

**POLICY NOTES**  
**APRIL 5, 2022**

**Policies for Approval**

**Bylaw Revisions**

In consideration of revising our bylaws to require 2 readings for policy and bylaw approval, as opposed to the current 3 readings, Shipman recommends we replace all bylaws related to the development, revision, and review of bylaws, policies and regulations with their model policies.

**#9600 – Formulation, Adoption, Amendment or Deletion of Bylaws and Policies**

We have combined the current #9600 bylaw (School Board Policy Process) into this bylaw, as well as Bylaw #9600.1 – Policy and Bylaw Development, Revision, Discussion, Adoption and Review and incorporated Shipman’s version and language applicable to the district. This bylaw will replace both current bylaws.

**#9640 – Formulation, Adoption, Amendment or Deletion of Administrative Regulations and #9660 – Suspension of Policies, Bylaws or Administrative Regulations**

Shipman language has been incorporated into each bylaw.

**#5113 – Student Attendance, Truancy and Chronic Absenteeism and Regulations (formerly Student Attendance)**

Shipman has revised this policy and the accompanying administrative regulations to conform with Section 19 of Public Act No. 21-46, which requires local and regional boards of education to allow any student enrolled in grades kindergarten through twelve to take two non-consecutive days each school year as mental health wellness days. Section 18 of the Act, as amended by Section 393 of June Special Session, Public Act No 21-2, directs the State Board of Education (“SBOE”) to revise its definitions of “excused absence” and “unexcused absence” with respect to remote learning. We have revised the definitions in the regulations to reflect statutory requirements for those definitions while we await the SBOE’s revisions. We further revised the regulations to conform with Section 10 of Public Act No. 21-199, which amends state law to raise, from seventeen to eighteen, the age when a student may withdraw from high school, beginning in the school year commencing July 1, 2023. After July 1, 2023, a parent or person having control of a child who is seventeen years of age may withdraw the child from school if the child is enrolled in an adult education program if the parent personally appears at the district office and signs an adult education withdrawal and enrollment form. Sample notification regarding student attendance and model forms for school district use beginning with the 2023-2024 school year also revised in light of the new requirements.

**#5121 – Chemical Health for Student Athletes**

A mandatory policy we currently do not have. Since the first reading, the committee added tobacco use to the policy and the reference of an athletic trainer as a professional employee.

**#5131.911 – Bullying Prevention and Intervention and #5131.914 – Safe School Climate**

Shipman has revised this policy to conform with Public Act No. 19-166, regarding bullying and safe school climate. The law, which passed two years ago, contained various provisions that recently went into effect. Effective July 1, 2021, the law changes the definition of “bullying” and “school climate,” adds new statutory definitions, and expands on the parental notification requirements surrounding verified acts of bullying. We also revised the policy to reflect a board’s statutory obligation to post the following on their websites: 1) training materials for school administrators; and 2) a plain language explanation of rights and remedies under Connecticut General Statutes 10-4a and 10-4b. The law requires that the training materials be posted after consultation with the State Department of Education and the Connecticut Social and Emotional Learning and School Climate Advisory Collaborative. The law also provides that the plain language

explanation of rights and remedies will be developed and provided to boards of education by the Connecticut Social and Emotional Learning and School Climate Advisory Collaborative. Finally, we revised the policy in light of Public Act No.21-95, which identifies additional individuals who must serve on a safe school climate committee, effective July 1, 2021.

### **Policies for a First Reading**

#### **#1150 – Prohibition Against Nicotine and Cannabis Use**

Further discussion needed regarding cannabis and controlled substances.

#### **#3100.3 – Petty Cash Accounts**

Shipman has indicated this policy is not necessary, but the district may wish to maintain the policy. Our schools do follow this policy, and maintain a small amount of petty cash. Note Shipman does not offer a comparable policy.

#### **#3130 – Money in School Buildings**

Another policy Shipman has indicated is not necessary, but the district may wish to maintain. Money is received in the school buildings, primarily from field trips and/or fundraisers and the schools do follow this policy. Note Shipman does not offer a comparable policy.

#### **#3281 – Grants, Gifts & Bequests to the District**

Recommend repealing this policy and replacing it with the S&G model policy Gifts, Grants and Bequests to the District, for purposes of consistency.

#### **#3281R – Grants, Gifts & Bequests to the District**

Shipman suggests implementing the model administrative regulations to clearly define the process for accepting gifts, grants and bequests.

#### **#4112.5 - Drug-Free Schools**

Recommend that the Board repeal this policy, in light of policy 4116, Alcohol, Drugs and Tobacco, which satisfies the obligations of the Drug Free Workplace Act and includes many of the same policy provisions.

#### **#4116 – Alcohol, Tobacco & Drug Free Workplace**

Further revisions to the tobacco portion of the policy and reference to nicotine cessation products.

#### **#5090.7 – Drug, Alcohol, Tobacco and Inhalant Use by Students**

Further revisions include placing tobacco and inhalant use back into the policy and adding athletic trainer in the definition of Professional Employee.

#### **#5141 – Fundraising Activities** (formerly #3280)

Recommend repealing this policy and replacing it with the S&G model policy in Series 5000, Fundraising Activities. The model policy addresses the involvement of students in any fundraising activities for the school. Shipman recommends the Board regulate only student involvement in fundraising, because the regulation of outside organizations (without the use of students) is difficult to monitor. Shipman also recommends prohibiting door-to-door fundraising, as it may impose unnecessary liability on the school.

#### **#5141R – Fundraising Activities**

Shipman suggests implementing the model administrative regulations to clearly define the process for fundraising approval.

## **Policies Proposed for Rescission**

### **#4118.5 - Freedom of Speech/Expression**

Recommend that the Board review this policy and consider repeal, as it has not been reviewed since 1994 and ever-changing case law generally guides freedom of expression by personnel in the school environment.

### **#4121 - Substitute Teachers**

Recommend that the Board repeal this policy, as the issues are addressed in the S&G model policy Employment and Student Teacher Checks and in state law.

### **#4122 - Student Teachers/Internship**

Recommend that the Board review this policy and consider repeal, as the policy is unnecessary. Many of the issues are addressed through state law and the SDE rules governing teacher training programs, as well as any procedures the District maintains relative to student teachers.

### **#4126 - Consultants**

Recommend that the Board consider repealing this policy, as it is unnecessary and has not been reviewed since 1992. It is within the operational responsibilities of the Superintendent to provide for such consultative services, within the applicable budget and purchasing policies.

### **#4135 - Organizational Development/Employee Communications**

Recommend that the Board review this policy and determine if it remains applicable. The policy is not necessary and may be repealed.

### **#4140 - Computers: Websites/Pages**

Recommend that the Board review this policy and consider repeal. The issues identified are generally addressed in the Acceptable Use policy.

### **#4211.1 - Affirmative Action**

Recommend that the Board repeal this policy as it essentially replicates the Non-discrimination policy.

### **#4212.42 - Drug and Alcohol Testing for School Bus Drivers**

Recommend that the Board consider repealing this policy, as the policy is unnecessary. The policy provisions are required by statute, the District's transportation contracts should include required drug testing, and a third party (bus company) cannot be bound by a policy unless required to by contract.