Another sample to consider.

Reference "A"

Personnel -- Certified/Non-Certified

Nondiscrimination

In compliance with regulations of Title VII of the Civil Rights Act 1964, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, the Civil Rights Act of 1987 and the American With Disabilities Act, the Cromwell Board of Education adopts the following Equal Employment Opportunity and Equal Education Opportunity Policies.

Equal Employment Opportunity

Both federal and state law prohibits discriminatory practices in hiring and employment. The Board of Education prohibits discriminatory acts in all district matters dealing with employees and applicants for positions and requires equal employment opportunities for all employees and applicants. As an equal opportunity employer, the Cromwell Board of Education does not discriminate on the basis of race, color, religious creed, age, marital status, national origin, ancestry, sex, sexual orientation, genetic information, gender identity or expression, disability, (including pregnancy), status as a Veteran, or any classification protected by state or federal law, regarding any individual who can perform the essential functions of the job with or without reasonable accommodations physical disability (including blindness) or other disability (except in the case of a bona fide occupational qualification or need.)

Alternate Language:

The Board of Education shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association. Further, the District shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, unless the accommodation would impose undue hardship on the operations of the District.

Equal Education Opportunity

and Article I. Sec. 20 of CT State Constitution

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

Every student has the right to participate fully in classroom instruction and extracurricular activities and shall not be abridged or impaired because of age, sex, sexual orientation, gender identity or expression, race, religion, color, national origin, disability (including pregnancy), parenthood, marital status, or for any reason not related to his/her individual capabilities.

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

Personnel -- Certified/Non-Certified

Nondiscrimination

Equal Education Opportunity (continued)

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

Admission
Use of School Facilities
Vocational Education
Competitive Athletics
Student Rules, Regulations and Benefits
Financial Assistance
School-sponsored Extracurricular Activities
Enrollment in Courses
Counseling and Guidance
Physical Education
Graduation Requirements
Treatment as a Married and/or Pregnant Student
Health Services
Most Other Aid, Benefits or Services

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

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

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

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

Personnel -- Certified/Non-Certified

Nondiscrimination

Equal Education Opportunity (continued)

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

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

If an employee believes that he or she has been discriminated against in regard to either of the preceding policies, a grievance may be filed charging that the employee's personal rights have been denied or violated.

Employees wishing to discuss these regulations or rights under this policy, the need for a reasonable accommodation, or wish to discuss or file a grievance, should contact Director of Human Resources, who is the District's Civil Rights Coordinators, or an administrator.

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

Discrimination Grievance Procedure

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

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

Personnel -- Certified/Non-Certified

Nondiscrimination

Discrimination Grievance Procedure (continued)

Level I: The complainant shall discuss the alleged discriminatory act or practice with the Civil Rights Officers ~~the individual closest to the daily decision-making level. This will normally be a Principal, teacher, counselor, Department Chairperson, Head Custodian, or Cafeteria Manager.~~ If satisfaction cannot be achieved through informal discussion, the following procedure must be initiated.

District

or the administrator or director.

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

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

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

Legal Reference: Connecticut General Statutes
10-153 Discrimination on account of marital status.
46a-51 Definitions (as amended by PA 17-127)
46a-58 Deprivation of rights. Desecration of property. Placing of burning cross or noose on property. Penalty. (as amended by PA 17-127)
46a-60 Discriminatory employment practices prohibited. (as amended by PA 17-127)
P.A. 11-55 An Act Concerning Discrimination
Federal Law
Title VII of the Civil Rights Act 1964
Section 504 and the Federal Vocational Rehabilitation Act of 1973, 20 U.S.C. 706(7)(b).
American Disability Act of 1989, as amended by the ADA Amendments Act of 2008
Chalk v. The United States District Court of Central California.
Title IX of the Education Amendments of 1972.
Civil Rights Act of 1987.

Policy adopted:
rev 9/11
rev 7/17
rev 10/18

* Civil Rights Officer for personnel is the Director of Human Resources.

Sample policies are distributed for demonstration purposes only. Unless so noted, contents do not necessarily reflect official policies of the Connecticut Association of Boards of Education, Inc.

4118.11
4218.11
Appendix A

Discrimination Grievance Form

Any ~~student, parent/guardian,~~ employee or employment applicant who feels that he/she has been discriminated against on the basis of race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity or expression, marital status, genetic information, status as a Veteran or mental or physical disability, (including pregnancy), may discuss and/or file a grievance with either of the Civil Rights Coordinators of the Cromwell Public Schools. Reporting should take place within 40 calendar days of the alleged discrimination. Civil Rights Coordinators:

add:
Level I: Principal of School _____ at _____ or _____ at _____
Level II: Director of Human Resources

Name of Presenter/Complainant:_____

Employee____Employment Applicant_____Student_____Parent/Guardian_____

Home address_____

Phone_____Date of Claim_____ Date of Incident_____

1. Statement of Incident/Issue (include all pertinent information: who, how, where, when, how often, feelings, witness).

2. Please attach any additional information/documentation as necessary.

Signature of Presenter:_____

Signature of Civil Rights Coordinator:_____

Date Received:_____

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

A concise version of this policy.

Students

Student Attendance and Truancy

Regular and punctual student attendance in school is essential to the educational process. Connecticut state law places responsibility for assuring that students attend school with the parent or other person having control of the child. To assist parents and other persons in meeting this responsibility, the Board of Education, through its Superintendent, will adopt and maintain procedures to implement this policy.

For purposes of implementing this policy and for reporting purposes regarding truancy, the District will utilize the State Board of Education's approved definitions of "excused", "unexcused" and "disciplinary" absences.

Legal Reference: Connecticut General Statutes
10-184 Duties of parents. (as amended by PA 98-243, PA 00-157 and PA 18-15)
10-198a Policies and procedures concerning truants (as amended by PA 00-157, PA 11-136 and PA 16-147)
10-198b State Board of Education to define "excused absence", "unexcused absence", and "disciplinary absences"
10-198c Attendance review teams (as amended by PA 17-14)
10-198d Chronic absenteeism
10-199 through 10-202 Attendance, truancy in general. (Revised, 1995, PA 95-304)
45a-8c Truancy clinic. Administration. Policies and procedures. Report. (as amended by PA 15-225)
10-220(c) Duties of boards of education (as amended by PA 15-225)
10-202e-f Policy on dropout prevention and grant program.
10-221(b) Board of education to prescribe rules.
Campbell v New Milford, 193 Conn 93 (1984).
Action taken by the State Board of Education on January 2, 2008, to define "attendance."
Action taken by the State Board of Education on June 27, 2012, to define "excused and "unexcused" absences.

Policy adopted:
rev 7/12
rev 7/15
rev 11/16

Sample policies are distributed for demonstration purposes only. Unless so noted, contents do not necessarily reflect official policies of the Connecticut Association of Boards of Education, Inc.

CABE's revised mandated policy to consider.

Reference "C"

Students

Student Records; Confidentiality

Educational records, defined as records directly related to a student, will be kept for each student and will reflect the physical, emotional, social and academic aspects of a student's development in the educational process.

The Board of Education recognizes the need to comply with the legal state and federal requirements regarding the confidentiality, access to and amendment of student records. The procedures for the confidentiality of student records shall be consistent with federal statutes, including the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, and its implementing and revised regulations and the Connecticut General Statutes.

Safeguards shall be established by the school administration to protect the student and the student's family from invasion of privacy in the collection, maintenance and dissemination of information, and to provide accessibility to recorded information by those legally entitled thereto. Access to inspect or review a student's educational record or any part thereof may include the right to receive copies under limited circumstances.

For the purposes of this policy:

"Parent" means a natural parent, an adopted, or a legal guardian or an individual acting as a parent in the absence of a parent or guardian. If parents are divorced or legally separated the parent granted custody and the parent not granted custody of a minor child both have the right of access to the academic, medical, hospital, or other health records of the child, unless a court order prohibits access. Whenever a student has attained the age of 18 years or is attending an institution of post-secondary education, the permission or consent required of, and the rights accorded to, the parents or guardians of the student shall thereafter only be required of, and accorded to, the student. A parent who is incarcerated is also entitled to knowledge of and access to all educational, medical or similar records maintained in the cumulative record of any minor student of such incarcerated parent except in situations (1) where such information is considered privileged as defined in C.G.S. 10-154a, (2) such incarcerated parent has been convicted of sexual assault, or aggravated sexual assault, or (3) such incarcerated parent is prohibited pursuant to a court order.

"Student" means an individual who is or has been "in attendance" in person at an educational agency or institution for whom education records are maintained. It also includes those situations in which students "attend" classes but are not physically present, including attendance by videoconference, satellite, Internet, or other electronic information and telecommunication technologies.

"Student record" means any item of information directly related to an identifiable student, other than directory information, which is maintained by a school district or required to be maintained by an employee in the performance of his/her duties whether recorded in handwriting, print, computer media, video or audio tape, film, microfilm and microfiche. Student records include information relative to an individual student gathered within or without the school system and maintained within the school system, regardless of the physical form in which it is maintained.

Students

Student Records; Confidentiality (continued)

"Student record" (continued) Student records include any information maintained for the purpose of review by a second party is considered a student record. Records that pertain to an individual's previous attendance as a student are "education records" under FERPA regardless of when they were created or received within the school system. Student records shall not include informal notes related to a student compiled by a school officer or employee which remain in the sole possession of the maker and are not accessible or revealed to any other person except a substitute. Records of the law enforcement unit of the District or school are not considered student records.

"Law Enforcement Unit" means an individual office, department, division, or other component of an education agency or institution that is officially authorized or designated by that agency or institution to (1) enforce laws or refer matters of law enforcement to appropriate authorities, or (2) maintain the physical security and safety of the agency or institution.

"Substitute" means a person who performs the duties of the individual who made the notes on a temporary basis, and does not refer to a person who permanently succeeds the maker of the notes in his or her position.

"School Official" means a person employed by the District as an administrator, supervisor, instructor, or support staff member, including health or medical staff and law enforcement unit personnel, a person serving on the Board of Education, a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist), or a parent or student serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks.

"Authorized Representative" means any entity or individual designated by a state or local educational authority or an agency headed by an official listed in §99.31(a)(3) to conduct with respect to Federal or State-supported education programs, any audit or evaluation, or any compliance or enforcement activity in connection with Federal legal requirements that relate to these programs.

"Education Program" means any program that is principally engaged in the provision of education, including, but not limited to, early childhood education, elementary and secondary education, postsecondary education, special education, job training, career and technical education and adult education, and any program that is administered by an educational agency or institution.

"Early Childhood Education Program" means a Head Start program, a state licensed or regulated child care program, or a program that serves children from birth through age six that addresses the children's cognitive, social, emotional and physical development and is a (i) state prekindergarten program; (ii) a program authorized under the Individuals with Disabilities Education Act; or (iii) is a program operated by a local educational agency.

Students

Student Records; Confidentiality (continued)

"Directory Information" means information contained in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information includes, but is not limited to, one or more of the following items: parent's name and/or e-mail address, student's name, address, telephone number, date and place of birth, major field(s) of study, participation in officially recognized activities and sports, photographic, computer and/or video images, grade levels, electronic mail address, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the student.

A student's social security number or student ID number is prohibited from designation as directory information. However, student ID numbers and other electronic personal identifiers used to access or communicate in electronic systems may be disclosed only if the identifier is not used by itself to authenticate identity and cannot be used to gain access to education records.

A student's ID number or other unique personal identifier that is displayed on a student ID badge is considered directory information, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

The Superintendent shall be responsible for ensuring that all requirements under federal and state statutes shall be carried out by the district. He/She will develop procedures (administrative regulations) providing for the following:

1. Annually informing parents of their rights.
2. Permitting parents to inspect and review educational records, including, at least, a statement of the procedure to be followed by a parent or eligible student who requests to inspect and review the educational records, with an understanding that the procedure may not deny access to educational records; a description of the circumstances in which the district feels it has a legitimate cause to deny a request for a copy of such records; a schedule of fees for copies; and a listing of the types and locations of education records maintained by the school and the titles and addresses of school officials responsible for those records.
3. Not disclosing personally identifiable information from a student's education records without the prior written consent of the student's parent, except as otherwise permitted by administrative regulations; including at least a statement of whether the school will disclose personally identifiable information from the records to other school officials within the school who have been determined by the school to have legitimate educational interests, and, if so, a specification of the criteria for determining which parties are "school officials" and what the school considers to be a "legitimate educational interest"; and a specification of the personally identifiable information to be designated as directory information.

Students

Student Records; Confidentiality (continued)

4. Maintaining the record of disclosures of personally identifiable information from a student's education records and permitting a parent to inspect that record.

5. Providing a parent/guardian with an opportunity to seek the correction of the student's education records through a request to amend the records. If the District decides that an amendment of the records as requested is not warranted, to inform the parent/guardian or eligible student and advise him/her of the right to a hearing and permitting the parent/guardian or an eligible student to place a statement in the education records of the student.

6. Guaranteeing access to student records to authorized persons within five days following the date of request.

7. Assuring security of student records.

8. Enumerating and describing the student records maintained by the school system.

9. Annually informing parents under what conditions that their prior consent is not required to disclose information.

10. Ensuring the orderly retention and disposition, per applicable state statutes, of the districts student records.

11. Notifying parents of secondary school students that it is required to release the student's name, address and telephone listing to military recruiters and institutions of higher learning upon request. Parents or eligible students may request that the District not release this information, and the District will comply with the request.

12. Notifying parents annually of the District's policy on the collection or use of personal information collected from students for the purpose of marketing or selling that information or otherwise providing that information to others for that purpose, including arrangements to protect student privacy that are provided by the agency in the event of such collection, disclosure or use.

Legal Reference: Connecticut General Statutes

1-19(b)(11) Access to public records. Exempt records.

7-109 Destruction of documents.

10-15b Access of parent or guardians to student's records. (as amended by PA 17-68, Section 4)

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

Students

Student Records; Confidentiality

Legal Reference: Connecticut General Statutes (continued)

10-209 Records not to be public.

10-221b Boards of education to establish written uniform policy re: treatment of recruiters.

11-8a Retention, destruction and transfer of documents

11-8b Transfer or disposal of public records. State Library Board to adopt regulations.

46b-56 (e) Access to Records of Minors.

Connecticut Public Records Administration Schedule V - Disposition of Education Records (Revised 1983).

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C.1232g.).

Dept. of Educ. 34 C.F.R. Part 99 (May 9, 1980 45 FR 30802) regs. implementing FERPA enacted as part of 438 of General Educ. provisions act (20 U.S.C. 1232g)-parent and student privacy and other rights with respect to educational records, as amended 11/21/96, and Final Rule 34 CFR Part 99, December 9, 2008, December 2, 2011)

USA Patriot Act of 2001, PL 107-56, 115 Stat. 272, Sec 507, 18 U.S.C. §2332b(g)(5)(B) and 2331

Owasso Independent Sch. Dist. No.1-011 v. Falvo, 534 U.S.426 (2002)

P.L. 112-278 "The Uninterrupted Scholars Act"

Policy adopted:
rev. 4/09
rev. 4/12
rev. 3/13
rev 4/17
rev 6/17

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Form #1
P5125

Cromwell Public Schools

Written Parent Consent
For
Transfer of Confidential Information

I hereby request the Cromwell Public Schools, to release and/or receive (please circle one) the following confidential information regarding:

(Student's name) (Date of Birth) (Current School)

(Address)

Date of Withdrawal (if applicable) _____

Attendance	☐	Psychological	☐	Health/Medical	☐
Academic	☐	Psychiatric	☐	IEP	☐
Grades to Date of Withdrawal	☐	Learning Disability	☐	PPT Minutes	☐
Testing Information	☐	Speech/Language	☐	504 Accommodation Plan	☐
Discipline	☐	Other Pertinent Information	☐	Cumulative Record	☐
				Other	☐

To:_____
Name, Title
_____
Address
_____
Town, State, Zip Code

To: Cromwell Public Schools
9 Captain James Mann Memorial Drive
Cromwell, CT 06416
860-632-4865 - Phone
860-632-4865 - Fax

I understand that the information to be disclosed is protected as an "education record" under FERPA, and that such information shall not be redisclosed unless permitted under FERPA. I further understand that the officers, employees, and agents of any party that receives protected information under FERPA may use such information only for purposes for which the disclosure is made.

_____
Signature of Parent/Guardian Date

Office only: By (signature): _____ Date Records Sent:_____

Reference "D"

5131(a)

The recommended replacement for existing policy 5131 adopted 4/29/82.

Students

Student Conduct

I. Philosophy of Discipline

Discipline begins in the home with the responsibility of parents to develop a positive attitude towards study and behavior. No code established or action taken by school officials can be effective without parental acceptance of this primary responsibility. Discipline continues in the classroom with the relationship between the teacher and the student.

The school district is unequivocally committed to the principle that disorderly and disruptive behavior should not be permitted to interfere with the right of other students to pursue an education. While most discipline problems should be handled by the teacher, student and parent the Administration and the Board of Education have the responsibility to support and maintain the enforcement of discipline within the building.

All students will be required to conduct themselves at all times in accordance with established codes of student conduct. Every reasonable effort will be made to keep students within the school's sphere of influence, using suspension and/or expulsion only as a last resort. In this connection, students are reminded that:

1. The exercise of any of the student's rights must be weighed against the rights of another individual or group.

2. No student has the right to disrupt the educational process within a school.

3. All students will have the right to due process procedures in matters of suspension, transfer and expulsion.

II. Areas of Responsibility

A. Board of Education

The Board of Education holds the certified personnel responsible for the proper conduct and control of students while legally under the supervision and jurisdiction of the school and charges the Superintendent to see that such responsibility is effectively carried out.

B. Principal

The Principal shall implement immediate and necessary procedures and rules to render effective the policies of the Board of Education relating to standards of student behavior. The Principal may involve representatives of all areas of school personnel, students, parents and citizens of the community to this end.

Students

Student Conduct (continued)

C. Teachers

Teachers shall be responsible for the instruction of students in rules and regulations of proper conduct, as well as responsible for proper and adequate control of students. The responsibility and authority of any teachers extends to all students of the school district under the assigned supervision of the teacher and to other students so situated with respect to the teacher as to be subject to the teacher's control.

D. Parents

Parents shall be expected to cooperate with school authorities regarding the behavior of their children. Parents shall be held responsible for the willful misbehavior of their children.

III. Student Behavior

Students shall be properly instructed in rules and regulations of acceptable conduct; they shall then be responsible for understanding and complying with the standards of behavior described therein. Any student who fails to comply with these laws and rules concerning student behavior is liable to suspension, exclusion or expulsion. Physical endangerment of another student or person shall be treated with special strictness.

(cf. 5114 – Suspension and Expulsion)

Legal Reference: Connecticut General Statutes

52-572 Parental Liability for torts of minors. Damage defined.

Policy adopted:

Sample policies are distributed for demonstration purposes only. Unless so noted, contents do not necessarily reflect official policies of the Connecticut Association of Boards of Education, Inc.

A mandated policy to consider.

Reference "E"

Students

Weapons and Dangerous Instruments

The Board of Education determines that possession, concealment, and/or use of a weapon by a student is detrimental to the welfare and safety of the students and school personnel within the district. Possession and/or use of any dangerous or deadly weapon, firearm, or destructive device in any school building on school grounds, in any school vehicle, or at any school-sponsored activity is prohibited.

Such weapons include but are not limited to any pistol, revolver, rifle, shotgun, air gun or spring gun; slingshot; bludgeon; brass knuckles or artificial knuckles of any kind; knives having a blade of greater than two inches, any knife the blades of which can be opened by a flick of a button or pressure on the handle, or any pocketknife where the blade is carried in a partially opened position; martial arts weapon; destructive device.

Alternate language: A "dangerous weapon" is any weapon, device, instrument, material or substance, which under the circumstances in which it is used, attempted to be used or threatened to be used is readily capable of causing death or serious injury. A "deadly weapon" is any instrument, article or substance specifically designed for and presently capable of causing death or serious injury.

Pursuant to federal law, the term firearm includes, but is not limited to, any weapon designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for such a weapon, or destructive device. A student who violates this policy will be reported to law enforcement authorities.

A "destructive device" is considered any device with an explosive, incendiary or poison gas component or any combination of parts either designed or intended for use in converting any device into any destructive device or from which a destructive device may be readily assembled. A destructive device does not include any device which is designed primarily for use as a signaling, pyrotechnic, line-throwing, safety or similar device.

The possession or use of any such weapon or devices will require that the proceedings for the suspension and/or expulsion of the student involved will be initiated immediately by the principal. If the student is found to have possessed a firearm or other dangerous weapon as defined in Connecticut General Statutes 53a-3 in violation of 29-35 or 53-206, in or on the real property of a school or at any school activity as defined in Connecticut General Statutes 10-233a, he/she must be expelled for one calendar year. The Board of Education or hearing board may modify the period of expulsion on a case by case basis. To comply with federal law, any finding of an exception shall be reduced to writing. All legal restrictions and requirements will be adhered to pertaining to special education students.

The Board shall consider a student's conduct off school grounds that is seriously disruptive of the educational process or is violative of publicized policies of the Board as grounds for expulsion.

Students

Weapons and Dangerous Instruments (continued)

Additional optional language to consider:

Weapons under the control of law enforcement personnel are permitted. The Superintendent may authorize other persons to possess weapons for courses, programs and activities approved by the District and conducted on District property.

In accordance with the federal Gun-Free School Zone Act, possession or discharge of a firearm in a school zone is prohibited. A "school zone" is defined by federal law, means in/on school grounds or within 1,000 feet of school grounds.

"Gun-Free School Zone" signs will/may be posted in cooperation with city/town officials as appropriate. Violations, unless otherwise excepted by law or this policy, shall be reported to the appropriate law enforcement agency.

(cf. 5114 - Suspension/Expulsion)
(cf. 5145.12 - Search and Seizure)

Legal Reference: Connecticut General Statutes
10-221 Boards of education to prescribe rules.
10-233a through 10-233f - Expulsion as amended by PA 95-304
53a-3 Definitions.
53a-217b - Possession of firearms and deadly weapons on school grounds
53-206 Carrying and sale of dangerous weapons.
PA 94-221 An Act Concerning School Discipline and Safety.
Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a))25)-(26), 922(q) (2006)
GOALS 2000: Educate America Act
18 U.S.C. 921 Definitions.
USCA 7151 – No Child Left Behind Act
Youth Handgun Safety Act, 18 U.S.C. §§ 922(x), 924(a)(6) (2006)
Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101-7117

Policy adopted:
rev 5/03
rev 2/13

Sample policies are distributed for demonstration purposes only. Unless so noted, contents do not necessarily reflect official policies of the

Reference "F"

Cromwell Public Schools
Placing Student First

CROMWELL BOARD OF EDUCATION

Regular Board Meeting
Tuesday, January 14, 2020
Minutes and Motions

I. Call to Order

The meeting was called to order by Mr. Camilleri at 7:01p.m.

II. Roll Call including Introduction of Administrators and Student Representatives

Board of Education
Present: Mr. Camilleri, Mrs. Cantwell, Mr. Flanders, Mrs. Kelleher, Mrs. Lamberson, Mr. Matrullo, Mrs. Merli, Mrs. Post, Mrs. Russ

Administration
Present: Dr. Macri, Mrs. Binnington, Mrs. Burke, Mr. Butwill, Mrs. Cocchiola, Mrs. DiFiore, Mrs. DiMauro, Mrs. Lynch, Mr. Litwinczyk, Dr. MacLean, Mrs. O'Leary

Absent: Mrs. DiTunno, Mr. Kuckel, Mrs. Wyskiel

Student Representatives
Clara Rojas - CHS Representative
Hunter Vooys - CHS Representative
Aubrey Zimmerman - CMS Representative
Paolo Messina - CMS Representative - CMS Representative

Town Council - Mr. Henehan

Board of Finance - Mr. Neto, Mr. Spotts

III. Approval of Agenda/Additions and Deletions & Chair's Review of Agenda Highlights

Mr. Camilleri proposed to revise the order of the agenda. Item titled Old Business to be moved following Presentations and Reports of Administration.

Motion to Approve the Agenda as amended made by Mr. Flanders, seconded by Mrs. Lamberson
Vote: Unanimous.

IV. Celebrating Our Faculty/Staff

Dr. Macri stated this year the District and school community is participating in the United Way campaign. The United Way has many programs and supports for families that live in Cromwell. Encouragement from faculty and staff to participate in this program was given and this year the total raised was $3,493. Every school had a liaison, which volunteered to assist and help in each school. At ECS, Peggy Loehr, Art Teacher, not only helped at the school level but also held with a "Paint Night" and raised $175 to donate to United Way. At WIS, Erin Palmquist, Speech and Language Pathologist, who has been involved with United Way as their Captain. At CMS, Maia Pavlick, teacher, was really excited to assist at the school level. At CHS, Claire Hatfield, a secretary, was wonderful in making sure staff had the right information. District wide, Sylvia Webb, Early Readiness Coordinator, supported District wide and Central Office made donations as well. Dr. Macri thanked all the liaisons for taking the time to participate and is thankful to the community for being generous. Applause was given to all the liaisons.

Mr. Camileri also stated he appreciates the leadership with this important effort. It is important for the District to support the community in any way possible, particularly because this program supports so many in the Cromwell community. Mr. Camilleri thanked all the liaisons for volunteering and taking on leadership roles.

V. Celebrating Our Students

Dr. Macri stated "Pajama Day" for the CT Children's Hospital has been a growing event for schools, districts, businesses and partnerships across the State to show support to the patients of the Children's Hospital. A special thank you was given to Ms. Sarnacki, high school teacher, as well as Sadie Budzik, high school student. Sadie was incredible and met with all the principals and attended a leadership team meeting to coordinate the "Pajama Day." The volleyball team had a former relationship with a child that had cancer and since passed. The volleyball team was saddened by the loss, which motivated Sadie to be passionate about this fundraiser. The District would not have raised the total of $2,606.11 without the efforts of Sadie. Sadie was not able to attend the meeting and Mrs. Budzik was there on her behalf. Dr. Macri thanked Mrs. Budzik for her support at home and allowing Cromwell to educate such an amazing student. Mr. Camilleri also thanked Mrs. Budzik,Sadie and her family. Mr. Camilleri is very proud of Sadie and her leadership. Applause was given.

VI. Correspondence

Dr. Macri stated before the holidays a family had donated $1,000.00 to contribute to the lunch program. Other families were also interested in donating. An e-blast was sent out to the community and other contributions were sent in. Ethan and Jena Blum as well as Oanh Hoang sent in donations. Dr. Macri thanked them on behalf of the students and staff for their generous donations. The donations will be given to the lunch program to reduce the overdue lunch balances for the Cromwell Public School.

For further information on how you can donate, please contact Sandra Shaw, Administrative Assistant II - Foods Service Operations at (860) 632-4840 or Sshaw@cromwell.k12.ct.us

VII. Public Comments (*2-3 minutes per speaker– general information or agenda items*)

Olena Stetskiv, of 27 Wynwood Drive, addressed the Board and wanted assistance in placing her child in a classroom that will meet the needs of her child. Ms. Stetskiv felt she did not get resolution

with the Principal of ECS. Dr. Macri responded by letting her know a separate meeting will be scheduled in the next week.

VIII. Report from Student Representatives

Hunter Vooys stated the freshman class raffled off a gift card tree surrounded by generous amounts of candy in December. Students wore their holiday hats during the "Hat Day" on December 20th. The students participated in the Cromwell High's first "Adulting Day." Students were able to take classes about auto basics, the college experience, financial responsibility, and professional behavior. Students enjoyed their 12-day holiday break. The Eighth Grade Open House was on January 8th. Next year's incoming freshmen took a tour of the school, had an info session, and discovered Cromwell High's clubs and sports. More than half of the incoming freshman class was in attendance. Students will start midterms on Tuesday, January 21st. Mrs. DiFiore allowed some Student Council members to have a meeting and talk about the Semi Formal Dance and announced that the dance will be on February 7th.

Clara Rojas stated girls' tennis had a meeting on December 18th with their new coach, Ms. Murphy. Boys' basketball team has a record of 5-2. There was a game yesterday against Valley. Their next game is Thursday at home against North Branford. Girls' basketball has a record of 5-3. Their last game was Saturday against Canton. They have a game today against Valley Regional. Indoor Track had a meet Saturday and yesterday. They performed very well and are getting ready for Shorelines and States. Hockey has a record of 5-1. Their last game was on Saturday against Smith/Tolland won 2-1 and the next game is in Canbury against Milford.

Aubrey Zimmerman stated at CMS the boys' basketball team has had a great season so far with a record of 7-1. Most recently they won their game against Durham. They plan to finish their season strong! The CMS girls' basketball team played a tough game against Durham on Monday and unfortunately lost 32-45. The girl's record is 1-7. Both teams have six games left to play this season. Last month, the CMS band and choir hosted their Winter Concert. All grades participated with parents and family members getting to hear what all of the hard work for this first half of the year turned into some of the songs played by the band were, "All I want for Christmas" and "Three Klezmer March." On Friday, December 20th, students in 6th, 7th and 8th grade participated in the annual "Reindeer Games." The students had a choice of signing up for board games, "Elf Wars" (in the gym), karaoke, or video games. During "Elf Wars", students participated in multiple relay races and had a snowball fight towards the end of the period. At karaoke, students sang lots of songs with each other. In board games, students were able to play many board and card games together. The students in Mr Kiss' room, played a number of retro style video games like Pacman. The 2020 Ski Club Season officially started on Monday, January 6th. During the winter season, participants travel to Mount Southington every Monday (weather permitting) and spend the afternoon skiing or snowboarding. This year, the group has a wonderful turnout of about 50 members.

Paolo Messina stated at CMS the Jazz Band and Select Choir concert is tomorrow, January 15th. Both groups are made up of a committed group of musicians that rehearse for a half hour once per week before school starts, Jazz Band meets twice per week before school. The Jazz Band will be performing "Boogie Shoes" as well as "April in Paris." The Select Choir will be performing "Call Your Girlfriend" and "Shake it Out." it will be a wonderful show. Students at Cromwell Middle School were encouraged by the music department teachers, Ms. Sayles and Mr. Borgesson to audition for the Northern Regionals Middle School Band and Choir. Auditions took place Saturday, January 11th at King Philip Middle School in West Hartford. Becoming a member of the Northern Regionals Middle School Band and Choir is a huge honor and those selected get the opportunity to perform with other

musicians from around the State. The students are waiting anxiously for their results which will be sent out tomorrow. The 8th graders visited the high school this past Wednesday for a High School Open House. During the Open House, students had the opportunity to meet teachers and hear about topics they will be learning about next year. Additionally, students got to explore the school and get information about elective classes they can take and clubs that they can join. This past Saturday, the CMS Robotics Club participated in a competition at Middletown High School. The team's robot needed to be able to lift cubes and place them into a specified area. Points were awarded based on the number of cubes that the robot moved. The team did an amazing job but unfortunately, did not qualify.

IX. Report of Liaison from the Town Council and Board of Finance (focused on issues of interest to the school community)

Mr. Jack Henehan, Town Council, stated he is anticipating information regarding school renovations, the school buildings and cost in the next few months as well as the budget information. Mr. Henehan requested a meeting to include the Town Council, Board of Finance and the Board of Education to discuss these topics. Mr. Camilleri stated several committees have met and a general consensus was that there is support to move forward with the process for this year. The next step in the process is to have a Joint Meeting of the Town Council, Board of Finance and the Board of Education. This meeting is anticipated to take place in February. After that meeting a variety of separate meetings will take place and a Special Town Meeting, all of which will take place by June 30th which is the deadline for submitting the application for State Grant Funding.

Dr. Macri thanked Mr. Henehan, Mr. Spotts, and Mr. Neto in participating in these meetings. Mr. Camilleri stated that Mrs. Russ will be the liaison representing the Board of Education to attend the Board of Finance meeting whenever possible. For the Town Council meetings, the Board will be on a rotating schedule to be able to participate in these meetings. The schedule will be shared with Mayor Faienza.

https://sites.google.com/cromwell.k12.ct.us/cpsboe/home

Mr. Alan Spotts, Vice Chair of the Cromwell Board of Finance, stated the meeting in December was to approve a $20,000.00 DUI Grant to the Cromwell Police Department. Mr. Spotts also commented on the sudden closure of the Red Lion. It is a big tax revenue loss to the Town of Cromwell and hopes they will reopen soon. Mr. Neto also hopes that they re-open because the tax revenue for them is significant.

X. Superintendent's Updates and Responses to BOE Comments/Action Items from Prior Meeting

Dr. Macri stated on January 28th a first look at the budget will be presented. The team of Mrs. Burke, Dr. MacLean, Mrs. DiMauro, Mr. Litwinczyk and Principals are working on the presentation for January. Administrators will be present to answer any questions. The team is working diligently to get the best numbers possible. By January 23rd, the Board will receive a binder with the budget proposal and line items by object.

Dr. Macri stated she has also met with DATTCO on January 14th to work through other areas of the current contract to propose some revisions. The contract is not up for renegotiation or bidding until 2023. Several Board members commented on past experience with trying to review options on cost savings, possible walking requirements, sidewalks in the area, safety and consolidating several

stops to cut back on the many very close to door to door service. Any change would be for the next school year.

Mr. Camilleri and Dr. Macri have worked on a safety assessment with the Cromwell Police Department, regarding the corner of Court Street and Woodside Road. They determined it doesn't warrant a four way stop. However, a possible volunteer for a crossing guard may be available and possible. This option is still being explored with the Town.

A second walk through with Dr. Macri, Dr. MacLean and all Principals will be taking place in February and March. Classes will be visited and they are focusing on the instruction not the person. Looking to find improvements if needed and have conversations to improve the instruction in the classroom. Next year, Cromwell will move towards having instructional rounds and Dr. MacLean will explain what that plan is in the future.

Mr. Camilleri requested to allow the Board to visit the schools. Mr. Camillerli stated it is important for the Board to see the hands on experience in each building. Possible attending the Open House for the high school may be an option for next school year.

XI. Presentations of Students, Staff and Third Parties

None

XII. Presentations and Reports of Administration

A. The 2019/2020 Budget Update was presented by Ann Burke.
Ann Burke presented binders from the Auditors which include grant information for the Board to review. Mrs. Burke stated a snap-shot as of the end of the year of unencumbered monies and thinks we will spend. Staring to review aging reports for each school to make sure Purchase Orders are closed accordingly will be starting from now until the end of the school year. The Board commented on some concerns and the concerns were answered from Mrs. Burke.

XIII. Policies- First Read

A. First Read: Personnel – Certified/Non-Certified – Nondiscrimination – Policy 4118.11 from CABE

Mrs. Lamberson requested the amended language for school counseling office should be made where guidance counselor is written.

Discriminatory act under level one should be the administrator, director or supervisor and the Civil Rights Officer is the Director of Human Resources for Cromwell.

B. First Read: Students – Student Attendance and Truancy – Policy 5113.2 from CABE

C. First Read: Students – Student Records: Confidentiality – Policy 5125 from CABE

D. First Read: Students – Student Conduct – Policy 5131 from CABE

E. First Read: Students – Weapons and Dangerous Instruments – Policy 5131.7 from CABE

XIV. Policies- Second Read and Possible Approval

A. Second Read and Possible Approval: Personnel – Certified/Non-Certified – Security Check/Fingerprinting – Policy 4112.5 from CABE

Motion to approve Policy 4112.5 from CABE made by Mrs. Russ seconded by Mrs. Cantwell. Vote: Unanimous.

B. Second Read and Possible Approval: Personnel – Certified/Non-Certified – Criminal History Record Information (CHRI) – Policy 4112.52

Motion to approve Policy and Regulation 4112.52 from CABE made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

C. Second Read and Possible Approval: Personnel – Certified/Non-Certified – Personal Leaves – Family and Medical leave Act – Policy 4152.6 from CABE

Motion to approve Policy 4152.6 made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

D. Second Read and Possible Approval: Personnel – Certified/Non-Certified – Affirmative Action: Recruitment and Selection – Policy 4211.1 from CABE

Hunter Vooys suggested to end the parenthetical after disorder in the first paragraph.

Motion to approve Policy 4211.1, as amended, made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

E. Second Read and Possible Approval: Personnel – Certified/Non-Certified – Drug and Alcohol Testing for School Bus Drivers – Policy 4212.42 from CABE

Motion to approve Policy 4212.42 made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

F. Second Read and Possible Approval: Students – Ages of Attendance – Policy 5112 from CABE

Motion to approve Policy 5112 made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

G. Second Read and Possible Approval: Students – Promotion/Acceleration/Retention – Policy 5123 from CABE

Motion to approve Policy 5123 made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

H. Second Read and Possible Approval: Students – Alcohol Use, Drugs, and Tobacco (including Performance Enhancing Substances) – Policy 5131.6 from CABE

Motion to approve Policy 4152.6 made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

I. Second Read and Possible Approval: Students – Psychotropic Drug Use – Policy 5141.231 from CABE

Motion to approve Policy 5141.231 made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

J. Second Read and Possible Approval: Students – Suicide Prevention – Policy and Regulation 5141.5 from CABE

Motion to approve Policy 5141.5 made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

K. Second Read and Possible Approval: Students – Discipline – Policy 5144.4 from CABE

Motion to approve Policy 5144.4 made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

L. Second Read and Possible Approval: Students – Nondiscrimination – Policy 5145.4 from CABE

Motion to approve Policy 5145.4 made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

M. Second Read and Possible Approval: - Instruction – Individualized Education Program/Special Education Program – Policy and Regulation 6159

Mrs. Lamberson requested adding school in front of counselor.

Motion to approve Policy 6159, as amended, made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

N. Second Read and Possible Approval: Students - Administration of Medications – Policy 5141.21

Motion to approve Policy 4152.6 made by Mrs. Russ, seconded by Mrs. Cantwell. Vote: Unanimous.

XVI. Board Reports

A. Policy Committee –Report from December 10, 2019 meeting

B. Facilities and Technology Committee – Meeting January 14, 2020

C. Update on ECS School Building Project-

D. District Climate Committee-

E. Other Committees/Appointments-

XIII. Old Business -

A. Discussion of New Positions to be Proposed by Administration as Part of 2020-2021 Education Budget – Ms. Cocchiola and Dr. MacLean

Ms. Cocchiola presented the middle school impact on having two new teachers in Social Studies for 6th grade. Mrs. Cocchiola reviewed the current breakdown of the grade team schedules and the impact of not having current Social Studies teachers for the 6th grade. The need for the additional teachers were discussed. Dr. MacLean explained the impact of having large class sizes for next year and not enough teachers and the interventionist are not being utilized the way they should. Dr. MacLean also stated the structure is in place and does not want for the structure to change. Other curriculum, project based learning and personalized learning, and other resources, are items that will improve but will take time to build. Example was also given regarding the current science model in which Mr. Delia at WIS works with STEM in science. NGSS scores have increased and the middle school did a good job because of having the foundation from the STEM training. The Board asked questions on the focus block component and Ms. Cocchiola was able to answer each question.

XVII. New Business

A. Action: Approval of Minutes and Motions – December 10, 2019 meeting

Change minutes to reflect the correct town in which Mr. Delia lives, which is Newtown.

Motion to Approve the Regular Meeting Minutes and Motions of the Board of Education, - December 10, 2019, as amended, by Mr. Flanders, seconded by Mrs. Cantwell Vote:Yes(6) Abstention Mr. Camilleri, Mrs. Merli.

B. Action: Approval of Motions and Minutes Executive Session – December 10, 2019

Mr. Camilleri,Mrs. Cantwell and Mrs. Merli were not present for the meeting.

Motion to Approve the Motion and Minutes Executive Session - December 10, 2019 as amended, made by Mr. Flanders, seconded by Mrs. Lamberson. Vote:Yes (5) Abstention Mr. Camilleri, Mrs. Cantwell, Mrs. Merli.

C. Action: Stipend Approvals

Add 6th grade to the tech club for Cromwell Middle School

Motion to Approve Stipend Approvals, as amended, made by Mrs. Lamberson, seconded by Mr. Matrullo. Vote: Unanimous.

D. Informational: Human Resources Personnel Activity-

Substitute definitions were discussed.

Recognition of District Retirements:

Mr. Camilleri stated that Mrs. Grande, ECS nurse and school Supervisor is retiring as of July 31st. She has participated in many board meetings regularly and has shown her love and compassion for the students. Mr. Camilleri has always respected and admired Mrs. Grande and she will be missed. The Board wish Mrs. Grande the best in her retirement.

Mr. Camilleri stated one of our largest tenured teachers, Ms. Petrosky, has been a teacher since 1979. She is a great math teacher, great person and always has her student interested at heart. Mrs. Petrosky will be very deeply missed.The Board wished Mrs. Petrosky the best in her retirement.

E. Informational: Principal Reports-

XVIII. Public Comment (Agenda items only – 2-3 minutes per speaker) -

Mr. Messinger, 12 Goodrich Avenue, teaches 6th grade at Cromwell Middle School. Mr. Messinger asked to consider adding two Social Studies teachers to CMS and the importance of the addition. Mr. Messinger added on having time for each students and the difficult task to service all students if the class size increase to 28 or higher. Mr. Camileri stated Mr. Messinger was the statewide teacher of the year in 2013. Mr. Messinger stated the reason he was able to become the State teacher of the year in 2013 was not because of the teaching on how to divide fractions, it was time with students the connections made with students. The Board asked questions and Mr. Messinger answered the questions.

XIX. Topics for Future Agendas and Possible Action to Approve Additional Topics

January 28	*Proposed Education Budget 2020-2021*
February 11	Proposed Education Budget 2020-2021
February 25	Winter Student Data Review
March 24	Set 2020 Graduation Date
May 12	Out of State Field Trips
June 9	Food Service Program – Milk Bid Approval
June 9	Class of 2020 Post Graduation Plans
June 9	Stipend Approval for 2020-2021
July 14	
August 11	Board's Evaluation of Superintendent
August 11	End of Year Board Reports 2019-2020
January 28	Proposed Education Budget 2020-2021

XX. Comments, Updates and Announcements from Board Members and Administrators

Mrs. Cantwell started she went to the open house for CHS and they did a great job.

XXI. Adjournment

Motion to Adjourn the Regular Meeting of the Board of Education at 9:34 p.m. made by Mr. Flanders, seconded by Mr. Matrullo. Vote: Unanimous.

Public session of the regular meeting ended at 9:34 p.m.

Respectfully submitted,

Alessandra Corvo

Alessandra Corvo
BOE Recording Clerk