disruption to the instruction of other students; caused self-harm; or caused physical harm to a teacher, another student, or other school employee not later than twenty-four (24) hours after such behavior occurs.

2. Such notice shall include, but not be limited to, informing such parent or guardian that the teacher of record in the classroom in which such behavior occurred may request a behavior intervention meeting.

3. If the teacher of record in the classroom ultimately requests a behavior intervention meeting with the crisis intervention team for the school, the parent or guardian must be notified that such meeting will occur.

4. If a behavior intervention meeting occurs, the crisis intervention team shall, not later than seven (7) days after the behavior intervention meeting, provide to the parent or guardian of such student, in the dominant language of such parent or guardian, a written summary of such meeting, including, but not limited to, the resources and supports identified.

Procedures Governing Removal from Class

1. A student may be removed from class by a teacher or administrator if he/she deliberately causes a serious disruption of the educational process. When a student is removed, the teacher must send him/her to a designated area and notify the principal or his/her designee at once.
2. A student may not be removed from class more than six (6) times in one school year nor more than twice in one week unless the student is referred to the building principal or designee and granted an informal hearing at which the student should be informed of the reasons for the disciplinary action and given an opportunity to explain the situation.
3. The parents or guardian of any minor student removed from class shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of such removal from class.

VI. Procedures Governing Suspension

~~The principal of a school, or designee on the administrative staff of the school, shall have the right to suspend a student for breach of conduct as noted in Section II of this policy for not more than ten (10) consecutive school days. In cases wheresuspension is contemplated, the following procedures shall be followed~~.
The responsible administrator or the administrator's designee shall have the right to suspend a student for breach of conduct as noted in Section II of this policy for not more than the following: five (5) consecutive school days for an in-school suspension; ten (10) consecutive school days for an out-of-

school suspension for students in grades three through twelve, inclusive; or five (5) consecutive school days for an out-of-school suspension for students in grades preschool to two, inclusive. In cases where suspension is contemplated, the following procedures shall be followed.

Unless an emergency situation exists, no student shall be suspended prior to having an informal hearing before the principal or designee at which the student is informed of the charges and given an opportunity to respond. In the event of an emergency, the informal hearing shall be held as soon after the suspension as possible.

If suspended, such suspension shall be an in-school suspension, except the principal or designee may impose an out-of-school suspension on any pupil:

> in grades three to twelve, inclusive, if, during the informal hearing, (i) the principal or designee determines that the student poses such a danger to persons or property or such a disruption of the educational process that he or should be excluded from school during the period of suspension; or (ii) the principal or designee determines that an out-of-school suspension is appropriate based on evidence of (*A*) the student's previous disciplinary problems that have led to suspensions or expulsion of such student, and (*B*) previous efforts by the Administration to address the student's disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies, or
>
> in grades preschool to two, inclusive, if the principal or designee ~~determines that an out-of-school suspension is appropriate for such pupil based on evidence that such pupil's conduct on school grounds is of a violent or sexual nature that endangers persons.~~
>
> (i) determines that an out-of-school suspension is appropriate for such student based on evidence that such student's conduct on school grounds is behavior that caused physical harm;
>
> (ii) requires that such student receives services that are trauma-informed and developmentally appropriate and align with any behavioral intervention plan, individualized education program ("IEP") or plan pursuant to Section 504 of the Rehabilitation Act of 1973 ("Section 504") for such student upon such student's return to school immediately following the out-of-school suspension; and
>
> (iii) considers whether to convene a Planning and Placement Team ("PPT") meeting for the purposes of conducting an evaluation to determine whether such student may require special education or related services.

Evidence of past disciplinary problems that have led to removal from a classroom, suspension, or expulsion of a student who is the subject of an informal hearing may be received by the principal or designee, but only considered in the determination of the length of suspensions.

By telephone, the principal or designee shall make reasonable attempts to immediately notify the parent or guardian of a minor student following the suspension and to state the cause(s) leading to the suspension.

Whether or not telephone contact is made with the parent or guardian of such minor student, the principal or designee shall forward a letter promptly to such parent or guardian to the last address reported on school records (or to a newer address if known by the principal or designee), offering the parent or guardian an opportunity for a conference to discuss same.

In all cases, the parent or guardian of any minor student who has been suspended shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the suspension.

Not later than twenty-four (24) hours after the commencement of the suspension, the principal or designee shall also notify the Superintendent or his/her designee of the name of the student being suspended and the reason for the suspension.

The student shall be allowed to complete any classwork, including examinations, without penalty, which he or she missed while under suspension.

The school Administration may, in its discretion, shorten or waive the suspension period for a student who has not previously been suspended or expelled, if the student completes an Administration-specified program and meets any other conditions required by the Administration. Such Administration-specified program shall not require the student and/or the student's parents to pay for participation in the program.

Notice of the suspension shall be recorded in the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school. In cases where the student's period of suspension is shortened or waived in accordance with Section VI.A(9), above, the Administration may choose to expunge the suspension notice from the cumulative record at the time the student completes the Administration-specified program and meets any other conditions required by the Administration.

If the student has not previously been suspended or expelled, and the Administration chooses to expunge the suspension notice from the student's cumulative record prior to graduation, the Administration may refer to the existence of the expunged disciplinary notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspensions or expulsions by the student would constitute the student's first such offense.

The decision of the principal or designee with regard to disciplinary actions up to and including suspensions shall be final.

During any period of suspension served out of school, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school-sponsored activities, unless the principal specifically authorizes the student to enter school property for a

specified purpose or to participate in a particular school-sponsored activity.

In cases where a student's suspension will result in the student being suspended more than ten (10) times or for a total of fifty (50) days in a school year, whichever results in fewer days of exclusion, the student shall, prior to the pending suspension, be granted a formal hearing before the Board of Education. The principal or designee shall report the student to the Superintendent or designee and request a formal Board hearing. If an emergency situation exists, such hearing shall be held as soon after the suspension as possible.

VII. Procedures Governing In-School Suspension

A. The principal or designee may impose in-school suspension in cases where a student's conduct endangers persons or property, violates school policy or seriously disrupts the educational process as determined by the principal or designee.

B. In-school suspension may not be imposed on a student without an informal hearing by the building principal or designee.

C. In-school suspension may be served in the school that the student regularly attends or in any other school building within the jurisdiction of the Board.

D. No student shall be placed on in-school suspension more than fifteen (15) times or for a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.

E. The parents or guardian of any minor student placed on in-school suspension shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the period of the in-school suspension.

VIII. Procedures Governing Expulsion Hearing

A. ***Emergency Exception:***

Except in an emergency situation, the Board of Education shall, prior to expelling any student, conduct a hearing to be governed by the procedures outlined herein and consistent with the requirements of Conn. Gen. Stat. § 10-233d or Conn. Gen. Stat. § 10-233*l*, if applicable, as well as the applicable provisions of the Uniform Administrative Procedures Act, Conn. Gen. Stat. §§ 4-176e to 4-180a, and § 4-181a. Whenever an emergency exists, the hearing provided for herein shall be held as soon as possible after the expulsion.

B. ***Hearing Panel:***

1. Expulsion hearings conducted by the Board will be heard by any three or more

Board members. A decision to expel a student must be supported by a majority of the Board members present, provided that no less than three (3) affirmative votes to expel are cast.

2. Alternatively, the Board may appoint an impartial hearing board composed of one (1) or more persons to hear and decide the expulsion matter, provided that no member of the Board may serve on such panel.

C. ***Hearing Notice and Rights of the Student and Parent(s)/Guardian(s):***

1. Written notice of the expulsion hearing must be given to the student, and, if the student is a minor, to his/her parent(s) or guardian(s) at least five (5) business days before such hearing.

2. A copy of this Board policy on student discipline shall also be given to the student, and if the student is a minor, to his/her parent(s) or guardian(s), at the time the notice is sent that an expulsion hearing will be convened.

3. The written notice of the expulsion hearing shall inform the student of the following:

a. The date, time, place and nature of the hearing.

b. The legal authority and jurisdiction under which the hearing is to be held, including a reference to the particular sections of the legal statutes involved.

c. A short, plain description of the conduct alleged by the Administration.

d. The student may present as evidence relevant testimony and documents concerning the conduct alleged and the appropriate length and conditions of expulsion; and that the expulsion hearing may be the student's sole opportunity to present such evidence.

e. The student may cross-examine witnesses called by the Administration.

f. The student may be represented by an attorney or other advocate of his/her choice at his/her expense or at the expense of his/her parent(s) or guardian(s).

g. A student is entitled to the services of a translator or interpreter, to be provided by the Board of Education, whenever the student or his/her parent(s) or guardian(s) requires the

services of an interpreter because he/she/they do(es) not speak the English language or is(are) disabled.

h. The conditions under which the Board is not legally required to give the student an alternative educational opportunity (if applicable).

i. Information concerning the parent's(s') or guardian's(s') and the student's legal rights and about free or reduced-rate legal services and how to access such services.

j. The parent(s) or guardian(s) of the student have the right to have the expulsion hearing postponed for up to one week to allow time to obtain representation, except that if an emergency exists, such hearing shall be held as soon after the expulsion as possible.

D. ***Hearing Procedures:***

1. The hearing will be conducted by the Presiding Officer, who will call the meeting to order, introduce the parties, Board members and counsel, briefly explain the hearing procedures, and swear in any witnesses called by the Administration or the student. If an impartial board or more than one person has been appointed, the impartial board shall appoint a Presiding Officer.

2. The hearing will be conducted in executive session. A verbatim record of the hearing will be made, either by tape recording or by a stenographer. A record of the hearing will be maintained, including the verbatim record, all written noticesand documents relating to the case and all evidence received or considered at hearing.

3. The Administration shall bear the burden of production to come forward with evidence to support its case and shall bear the burden of persuasion. The standard of proof shall be a preponderance of the evidence.

4. Formal rules of evidence will not be followed. The Board (or the impartial board) has the right to accept hearsay and other evidence if it deems that evidence relevant or material to its determination. The Presiding Officer will rule on testimony or evidence as to it being immaterial or irrelevant.

5. The hearing will be conducted in two (2) parts. In the first part of the hearing, the Board will receive and consider evidence regarding the conduct alleged by the Administration.

6. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or his/her designee.

7. Each witness for the Administration will be called and sworn. After a witness has finished testifying, he/she will be subject to cross-examination by the opposite party or his/her legal counsel, by the Presiding Officer and by Board members.

8. The student shall not be compelled to testify at the hearing.

9. After the Administration has presented its case, the student will be asked if he/she has any witnesses or evidence to present concerning the charges. If so, the witnesses will be sworn, will testify, and will be subject to cross examination and to questioning by the Presiding Officer and/or by the Board. The student may also choose to make a statement at this time. If the student chooses to make a statement, he or she will be sworn and subject to cross examination and questioning by the Presiding Officer and/or by the Board. Concluding statements will be made by the Administration and then by the student and/or his or her representative.

10. In cases where the student has denied the allegation, the Board must determine whether the student committed the offense(s) as charged by the Superintendent.

11. If the Board determines that the student has committed the conduct as alleged, then the Board shall proceed with the second portion of the hearing, during which the Board will receive and consider relevant evidence regarding the length and conditions of expulsion.

12. When considering the length and conditions of expulsion, the Board may review the student's attendance, academic and past disciplinary records. The Board may not review notices of prior expulsions or suspensions which have been expunged from the student's cumulative record, except as so provided in Section VI.A (9), (10), (11), above, and Section X, below. The Board may ask the Superintendent for a recommendation as to the discipline to be imposed.

13. Evidence of past disciplinary problems which have led to removal from a classroom, suspension or expulsion of a student being considered for expulsion may be considered only during the second portion of the hearing, during which the Board is considering length of expulsion and nature of alternative educational opportunity to be offered.

14. Where administrators presented the case in support of the charges against the student, such administrative staff shall not be present during the deliberations of the Board either on questions of evidence or on the final discipline to be imposed. The Superintendent may, after reviewing the incident with administrators, and reviewing the student's records, make a recommendation to the Board as to the appropriate discipline to be applied.

15. The Board shall make findings as to the truth of the charges, if the student has denied them; and, in all cases, the disciplinary action, if any, to be imposed. While the hearing itself is conducted in executive session, the vote regarding expulsion must be made in open session and in a manner that preserves the confidentiality of the student's name and other personally identifiable information.

16. Except for a student who has been expelled based on possession of a firearm or deadly weapon as described in subsection IV.B(1) and (2) above, the Board may, in its discretion, shorten or waive the expulsion period for a student who has not previously been suspended or expelled, if the student completes a Board-specified program and meets any other conditions required by the Board. The Board-specified program shall not require the student and/or the student's parents to pay for participation in the program.

17. The Board (or the impartial board) shall report its final decision in writing to the student, or if such student is a minor, also to the parent(s) or guardian(s), stating the reasons on which the decision is based, and the disciplinary action to be imposed. Said decision shall be based solely on evidence presented at the hearing. The parents or guardian or any minor student who has been expelled shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of the period of the expulsion.

E. **Presence on School Grounds and Participation in School-Sponsored Activities During Expulsion:**

During the period of expulsion, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school sponsored activities, except for the student's participation in any alternative educational opportunity provided by the district in accordance with this policy, unless the Superintendent specifically authorizes the student to enter school property for a specified purpose or to participate in a particular school-sponsored activity.

F. **Stipulated Agreements:**

In lieu of the procedures used in this Section, the Administration and the parent(s) or legal guardian(s) of a student facing expulsion may choose to enter into a Joint Stipulation of the Facts and a Joint Recommendation to the Board concerning the length and conditions of expulsion. Such Joint Stipulation and Recommendation shall include language indicating that the parent(s) or legal guardian(s) understand their right to have an expulsion hearing held pursuant to these procedures, and language indicating that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts and Recommendation. If the Board rejects either the Joint Stipulation of Facts or the Recommendation, an expulsion hearing

shall be held pursuant to the procedures outlined herein. If the Student is eighteen years of age or older, the student shall have the authority to enter into a Joint Stipulation and Recommendation on his or her own behalf.

If the parties agree on the facts, but not on the disciplinary recommendation, the Administration and the parents (or legal guardians) of a student facing expulsion may also choose to enter into a Joint Stipulation of the Facts and submit only the Stipulation of the Facts to the Board in lieu of holding the first part of the hearing, as described above. Such Joint Stipulation shall include language indicating that the parents understand their right to have a hearing to determine whether the student engaged in the alleged misconduct and that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts. If the Board rejects the Joint Stipulation of Facts, a full expulsion hearing shall be held pursuant to the procedures outlined herein.

IX. Alternative Educational Opportunities for Expelled Students

A. **Students under sixteen (16) years of age:**

Whenever the Board of Education expels a student under sixteen (16) years of age, it shall offer any such student an alternative educational opportunity.

B. **Students sixteen (16) to eighteen (18) years of age:**

1. The Board of Education shall provide an alternative educational opportunity to a sixteen (16) to eighteen (18) year-old student expelled for the first time if he/she requests it and if he/she agrees to the conditions set by the Board of Education. Such alternative educational opportunity may include, but shall not be limited to, the placement of a pupil who is at least seventeen years of age in an adult education program. Any pupil participating in an adult education program during a period of expulsion shall not be required to withdraw from school as a condition to his/her participation in the adult education program.

2. The Board of Education is not required to offer an alternative educational opportunity to any student between the ages of sixteen (16) and eighteen (18) who is expelled for a second, or subsequent, time.

3. The Board of Education shall count the expulsion of a pupil when he/she was under sixteen (16) years of age for purposes of determining whether an alternative educational opportunity is required for such pupil when he/she is between the ages of sixteen and eighteen.

C. **Students eighteen (18) years of age or older:**

The Board of Education is not required to offer an alternative educational

opportunity to expelled students eighteen (18) years of age or older.

D. Content of Alternative Educational Opportunity

1. For the purposes of Section IX, and subject to Subsection IX.E, below, any alternative educational opportunity to which an expelled student is statutorily entitled shall be (1) alternative education, as defined by Conn. Gen. Stat. § 10-74j and in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled,* adopted by the State Board of Education, with an individualized learning plan, if the Board provides such alternative education, or (2) in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled,* adopted by the State Board of Education.

2. The Superintendent, or his/her designee, shall develop administrative regulations concerning alternative educational opportunities, which administrative regulations shall be in compliance with the standards adopted by the State Board of Education. Such administrative regulations shall include, but not limited to, provisions to address student placement in alternative education; individualized learning plans; monitoring of students placements and performance; and a process for transition planning.

E. ***Students identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"):***

Notwithstanding Subsections IX.A. through D. above, if the Board of Education expels a student who has been identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"), it shall offer an alternative educational opportunity to such student in accordance with the requirements of IDEA, as it may be amended from time to time, and in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled,* adopted by the State Board of Education.

F. ***Students for whom an alternative educational opportunity is not required:***

The Board of Education may offer an alternative educational opportunity to a pupil for whom such alternative educational opportunity is not required by law or as described in this policy. In such cases, the Board, or if delegated by the Board, the Administration, shall determine the components, including nature, frequency and duration of such services, of any such alternative educational opportunity.

X. Notice of Student Expulsion on Cumulative Record

Notice of expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice, except for notice of an expulsion of a student in grades nine through twelve, inclusive, based upon possession of

a firearm or deadly weapon, shall be expunged from the cumulative educational record by the Board if the student graduates from high school.

In cases where the student's period of expulsion is shortened or waived in accordance with Section VIII.D(14), above, the Board may choose to expunge the expulsion notice from the cumulative record at the time the student completes the Board-specified program and meets any other conditions required by the Board.

If a student's period of expulsion was not shortened or waived, the Board may choose to expunge the expulsion notice from the student's cumulative record prior to graduation if such student has demonstrated to the Board that the student's conduct and behavior in the years following such expulsion warrants an expungement. In deciding whether to expunge the expulsion notice, the Board may receive and consider evidence of any subsequent disciplinary problems that have led to removal from a classroom, suspension or expulsion of the student.

If the student has not previously been suspended or expelled, and the Administration chooses to expunge the expulsion notice from the student's cumulative record prior to graduation, the Administration may refer to the existence of the expunged notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspension or expulsion by the student would constitute the student's first such offense.

XI. Change of Residence During Expulsion Proceedings

A. ***Student moving into the school district:***

1. If a student enrolls in the district while an expulsion hearing is pending in another district, such student shall not be excluded from school pending completion of the expulsion hearing unless an emergency exists, as defined above. The Board shall retain the authority to suspend the student or to conduct its own expulsion hearing.

2. Where a student enrolls in the district during the period of expulsion from another public school district, the Board may adopt the decision of the student expulsion hearing conducted by such other school district. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative educational opportunity in accordance with statutory requirements. The Board shall make its determination based upon a hearing held by the Board, which hearing shall be limited to a determination of whether the conduct which was the basis of the previous public school district's expulsion would also warrant expulsion by the Board.

B. ***Student moving out of the school district:***

Where a student withdraws from school after having been notified that an

expulsion hearing is pending, but before a decision has been rendered by the Board, the notice of the pending expulsion hearing shall be included on the student's cumulative record and the Board shall complete the expulsion hearing and render a decision. If the Board subsequently renders a decision to expel the student, a notice of the expulsion shall be included on the student's cumulative record.

XII. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Services under the Individuals with Disabilities Education Act ("IDEA")

A. ***Suspension of IDEA students:***

Notwithstanding the foregoing, if the Administration suspends a student identified as eligible for services under the IDEA (an "IDEA student") who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1.The Administration shall make reasonable attempts to immediately notify the parents of the student of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.

2.During the period of suspension, the school district is not required to provide any educational services to the IDEA student beyond that which is provided to all students suspended by the school district.

B. ***Expulsion and Suspensions that Constitute Changes in Placement for IDEA students:***

Notwithstanding any provision to the contrary, if the Administration recommends for expulsion an IDEA student who has violated any rule or code of conduct of the school district that applies to all students, the procedures described in this section shall apply. The procedures described in this section shall also apply for students whom the Administration has suspended in a manner that is considered under the IDEA, as it may be amended from time to time, to be a change in educational placement:

1. Upon the decision by the Administration to recommend expulsion or impose a suspension that would constitute a change in educational placement, the Administration shall promptly notify the parent(s)/guardian(s) of the student of the recommendation of expulsion or the suspension that would constitute a change in educational placement, and provide the parents(s)/guardian(s) a copy of the special education procedural safeguards either by hand-delivery or by mail (unless other means of transmission have been arranged).

2. The school district shall immediately convene the student's planning and placement team ("PPT"), but in no case later than ten (10) school days after the recommendation for expulsion or the suspension that constitutes a change in placement was made. The student's PPT shall consider the relationship between the student's disability and the behavior that led to the recommendation for expulsion or the suspension which constitutes a change in placement, in order to determine whether the student's behavior was a manifestation of his/her disability.

3. If the student's PPT finds that the behavior was a manifestation of the student's disability, the Administration shall not proceed with the recommendation for expulsion or the suspension that constitutes a change in placement.

4. If the student's PPT finds that the behavior was not a manifestation of the student's disability, the Administration may proceed with the recommended expulsion or suspension that constitutes a change in placement.

5. During any period of expulsion, or suspension of greater than ten (10) days per school year, the Administration shall provide the student with an alternative education program in accordance with the provisions of the IDEA.

6.When determining whether to recommend an expulsion or a suspension that constitutes a change in placement, the building administrator (or his or her designee) should consider the nature of the misconduct and any relevant educational records of the student.

C. **Removal of Special Education Students for Certain Offenses:**

1. School personnel may remove a student eligible for special education under the IDEA to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:

a. Was in possession of a dangerous weapon, as defined in 18 U.S.C. 930(g)(2), as amended from time to time, on school grounds or at a school-sponsored activity, or

b. Knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school or at a school-sponsored activity; or

c. Has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function.

2.The following definitions shall be used for this subsection XII.C.:

a. **Dangerous weapon** means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length.

b. **Controlled substance** means a drug or other substance identified under schedules I, II, III, IV, or V in section 202(c) of the Controlled Substances Act, 21 U.S.C. 812(c).

c. **Illegal drug** means a controlled substance but does not include a substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.

d. **Serious bodily injury** means a bodily injury which involves: (A) a substantial risk of death; (B) extreme physical pain; (C) protracted and obvious disfigurement; or (D) protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

XIII. Procedures Governing Expulsions for Students Identified as Eligible under Section 504 of the Rehabilitation Act of 1973 ("Section 504")

A. Except as provided in subsection B below, notwithstanding any provision to the contrary, if the Administration recommends for expulsion a student identified as eligible for educational accommodations under Section 504 who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The parents of the student must be notified of the decision to recommend the student for expulsion.

2. The district shall immediately convene the student's Section 504 team ("504 team") for the purpose of reviewing the relationship between the student's disability and the behavior that led to the recommendation for expulsion. The 504 team will determine whether the student's behavior was a manifestation of his/her disability.

3. If the 504 team finds that the behavior was a manifestation of the student's disability, the Administration shall not proceed with the recommended expulsion.

4. If the 504 team finds that the behavior was not a manifestation of the student's disability, the Administration may proceed with the recommended expulsion.

B. The Board may take disciplinary action for violations pertaining to the use or possession of illegal drugs or alcohol against any student with a disability who currently is engaging in the illegal use of drugs or alcohol to the same extent that such disciplinary action is taken against nondisabled students. Thus, when a student with a disability is recommended for expulsion based solely on the illegal use or possession of drugs or alcohol, the 504 team *shall not be required to meet* to review the relationship between the student's disability and the behavior that

led to the recommendation for expulsion.

XIV. Procedures Governing Expulsions for Students Placed in a Juvenile Detention Center

A. Any student who commits an expellable offense and is subsequently placed in a juvenile detention center or any other residential placement for such offense may be expelled by the Board in accordance with the provisions of this section. The period of expulsion shall run concurrently with the period of placement in a juvenile detention center or other residential placement.

B. If a student who committed an expellable offense seeks to return to a school district after participating in a diversionary program or having been placed in a juvenile detention center or any other residential placement and such student has not been expelled by the board of education for such offense under subdivision (A) of this subsection, the Board shall allow such student to return and may not expel the student for additional time for such offense.

XV. Early Readmission to School

An expelled student may apply for early readmission to school. The Board delegates the authority to make decisions on readmission requests to the Superintendent. Students desiring readmission to school shall direct such readmission requests to the Superintendent. The Superintendent has the discretion to approve or deny such readmission requests, and may condition readmission on specified criteria.

XVI. Dissemination of Policy

The Board of Education shall, at the beginning of each school year and at such other times as it may deem appropriate, provide for an effective means of informing all students, parent(s) and/or guardian(s) of this policy.

XVII. Compliance with Documentation and Reporting Requirements

A. The Board of Education shall include on all disciplinary reports the individual student's state-assigned student identifier (SASID).

B. The Board of Education shall report all suspensions and expulsions to the State Department of Education.

C. If the Board of Education expels a student for sale or distribution of a controlled

substance, as defined in Conn. Gen. Stat. § 21a-240(9), whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with the intent to sell or dispense, offering, or administration is the subject to criminal penalties under Conn. Gen. Stat. §§ 21a-277 and 21a-278, the Board shall refer such student to an appropriate state or local agency for rehabilitation, intervention or job training and inform the agency of its action.

D. If the Board of Education expels a student for possession of a firearm, as defined in 18 U.S.C. § 921, or deadly weapon, dangerous instrument or martial arts weapon, as defined in Conn. Gen. Stat. § 53a-3, the Board shall report the violation to the local police.

Legal References:

Connecticut General Statutes:

Public Act 19-91, "An Act Concerning Various Revisions and Additions to the Education Statutes."

Public Act 19-13, "An Act Prohibiting the Sale of Cigarettes, Tobacco Products, Electronic Nicotine Delivery Systems and Vapor Products to Persons Under Age Twenty-One."

§ 10-16 Length of school year

§§ 4-176e through 4-180a and § 4-181a Uniform Administrative Procedures Act
§ 10-222d Safe school climate plans. Definitions. Safe school climate assessments
§§ 10-233a through 10-233f Suspension and expulsion of students.
§ 10-233*l* Expulsion and suspension of children in preschool programs
§ 10-253 School privileges for children in certain placements, nonresident children, children in temporary shelters, homeless children and children in juvenile detention facilities. Liaison to facilitate transitions between school districts and juvenile and criminal justice systems.
§ 21a-240 Definitions
§ 19a-342a Use of electronic nicotine delivery system or vapor product prohibited
§§ 21a-408a through 408p Palliative Use of Marijuana
§ 29-38 Weapons in vehicles
§ 53a-3 Definitions
§ 53-344b Sale and delivery of electronic nicotine delivery system or vapor products to minors

Series 5000

STUDENT DISCIPLINE (cont'd)

§ 53-206 Carrying of dangerous weapons prohibited.

Packer v. Board of Educ. of the Town of Thomaston, 246 Conn. 89 (1998).
State v. Hardy, 896 A.2d 755, 278 Conn. 113 (2006).
State v. Guzman, 955 A.2d 72, 2008 Conn. App. LEXIS 445 (Sept. 16, 2008).

Connecticut State Department of Education, *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted January 3, 2018. Federal law:

Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*, as amended by the Individuals with Disabilities Education Improvement Act of 2004, Pub. L. 108-446.
Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a).
18 U.S.C. § 921 (definition of "firearm")
18 U.S.C. § 930(g)(2) (definition of "dangerous weapon")
18 U.S.C. § 1365(h)(3) (identifying "serious bodily injury")
21 U.S.C. § 812(c) (identifying "controlled substances")
34 C.F.R. § 300.530 (defining "illegal drugs")
Gun-Free Schools Act, 20 U.S.C. § 7961
Honig v. Doe, 484 U.S. 305 (1988)

ADOPTED: August 2002

REVISED: May 2025

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ **Board Meeting Date** **May 22, 2025**

Decision Requested **X** _____ **Agenda Code** **9 d.**

AGENDA REPORTING FORM

Agenda Topic: Policy 5145.3 – Sexual Harassment of Students - Revised – Second Reading.

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 5145.3 – Sexual Harassment of Students.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education approve Policy 5145.3 as presented by the Policy & Personnel Committee.

Titles of Attachments:

1. DRAFT Policy 5145.3

Signature of Staff Member Submitting Report

Signature of Superintendent of Schools

Policy 5145.3
Sexual Harassment of Students – Revised Policy
Draft

Series 5000: Students

Welfare

Civil and Legal Rights and Responsibilities

Sexual Harassment of Students

It is the policy of the Board of Education that any form of sex discrimination or sexual harassment is prohibited in the Board's education programs and activities, whether by students, Board employees or third parties subject to substantial control by the Board. The Board does not discriminate on the basis of sex in the education programs or activities that it operates, and the Board is required by Title IX of the Education Amendments of 1972 and its implementing regulations ("Title IX") and Connecticut law not to discriminate in such a manner. Students, Board employees and third parties are required to adhere to a standard of conduct that is respectful of the rights of students, employees and third parties. Any student or employee who engages in conduct prohibited by this Policy shall be subject to disciplinary action, up to and including expulsion or termination, respectively.

For conduct to violate Title IX, the conduct must have occurred in an education program or activity of the Board; the conduct must have occurred within the United States of America; and the complainant must be participating in or attempting to participate in the education program or activity of the Board. Conduct that does not meet these requirements still may constitute a violation of Connecticut law or another Board policy.

Sexual harassment can occur adult to student, student to student, between members of the opposite sex, or between members of the same sex.

Sex discrimination occurs when a person, because of the person's sex, is denied participation in or the benefits of any education program or activity receiving federal financial assistance.

Sexual harassment under Title IX means conduct on the basis of sex that satisfies one or more of the following:

> (1) An employee of the Board conditioning the provision of an aid, benefit, or service of the Board on an individual's participation in unwelcome sexual conduct (*i.e., quid pro quo)*;

(2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the Board's education programs or activities; or

(3) "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

Sexual harassment under Connecticut law means conduct in a school setting that 1) is sexual in nature; 2) is unwelcome; and 3) denies or limits a student's ability to participate in or benefit from a school's educational program. Sexual harassment can be verbal, nonverbal or physical. Sexual violence is a form of sexual harassment.

Reporting Sex Discrimination or Sexual Harassment

It is the express policy of the Board to encourage victims of sex discrimination and/or sexual harassment to report such claims. Students are encouraged to report complaints of sex discrimination and/or sexual harassment promptly in accordance with the appropriate process set forth in the Administrative Regulations. The Board directs its employees to respond to such complaints in a prompt and equitable manner. The Board further directs its employees to maintain confidentiality to the extent appropriate and not tolerate any reprisals or retaliation that occur as a result of the good faith reporting of charges of sex discrimination and/or sexual harassment. Any such reprisals or retaliation will result in disciplinary action against the retaliator, up to and including expulsion or termination as appropriate.

Any Board employee with notice of sex discrimination and/or sexual harassment allegations shall immediately report such information to the building principal and/or the Title IX Coordinator(s), or if the employee does not work in a school building, to the Title IX Coordinator(s).

The Southington Public Schools administration (the "Administration") shall provide training to Title IX Coordinator(s), investigators, decision-makers, and any person who facilitates an informal resolution process (as set forth in the Administrative Regulations), which training shall include but need not be limited to, the definitions of sex discrimination and sexual harassment, the scope of the Board's education program and activity, how to conduct an investigation and grievance process, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. The Administration shall make the training materials used to provide these

trainings publicly available on the Board's website. The Administration shall also periodically provide training to all Board employees on the topic of sex discrimination and sexual harassment under Title IX and Connecticut law, which shall include but not be limited to when reports of sex discrimination and/or sexual harassment must be made. The Administration shall distribute this Policy and the Administrative Regulations to staff, students and parents and legal guardians and make the Policy and the Administrative Regulations available on the Board's website to promote an environment free of sex discrimination and sexual harassment.

The Board's Title IX Coordinator~~(s) are Special Education Coordinator Amy Aresco and Special Education Coordinator Amy Battaglia~~ is Assistant Superintendent, Frank Pepe. Any individual may make a report of sex discrimination and/or sexual harassment directly to the Title IX Coordinator(s) using any one, or multiple, of the following points of contact.

Frank Pepe
Southington Public Schools
200 North Main Street
Southington, CT 06489
fpepe@southingtonschools.org
860-628-3200, ext. 10202

Any individual may also make a report of sexual harassment and/or sex discrimination to the U.S. Department of Education: Office for Civil Rights, Boston Office, U.S. Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921 (Telephone (617) 289-0111).

Legal References: Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, et seq.

Title IX of the Education Amendments of 1972, 34 C.F.R § 106.1, et seq.

Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)

Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)

Conn. Gen. Stat. § 10-15c - Discrimination in public schools prohibited.

Policy Adopted: September 1992
Policy Reviewed: August 2002
Policy Revised: March 2005
Policy Reviewed: November 2006
Policy Revised: February 2022
Policy Reviewed:May 2025

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ **Board Meeting Date** May 22, 2025

Decision Requested X **Agenda Code** 9 e.

AGENDA REPORTING FORM

Agenda Topic: Policy 9321 – Time, Place, Notification of Meetings - Revised – Second Reading.

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 9321 – Time, Place, Notification of Meetings.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education approve Policy 9321 as presented by the Policy & Personnel Committee.

Titles of Attachments:

1. DRAFT Policy 9321

Signature of Staff Member Submitting Report

Signature of Superintendent of Schools

Policy 9321
Time, Place, Notifications of Meetings – Revised Policy
Draft

Series 9000: Bylaws of the Board

Methods of Operation

Time, Place, Notification of Meetings

All meetings of the Board of Education shall be conducted in compliance with Public Act 75-342, Sec. 6 (An Act Concerning Freedom of Information).

1. **Regular Meetings** – Regular meetings of the Board of Education shall generally be held on the second and/or fourth Thursday of each month at a time to be determined and at the established Board meeting place. At a minimum, one (1) meeting date per month will be set by the Board. Meeting dates, times, and places may be changed at the discretion of the Board.

    a. ~~Regular meetings will be classified as either *Committee of the Whole ~ Operations* or *Committee of the Whole ~ Instruction*. The classification will be indicated on the agenda within the meeting posting. The order of business for each is specified in number 8 within policy 9321.~~

    a. The schedule of regular meetings of the Board of Education for the ensuing calendar year shall be filed with the Town Clerk no later than December 1 of each year, and no such meeting of the Board shall be held sooner than thirty (30) days after such schedule has been filed.

    b. An agenda will be posted at Town Hall, the Board's Administrative Offices, and on the Board's Internet web site. Any associated documents that may be reviewed by members of the Board at such meeting shall be posted on the Board's Internet web site, provided such documents are not exempt from disclosure under the Freedom of Information Act.

2. **Special Meetings** – Special meetings of the Board of Education shall be called by the Chairperson upon written request of three (3) of the members or whenever deemed necessary by the Chairperson. The call shall state the purpose of the meeting and no other business shall be transacted. Special meetings may not be called for the purpose of election of officers or for a vote to fill a vacancy on the Board.

    a. Notice of special meetings shall be given not less than twenty-four (24) hours prior to the time of such meeting by posting a notice of the time of such meeting in the office of the Town Clerk. In the case of an emergency, a special meeting may be held without complying with the foregoing requirement for the posting of notice, but a copy of the minutes of any such special meeting adequately setting forth the nature of the emergency and the proceedings occurring at such meeting shall be filed with the Town Clerk no later than seventy-two (72) hours following the holding of such meeting.

Series 9000: Bylaws of the Board

Methods of Operation

Time, Place, Notification of Meetings (cont'd)

b. Workshops of the Board of Education are held when it is necessary for the Board to discuss and consider, in depth, matters pertaining to Board of Education business. The Chairperson shall call workshops whenever deemed necessary or when requested by three (3) or more Board of Education members. Notice of workshops shall be given not less than forty eight (48) hours prior to the time of such meetings by posting a notice of both the time and place in the office of the Town Clerk. The agenda will state the purpose(s) of the meeting and no other business will be transacted. The Chairperson of the Board may invite those individuals, groups or agencies that have relevant information, knowledge or experience to contribute to the discussion and to the Board's decision making process. Other public input will be allowed at the discretion of the Board Chairperson. No formal votes will be taken during or at the conclusion of workshops.

3. **Committee Meetings** – The Chairperson of each committee will notify the Board as to the location, date, and time of all meetings. (cf 8133)

4. **Adjourned Meetings** – Any meeting of the Board of Education may be adjourned to a time and place specified in the order of adjournment.

5. **Quorum** – Five (5) members of the Board shall constitute a quorum for the transaction of business except where otherwise noted in Board policies.

6. **Parliamentary Procedure** – Robert's Rules of Order shall govern the proceedings of the Board, except when those rules are in conflict with the Board's approved policies and regulations. The Superintendent of Schools is designated as Board of Education parliamentarian.

7. **Agenda Notice** – The agenda for regular meetings of the Board of Education shall be given to all members a minimum of six (6) days prior to the meeting. Other business included on the agenda may be transacted by two thirds vote of all members present unless the subject is specifically referenced in other Board policies.

Series 9000: Bylaws of the Board

Methods of Operation

Time, Place, Notification of Meetings (cont'd)

8. **Order of Business** - The order of business at each regular meeting of the Board of Education shall be as follows:
   - 8.1 Call to Order
   - 8.2 Pledge of Allegiance
   - 8.2.1 Celebration of Excellence (as appropriate)
   - 8.3 Approval of Minutes
   - 8.4 Public Communications
     - a. Student Representatives
     - b. Board of Education
     - c. Administration
     - d. Public
   - 8.5 Committee Reports
   - 8.6 Personnel Report (as appropriate)
   - 8.7 Old Business
   - 8.8 New Business
   - 8.9 Public Communications
     - a. Public
   - 8.10 Adjournment

9. **Requests for Hearing on Transportation** – Requests for hearings on transportation must be made in writing. The Board of Education shall hold such hearing within ten (10) days after receipt of written request and shall make a finding within ten (10) days after such hearing and in accordance with regulations of the State Board of Education.

(cf. 9327 – Electronic Mail Communications)

Series 9000: Bylaws of the Board

Methods of Operation

Time, Place, Notification of Meetings (cont'd)

Legal Reference:
Connecticut General Statutes

- 1-200 (2) Definitions. "Meeting"
- 1-206 Denial of access to public records or meetings.
- 1-225 Meetings of government agencies to be public, as amended by June 11 Special Session, PA 08-3
- 1-227 Mailing of notice of meetings to persons filing written request.
- 1-228 Adjournment of meetings. Notice.
- 1-229 Continued hearings. Notice.
- 1-230 Regular meetings to be held pursuant to regulation, ordinance or resolution.
- 10-218 Officers. Meetings
- Section 6 of Public Act 23-160

Bylaw adopted by the Board: January 1990
Bylaw revised by the Board: April 1993
Bylaw reviewed by the Board: April 2003
Bylaw revised by the Board: March 2005
Bylaw revised by the Board: February 2009
Bylaw updated and recoded: June 22, 2017
Bylaw revised by the Board: January 2022
Bylaw revised by the Board: January 2023
Bylaw revised by the Board: January 2024
Bylaw revised by the Board: May 2025

DRAFT

Southington Public Schools
BOARD OF EDUCATION
2026 REGULAR MEETING DATES
7:00 p.m.
John Weichsel Municipal Center Public Assembly Room
200 North Main Street, Southington, CT

January 8, 2026~ Operations
January 13, 2026 (Budget Workshop)
January 15, 2026 (Budget Workshop)
January 22, 2026 ~ Instruction

February 19, 2026~ Operations

March 12, 2026 ~ Operations

April 16, 2026~ Operations

May 7, 2026~ Operations
May 21, 2026~ Instruction

June 4, 2026~ Operations
June 18, 2026~ Instruction

August 13, 2026~ Operations

September 10, 2026~ Operations
September 24, 2026~ Instruction

October 15, 2026~ Operations
October 29, 2026~ Instruction

November 19, 2026~ Operations

December 10, 2026~ Operations

Board Approved xxx

Unaffiliated Approved Salary and Wages 2025-26

	Wages		Health Insurance Premium Share				
POSITIONS	**2024-25**	**2025-26**	***FY24-25***	***FY 25-26***	***Bargaining Unit to Mirror***	***24-25 Bargaining Cost Unit Share***	***25-26 Bargaining Cost Unit Share***
	Actual	***Proposed***	***Cost Share***	***Cost Share***			
Central Office Cabinet							
Superintendent	211,690	218,041	23.0%	23.0%	SAA	**SAA 23%**	**SAA 23%**
Assistant Superintendent	209,717	216,009	23.0%	23.0%	SAA	**SEA 21%**	**SEA 21%**
Director of Pupil Services	174,454	179,688	23.0%	23.0%	SAA	**UPSEU 13.5%**	**UPSEU Negotiating**
Director of Business & Finance	160,000	164,800	23.0%	23.0%	SAA	**NIPSEU 16.5%**	**NIPSEU 17.0%**
Director of Operations	159,526	164,312	23.0%	23.0%	SAA	**AFSCME NURSES 17.5%**	**AFSCME NURSES 18.0%**
Human Resource Manager	126,891	139,580	23.0%	23.0%	SAA	**AFSCME MAINTENANCE/CUSTODIAL 17.5%**	**AFSCME MAINTENANCE/CUSTODIAL Negotiating**
Other Non-Union Staff							
Food Service Director	89,739	92,207	21.0%	21.0%	SEA		
Accounting Manager	85,282	87,840	21.0%	21.0%	SEA		
Maintenance Foreman	96,890	99,554	21.0%	21.0%	SEA		
District Registrar	54,000	55,620	16.5%	16.5%	NIPSEU		
Behaviorist	25,464	26,164	16.5%	16.5%	UPSEU		
BCBA - MIN	84,895	87,230	21.0%	21.0%	SEA		
BCBA - MID 1	87,263	89,663	21.0%	21.0%	SEA		
BCBA - MID 2	89,227	91,681	21.0%	21.0%	SEA		
BCBA - MAX	91,234	93,743	21.0%	21.0%	SEA		
Lead BCBA - 12 % Differential	102,942	105,773	21.0%	21.0%	SEA		
Family Resource Ctr- Director	50,081	51,458	16.5%	16.5%	UPSEU		
Technology Department							
Network Manager	129,048	132,919	21.0%	21.0%	SEA		
Information Systems Manager	107,624	110,853	21.0%	21.0%	SEA		
Technology Analysts	$76,500- $81,719	$78,604- $84,208	20.0%	20.0%	SEA		
Hourly Full Time							
Technology Assistant	$28.56-$31.62	$29.34-$32.49	15.5%	15.5%	UPSEU		
Payroll Supervisor	38.15	39.29	16.5%	16.5%	NIPSEU		
Exec. Assistant - Superintendent	40.86	42.09	16.5%	16.5%	NIPSEU		
Exec. Asst. Human Resource Manager	34.47	35.50	16.5%	16.5%	NIPSEU		
Bookkeeper Food Service	31.41	32.12	16.5%	16.5%	NIPSEU		
Part time or per diem hourly							
Part Time Custodian (Range based on years of employment)	$16.83-$18.17	$17.33-$19.44					
Part Time Clerks (Based on Years of employment)	$17.90-$19.28	$18.39-$19.81					
Family Resource Parent Educator	22.14	22.75					
Substitutes (Daily) teacher/para - per day	110	115					
Substitutes (Retired Teacher)	140	140					
Substitutes (Building) 5 days per week	110	135					
School Physician	7,000	8,500					
Crossing Guards - per shift	20.52	21.14					
Substitute Custodians	16.91	17.42					
Substitute Nurses	29.56	30.37					
Tutors Math & Literacy - Grand Funded	25.00	25.00					
Non Union LPN's	26.59	27.32					
Outreach Coordinator STEPS - Grant Funded	27.14	27.95					
Stipend Positions							
Summer School Director (Revised Scope and Program)	7,000.00	3,500.00					
Summer School Assistant Director (Revised Scope and Program)	3,500.00	1,000.00					
Jump Start /ESY Director Increase Grant Funded	5,282.38	7,000.00					
Jump Start / ESY Assistant Director 100% Grant Funded	3,500.00	3,500.00					
Board Recording Secretary	$350/meeting	$350/meeting					
Other Hourly positions							
Use Lowest step of union contract for substitutes			**FY 25 Actual**	**FY 26 Proposed**	**$ Differential**	**% Differential**	
ESY/Jumpstart (non union) para			**3,145,931**	**3,246,444**	**100,514**	**3.20%**	
Sub Secretary							
ESY/Jumpstart Aides							

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ Board Meeting Date May 22, 2025

Decision Requested X Agenda Code 10 d.

AGENDA REPORTING FORM

Agenda Topic: Unaffiliated Compensation for 2025-2026 Fiscal Year

Summary of Issue:

Background:

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: July 1, 2025

Ending Date of Program or Project: June 30, 2026

Recommendation or Comment: Move to approve Unaffiliated Compensation for 25-26 Fiscal Year as presented.

Steven Madaras

Signature of Superintendent of Schools

Titles of Attachment:

1. Unaffiliated Compensation for 2025-2026 Fiscal Year
   (under separate cover)

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ Board Meeting Date May 22, 2025

Decision Requested X Agenda Code 10 e.

AGENDA REPORTING FORM

Agenda Topic: 2025-2026 Operating Budget Reallocation/Adoption

Summary of Issue: The Town Council adopted the Board of Education budget on May 12, 2025 for the 2025-2026 school year.

Background: Administration will provide their recommended reallocation cut list to the Board under separate cover.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: July 1, 2025

Ending Date of Program or Project: June 30, 2026

Recommendation or Comment: Recommend that the Board of Education adopt the 2025-2026 Operating Budget with adjustments.

Steven Madaras

Signature of Superintendent of Schools

Titles of Attachment:

1. Operating Budget Reallocation Plan Draft 2025-2026
   (under separate cover)

SPS OPERATING BUDGET PROPOSED REALLOCATION PLAN
2025-2026

CONFIDENTIAL DRAFT

Approval Date				
02/05/25	BOE Operational Budget Request		**123,614,448**	**6.60%**
	Reduce Self Insurance Contributions	(858,400)		
	Remove Capital Items to be funded separately	(358,600)		
	Budget Reduction per BOF	(500,000)		
			(1,717,000)	
03/26/25	BOF Approved Operational Budget		**121,897,448**	**5.12%**
05/12/25	TC Approved Operational Budget		**121,897,448**	**5.12%**
	Net Reductions Needed		(1,717,000)	

Account Numbers				
	Health Insurance			
20310	Health Insurance - Regular Education	(613,783)		
82203	Health Insurance - Special Budgets ASTE	(11,991)		
83203	Health Insurance - Special Education	(232,626)		
	Subtotal		**(858,400)**	BOF Budget Reduction for Health Insurance
	Purchased Services			
32323	**Districtwide Computer Hardware**	(358,600)		Remove technology infrastructure, lab replacements and SmartBoards to be funded separately
	Subtotal		**(358,600)**	BOF Budget Reduction for Capital items to be funded separately
	Benefits			
20110	Municipal Retirement Fund		(36,155)	Reduce employer contribution rate to actual of 16.71%
20310	Health Insurance - Regular Education		(90,943)	Decrease based on updated employee cost share calculation from consultant
	Purchased Services			
32323	Districtwide Computer Maintenance		(48,346)	Extreme Licenses revised schedule
32415	Student Insurance		1,744	Actual based on locked in renewal, higher claims history
33100	Systemwide Transportation		(99,776)	Modify RFP award based on budget constraints and negotiations
33100	Systemwide Transportation		18,000	Add a late bus for high school
33800	Magnet School Tuitions		(56,000)	Adjust to reflect FY25 actual based on known enrollments
	Supplies			
42500	School Based Software		(55,169)	Reduce Newsela, Formative and other reductions
	Special Education			
20110	Municipal Retirement Fund		(48,379)	Reduce employer contribution rate to actual of 16.71%
83121	Paraprofessional Salaries		(68,180)	Salary correction from initial budget and apply preschool tuitions
83316	Special Education Field Trips		(5,000)	New account in year 25-26 reduced from $10,000 to $5,000
83370	Out of Town Tuition		120,654	Increase in student placements offset by using a 71% reimbursement rate
83421	Special Education Textbooks		(3,500)	Removed based on actual usage
83372	Rental of Facilities		(60,000)	Savings on new 5 year STELLAR lease at new smaller location
83125	Extended School Year Salaries		(35,000)	Summer Mental Health Grant Year 3
83203	Health Insurance - Special Education		(33,950)	Decrease based on updated employee cost share calculation from consultant
	Subtotal		**(500,000)**	Budget Reductions by BOF
	Net Budget Reduction for 2025-2026		**(1,717,000)**	
			(0)	

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ Board Meeting Date May 22, 2025

Decision Requested X Agenda Code 10 f.

AGENDA REPORTING FORM

Agenda Topic: Appointment of Representative on the Town Cable Advisory Council

Summary of Issue: The Board of Education appoints a representative on the Town Cable Advisory Council

Background: The Board of Education is requested to appoint a representative.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: TBD

Ending Date of Program or Project: TBD

Recommendation or Comment: Move to appoint David Derynoski as a representative on the Town Cable Advisory Council.

Steven Madaras

Signature of Superintendent of Schools