Regular Meeting

Tuesday, September 18, 2018 7:00 PM
Town Hall, Council Chambers Please click the link below to join the webinar: https://us02web.zoom.us/j/85191945173 Or Telephone: +1 646 558 8656 or +1 301 715 8592 Webinar ID: 851 9194 5173 , 275 Broad Street, Windsor, CT 06095

1. **Call to Order, Pledge to the Flag and Moment of Silence**
2. **Recognitions/Acknowledgements**
   a. Introduction of New BOE Student Representative--Adelisa Cecunjanin
   b. Introduction of Windsor Educator of the Year, Jennifer Delskey
   c. Introduction of New Administrators
3. **Audience to Visitors**
4. **Student Representative Report**
5. **Board of Education**
   a. President's Report
   b. School Liaison Reports
      1. Windsor High School
      2. Sage Park Middle School
      3. Clover Street School
      4. John F. Kennedy School
      5. Oliver Ellsworth School
      6. Poquonock School
6. **Superintendent's Report**
   a. School Opening Comments
   b. Staffing Update for Opening of 2018-2019 School Year
   c. Fiscal Year 2018 Year End Financial Report
   d. Curriculum Development, 1st Reading
      1. Grade 3-5 Math
   e. Policy Adoption, 1st Reading
      1. Revised P 5114 Student Discipline
   f. Policy Adoption, 2nd Reading
      1. Revised P/AR 3541 Transportation
7. **Committee Reports**
   a. Curriculum Committee
   b. Long Range Planning Committee
   c. Policy Committee
8. **Consent Agenda**
   a. Enrollment Report
   b. Human Resources Report
   c. Approval of BOE Regular Meetings for 2019
9. **Approval of Minutes**
   a. June 19, 2018 Regular Meeting
   b. June 20, 2018 Special Meeting
   c. August 28, 2018 Policy Committee
   d. September 6, 2018 Curriculum Committee
   e. September 6, 2018 Long Range Planning Committee
   f. September 11, 2018 Special Meeting
10. **Other Matters/Announcements/Regular BOE Meetings**
    a. BOE Special Meeting, Tuesday, October 2, 2018, 6:30 PM, LPW, Board Room
    b. BOE Curriculum Committee, Thursday, October 4, 2018, 4:30 PM, LPW, Room 17
    c. BOE Long Range Planning Committee, Thursday, October 4, 2018, 6:30 PM,

LPW, Room 17

d. Next BOE Regular Meeting is Tuesday, October 16, 2018, 7:00 PM, Town Hall, Council Chambers

11. **Audience to Visitors**

12. **Adjournment**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: September 18, 2018

Prepared By: Terrell M. Hill, PhD
Assistant Superintendent for Human Resources
Presented By: Terrell M. Hill, PhD

Attachments: Jennifer Delskey - Bio
Subject: Educator of the Year for 2018-2019

BACKGROUND: Jennifer Delskey from Poquonock School has been selected as the 2018-2019 Windsor Public Schools' Educator of the Year. Mrs. Delskey has been an elementary teacher for 18 years. She will serve as Windsor Public Schools' representative for the State of Connecticut Teacher of the Year program. Mrs. Delskey spoke at the Opening Day Convocation on August 27th.

RECOMMENDATION: This is for information only.

Reviewed by: _____ **Recommended by the Superintendent:** _____

Agenda Item # 2b.

Jennifer Delskey
Windsor Educator of the Year
2018-2019

Bio

Jennifer Delskey began her teaching career in Norwich, CT in 2000. She taught Kindergarten for two years in Norwich.

In 2002 Jen moved to Windsor and began teaching at Oliver Ellsworth. She taught 1st grade for seven years, and 3rd grade for three years.

Jen then transferred to Poquonock Elementary, her present school, where she taught Kindergarten for one year and then moved to Second grade where she is currently teaching.

Jen is a TEAM (Teacher Education and Mentoring Program) mentor for new teachers, and also serves as a cooperating teacher for student teachers.

She has also served on the district PDEC (Professional Development and Evaluation Committee) for seven years, and is currently serving as the co-facilitator. Additionally, she serves as the building representative for the WEA (Windsor Education Association).

Jen earned her Bachelors degree in Psychology and Teaching Certification from Eastern Connecticut State University. She also holds a Masters Degree in Early Childhood Education from Eastern Connecticut State University.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: September 18, 2018

Prepared By: Terrell M. Hill, PhD
Assistant Superintendent for Human Resources
Presented By: Terrell M. Hill, PhD

Attachments: None

Subject: Newly Hired Administrators

BACKGROUND: The following Administrators have been hired since July 1, 2018.

Administrator	Title	School/Site
Jennifer Balnis	Assistant Principal, 10 month	Sage Park Middle School
Shatanna DeRosie	Assistant Principal, 10 month	Windsor High School
Chaka Felder	Supervisor of School Counseling	Windsor High/Sage Park Middle School
Stephanie Lockhart	Assistant Principal, 10 month	Windsor High School
India Monroe	English Department Chair	Windsor High School
Kristina Wieckowski	Secondary Special Education Supervisor	LP Wilson

RECOMMENDATION: This is for information only

Reviewed by: _____ **Recommended by the Superintendent:** _____

Agenda Item # 2C.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: September 18, 2018

Prepared By: Terrell Hill, PhD
Asst. Supt. for Human Resources
Presented By: Terrell Hill, PhD

Attachments: None

Subject: Staffing Update for Opening of 2018-2019 School Year

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BACKGROUND: For the September Board of Education meeting, information is always provided on all of the personnel actions that have taken place since the June Board of Education meeting.

A. Recruitment Fairs

Human Resources actively recruited new teachers at recruitment fairs. Windsor Public Schools administrators and teachers have actively recruited at the following teacher/administrator job fairs: University of Connecticut, Central Connecticut State University, CREC Minority Teacher Recruitment Fair, ARC (Alternative Route to Certification Program), and a new "Meet and Greet" session at the Connecticut State Department of Education offices. Administrators and teachers accompanied the Assistant Superintendent for Human Resources to fairs.

B. Advertisements

We advertised our teacher openings in the *Hartford Courant, Northeast Minority News,* CT REAP (website with CT educational jobs), CEA (CT Educ. Assoc.), CASCIAC (CT Assoc. of Schools and CT Interscholastic Athletic Conference), CAPSS (CT Assoc. of Public School Superintendents) and the Windsor Public Schools Website. In our efforts to reach a much larger and, more diverse population we have contracted with *Education Week (edweek.org)/ TopSchoolsJobs (topschoolsjobs.org)*. This organization also provides the unique opportunity to participate in online career fairs called XPos.

C. Hiring Process

Candidates participate in multiple rounds of interviews which typically include representation from teachers, supervisors, building administrators and central office administrators. We also require a writing sample for all positions and an authentic assessment (such as teaching a lesson) whenever possible. The authentic assessment portion is another tool for the district to differentiate candidates. All interview processes for teachers end with an interview with the Assistant Superintendent for Human Resources. Interview processes for administrators below the rank of cabinet or building principal end with an interview with the Superintendent.

Another important piece of the process is the reference check. Administrators complete a district reference check form by personally contacting at least three (3) of the candidates' references. A detailed conversation ensues focusing on areas that are important to Windsor in its new hires.

D. New Teacher Orientation

All new teachers, including those hired during prior school year, took part in a comprehensive three- day new teacher orientation held August 22nd through the 24th. The orientation focused heavily on instructional strategies, teambuilding, and technology. Dr. David Cormier (Cormier Consulting), was brought in by Dr. Oliver to present on "*Core Instructional Practices and the Instructional Framework.*" Once again, the Windsor Chamber of Commerce sponsored a luncheon for the new educators. Matt Dadona and his team provided training around the districts' Chromebooks and overall technology processes. Finally, we had the opportunity to take the new staff to EMPOWER Leadership Sports & Adventure Center in Middletown, for team building and leadership activities, which culminated in a zipline experience for some, and a scavenger hunt activity modeled after the show "Amazing Race" for the rest.

E. Statistics

As of September 10, 2018, there were 46 new employees in the district. This number includes teachers, administrators, supervisors, food services, security, and paraprofessionals. Of the "newly hired" certified employees, 5 actually began contracted employment during the 2017-2018 school year. Teacher openings were due to teachers taking positions in other districts (typically closer to home), retirements, childrearing, or moving out of state.

For all newly hired certified employees (29 total), the division between male and female is approximately 17% male and 83% female. Of the newly hired certified staff, approximately 34% of them are educators of color.

RECOMMENDATION: The BOE receive this report for informational purposes only.

Reviewed by: _____ **Recommended by the Superintendent:** _____

Agenda Item # 6b.

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: September 18, 2018

PREPARED BY: Danielle Batchelder **PRESENTED BY:** Danielle Batchelder

ATTACHMENTS: Year End Budget Site & Category Balances

SUBJECT: Fiscal Year '18 Year End Balances

BACKGROUND:

Board Policy 3160 allows the board to transfer any unencumbered portion of any budget site to another budget site, but expenditures shall not exceed the appropriation made by the fiscal authority of the Town.

The Board of Education's budget for Fiscal Year 2018, which ended June 30th, was $67,471,330. Our unexpended balance is $53,074. (NOTE: results have not been audited.)

For the Fiscal Year End June 30, 2018, there were under expenditures in benefits, certified and non-certified salaries, magnet school tuition, and supplies & materials at the schools and district wide. Offsetting this under expenditure was over expenditures in areas such as substitute salaries, special education transportation, and major maintenance.

STATUS:

The projections of expenditures for the close of Fiscal Year 2018 are **within** the total approved appropriation from the Town of Windsor for the Fiscal Year. The total expenditures for the fiscal year did **not** exceed the budget appropriation of $67,471,330.

The attached financial report outlines the budget sites and categories that were over budget and there subsequent budget sites and categories that offset the deficits.

RECOMMENDATION:

That the Board approves the return of $53,074 to the Town with the details of the projected budget/category surplus's and deficits as attached. (Final amount subject to completion of the audit.)

Reviewed by: DB **Recommended by the Superintendent:**

Agenda Item # 16c.

Windsor Public Schools
Year End Financial Report
June 30, 2018

	2017/2018 *Budget	Expenditures YTD 6/30/2018	Encumbrance	Balance 6/30/2018	% Balance
Instructional Services					
Clover Street School	59,019	55,746	0	3,273	6%
John F. Kennedy School	79,405	76,036	0	3,369	4%
Oliver Ellsworth School	76,864	75,459	0	1,405	2%
Poquonock School	59,820	58,055	0	1,765	3%
Sage Park Middle School	214,220	214,022	0	198	0%
Windsor High School	389,056	383,692	0	5,364	1%
Windsor High School Interscholastic Sports	202,000	203,102	0	(1,102)	-1%
Athletic Coaches	239,800	238,365	0	1,435	1%
WHS Career & Technical Education	59,745	59,650	0	95	0%
Continuing Education	70,400	69,503	0	897	1%
Instructional Mgt. & Curriculum Development	335,045	333,609	0	1,436	0%
Magnet School Tuition	1,500,600	1,449,921	0	50,679	3%
Technology	664,295	663,986	0	309	0%
Total Instructional Services	**3,950,269**	**3,881,146**	**0**	**69,123**	**2%**
Education Support Services					
Pupil Personnel Services	368,191	359,890	0	8,301	2%
Special Education	94,350	88,871	0	5,479	6%
Special Education Tuition	4,870,979	4,868,651	0	2,328	0%
Policy & Planning	142,350	142,280	0	70	0%
Employee Personnel Services	84,000	81,406	0	2,594	3%
Financial Management	280,442	275,498	0	4,944	2%
Financial Services	38,500	37,652	0	848	2%
Pupil Transportation & Safety	2,545,489	2,545,960	0	(471)	0%
Special Education Transportation	1,843,680	2,127,987	0	(284,307)	-15%
Physical Plant Services	2,035,850	1,942,931	0	92,919	5%
Major Maintenance	386,000	392,560	0	(6,560)	-2%
L.P. Wilson Center	254,800	254,124	0	676	0%
Benefits	10,799,364	10,550,804	0	248,560	2%
Certified Salaries	30,328,729	30,159,653	0	169,076	1%
Non-Certified Salaries	8,227,119	8,196,278	0	30,841	0%
Regular Ed Tutor Salaries	227,699	219,500	0	8,199	4%
Special Ed Tutor Salaries	350,000	337,009	0	12,991	4%
Substitute Salaries	643,519	956,056	0	(312,537)	-49%
Total Education Support Services	**63,521,061**	**63,537,110**	**0**	**(16,049)**	**0%**
Total All Sites	**$67,471,330**	**$67,418,256**	**$0**	**$53,074**	**0%**

*** The 2017/2018 budget numbers are now reflecting the actual BOE Approved 2017/2018 Budget. The prior financial reports for Sept 2017 through Dec 2017 reflected the 2016/2017 budget numbers due to the fact that the BOE did not approve the 2017/2018 Budget until 1/17/2018.**

* Please note that the final balance is subject to change upon completion of the fiscal audit

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: September 18, 2018

Prepared By: Santosha Oliver

Presented By: N. Black-Burke
S. Oliver

Attachments:

Subject: Curriculum Development 1st Reading: Grade 3-5 Math

Background:

Grade 3 Math - In Grade 3, instructional time should focus on four critical areas: (1) developing understanding of multiplication and division and strategies for multiplication and division within 100; (2) developing understanding of fractions, especially unit fractions (fractions with numerator 1); (3) developing understanding of the structure of rectangular arrays and of area; and (4) describing and analyzing two-dimensional shapes.

Grade 4 Math - In Grade 4, instructional time should focus on three critical areas: (1) developing understanding and fluency with multi-digit multiplication, and developing understanding of dividing to find quotients involving multi-digit dividends; (2) developing an understanding of fraction equivalence, addition and subtraction of fractions with like denominators, and multiplication of fractions by whole numbers; (3) understanding that geometric figures can be analyzed and classified based on their properties, such as having parallel sides, perpendicular sides, particular angle measures, and symmetry.

Grade 5 Math - In Grade 5, instructional time should focus on three critical areas: (1) developing fluency with addition and subtraction of fractions, and developing understanding of the multiplication of fractions and of division of fractions in limited cases (unit fractions divided by whole numbers and whole numbers divided by unit fractions); (2) extending division to 2-digit divisors, integrating decimal fractions into the place value system and developing understanding of operations with decimals to hundredths, and developing fluency with whole number and decimal operations; and (3) developing understanding of volume.

Status:

Grade 3 Math, Grade 4 Math and Grade 5 Math were presented at the BOE Curriculum Meeting on September 6, 2018.

Recommendation:

The Board approves Grade 3 Math, Grade 4 Math, and Grade 5 Math as a 1st Reading.

Reviewed by: S. Oliver **Recommended by the Superintendent**

Agenda Item # 6d.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: September 18, 2018

Prepared By: Craig A. Cooke **Presented By:** Maryam Khan/Craig A. Cooke

Attachments: 1. Revised P 5114 Student Discipline with new AR

Subject: Policy Adoption, 1st Reading

BACKGROUND:

The Board of Education Policy Committee reviewed P 5114 Student Discipline along with new Administrative Regulation at their August 28, 2018 and are bringing them to the full Board as a 1st reading.

STATUS:

1. P/AR 5114 Student Discipline is being revised based on PA 16-147 and PA 17-220 which revised the expulsion statute and added new requirements related to procedures and the alternative educational opportunity for expelled students.

RECOMMENDATION:

Move to approve Policy 5114 Student Discipline as a 1st Reading.

Recommended by the Superintendent:

Agenda Item # 6e.

STUDENT DISCIPLINE

I. Definitions

A. **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 capable of causing death or serious physical injury, and includes a "vehicle" or a dog that has been commanded to attack.

B. **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.

C. **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.

D. **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.

E. **Exclusion** means any denial of public school privileges to a student for disciplinary purposes.

F. **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.

G. **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 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 or any device 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.

H. **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.

I. **Martial Arts Weapon** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.

J. **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.

K. **School Days** shall mean days when school is in session for students.

L. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.

M. **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.

N. **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.

O. **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 devise 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.

P. 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.

II. Scope of the Student Discipline Policy

A. ***Conduct on School Grounds or at a School-Sponsored Activity:***

Students may be disciplined for conduct on school grounds or at any school-sponsored activity that **endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board.**

B. ***Conduct off School Grounds:***

1. Students may be disciplined for conduct off school grounds if such conduct **is seriously disruptive of the educational process and violative of a publicized policy of the Board**. 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.**

In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and/or the Board of Education may also consider **whether such off-campus conduct involved the illegal use of drugs**.

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

Conduct which may lead to disciplinary action (including, but not limited to, removal from class, suspension and/or expulsion in accordance with this policy) includes conduct on school grounds or at a school-sponsored activity (including on a school bus), and conduct off school grounds, as set forth above. Such conduct includes, but is not limited to, the following:

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 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).

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. Unlawful possession, sale, distribution, use, or consumption of tobacco, electronic nicotine delivery systems (e.g. e-cigarettes), vapor products, 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 that may be used to simulate smoking in the delivery of nicotine or other substance 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. 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, that 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.

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. Unlawful 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 growing, harvesting, manufacturing, producing, preparing, packaging, 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.

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.

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.

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.

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 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

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

    Bullying includes, but is not limited to, repeated written, oral or electronic communications or physical acts or gestures 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.

33. 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.

34. 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.

35. 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.

36. 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.

37. 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.

38. 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.

39. 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.

40. Any action prohibited by any Federal or State law.

41. 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. 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.

B. 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.

C. 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.

D. 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.

E. 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.

V. Procedures Governing Removal from Class

A. 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.

B. 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.

C. 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

A. 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 where suspension is contemplated, the following procedures shall be followed.

1. 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.

2. 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:

a. 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

b. 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.

3. 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.

4. 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.

5. 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.

6. 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.

7. 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.

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

9. 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.

10. 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.

11. 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.

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

13. 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.

B. 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,

seriously disrupts the educational process or in other appropriate circumstances 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 ~~concerning~~ 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.

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 notices and 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 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 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. For the purposes of this Section, 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, with an individualized learning plan, if the Board provides such alternative education, or (2) in accordance with the standards adopted by the State Board of Education.~~

~~B~~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.

~~C~~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 ~~sixteen~~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.

~~D~~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 ~~Sections~~Subsections IX.~~B~~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 <u>was</u> 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 <u>was not</u> 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 Committed to a Juvenile Detention Center

A. Any student who commits an expellable offense and is subsequently committed to a juvenile detention center, the Connecticut Juvenile Training School 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 commitment to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement.

B. If a student who committed an expellable offense seeks to return to a school district after having been in a juvenile detention center, the Connecticut Juvenile Training School 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 17-237, An Act Concerning Education Mandate Relief

Public Act 16-147, An Act Concerning the Recommendations of the Juvenile Justice Policy and Oversight Committee

§§ 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
§ 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
§ 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 policy: 9/18/07
Revised policy: 6/18/13
Revised policy: 1/20/16
Revised policy: 4/17/18

Windsor Public Schools
Windsor, CT

ADMINISTRATIVE REGULATIONS REGARDING ALTERNATIVE EDUCATIONAL OPPORTUNITIES FOR EXPELLED STUDENTS

I. Applicability of these Administrative Regulations

These administrative regulations shall apply in cases when, pursuant to state law, a student in the _____ Public Schools is entitled to an alternative educational opportunity during a period of expulsion.

II. Responsible Personnel

The building principal of the school from which the student has been expelled, or his/her designee(s), shall maintain responsibility for compliance with these administrative regulations relative to the individual student who is being provided with the alternative educational opportunity.

III. Student Placement Procedures

A. After a student has been expelled, and unless extraordinary circumstances exist, the building principal, or his/her designee(s), will take the following steps:

1. Meet with the expelled student's parent(s)/guardian(s) prior to the student's placement in an alternative educational setting to provide information concerning the potentially appropriate alternative educational opportunities for the student and to inform the parent(s)/guardian(s) and student of the right to apply for early readmission to school in accordance with Conn. Gen. Stat. Section 10-233d(j).

2. Consult with relevant school personnel from the school from which the student was expelled, who are knowledgeable about the student, to obtain information regarding the student's academic, social, and behavioral history that will help inform the decision concerning an appropriate alternative educational opportunity. Such information may be gathered by written reports.

3. After placement options have been shared with the parent(s)/guardian(s), convene a placement meeting at which all alternative educational opportunities are explored and a placement decision is made.

B. The educational programming and placement for expelled students who are eligible to receive special education and related services under the Individuals with Disabilities Education Act ("IDEA") shall be determined by the student's Planning and Placement Team ("PPT"). In such case, Subsection A above shall not apply.

IV. Individualized Learning Plan

A. Development of the Individualized Learning Plan

After the student has been accepted into an alternative educational placement, the principal, or his/her designee, will develop an Individualized Learning Plan ("ILP") that will govern the programming for the student for the period of expulsion. To develop the ILP, the principal, or his/her designee, will collaborate with school personnel from the school from which the student was expelled, the student and the parent/guardian, and will review all relevant student records.

B. Contents of the Individualized Learning Plan

1. The ILP will reference student records with information relevant to the provision of an alternative educational opportunity. These records may include:

   a. Student success plan (for students who have a student success plan as mandated by state law, the student success plan may inform the ILP but does not replace the ILP);

   b. Individualized education program ("IEP");

   c. Section 504 Plan;

   d. Individualized health care plan or emergency care plan; and/or

   e. Other relevant academic and behavioral data.

2. The ILP will address the following:

   a. The student's academic and behavioral needs and appropriate academic and behavioral goals and interventions, including the student's core classes at the time of expulsion and the student's current placement or progress in the curriculum for those classes so that the student has an opportunity to continue to progress in the Board's academic program and earn graduation credits, if applicable;

   b. Benchmarks to measure progress towards the goals and ultimately, progress towards graduation;

   c. Provision for the timing and method for reviewing the student's progress in the alternative educational opportunity and for communicating that progress to the parent/guardian or student. For most students, monitoring and reviewing the student's progress will include monitoring the student's attendance, work completion and progress toward meeting the relevant academic standards for particular coursework, and thus progressing toward graduation, if applicable. The student's progress and grades will be communicated to the

parents/guardians or student with the same frequency as similar progress for students in the regular school environment is reported and communicated to parents/guardians or students. The student's progress and grades will also be reported to the school from which the student was expelled;

d. Provision for the timely transfer of the student's records both from the student's school to the alternative educational opportunity provider, and also from the alternative educational opportunity provider to the student's school; and

e. The possibility of early readmission to the school from which the student was expelled and the early readmission criteria, if any, established by the Board of Education or Superintendent, as applicable.

V. Review of Student's Placement in Alternative Educational Opportunity and Individualized Learning Plan

A. A review of the appropriateness of the placement must occur at least once per marking period.

B. The placement review must include:

1. Review of the ILP to (1) assess progress and make adjustments as necessary and (2) determine its alignment with the goals of the student's IEP, where applicable; and

2. Consideration of opportunities for early readmission as set forth in the ILP, as established by the Board of Education or Superintendent, as applicable.

VI. Transition Plan for Readmission

A. Before a student is readmitted to the school from which the student was expelled, relevant staff should provide an opportunity to meet with the parents/guardians and student to discuss the student's readmission. As part of the readmission process and the student's ILP, the principal, or his/her designee, should consider:

1. Efforts to readmit the student at a semester starting point (at the high school level);

2. A plan to transfer the student's credits and records back to the school from which the student was expelled:

a. The _____ Public Schools will award an expelled high school student appropriate high school credit for work

satisfactorily completed during the period the student participates in the alternative educational opportunity and will transfer relevant records back to the school from which the student was expelled;

b. The _____ Public Schools will provide an expelled student transferring to a new school district a progress summary of all work completed during the course of the student's expulsion, and will indicate the course credit earned by the student for that work.

3. The student's need for academic and other supports upon returning to his/her school; and

4. Efforts to connect the returning student with opportunities to participate in extracurricular activities.

B. In the event the principal, or his/her designee, determines that a student's alternative educational opportunity is no longer beneficial to the student, but it remains inappropriate to return the student to the school from which the student was expelled, a plan for a different alternative educational opportunity may be developed in accordance with the procedures outlines in these Administrative Regulations.

Legal References:

Connecticut General Statutes:

_____ Conn. Gen. Stat. § 10-233d

_____ 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).

Connecticut State Department of Education, *Standards for Educational Opportunities for Students Who Have Been Expelled* (January 3, 2018).

ADOPTED: _____
REVISED: _____

4/12/18

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: September 18, 2018

Prepared By: Craig A. Cooke **Presented By:** Maryam Khan/Craig A. Cooke

Attachments: 1. Revised P/AR 3541 Transportation

Subject: Policy Adoption, 2nd Reading

BACKGROUND:

The Board of Education approved P/AR 3541 Transportation for a 1st reading at their March 20, 2018. It was decided at that time there was a need for additional discussion on the policy and it was sent back to the Policy Committee for another review. The Board of Education Policy Committee reviewed and discussed the policy and regulation again at their August 28, 2018 meeting and is bringing the policy to the full Board as a 2nd reading.

STATUS:

1. P/AR 3541 Transportation has been revised to align with current operational practices.

RECOMMENDATION:

Move to approve the revisions made to Policy 3541 Transportation.

Recommended by the Superintendent: _____

Agenda Item # 6f.

Section:	**Business/Non-Instructional Operations**
Subject:	**TRANSPORTATION** **P-3541**

BOARD OF EDUCATION POLICY
WINDSOR PUBLIC SCHOOLS
WINDSOR, CT

~~The Windsor Board of Education will provide a safe, adequate, efficient and economical transportation service for all students of the Windsor Public Schools, consistent with applicable federal and state statutes. (Including Federal No Child Left Behind Act)~~

The Windsor Board of Education will provide transportation for students under provisions of state law and regulations. In determining the provision of transportation, the superintendent of schools shall consider the guidelines contained in this policy and shall administer the operation so as to:

1. provide for the safety of students, including consideration of hazardous conditions whether or not described in this policy;

2. provide for appropriate supervision for students while on school transportation, consistent with the Board's student discipline policy; and

3. assist disabled students by providing appropriate specialized transportation when required by law.

~~**Transportation is safe when:**~~

- ~~**the bus company provides properly maintained and inspected buses,**~~
- ~~**the bus company carefully selects and adequately trains bus drivers,**~~
- ~~**the schools and bus drivers carefully regulate and supervise student conduct,**~~
- ~~**the number of passengers conforms to the manufacturer's maximum seating capacity for a school bus, and**~~
- ~~**every passenger is able to sit within the confines of a bus seat.**~~

~~**Transportation is adequate when:**~~

- ~~**students do not have to spend an excessive amount of time on a bus traveling to or from school. Climatic, traffic or other conditions may affect the actual time a student spends on a bus.**~~

~~**Transportation is efficient when:**~~

- ~~**bus schedules are precise and regular.**~~

~~**Transportation is economical when:**~~

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~~• the Board of Education keeps operating expenses at the minimum necessary to provide a safe, adequate and efficient transportation service.~~

~~Goal~~

~~The Windsor Board of Education seeks to achieve a reasonable travel time on a bus, to or from school, for all students.~~

Definitions of terms used in this policy:

A. "School transportation" means the procedure, program, or plan by which students are transported to and from school from their residence or bus stop at public expense, whether by use of publicly owned equipment or by contract. Such transportation shall be over public roads approved by the Town. Transportation may be provided over private roads in accordance with Section 10-220c, of the Connecticut General Statutes.

B. "Walking distance" means the linear measure of a prescribed or authorized pedestrian route between the student's residence and school from:

1. a point at the curb or edge of a public or private road nearest the student's residence to a point at the entrance of the school, or a

2. a safe entrance to the school grounds located within 100 feet of the school building entrance or the bus pick-up area, or

3. the route from the point on the public thoroughfare nearest the residence to the school bus stop or vehicle embarkation point established by the Board of Education or school administration.

C. For cul-de-sacs the walking distance shall be defined as the most direct route from the entrance to the school as defined above to the intersection of the cul-de-sac and the crossing thoroughfare most proximate to the school.

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D. "One mile walking distance" means a reasonable measurement of a route to be traversed extending from the point of measurement at least 5,280 feet, but not more than 5,380 feet.

E. "Grade K" means kindergarten, or a school program appropriate to a beginning student.

F. "Hazard" means a possible source of peril, danger, duress, or difficulty affecting the safety

G. "Sidewalk" means a portion of the landscaped right of way, usually parallel to the traffic lanes which may be paved or unpaved, distinguished by some elevation above the street pavement level, marked by curbing, drainage ditch, grass area, fencing or any white line safety markings along the street pavement that cross entrances to business establishments.

H. **"Raised walk area" means a portion of the landscape right of way approximately three feet wide, usually parallel to the traffic lanes which may be paved or unpaved, distinguished by some elevation above the street pavement level and marked by curbing, drainage ditch, grass area or fencing; apart from and independent of any painted safety markings along the street pavement.**

~~H~~I. "Student" means any individual of school age residing in Windsor enrolled in a public school or enrolled in a vocational technical, agricultural, or special education program.

General Responsibility

It is the responsibility of the Windsor Board of Education to provide each child in grades kindergarten through twelve and up to age 21 as required through Planning and Placement Team (PPT) ~~over five (5) and under twenty one (21) years of age~~ who resides in Windsor and is not a graduate of high school or vocational school with safe transportation to and from school from their designated pick-up points and their schools. This responsibility is shared with parents and other agencies. Transportation will be provided from the bus stop nearest the child's legal residence only; transportation to or from an alternate location shall require the approval of the Superintendent of Schools.

The Motor Vehicle Department establishes rules and regulations on equipment and operation of buses and makes annual inspections.

The Director of Business Services or his/her designee shall establish bus routes and

designated bus stops. Careful consideration will be had around town boundaries, routes, schedules, number of students at each stop, distances students are required to walk, the number of stops on the route, the total travel time for the route, and safety hazards as described in this policy.

Town government is responsible for town roads and local police are responsible for physical security and enforcement of traffic regulations.

Access to Bus Stops/Transportation

Parents and/or guardians are responsible for ensuring the safety of their children up until the point when students board the school bus or other school provided transportation, and after students get off the bus after school. This responsibility includes the selection of walking routes to/from any bus stop and/or the school building and the provision of supervision that is appropriate to the student's age, maturity and conditions along the walking route and/or at the bus stop at all times.

Given that bus pick up times may vary, the Board expects that parents and/or guardians will ensure that their children arrive at the bus stop in advance of any scheduled pick up time.

Kindergarten students will only be released from a bus if there is adult supervision or parent designee present. If adult supervision is not present, the student will be returned to the school.

~~Busing,~~ **Walking Requirements** ~~and Hazardous Conditions~~

A. The maximum walking distances from home to school or to a designated bus stop are the following:

1. Students enrolled in grades ~~1~~ K through 5, one mile.

2. Students enrolled in grades 6 through 12, one and one-half miles.

~~3. Buses will be provided at mid-day for kindergarten students only from school to~~

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~~their home area (end of a.m. session) and from home area to school (beginning of p.m. session) along main residential streets. Provision for this service will not be construed to be door-to-door transportation.~~

Any walking route to either the bus stop or the school in excess of the above distances will be considered hazardous.

Hazardous Conditions

The administration shall consider the following guidelines for hazardous conditions when making decisions regarding the transportation of children:

1. A street or road having an adjacent or parallel sidewalk or raised walk area shall be deemed hazardous when any one of the following conditions exist:

a) For pupils under age ten, or enrolled in grades K through 3:

(i) the absence of a pedestrian crossing light or crossing guard where three or more streets intersect, and a pupil is expected to cross the street; OR

(ii) street crossings where there are no stop signs or crossing guards and the traffic count during the time that pupils are walking to or from school exceeds sixty vehicles per hour at the intersection, and a pupil is expected to cross the street.

b) For pupils over age ten, or enrolled in grades 4 through 12, the absence of a traffic light or stop signs or crossing guard at an intersection where three or more streets intersect which has a traffic count which exceeds ninety vehicles per hour during the time that pupils are walking to or from school, and such pupils are expected to cross the street;

c) For all pupils:

(i) any street, road, or highway with speed limits in excess of forty miles per hour which does not have pedestrian crossing lights or crossing guards or other safety provisions at points where pupils must cross when going to or from school or the bus stop; OR

(ii) the usual or frequent presence of any nuisance such as open man-holes, construction, snow plowed or piled on the walk area making walkways unusable, loading zones where delivery trucks are permitted to park on walkways, commercial entrances and exits where cars are crossing walking areas at speeds in excess of five miles per hour, and the like, including such nuisances which are hazardous or attractive to children.

2. Any street, road, or highway that has no sidewalks or raised walk areas shall be deemed hazardous if any one of the following conditions exist:

a) For pupils under age ten, or enrolled in grade K through 3:
   (i) any street, road, or highway possessing a traffic count of sixty or more vehicles per hour at the time that pupils are walking to or from school; OR
   (ii) any street, road, or highway possessing a speed limit in excess of thirty miles per hour.

b) For all pupils:
   (i) the presence of man-made hazards including attractive nuisances, as stated in 1(c)(ii) above; OR

   (ii) any roadway available to vehicles that does not have a minimum width of approximately twenty-two feet; OR

   (iii) any roadway available to vehicles that, when plowed free of snow accumulations, does not have a minimum width of approximately twenty feet; OR

   (iv) any street, road, or highway where the line-of-sight visibility together with posted speed limits do not permit vehicular braking/stopping in accordance with the Connecticut Drivers Manual or Department of Transportation, Division of Design Standard, or other reasonable standard.

~~B. A street or road having an adjacent or parallel sidewalk shall be deemed hazardous when any one of the following conditions exists:~~

BOARD OF EDUCATION POLICY
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~~1. For students enrolled in Grades K through 3: the absence of a pedestrian crossing light or crossing guard at an intersection where students must cross a street that has a traffic count in excess of 60 vehicles per hour during the time that students are walking to or from school or a bus stop.~~

~~2. For students enrolled in grades 4 through 12: the absence of a traffic light, stop sign or crossing guard at an intersection that has a traffic count exceeding 90 vehicles per hour during the time when students are walking to or from school or a bus stop.~~

~~3. For all students: any street, road or highway with posted speed limits in excess of 40 miles per hour that does not have pedestrian crossing lights, crossing guards or other safety provisions at points where students must cross when going to or from school or a bus stop.~~

~~4. For all students: the usual or frequent presence of any nuisance such as open manholes, construction, snow plowed or piled on walkways, loading zones where delivery trucks which are permitted to park on walkways, commercial entrances and exits where cars are crossing walking areas at speeds in excess of five miles per hour, and any other nuisance that is hazardous or attractive to children.~~

~~C. Any walkway, path, or bridge in an area adjacent or parallel to railroad tracks shall be considered hazardous unless a suitable physical barrier along the entire pedestrian route is present and fixed between students and the track; and any crossing of railroad tracks that carry moving trains during hours that students are to or from school shall be deemed hazardous unless,~~

~~1. a crossing guard is present; or~~

~~2. an automatic control bar is present at crossings used by students under age ten, or, a bar or red flashing signal light is operational when the crossing is used by students over ten years of age.~~

~~Any street, road or highway without sidewalks shall be deemed hazardous if any one of the following conditions exists:~~

~~1. For students enrolled in grades K through 3: any street, road or highway with a~~

~~traffic count of 60 or more vehicles per hour at the time when students are walking to or from school or a bus stop.~~

~~2. For students enrolled in grades 4 through 8: any street, road or highway with a traffic count of 90 or more vehicles per hour at the time when students are walking to or from school or a bus stop.~~

~~3. For all students: any roadway available to vehicles that does not have a minimum width of 22 feet.~~

~~4. For students enrolled in grades K through 3: any street, road, or highway with a speed limit in excess of 30 miles per hour.~~

~~D. Any street, road or highway that has no sidewalks shall be deemed hazardous when the line-of-sight visibility and posted speed limits do not permit vehicular braking/stopping in accordance with the Connecticut Driver's Manual or Department of Transportation, Division of Design, or as determined by the Windsor Police Department or Town of Windsor's Legal Traffic Authority~~

~~F~~3. Any walkway, path, or bridge in an area adjacent or parallel to railroad tracks shall be considered hazardous unless a suitable physical barrier along the entire pedestrian route is present and fixed between students and the track; and any crossing of railroad tracks that carry moving trains during hours that students are to or from school shall be deemed hazardous unless,

(i). a crossing guard is present; or

(ii) an automatic control bar is present at crossings used by students under age ten, or, a bar or red flashing signal light is operational when the crossing is used by students over ten years of age.

4. **For pupils in grades K through 4, the following conditions shall be deemed hazardous:**

a) **a lake, pond, stream, culvert, water-way, or bridge shall be deemed a hazard in the absence of a fence or other suitable barrier fixed between the pupil and the water; OR**

b) any area adjacent to a roadway, sidewalk, or bridge having a drop of three or more feet per four feet of travel length on either side of the established lanes, in the absence of a fence or other suitable barrier.

~~A lake, pond, stream, waterway or bridge that does not have a fence or other suitable barrier within 15 feet of the sidewalk shall be deemed a hazard for students in grades K-4.~~

~~G. Any area adjacent to a road, sidewalk or bridge having a drop of three or more feet per four feet of travel length on either side of the established lanes and that does not have a fence or other suitable barrier shall be deemed hazardous for students in Grades K-4.~~

~~H. Any street, road, walkway, sidewalk or path designated as a walking route that passes through an area with a history of aggressive acts of molestation to students resulting in actual or threatened physical harm or moral degradation shall be deemed hazardous as determined by the Board of Education with advice from the Windsor Police Department.~~

~~I. Walking to or from school or the bus stop at any time prior to one-half hour before sunrise or anytime one-half hour after sunset shall be deemed hazardous for students in grades K-8.~~

5. For pupils in grades K through 8, walking to or from school or the bus stop at any time prior to one-half hour before sunrise or any time one-half hour after sunset shall be deemed hazardous.

6. For all students, walking along any street, road, walkway, sidewalk, or path designated as a walking route which passes through an area which has a history of aggressive acts of molestation resulting in actual or threatened physical harm or moral degradation during the hours when pupils ordinarily walk to or from school shall be deemed hazardous.

~~Exceptions~~

Section:	**Business/Non-Instructional Operations**
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~~The Board of Education may grant an exception to any provision of this policy based upon the reasonable judgment of the Superintendent of Schools that a peculiar condition or combination of conditions is hazardous.~~

~~The Board is aware that the health and physical powers of the student, the terrain to be traversed, physical security and environmental hazards, the opening and closing school hours and the statutes pertaining to children eligible for special education services will at times necessitate exceptions to the regulations on walking distances.~~

~~In determining the exceptions that are necessary, the Board will consult pertinent agencies (i.e., police, fire, and public works departments) in an attempt to make a reasonable judgment.~~

~~Handicapped and Special Education Students~~

~~A. Students possessing physical handicaps and/or health conditions rendering them unable to walk to either a bus stop or school, as determined by their physician or the school medical advisor, shall receive appropriate transportation.~~

~~B. Transportation for special education students shall be determined on an individual basis based upon the recommendation of a Planning and Placement Team.~~

~~Babysitting~~ Alternate Care **Requests**

A. Requests to have a student picked up and/or dropped off at a home childcare ~~babysitter's home~~ must be made in writing to the Director of Business Services. These requests will be honored provided there is an existing bus route assigned to that location in the district and there is seating space available on the bus. Seating priority will be given to students whose residences are located on an existing bus route. ~~Parents should minimize the number of babysitters used and the number of changes in babysitters during the school year.~~

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~~Boundaries, Routes and Scheduling~~

~~The Transportation Specialist is responsible for planning efficient boundaries, routes, schedules, and bus stops. In planning bus stops, the Transportation Specialist will take into consideration the number of students at each stop, distances students are required to walk, the number of stops on the route, the total travel time for the route, any safety hazards as described in this policy, and the physical terrain at the bus stop.~~

~~A. The principals and Director of Finance will approve all educational and extra-curricular trips. The general policy of the Board is to use a commercial carrier with full public liability and property damage insurance.~~

Other Transportation

~~B.~~ A. Windsor residents with children attending private nonpublic schools in Windsor will be provided with transportation in accordance with Section 10-281 of the Connecticut General Statutes. All aspects of this policy referring to public school students also pertain to private school students.

~~C.~~ B. Windsor Public Schools will not provide transportation to out-of-town schools except as required by State Statutes.

~~D.~~ C. Transportation to and from work sites under the cooperative work experience program is the responsibility of the student and his or her family, and the Board of Education is not responsible for such transportation. Where there is an existing bus route to a job site in Windsor, the student may apply to the high school administration for permission to ride the bus to that job site. If there is space on that bus, the high school administration may permit the student to ride the bus, with the understanding that such transportation is provided as an accommodation to the student.

Increased Ridership Program

A. This program is available to students presently not eligible for home to school transportation. If permits a normally non-eligible student to ride the bus, if approved, starting October 1st of each school year.

1. Priority is given to younger students.

2. The design of the bus routes each year will determine available seats on each route.

3. The program is only applied to existing bus routes and bus stops. No additional bus stops will be made to accommodate additional students.

C. An application must be made in writing by the parent/guardian of the student requesting this service and sent to the Transportation Specialist of the Windsor Public Schools. Application to participate in the program must be done on a yearly basis.

D. The Transportation Specialist will review each request based on the following considerations: (1) available seats, (2) bus routes, (3) timing, (4) grade level, (5) age of student, (6) walking distance.

1. For those requests which can be accommodated, the Transportation Specialist will contact the parent/guardian in writing.

a. This approval will be valid for one year until or unless there are no longer seats available. In situations where seats are no longer available, every effort will be made to give advance notice of cancellation of this privilege.

Applicability and Exceptions

1. This policy is applicable to private roads approved for passage of school transportation vehicles in accordance with C.G.S. Section 10-220c.

2. Special Education pupils and pupils eligible for accommodations under Section 504 of the Rehabilitation Act shall be judged on an individual basis, and appropriate transportation provided.

3. The Superintendent of Schools may grant an exception to any guideline set forth in this policy where a peculiar condition or combination or conditions renders such condition(s) a hazard based upon reasonable judgment; or where under the circumstances, other conditions exist under which the safety of students necessitates a variance with the guidelines within this policy.

BOARD OF EDUCATION POLICY
WINDSOR PUBLIC SCHOOLS
WINDSOR, CT

Appeal

Should a transportation request to the Board of Education require an appeal procedure, the Board of Education shall conduct a hearing in accordance with Connecticut General Statutes, Section 10-186.

Student Transportation Safety Complaints

All complaints regarding student transportation safety shall be made to the Director of Business Services. The Director of Business Services shall maintain a written record of all such complaints, and shall conduct appropriate investigations of the allegations. The Director of Business Services shall provide the Commissioner of Motor Vehicles with a copy of the written record of complaints within thirty days of the end of each school year.

Transportation Hearing Procedure

Transportation hearings will be conducted in accordance with Connecticut General Statutes, Section 10-186,and with Connecticut General Statutes, Sections 4-177 to 4-180, inclusive upon written request.

Public Safety Guidelines

The following factors are generally to be used when the Town's Legal Traffic Authority and/or the Police Department review requests for safety evaluations by the School District or parents. The requests generally involve issues of whether children should be bused, where bus stops should be placed and the relative safety of walking routes.

Town staff will evaluate each request in terms of the applicability of relevant provisions of Board of Education Policy 3541 – Transportation of Students. Staff will also evaluate the following factors as they may apply to situations which are outside the policy:

- Roadway conditions
- Sidewalk conditions
- Intersection nature & intersection control
- Crossing location & crossing control
- Traffic volume
- Speed of vehicles
- Accident history
- Line of site
- Nuisances & hazards
- Light conditions
- Age of children
- Other relevant factors as deemed appropriate

Town staff will review all the data available and will speak with all concerned parties. A finding will be forwarded to the Superintendent along with recommendation, if appropriate. It is understood that the final decision on these issues is the responsibility of the Superintendent of Schools.

Legal Reference: Connecticut General Statutes

10-186 Duties of local and regional boards of education.
10-220 Duties of boards of education.
10-221c Development of policy for reporting complaints regarding school transportation safety
14-275b Transportation of mobility impaired students.
14-275c Regulations re: school buses and motor vehicles used to transport special education students.

~~**Legal Reference:**~~
~~**Connecticut General Statutes**~~
~~**4-176a to 180a inclusive, 4-181a**~~

Section:	Business/Non-Instructional Operations
Subject:	TRANSPORTATION P-3541

BOARD OF EDUCATION POLICY
WINDSOR PUBLIC SCHOOLS
WINDSOR, CT

~~10-186 Duties of local and regional boards of education~~
~~10-220 Duties of boards of education~~
~~10-281 Transportation for pupils in nonprofit private schools within school district~~
~~14-275 Equipment and color of school buses~~
~~14-275a Use of standard school bus required~~
~~14-275b Transportation of mobility impaired students~~
~~14-275c Regulations re school buses and motor vehicles used to transport special education students~~

14-276a (c)Town./school district may require its school bus operators to have completed a safety training course

14-280 Letters and signals to be concealed when not used in transporting children. Signs on other vehicles.

20 U.S.C. NCLB Act of 2001, P.L. 107-110, Title I, Section 1116

McKinney-Vento Homeless Education Assistance Act of 2001, P.L., 107-110, 42 U.S.C., Sections 11431-11435

Policy Adopted: October 17, 2006

Section:	**Business**	
Subject:	**BOARD OF EDUCATION RESPONSIBILITY (TRANSPORTATION)**	**AR-3541**

ADMINISTRATIVE REGULATION
WINDSOR PUBLIC SCHOOLS
WINDSOR, CT

Windsor Board of Education Responsibility

A. In order to implement and administer the Board's policy on school transportation, Policy 3541, it shall be the responsibility of the Superintendent of Schools or his/her designee to manage and supervise the school transportation service. This includes:

1. Determination of eligibility for school transportation in accordance with Board of Education Policy 3541 and Section 10-186 of the Connecticut General Statutes.

2. Establishment of school transportation routes and designation of locations of and schedules for bus stops.

3. Development and enforcement of "Bus Behavior and Safety Procedures" for those children who are transported to and from school via the school transportation service. These procedures shall include the requirement that any bus driver witnessing or learning of conduct that has taken place at a bus stop or on the school bus that may be of a criminal nature shall contact the bus company dispatcher or the local police as soon as is safely practicable.

4. Development of procedures for responding to requests pertaining to matters of school transportation.

5. Performance of all other duties and responsibilities related to the furnishing of school accommodations by school transportation or otherwise consistent with Section 10-186 of the Connecticut General Statutes and in accordance with these guidelines.

6. Provision of an appeals procedure for matters relating to the furnishing of school accommodations by school transportation as follows:

   a. Any parent, guardian or student at majority who believes that their pupil transportation needs are not being properly met should review this matter with the Transportation Specialist.

   b. If no resolution is reached under (a) above, the matter should be referred in writing to the Director of Business Services who shall review the matter and

issue a decision in writing within ten (10) working days after receipt of this request.

c. If no resolution is reached under (b) above, the matter should be referred in writing to the Superintendent of Schools who shall review the matter, meet, if requested, with all parties and issue a decision in writing ten (10) working days after receipt of this request.

d. If no resolution is reached under (c) above, the parent or guardian shall be advised of their right to request a hearing by the Board of Education concerning their request for transportation services.

1. The Board of Education shall give such parent or guardian (etc.) notice of the right to request a hearing concerning the denial of school accommodations;

2. The Board of Education shall hold a hearing within ten (10) days of receipt of a written request by the parent or guardian;

3. The Board of Education shall make a stenographic record or tape recording of such hearing;

4. The Board of Education shall render a written finding within ten (10) days after such hearing;

5. Such hearing shall be held in accordance with the provisions of Sections 4-176e to 180a, inclusive, and 4-181a;

6. The Board of Education shall, upon request, provide the parent or guardian with a transcript of the hearing within thirty (30) days of such request and may make an appeal there from to the State Board of Education; and

7. The findings of the Board of Education shall be upheld by the State Board of Education unless it is determined that such finding was illegal, arbitrary, capricious or unreasonable.

Section:	**Business**	
Subject:	**BOARD OF EDUCATION RESPONSIBILITY (TRANSPORTATION)**	**AR-3541**

ADMINISTRATIVE REGULATION
WINDSOR PUBLIC SCHOOLS
WINDSOR, CT

Evaluation of Student Transportation Safety Issues

Questions of safety relating to school bus transportation routes and stops are referred to the ~~Town~~ Director of Business Services ~~Public Safety.~~

Regulation Approved: October 17, 2006

Elizabeth E. Feser, Ed.D.
Superintendent of Schools

Legal Reference:
CT General Statutes
4-176a – 180a inclusive, 4-181a
10-186 – Duties of local and regional boards of education

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: September 18, 2018

PREPARED BY: Danielle Batchelder **PRESENTED BY:** Danielle Batchelder

ATTACHMENTS: Student Enrollment Report & Recap

SUBJECT: Student Enrollment as of September 11, 2018

BACKGROUND:

Attached are the enrollment figures as of September 11, 2018. The State of Connecticut Department of Education uses October 1st as the official date for all Connecticut school districts to report their enrollment information.

The official enrollment figures will be provided at the October Board of Education meeting

Mrs. Batchelder will answer any questions.

STATUS:

RECOMMENDATION:

Informational

Reviewed by: NB **Recommended by the Superintendent:**

Agenda Item # 8a.

Windsor Public Schools
Student Enrollment Report
September 11, 2018

GRADE		Poquonock School	Clover Street School	Oliver Ellsworth School	John F. Kennedy School	Total
PreK		43		69		112
K		117		109		226
1		92		122		214
2		85		113		198
3			97		111	208
4			102		130	232
5			92		132	224
Subtotal K-5						1,302
Total		**337**	**291**	**413**	**373**	**1,414**

GRADE		Sage Park Middle School
6		242
7		222
8		255
Total		**719**

GRADE	Windsor High School
9	288
10	289
11	302
12	287
Total	**1,166**

District Wide Enrollment	**3,299**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: September 18, 2018

Prepared By: Terrell M. Hill, PhD **Presented By:** Terrell M. Hill, PhD
Assistant Superintendent for Human Resources
Attachments: Human Resources Report
Subject: Human Resources Report for June 1, 2018 – August 31, 2018

Please see the attached report.

Reviewed by: _____ **Recommended by the Superintendent:** _____

Agenda Item # 8b.

WINDSOR PUBLIC SCHOOLS
HUMAN RESOURCES
Windsor, CT

To: Members of the Board of Education
From: Terrell Hill, PhD, Assistant Superintendent for Human Resources
RE: Staffing Update for Opening of 2018-2019 School Year
Date: September 18, 2018

CERTIFIED NEW HIRES

NAME	SCHOOL	POSITION	SALARY
Liliana Ballestas-Cuevas	Windsor High	School Counselor	MA12
Jennifer Balnis	Sage Park	Assistant Principal (10 month)	Admin1
Teresa Boyles	Windsor High	School Counselor	MA1
Kevin Cawley	Windsor High	Math Teacher	MA3
Christina Cornell	Ellsworth	Grade 1 Teacher	MA1
Shannon Danahey	Ellsworth	Special Education PreK Teacher	MA7
Patrick Dowd	Ellsworth	Physical Education/Health	BA1
Amanda Draizen	Ellsworth	Library Media Specialist	MA4
Chaka Felder	WHS/Sage Park	Supervisor of School Counseling	Admin4
Jacquelyn Filomeno	Ellsworth	Grade 2 Long Term Substitute Teacher	BA1
Jessica Fort	Windsor High	School Counselor	MA1
Rachel Forte	Sage Park	Grade 7 Social Studies Teacher	MA1
Melissa Hernandez	Poquonock	Kindergarten Teacher	BA1
Joseph Keach-Longo	Clover	Grade 4 Teacher	MA1
Alexandra Lewis	Clover/Kennedy	Special Education Teacher	MA2
Stephanie Lockhart	Windsor High	Assistant Principal (10 month)	Admin1
Kimberly McGee	Sage Park	Gifted & Talented Language Arts Teacher	6th Yr12
Allison Mendola	Clover	Grade 4 Teacher	MA1
India Monroe	Windsor High	English Department Chair	Admin4
Bridget O'Neill	Windsor High	Social Studies Teacher	MA1
Jacqueline Owens	Windsor High	Special Education Teacher	MA1
Francisca Quainoo	Clover	School Psychologist	6th Yr1
Nereida Santoni-Cardona	Windsor High	Spanish Teacher	MA5
Sarah Scerra	Poquonock	Kindergarten Teacher	MA1
Baljinder Singh	Windsor High	Alternative Education Math Teacher	BA5
Lauren Sitaro	Ellsworth	Grade 2 Long Term Substitute Teacher	BA1
Dario Soto	Kennedy	STEM Instructional Coach	MA9
Nancy Thomson	Windsor High	Career & Technical Education Teacher	DOC9
Kellie Wagner	Sage Park	Grade 8 Language Arts Teacher	MA6
Courtney Woodard	Poquonock	Special Education PreK Teacher	MA1

CERTIFIED STAFF APPOINTMENTS WITH PRIOR WINDSOR EXPERIENCE

NAME	SCHOOL	POSITION	SALARY
Catherine Berquist	JFK/POQ/LPW	Physical Education/Health Teacher	MA7
Lauren Grimshaw	LPW/Pupil Services	Alternative Ed./Expulsion Teacher	MA3
Rebecca Husovsky	Sage Park	Grade 7 Language Arts Teacher	MA1
Brie Reynolds	Poquonock	Grade 1 Teacher	BA1
Wendy Schwartz	Sage Park	Grade 8 Math Teacher	BA2
Arielle Wezdenko	Ellsworth	School Psychologist	6th Yr3

CERTIFIED LEAVES

NAME	ASSIGNMENT	REASON FOR LEAVE
Kristen Michalak	French Teacher, Sage Park	Childrearing
Steven Ortiz	Music/Band Teacher, WHS	Military

CERTIFIED RETIREMENTS (FROM JUNE)

NAME	ASSIGNMENT/SCHOOL	YEARS IN WINDSOR
Paul Cavaliere, Jr	Principal, Sage Park	20
Nancy Dagenhart	STEM Coach, Kennedy	34
Cathleen Lavallee	Science Teacher Learning Lab, WHS	21
Terence McSweeney	Social Studies Teacher, Sage Park	20
Jan Sousa	School Counselor, WHS	21
Deborah Wishnevsky	Special Education Teacher, Sage Park	20

CERTIFIED RESIGNATIONS (FROM JUNE)

NAME	SCHOOL	ASSIGNMENT	REASON	SVCS YRS
Catherine Amadasun	Sage Park	Grade 6 Social Studies Teacher	Another District	20
Angela Antonelli	Ellsworth	Library Media Specialist	Another District	2
Natalia Arroyo	Clover	Grade 5 Teacher	Another District	2
Michael Berry	Windsor High	English Teacher	Another Profession	5
David Blanchfield	Windsor High	English Teacher	Another District	5
Katie Boswell	Windsor High	English Teacher	Relocation	1
Michelle Carras	Windsor High	Special Education Teacher	Another District	5
Melissa Costa	Windsor High	Spanish Teacher	Another District	3
Wendy Cote	LPWilson/District	Secondary Special Ed. Supervisor	Another District	13
Shirley Cowles	Sage Park	Challenge Resource Teacher	Another District	10
Tracey DiMona	Ellsworth	Physical Education/Health Teacher	Relocation	15
Lori Foote-Mitchell	Windsor High	Director of School Counseling	Another District	7
Jenna Greene	Ellsworth	Grade 2 Teacher	Childrearing	3
Celeste Guinazu	Poquonock	Special Education Teacher	Another District	7
Laura Hayes	Clover	School Psychologist	Another District	2
Christine Hupfer	Windsor High	Alternative Ed. Math Teacher	Another District	1
Latisha Jones	Windsor High	Assistant Principal (12 month)	Another District	2
Elizabeth Larson	Ellsworth	Grade 1 Teacher	Another District	3
Amanda Meyerson	Windsor High	Special Education Teacher	Another District	4
Sarah Murphy	Ellsworth	Special Education PreK Teacher	Another District	1
Russell Sills	LPW/District	Director Fam/Comm Partnership	Another District	17
Matthew Tatelman	Windsor High	School Counselor	Study Abroad	6
Erin Vogel	Sage Park	Grade 8 Math Teacher	Childrearing	2
Kristina Wallace	Windsor High	School Counselor	Another District	5
Kara Wojick	Sage Park	Grade 7 Language Arts Teacher	Relocation	3

CERTIFIED TRANSFERS/REASSIGNMENTS

NAME	FROM	TO	FTE
Carolyn Anderson	Strings Teacher (.8), Clover	Strings Teacher, Ellsworth	1.0
Kate Bowman	Grade 4 Teacher, Kennedy	Grade 5 Teacher, Kennedy	1.0
Todd Cunha	English Dept. Chair/Teacher, WHS	English Teacher, WHS	1.0
Shatanna DeRosie	Family Consumer Sciences Teacher,WHS	Assistant Principal (10 month/Limited)	1.0
William Fisher	Assistant Principal (10 month), Sage Park	Assistant Principal (12 month), Sage Park	1.0
Liana Jorgensen	Assistant Principal, Sage Park	Principal, Sage Park	1.0
Virginia Kramer	Strings Teacher, Ellsworth	Strings Teacher, Clover	0.8
Cynthia Lindsley	Grade 5 Teacher, Clover	Grade 3 Teacher, Clover	1.0
Andrea Luan	Strings Teacher (.8)POQ/(.2) Ellsworth	Strings (.6)/Music (.4), Poquonock	1.0
Nicholas Mercier	Music Teacher (.7)JFK/(.2)POQ/(.1)LPW	Music Teacher (.8)JFK/(.2)LPW	1.0
Cassandra Messenger	Grade 3 Teacher, Clover	Grade 5 Teacher, Clover	1.0
Breon Parker	Assistant Principal (10 month), WHS	Assistant Principal (12 month), WHS	1.0
Jessica Somero	Grade 5 Teacher, Kennedy	Grade 4 Teacher, Kennedy	1.0
Melissa Szwed	Grade 6 Language Arts Teacher, Sage	Grade 6 Social Studies Teacher, Sage	1.0
Jennifer Tigre	Leave of Absence, 2017-2018	Grade 8 Language Arts Teacher, Sage	1.0
Kristina Wieckowski	Sp.Ed. Teacher, Out of District Placement	Secondary Sp.Ed. Supervisor	1.0
Joanne Yeterian	Grade 8 Language Arts Teacher, Sage	Grade 6 Language Arts Teacher, Sage	1.0

NON-CERTIFIED NEW HIRES

NAME	ASSIGNMENT	SCHOOL
Robin Bach	Elementary Cook/Secondary	Poquonock
Jordan Baity	Special Education Paraeducator	Kennedy
Yvonne Banks	Special Education Paraeducator	Kennedy
Renee Bryan	Family Resource Center Coordinator	Kennedy
Joshua Esposito	Custodian II Evenings	Kennedy
Malaika Garcia	Special Education Paraeducator	Kennedy
Gregory Harman	Food Service Manager	Sage Park
Anitra Holt	Executive Secretary Assist Supt/Director of Business	LPW/District
Angela Jones	Special Education Paraeducator	Kennedy
Amy Kaszycki	Behavior Technician	Clover
Patricia Patton	District Food Service Administrative Assistant	LPW/District
Allyson Pequita	Board Certified Behavior Analyst (BCBA)	District
Natassha Rizzo	Reception/Student Attendance Support Assistant	Windsor High
Nereida Root	Part-Time Food Service Cashier	Windsor High
Kasandra Sanchez	Special Education Paraeducator	Kennedy
Judith Stewart	Part-Time Food Service Cashier	Sage Park
Christopher Williams	Special Education Paraeducator	Clover
Sheri Williams	Part-Time Food Service General Worker Float	District

NON-CERTIFIED APPOINTMENTS WITH PRIOR WINDSOR EXPERIENCE

NAME	ASSIGNMENT	SCHOOL
Nicole Atkins	Special Education Paraeducator	Ellsworth
Gillian Baxter	Special Education Paraeducator	Kennedy
Ilesha Burchell	Special Education Paraeducator	Poquonock
Rashida Davidson	TreeHouse Program Leader	Kennedy
Michele Gochee	Full-time Food Service Elementary Cook	Poquonock
Alexander Hogan	Special Education Paraeducator	Windsor High
Wanda Lopez	Elementary Cook/Secondary Salad Worker	Windsor High
Linda Lydon	Special Education Paraeducator	Kennedy
Meghan Palnitkar	Special Education Paraeducator	Windsor High
Jenifer Phelps	District Registration Coordinator	L.P Wilson
Angela Spence	Special Education Paraeducator	Poquonock
Michael Thomas	Special Education Paraeducator	Sage Park
Brandon Wojkowiak	Special Education Paraeducator	Kennedy
Malik Yarde	Special Education Paraeducator	Clover

NON-CERTIFIEDTRANSFERS/REASSIGNMENTS

NAME	FROM	TO
Ophir Bullock	Special Education Paraeducator, Sage Park	Behavior Technician, Kennedy
Jorge Cintron	Special Education Paraeducator, Sage Park	Special Ed. Paraeducator, WHS
Laurie Galler	High School Reception/Student Attendance, WHS	Asst. Principal Admin. Asst., WHS
Maritza Gonzalez	Elementary Cook/Secondary Salad, WHS	Secondary Salad/Cashier, Sage Park
Humera Jamil	Elementary Cook/Secondary Salad WHS	Elementary Cook/Sec Salad, Sage
Nancy Manly	Special Education Paraeducator, Poquonock	Special Ed. Paraeducator, Clover

NON-CERTIFIED RESIGNATIONS/RETIREMENTS/LEAVES
(FROM JUNE)

NAME	ASSIGNMENT	SCHOOL
Laquita Ames	Food Service Manager	CREC/AAE
Jacqueline Baker	Special Education Paraeducator Limited	Clover
Kimberly Brown	Special Education Paraeducator Limited	Poquonock
Derrielle Bruce	Special Education Paraeducator	Windsor High/CBTA
Lisa Christian	Food Service Manager	Sage Park
Susan Costello	Special Education Paraeducator	Kennedy
Dennis Grant	Custodian	Kennedy
Keith Hunter	Special Education Paraeducator	Clover
Sarah King	Special Education Paraeducator	Ellsworth
Mark LaPointe	Custodian II Evenings	Windsor High
Marie Malloy	District Receptionist/A.P. Assistant	L.P. Wilson
Joyce Piecewicz	TreeHouse Program Leader	Kennedy
Susan Remotti	Assistant Principal Administrative Assistant	Windsor High
Pamela Ruffo-McKeown	Business Services Specialist	L.P. Wilson
Elizabeth Santos	Adult Education Support Clerk	L.P. Wilson
Ashley Sepulveda	Food Service Administrative Assistant	L.P. Wilson
Keshauna Smith	Special Education Paraeducator	Ellsworth
Patricia Stackhouse	Special Education Paraeducator	Sage Park
Christopher White	Special Education Paraeducator	Clover
Marcus Wilson	Special Education Paraeducator	Poquonock
Jeanne Woodstock	District Registration Coordinator	L.P. Wilson

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: September 18, 2018

PREPARED BY: Craig A. Cooke, Ph.D. **PRESENTED BY:** Craig A. Cooke, Ph.D.

ATTACHMENTS:

SUBJECT: Board of Education Regular Meetings for 2019 Calendar Year

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BACKGROUND:

In accordance with the Freedom of Information Act, the Board of Education must establish a schedule for its regular meetings for the 2019 calendar year and submit it to the Town Clerk.

The meetings are held on the third Tuesday of the month, with the exception of July and August, unless there is a holiday or special event at Town Hall in Council Chambers. In that case, an alternative available date has been chosen. The last approved Regular Meetings in the current year are:

Tuesday, October 16
Tuesday, November 20
Tuesday, December 18

STATUS:

The following dates have been held by the Town Manager's office for the 2019 calendar year:

Tuesday, January 15, 2019 (approved at September 19, 2017 Regular Meeting)

	Reason for Change
Wednesday, February 20, 2019	**President's Day on 18th**
Tuesday, March 19, 2019	
Tuesday, April 16, 2019	
Tuesday, May 21, 2019	
Tuesday, June 18, 2019	
Tuesday, September 17, 2019	
Wednesday, October 16, 2019	**Columbus Day on 14th**
Tuesday, November 19, 2019	
Tuesday, December 17, 2019	
First meeting of 2020 – Wednesday, January 22, 2020	**MLK Day on 20th**

RECOMMENDATION:

Move to approve the regular meeting schedule for the 2019 calendar year.

Recommended by the Superintendent: _____

Agenda Item # 8C.

Windsor Board of Education
Regular Meeting
Unapproved Minutes
Tuesday, June 19, 2018 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the June 19, 2018 Regular Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 7:00 PM:

Present Board Members:
Mr. Leonard Lockhart
Ms. Maryam Khan
Mr. Brian Bosch
Mr. David Furie
Ms. Nuchette Black-Burke
Mr. Ronald Eleveld
Ms. Michaela Fissel
Mr. Jeremy Halek

Absent Board Members:
Mr. James Dobler

Updated Attendance:
Ms. Nuchette Black-Burke was updated to present at: 7:15 PM

1. Call to Order, Pledge to the Flag and Moment of Silence
Discussion:
The meeting was called to order by Mr. Lockhart at 7:00 PM with the Pledge to the Flag and Moment of Silence.

Also in attendance were Superintendent of Schools Dr. Craig Cooke, Assistant Superintendent for Instructional Services Dr. Santosha Oliver, Assistant Superintendent for Human Resources Dr. Terrell Hill, Director of Pupil and Special Education Services Steven Carvalho and Director of Business Services Danielle Batchelder.

2. Recognitions/Acknowledgements
2.a. Recognition--Ava Peters, 2018 National Merit Scholarship Finalist
Discussion:
Dr. Cooke, Mr. Lockhart and Mr. Osunde recognized Ava Peters for her achievement of being selected a finalist in the 2018 National Merit Scholarship program. Ms. Peters will be attending Albany College of Pharmacy and Health Sciences in the fall to study pharmacy.

2.b. Recognition--WHS Juried Art Show, Board of Education Purchase Prize to Alexandra Gamache for "She is Woman" and to Camille McHenry for "Skittles & Arizona"; Superintendent's Choice Purchase Prize to Grace Birch for "Berbers" and to Sophie Groenstein for "NYC Vibes"; WHS Purchase Prize to Sophie Groenstein for "Tranquility"
Discussion:
Mr. Lockhart, Dr. Cooke, and art teachers Marge Renno and Lisa Smith, presented the student art selected as Purchase Prizes from the 2018 Windsor High School Juried Art Show, recognizing the students and their artwork. Alexandra Gamache's colored pencil and acrylic paint piece titled "She is a Woman" and Camille McHenry's mixed media work titled "Skittles and Arizona" were selected as Board of Education Purchase Prizes. Grace Birch's digitally collaged piece "Berbers" and Sophie Groenstein's marker monoprint "NYC Vibes" were selected as the Central Office Purchase

Prizes, and Sophie Groenstein's crayon self-portrait drawing titled "Tranquility" was selected as the Windsor High School Purchase Prize.

2.c. Recognition--WHS Girls Outdoor Track Team, 2018 CIAC Class L State Champions
Discussion:
Dr. Cooke, Mr. Lockhart, Principal Osunde and Athletic Director Steve Risser recognized the Windsor High School Girls Outdoor Track Team, the 2018 CIAC Class L State Champion, along with their coaches, presenting them with their championship medals. The team has won 8 championships out of the last 9 years.

2.d. Announcement--Windsor Educator of the Year and Paraeducator of the Year
Discussion:
Dr. Hill recognized the 2018-2019 Windsor Paraeducator of the Year, Jane Fromme, and the 2018-2019 Educator of the Year Jennifer Delskey; both honorees will be recognized by the Board in the fall, and Ms. Delskey will give a speech at Convocation in August.

The meeting recessed at 7:25 p.m.
The meeting reconvened at 7:34 p.m.

3. Audience to Visitors
Discussion:
Coralee Jones, 1171 Matianuck Avenue, addressed the work of the task forces addressing behavioral issues at the high school, and is looking forward to what they have to say.

Paul Panos, 48 Brookview Road, addressed disciplinary issues, asking the Board to look at a new view of positive behavior interventions, that there should be negative consequences for negative action.

Dr. Miriam Klein, Co-President of the WEA, as well as a teacher and a member of the Internal Task Force on School Climate, thanked the Board for creating the Task Forces, encouraging the Board to continue the work.

Jamie Tynan, 65 Nook Farms Road, and Nathan Camara, 124 Prospect Hill Road, reported that the Blazing Spirits Robotics Team went to the state competition and thanked the Board for providing the bus transportation for them to attend competitions; they notified the Board that they are doing their best to bring a qualifying match to Windsor.

4. Board of Education
4.a. President's Report
Discussion:
Mr. Lockhart reported on the end of school, thanking Dr. Cooke, administrators, staff and students for their efforts. He also reported on graduation, encouraged members to register for the CABE Conference, and that he has received an invitation to serve as an Area 2 Co-Director. He is going to ask the Policy and Curriculum Committees to do some work during the summer, and addressed school climate.

4.b. Report of External Task Force Committee on School Climate
Discussion:
Mr. Lockhart reported he is going to make sure both the External and Internal Task Forces stay in place through the rest of the Board's term. He presented the background and status, and presented the parameters and recommendations of the External Task Force.

Discussion, questions and recommendations from Board members ensued. Mr. Lockhart will send the report back to the Committee and ask them to address the recommendations and requests raised.

4.c. Report of Internal Task Force Committee on School Climate
Discussion:
Mr. Lockhart presented the recommendations of the Internal Task Force, stating acronyms will be clarified in the document and relevant data sets included, per the prior discussion.

Members of the Board posed questions to Dr. Hill, facilitator of the group, discussion and recommendations ensued. Dr. Hill stated that Windsor Public Schools defines school climate as "The state at which a school has created an

optimal (positive) learning environment. That optimal (positive) learning environment will only be possible when students, staff, parents/guardians, and community members feel welcomed, accepted, valued, happy, respected, understood and have a sense of belonging."

4.d. Discussion and Possible Action on East Windsor's Request to Consider Regionalization
Discussion:
Dr. Cooke reported he had received an email and follow up call from the Superintendent of East Windsor Public Schools inquiring if there would be any interest in exploring regionalization with East Windsor, that the outreach was done by East Windsor to all surrounding towns; he also reported that East Windsor has had no further discussions and this is a non-issue for them right now.

Discussion and recommendations from Board members ensued.

4.e. School Liaison Reports
4.e.1. Windsor High School
Discussion:
Ms. Black-Burke congratulated the Class of 2018. Mr. Furie recognized the achievement of various sporting programs, reported on year end events, the Chamber of Commerce Breakfast that highlighted the Career and Technical Education Department at Windsor High School; he also commented on the AP Program at WHS.

4.e.2. Sage Park Middle School
Discussion:
Ms. Khan reported on the transition programs for students entering Sage Park, and the summer Speed Pass Program offered at Windsor High School for incoming 9th grade students. Mr. Halek offered his congratulations to the Girl's Softball Team, as well as those students who received their certificates the day prior. He reported he and Ms. Khan will be meeting with the new principal, Ms. Jorgensen, the following week.

4.e.3. Clover Street School
Discussion:
Mr. Eleveld reported on the booklet received from Ms. Thomas, and read a very short poem entitled "A Dream" from it, congratulating Ms. Thomas and the students for their hard work.

4.e.4. John F. Kennedy School
Discussion:
Mr. Bosh reported on the transition programs for JFK students moving up to Sage Park, and the Oliver Ellsworth students moving up to JFK and summer reading. He also reported on the reading challenge held at JFK. The students hit their mark by collectively reading over 2,000 books during the school year -- Ms. Ravenola and Mr. Gaffney had to kiss a pig as the students' prize.

4.e.5. Oliver Ellsworth School
Discussion:
Mr. Furie presented Mr. Dobler's report: Principal Hoerle is looking at how to improve the school for both students and families, she wants to make the school a hub a learning and has taken the first steps to make that happen. He also stated he is impressed that in her first year she created a leadership group of first and second graders.

4.e.6. Poquonock School
Discussion:
Ms. Fissel reported on the many wonderful things the school and students have accomplished during the school year, and recognizing their partnerships within the community. She also reported on the NAEYC accreditation achieved for the Poquonock preschool, and the 70th year reunion for all Poquonock alumni and past staff.

5. Superintendent's Report
Discussion: Dr. Cooke congratulated the Class of 2018 graduates, along with all students moving up to the next level, and thanked Project Graduation volunteers and donors for their hard work. He reported on graduating seniors going back to their elementary schools in caps & gowns and sharing their post-secondary plans, SPMS's award of a 2018 CIAC Flanagan Grant in the amount of $2,500, the beautiful granite bench gifted by the Class of 1972 to Windsor High

School, Poquonock's NAEYC accreditation, the grant received by WPS from the Gene Haas Foundation, and that Russell Sills is leaving the district at the end of June to become the Principal of Prudence Crandall School in Enfield.

5.a. End of Year Financials
Discussion:
Ms. Batchelder presented the Board with an end of year financial update; all bills will not be received and paid until close to September; she reported the District will end the year in the positive but the amount is not yet known.

Questions from Board members ensued.

6. Committee Reports
None.

7. Consent Agenda
7.a. Financial Report

Discussion:
Expenditures for May 2018 $6,718,315
Expenditures through May 31, 2018 $58,845,491

7.b. Enrollment Report
7.c. Food Service Report
7.d. Budget Transfers
7.e. Human Resources Report
7.f. Childrearing Leave Request

Motion Passed: Motion to accept all items on the Consent Agenda, Items 7.a Financial Report, 7.b Enrollment Report, 7.c Food Service Report, 7.d Budget Transfers, 7.e Human Resources Report and 7.f Childrearing Leave Request as presented passed with a motion by Mr. David Furie and a second by Ms. Nuchette Black-Burke.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Yes
Mr. James Dobler Absent
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

8. Approval of Minutes
8.a. May 8, 2018 Special Meeting
8.b. May 15, 2018 Regular Meeting

Motion Passed: Motion to approve the minutes of the May 8, 2018 Special Meeting and the May 15, 2018 Regular Meeting as presented passed with a motion by Ms. Maryam Khan and a second by Ms. Michaela Fissel.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Yes
Mr. James Dobler Absent

Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

9. Other Matters/Announcements/Regular BOE Meetings
9.a. Next BOE Regular Meeting is Tuesday, September 18, 2018, 7:00 PM, Town Hall, Council Chambers

10. Audience to Visitors
Discussion:
Andrew Hogan, 30 Violet Street, apologized for an earlier disruption.

11. Adjournment

Motion Passed: The meeting adjourned at 10:02 passed with a motion by Mr. David Furie and a second by Mr. Brian Bosch.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Yes
Mr. James Dobler Absent
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

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Maryam F. Khan, Secretary
Windsor Board of Education

Windsor Board of Education
Special Meeting
Unapproved Minutes
Wednesday, June 20, 2018 5:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the June 20, 2018 Special Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 5:48 PM:

Present Board Members:
Mr. Leonard Lockhart
Ms. Maryam Khan
Mr. David Furie
Ms. Nuchette Black-Burke
Mr. James Dobler
Mr. Ronald Eleveld
Ms. Michaela Fissel
Mr. Jeremy Halek

Absent Board Members:
Mr. Brian Bosch

Updated Attendance:
Ms. Maryam Khan was updated to present at: 5:55 PM

1. Call to Order, Pledge to the Flag and Moment of Silence
Discussion:
The meeting was called to order by Mr. Lockhart at 5:48 p.m. with the Pledge of Allegiance and a Moment of Silence. Also in attendance: Superintendent of Schools Dr. Craig Cooke.

2. Audience to Visitors
Discussion:
None.

3. BOE Evaluation of the Superintendent (Executive Session and Possible Action Anticipated)

Motion Passed: Motion to enter into Executive Session for the purpose of evaluating the Superintendent and discussing his contract and compensation before taking action in open session, inviting the Superintendent to participate passed with a motion by Mr. David Furie and a second by Ms. Michaela Fissel.

7 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Absent
Mr. Brian Bosch Absent
Mr. David Furie Yes
Ms. Nuchette Black-Burke Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

The meeting entered Executive Session at 5:44 p.m.

4. Discussion of Superintendent's Contract and Compensation (Executive Session and Possible Action Anticipated)

Discussion:
The meeting returned from Executive Session at 8:22 p.m.

Motion Passed: Motion that the President of the Board of Education be authorized to work with the BOE attorney to extend the contract of the Superintendent by one calendar year, staying within the 3 year limitation passed with a motion by Mr. David Furie and a second by Mr. Brian Bosch.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Absent
Mr. David Furie Yes
Ms. Nuchette Black-Burke Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

Motion Passed: Motion to authorize the BOE President to increase the salary of the Superintendent by 2% effective July 1, 2018 passed with a motion by Mr. David Furie and a second by Ms. Michaela Fissel.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Absent
Mr. David Furie Yes
Ms. Nuchette Black-Burke Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

Motion Passed: Motion to authorize the BOE President to increase the tax sheltered annuity payment of the Superintendent by $1,000.00 effective July 1, 2018 passed with a motion by Mr. David Furie and a second by Mr. James Dobler.

Discussion: Ms. Fissel stated that she will be voting in favor of the motion but does not believe the motion reflects the current state of our community, as many do not have the same luxury and privilege. She thinks that this is appropriate because the health savings has made up the difference, but she will ask the Board to look at the state of the community and their fiscal health.

6 Yeas - 2 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Absent
Mr. David Furie Yes
Ms. Nuchette Black-Burke Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld No
Ms. Michaela Fissel Yes
Mr. Jeremy Halek No

5. Announcements
None.

6. Adjournment

Motion Passed: The meeting adjourned at 8:25 p.m. passed with a motion by Mr. Ronald Eleveld and a second by Mr. James Dobler.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Absent
Mr. David Furie Yes
Ms. Nuchette Black-Burke Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

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Maryam F. Khan, Secretary
Windsor Board of Education

Windsor Board of Education
Policy Committee
Unapproved Minutes

Tuesday, August 28, 2018 5:00 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the August 28, 2018 Policy Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 5:00 PM:

Present Board Members:
Mr. Leonard Lockhart
Mr. Brian Bosch
Mr. David Furie

Absent Board Members:
Ms. Maryam Khan

Updated Attendance:
Mr. Brian Bosch was updated to present at: 5:02 PM

1. Call to Order, Pledge to the Flag and Moment of Silence

Discussion:
The meeting was called to order by President Lockhart. Superintendent Dr. Craig Cooke, Director of Business Services Ms. Danielle Batchelder and Assistant Superintendent for Human Resources Dr. Terrell Hill were also in attendance.

2. Audience to Visitors

Discussion:
None

3. Continue discussion on revised P/AR 3541 Transportation

Discussion:
The committee discussed revisions to policy and regulation 3541 Transportation. The policy was previously approved as a first reading at the March 20, 2018 regular meeting and board members requested continued discussion on the policy. The policy will be brought forward as a second reading at the September regular meeting.

4. Review revised P 5114 Student Discipline

Discussion:
The committee reviewed revisions for policy 5114 Student Discipline. It will be brought forward as a first reading at the September regular meeting.

5. Discussion on concussion management

Discussion:
The committee discussed current concussion protocols in place for the district and made recommendations for consideration.

6. Adjournment

Discussion:
The meeting was adjourned at 5:50 PM.

Motion Passed: Move to adjourn the meeting passed with a motion by Mr. David Furie and a second by Mr. Brian Bosch.

3 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Absent
Mr. Brian Bosch Yes
Mr. David Furie Yes

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Maryam F. Khan, Secretary
Windsor Board of Education

Windsor Board of Education
Curriculum Committee
Unapproved Minutes

Thursday, September 6, 2018 4:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the September 6, 2018 Curriculum Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 4:30 PM:

Present Board Members:
Mr. Leonard Lockhart
Ms. Michaela Fissel

Absent Board Members:
Ms. Maryam Khan
Ms. Nuchette Black-Burke

Updated Attendance:
Ms. Michaela Fissel was updated to present at: 4:55 PM

1. Call to Order, Pledge to the Flag and Moment of Silence

Discussion:
The meeting was called to order at 4:30 PM by President Leonard Lockhart with the Pledge to the Flag and Moment of Silence. Superintendent Dr. Craig Cooke and Assistant Superintendent for Instructional Services Santosha Oliver were also in attendance.

2. Audience to Visitors

Discussion:
Pat Fahey, 225 Palisado Avenue, addressed the committee regarding a possible peace curriculum at Windsor High School.

3. Grade K-5 Math

Discussion:
The committee discussed the updates presented and K-Grade 2 Math will return for more discussion at the October Curriculum Committee meeting. Grade 3-5 Math will move forward to the full board at their regular meeting on September 18 for a 1st reading.

4. Grade 6-8 Science

Discussion:
The committee discussed the Grade 6-8 Science updates and will continue the discussion on these items at the next Curriculum Committee meeting.

5. Adjournment

Discussion:
The meeting was adjourned at 5:16 PM.

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Maryam F. Khan, Secretary
Windsor Board of Education

Windsor Board of Education
Long Range Planning Committee
Unapproved Minutes

Thursday, September 6, 2018 6:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the September 6, 2018 Long Range Planning Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:30 PM:

Present Board Members:
Ms. Nuchette Black-Burke
Mr. James Dobler
Mr. Jeremy Halek

Absent Board Members:
Mr. Leonard Lockhart

Updated Attendance:
Mr. Leonard Lockhart was updated to absent at: 7:00 PM

1. Call to Order, Pledge to the Flag and Moment of Silence

Discussion:
The meeting was called to order at 6:32 PM by Committee Chair Mr. James Dobler. Superintendent Dr. Craig Cooke and Assistant Superintendent for Instructional Services Santosha Oliver were also in attendance.

2. Audience to Visitors

Discussion:
None

3. Discuss Preschool needs

Discussion:
The committee discussed current preschool needs.

4. Status of Infrastructure Projects

Discussion:
The committee discussed the status of the infrastructure projects.

5. OFCP Update

Discussion:
The committee received an update on the Office of Family and Community Partnership (OFCP).

6. Districts outside of CT with potential similar demographics

Discussion:
The committee reviewed and discussed districts outside of Connecticut with potential similar demographics.

7. School Uniforms

Discussion:
This agenda item was tabled and will return for discussion at the October committee meeting.

8. School Enrollment

Discussion:
The committee discussed current and future school enrollment figures and potential needs.

9. Communications Plan

Discussion:
The committee reviewed a draft of the district communications plan.

10. Adjournment

Discussion:
The meeting was adjourned at 7:22 PM.

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Maryam F. Khan, Secretary
Windsor Board of Education

Windsor Board of Education
Special Meeting
Unapproved Minutes
Tuesday, September 11, 2018 6:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the September 11, 2018 Special Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:30 PM:

Present Board Members:
Mr. Leonard Lockhart
Ms. Maryam Khan
Mr. Brian Bosch
Mr. David Furie
Ms. Nuchette Black-Burke
Mr. James Dobler
Mr. Ronald Eleveld
Ms. Michaela Fissel
Mr. Jeremy Halek

Updated Attendance:
Mr. Brian Bosch was updated to present at: 6:35 PM
Ms. Nuchette Black-Burke was updated to present at: 7:20 PM

1. Call to Order, Pledge to the Flag and Moment of Silence

Discussion:
The meeting was called to order by President Leonard Lockhart at 6:30 PM with the Pledge to the Flag and Moment of Silence. Superintendent of Schools Dr. Craig Cooke was also in attendance. Nick Caruso from the Connecticut Association of Boards of Education facilitated the meeting.

2. Audience to Visitors

Discussion:
None

3. Board of Education will engage in Self-evaluation

Motion Passed: Move to enter into executive session to conduct a self-evaluation inviting Dr. Cooke and Nick Caruso to attend passed with a motion by Mr. Ronald Eleveld and a second by Mr. James Dobler.

7 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Absent
Mr. David Furie Yes
Ms. Nuchette Black-Burke Absent
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

4. Announcements

5. Adjournment
Discussion:

Returned to open session at 8:35 PM.

The meeting was adjourned at 8:41 PM.

Motion Passed: Move to adjourn the meeting passed with a motion by Ms. Michaela Fissel and a second by Mr. Brian Bosch.

9 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

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Maryam F. Khan, Secretary
Windsor Board of Education