



## REGULAR BOARD OF EDUCATION MEETING

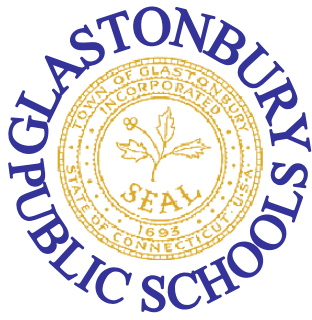
Monday, January 24, 2022 7:00 PM

MEETING ONLINE-ZOOM Please use the link below to join the webinar:

<https://glastonburyus-org.zoom.us/j/86906828095?pwd=SWt6dTF0eE14SjBxTU5UWkRvSzVDUT09>  
Passcode: 621801, Or Telephone: US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 , or +1 253 215 8782 or +1 346 248 7799  
Webinar ID: 869 0682 8095

1. Call to Order
2. Pledge of Allegiance
3. Awards and Recognition
  - A. Virtual Calendar Art Exhibition
  - B. Student Calendar Artists
4. Student Representatives' Report
  - A. Ben Wilkinson, Class of 2022
  - B. Jade Wong, Class of 2023
5. Informal Session for Public Comment
6. Special Reports
7. Business Requiring Action
  - A. Approval to Go Out for School Bus Bids
  - B. Approval of Submission of STARTALK 2023 Grant Solicitation, STARTALK Teacher-Trainee Program July 2022-June 2024
  - C. Approval of Board of Education Policy/Regulation #5131.9 (Bullying Prevention and Intervention)
  - D. Approval of Board of Education Policy #4118.232/4218.232 (Alcohol, Drugs and Tobacco-Drug and Alcohol-Free Workplace)
  - E. Approval to Combine the Regular Board of Education Meeting of February 14, 2022 and February 28, 2022, to be held on February 28, 2022, at 7:00PM, ONLINE-ZOOM.
8. Reports and Discussion
  - A. School Report
    1. Glastonbury High School
  - B. School Food Service Mid-Year Report
  - C. Glastonbury Education Foundation

9. Approval of Minutes
  - A. Budget Workshop Meeting Minutes, January 3, 2022
  - B. Budget Workshop Meeting Minutes, January 4, 2022
  - C. Meeting Minutes of January 10, 2022
10. Committee Reports
11. Chairman's Reports
12. Superintendent's Report
  - A. Self Insurance Reserve Update, December 2021
  - B. School Suspension Report, December, 2021
  - C. Dates to Remember
13. Adjournment
  - A. Please note: It is possible that the Board of Education may go into Executive Session



## *Glastonbury Board of Education*

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**There were no public comments submitted via the online Google Form for the January 24, 2022 Glastonbury Board of Education meeting.**

The link to the “Public Comments for BOE Meeting” Form is posted on the [BOE Meeting page](#). Public comments submitted via the Google Form will be attached to the [Board Agenda](#) after 12:00 pm on the day of the meeting.

**Glastonbury Public Schools**  
Glastonbury, Connecticut

**Transportation Department**  
**Phone: 860-652-7295**  
**Fax: 860-682-1402**

**Date:** January 18, 2022  
**To:** Matt Dunbar, Assistant Superintendent  
**From:** Angelo Balesano, Transportation Coordinator  
**Subject:** School Bus Bids for 2022-2023

I would like to request permission to go out to bid for five buses, including four (4) replacement school buses, and one (1) replacement mini bus.

The following list indicates the buses we propose to replace given current conditions:

<b><u>Bus #</u></b>	<b><u>Year</u></b>	<b><u>Miles</u></b>	
18	2008	167,544	
30	2009	166,959	
34	2007	182,762	
41	2007	166,758	
68	2008	117,357	Handicap Mini Bus

As in past years, I ask that the Board of Education give permission to bid the buses prior to the end of this fiscal year with the understanding that the buses will not be delivered, nor paid for until the 2022-2023 fiscal year, and pending the authorization of our 2022-2023 budget.

If we award a bid in February, we have been told by vendors that the estimated date of delivery will be sometime in September. If we wait to award the bid in March or April, it could be the end of December before we receive delivery of the new buses.

**DRAFT GLASTONBURY BOARD OF EDUCATION  
EXECUTIVE SUMMARY REPORT FORM**

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**Title of Report: 2023 Grant Solicitation, STARTALK Teacher-Trainee Program  
July 2022-June 2024**

**Board Meeting: January 24, 2022**

<b>Action: x</b>	<b>Report:</b>	<b>Information:</b>	<b>Discussion:</b>
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**Overview:**

“STARTALK is a federal grant program funded by the National Security Agency with the objective of increasing the number of US citizens learning and teaching less commonly taught languages throughout our nation and inspiring those students to language careers, thereby contributing to language workforce development for the Federal Government. Established in 2006 in response to the President’s National Security Language Initiative (NSLI), STARTALK provides funding and support to institutions to conduct K-16 language student education and teacher development programs of less commonly taught and critical-need language that meet the national security and defense priorities.”

The STARTALK program shifted from being a distinctly summer camp program to a program that focuses on year-round outreach with a targeted audience. This grant opportunity addresses the new model. Given our 15 years of receiving STARTALK summer only teacher-training and students focused grants, and our successful experiences within our district Chinese and Russian programs, I believe that we are poised to run this extended teacher training grant. The program will reflect diversity in the curriculum and will consist of:

- A blended learning experience that is designed to move teacher- trainees forward in their use of effective assessments in teaching Chinese and Russian.
- A two-week intensive in-person summer program which will run from June 26-July 7, 2023.
- Approximately 20 teacher-trainees, Pre-K-12, will participate for a total of 84 on-site instructional hours in the summer of 2023.
- An opportunity for the teacher-trainees to participate in a minimum of 10 hours of pre-program instruction related to assessment in the spring of 2023 and continuation activities, a minimum of 40 hours, throughout the academic year 2023-2024 in a blended format.
- Participation in a Modified Oral Proficiency Interview (MOPI) training, summer of 2023
- Completion of an Integrated Performance Assessment Module (IPA).

Funding for this program type has been requested in the amount of \$200,000.

**Submitted by:**  
Rita A. Oleksak, Director  
World Languages/Multilingual Learners

**Reviewed by:**  
Alan B. Bookman, Ph.D.  
Superintendent of Schools

## **BULLYING PREVENTION AND INTERVENTION POLICY**

The Glastonbury Board of Education is committed to creating and maintaining a safe educational environment free from bullying, harassment and discrimination an educational environment that is physically, emotionally and intellectually safe and thus free from bullying, teen dating violence, harassment and discrimination. In order to foster an atmosphere conducive to learning, the Board has developed the following Safe School Climate Plan, consistent with state law and Board Policy. This Plan represents a comprehensive approach to addressing bullying and cyberbullying and sets forth the Board's expectations for preventing, intervening, and responding to incidents of bullying. In accordance with state law and the Board's Safe School Climate Plan, the Board expressly prohibits any form of bullying behavior on school grounds; at a school-sponsored or school-related activity, function, or program, whether on or off school grounds; at a school bus stop; on a school bus or other vehicle owned, leased or used by a local or regional board of education; or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board.

The Board also prohibits any form of bullying behavior outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school. Discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying is likewise prohibited.

Students who engage in bullying behavior or teen dating violence shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies on student discipline, suspension and expulsion, and consistent with state and federal law.

For the purposes of this policy, "Bullying" means an act that is direct or indirect and severe, persistent or pervasive, which:

1. Causes physical or emotional harm to an individual;
2. Places an individual in reasonable fear of physical or emotional harm; or
3. Infringes on the rights or opportunities of an individual at school.

Bullying shall include, but need not be limited to, a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and 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.

For purposes of this policy, "Cyberbullying" means 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.

## BULLYING PREVENTION AND INTERVENTION POLICY (continued)

For the purposes of this policy, “Teen Dating Violence: means 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.

The Glastonbury Board of Education shall make the approved Safe School Climate Plan available and will include the plan in the school district's publication of the rules, procedures and standards of conduct for schools and in all student handbooks on an annual basis at the start of each school year.

As provided by state law, such Safe School Climate Plan shall:

1. enable students to anonymously report acts of bullying to school employees and require students and the parents or guardians of students to be notified annually at the beginning of each school year of the process by which students may make such reports;
2. enable the parents or guardians of students to file written reports of suspected bullying;
3. require school employees who witness acts of bullying or receive reports of bullying to orally notify the safe school climate specialist, or another school administrator if the safe school climate specialist is unavailable, not later than one school day after such school employee witnesses or receives a report of bullying, and to file a written report not later than two school days after making such oral report;
4. require the safe school climate specialist to investigate or supervise the investigation of all reports of bullying and ensure that such investigation is completed promptly after receipt of any written reports made under this section and that parents or guardians of the student alleged to have committed an act or acts of bullying and the parents or guardians of the student against whom such alleged act or acts were directed receive prompt notice that such investigation has commenced;
5. require the safe school climate specialist to review any anonymous reports, except that no disciplinary action shall be taken solely on the basis of an anonymous report;
6. include a prevention and intervention strategy for school employees to deal with bullying and teen dating violence;
7. provide for the inclusion of language in student codes of conduct concerning bullying;
8. require each school to notify the parents or guardians of students who commit any verified acts of bullying and the parents or guardians of students against whom such acts were directed not later than forty- eight hours after the completion of the investigation;
9. require each school to invite the parents or guardians of a student who commits any verified act of bullying and the parents or guardians of the student against whom such act was directed to a separate meeting to communicate to such parents or guardians the measures being taken by the

## BULLYING PREVENTION AND INTERVENTION POLICY (continued)

school to ensure the safety of the student against whom such act was directed and to explain policies and procedures in place and to prevent further acts of bullying;

10. require each school to invite the parents or guardians of a student who commits any verified act of bullying to a meeting, separate and distinct from the meeting required in section IV (9) to discuss specific interventions undertaken by the school to prevent further acts of bullying;
11. establish a procedure for each school to document and maintain records relating to reports and investigations of bullying in such school and to maintain a list of the number of verified acts of bullying in such school and make such list available for public inspection, and annually report such number to the Connecticut State Department of Education (CSDE) and in such manner as prescribed by the Commissioner of Education;
12. direct the development of case-by-case interventions for addressing repeated incidents of bullying against a single individual or recurrently perpetrated bullying incidents by the same individual that may include both counseling and discipline;
13. prohibit discrimination and retaliation against an individual who reports or assists in the investigation of an act of bullying;
14. direct the development of student safety support plans for students against whom an act of bullying was directed that address safety measures the school will take to protect such students against further acts of bullying;
15. require the principal of a school, or the principal's designee, to notify the appropriate local law enforcement agency when such principal, or the principal's designee, believes that any acts of bullying constitute criminal conduct;
16. prohibit bullying (A) on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by a local or regional board of education, or through the use of an electronic device or an electronic mobile device owned, leased or used by the local or regional board of education, and (B) outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school;
17. require, at the beginning of each school year, each school to provide all school employees with a written or electronic copy of the school district's Safe School Climate Plan; and
18. require that all school employees annually complete the training described in Conn. Gen. Stat. §10-220a.

The notification required pursuant to section (8) (above) and the invitation required pursuant to section (9) (above) shall include a description of the response of school employees to such acts and any consequences that may result from the commission of further acts of bullying. Any information provided under this regulation or accompanying Safe School Climate Plan shall be provided in accordance with the

BULLYING PREVENTION AND INTERVENTION POLICY (continued)

confidentiality restrictions imposed under the Family Educational Rights Privacy Act ("FERPA") and the district's Confidentiality and Access to Student Information policy and regulations.

As required by state law, the Board, after consultation with the Connecticut Department of Education and the Connecticut Social and Emotional Learning and School Climate Advisory Collaborative, shall provide on the Board's website training materials to school administrators regarding the prevention and intervention in discrimination against and targeted harassment of students based on such students' (1) 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 (2) association with individuals or groups who have or are perceived to have one or more of such characteristics.

Legal References:

Public Act 19-166

Public Act 21-95

Conn. Gen. Stat. § 10-145a

Conn. Gen. Stat. § 10-145o

Conn. Gen. Stat. § 10-220a

Conn. Gen. Stat. § 10-222d

Conn. Gen. Stat. § 10-222g

Conn. Gen. Stat. § 10-222h

Conn. Gen. Stat. § 10-222j

Conn. Gen. Stat. § 10-222k

Conn. Gen. Stat. § 10-222l

Conn. Gen. Stat. § 10-222q

Conn. Gen. Stat. § 10-222r

Conn. Gen. Stat. §§ 10-233a through 10-233f

Connecticut State Department of Education Circular Letter C-8,  
Series 2008-2009 (March 16, 2009)

Adopted: March 10, 2003

Revised: February 14, 2005

Revised: May 11, 2009

Revised: November 14, 2011

Revised: September 22, 2014

Revised: February 25, 2019

Revised:

## SAFE SCHOOL CLIMATE PLAN

Bullying behavior **and teen dating violence are** strictly prohibited, and students who are determined to have engaged in such behavior are subject to disciplinary action, which may include suspension or expulsion from school. The district's commitment to addressing bullying behavior **and teen dating violence**, however, involves a multi-faceted approach, which includes education and the promotion of a school atmosphere in which bullying will not be tolerated by students or school staff.

### I. Prohibition against Bullying and Retaliation

- A. The Board expressly prohibits any form of bullying behavior **and teen dating violence** on school grounds; at a school-sponsored or school-related activity, function or program whether on or off school grounds; at a school bus stop; on a school bus or other vehicle owned, leased or used by a local or regional board of education; or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board.
- B. The Board also prohibits any form of bullying behavior outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school;
- C. **The Board further prohibits any form of teen dating violence outside of the school setting if such violence substantially disrupts the educational process.**
- D. In addition to prohibiting student acts which constitute bullying, the Board also prohibits discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying.
- E. Students who engage in bullying behavior in violation of Board Policy and the Safe School Climate Plan shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies on student discipline, suspension and expulsion, and consistent with state and federal law.

### II. Definition of Bullying

- A. ~~“Bullying” means the repeated use by one or more students of a written, verbal or electronic communication, such as cyberbullying, or a physical act or gesture directed at another student attending school in the same district that:~~
  - ~~1. causes physical or emotional harm to such student or damage to such student's property;~~
  - ~~2. places such student in reasonable fear of harm to himself or herself, or of damage to his or her property;~~

- ~~3. creates a hostile environment at school for such student;~~
- ~~4. infringes on the rights of such student at school; or~~
- ~~5. substantially disrupts the education process or the orderly operation of a school.~~

**“Bullying”** means an act that is direct or indirect and severe, persistent or pervasive, which:

- (1) causes physical or emotional harm to an individual;
- (2) places an individual in reasonable fear of physical or emotional harm; or
- (3) infringes on the rights or opportunities of an individual at school.

B. Bullying shall include, but not be limited to, a written, ~~verbal~~ **oral** or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

### III. Other Definitions

A. **"Cyberbullying"** means 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.

B. **"Electronic communication"** means any transfer of signs, signals, writing, images, sounds,

- i. data or intelligence of any nature transmitted in whole or in part by a wire, radio,
- ii. electromagnetic, photo electronic or photo-optical system;

C. **“Emotional intelligence”** means the ability to (1) perceive, recognize and understand emotions in oneself or others, (2) use emotions to facilitate cognitive activities, including, but not limited to, reasoning, problem solving and interpersonal communications, (3) understand and identify emotions, and (4) manage emotions in oneself and others.

D. **"Hostile environment"** means a situation in which bullying among students is sufficiently severe or pervasive to alter the conditions of the school climate;

E. **"Mobile electronic device"** means any hand-held or other portable electronic equipment capable of providing data communication between two or more individuals, including, but not limited to, a text

messaging device, a paging device, a personal digital assistant, a laptop computer, equipment that is capable of playing a video game or a digital video disk, or equipment on which digital images are taken or transmitted;

F. **"Outside of the school setting"** means at a location, activity or program that is not school related, or through the use of an electronic device or a mobile electronic device that is not owned, leased or used by a local or regional board of education;

G. **"Positive school climate"** means a school climate in which (1) the norms, values, expectations and beliefs that support feelings of social, emotional and physical safety are promoted, (2) students, parents, and guardians of students and school employees feel engaged and respected and work together to develop and contribute to a shared school vision, (3) educators model and nurture attitudes that emphasize the benefits and satisfaction gained from learning, and (4) each person feels comfortable contributing to the operation of the school and care of the physical environment of the school.

H. **"Prevention and intervention strategy"** may include, but is not limited to,

- 1) implementation of a positive behavioral interventions and supports process or another evidence-based model approach for safe school climate or for the prevention of bullying identified by the Department of Education,
- 2) school rules prohibiting bullying, harassment and intimidation and establishing appropriate consequences for those who engage in such acts,
- 3) adequate adult supervision of outdoor areas, hallways, the lunchroom and other specific areas where bullying is likely to occur,
- 4) inclusion of grade-appropriate bullying education and prevention curricula in kindergarten through high school,
- 5) individual interventions with the bully, parents and school employees, and interventions with the bullied child, parents and school employees,
- 6) school-wide training related to safe school climate,
- 7) student peer training, education and support, and
- 8) promotion of parent involvement in bullying prevention through individual or team participation in meetings, trainings and individual interventions and
- 9) culturally competent school based curriculum focusing on social-emotional learning, self-awareness and self-regulation. "Interventions with the bullied child" include referrals to a school counselor, psychologist or other appropriate social or mental health service and periodic follow-up by the safe school climate specialist with the bullied child.

I. **"School climate"** means the quality and character of school life with a particular focus on the quality of the relationships within the school community between and among students and adults.

Revised

**J. "School employee"** means (1) a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, school counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by a local or regional board of education or working in a public elementary, middle or high school; or (2) any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the local or regional board of education.

**K. "School-Sponsored Activity"** shall mean any activity conducted on or off school property (including school buses and other school-related vehicles) that is sponsored, recognized or authorized by the Board of Education.

**L. "Social and emotional learning"** means the process through which children and adults achieve emotional intelligence through the competencies of self-awareness, self-management, social awareness, relationship skills and responsible decision-making.

**M. "Teen dating violence"** means 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.

#### IV. Leadership and Administrative Responsibilities

##### A. Safe School Climate Coordinator

For the school year commencing July 1, 2012, and each school year thereafter, the Superintendent shall appoint, from existing school district staff, a District Safe School Climate Coordinator ("Coordinator"). The Coordinator shall:

1. be responsible for implementing the district's Safe School Climate Plan ("Plan");
2. collaborate with Safe School Climate Specialists, the Board, and the Superintendent to prevent, identify and respond to bullying in district schools;
3. provide data and information, in collaboration with the Superintendent, to the Department of Education regarding bullying;
4. meet with Safe School Climate Specialists at least twice during the school year to discuss issues relating to bullying the school district and to make recommendations concerning amendments to the district's Plan.

##### B. Safe School Climate Specialist

For the school year commencing July 1, 2012, and each school year thereafter, the principal of each school (or principal's designee) shall serve as the Safe School Climate Specialist. The Safe School Climate Specialist shall investigate or supervise the investigation of reported acts

of bullying and act as the primary school official responsible for preventing, identifying and responding to reports of bullying in the school.

## V. Development and Review of Safe School Climate Plan

A. For the school year commencing July 1, 2012 and each school year thereafter, the Principal of each school shall establish a committee or designate at least one existing committee (“Committee”) in the school to be responsible for developing and fostering a safe school climate and addressing issues relating to bullying in the school. Such committee shall include ~~at least one parent/guardian of a student enrolled in the school, as appointed by the school principal.:~~

- (1) at least one parent/guardian of a student enrolled in the school, as appointed by the school principal;
- (2) school personnel, including, but not limited to, at least one teacher selected by the exclusive bargaining representative for certified employees;
- (3) medical and mental health personnel assigned to such school; and
- (4) in the case of a committee for a high school, at least one student enrolled at such high school who is selected by the students of such school in a manner determined by the school principal.

B. The Committee shall:

- 1) receive copies of completed reports following bullying investigations;
- 2) identify and address patterns of bullying among students in the school;
- 3) review and amend school policies relating to bullying;
- 4) review and make recommendations to the Coordinator regarding the Safe School Climate Plan based on issues and experiences specific to the school;
- 5) educate students, school employees and parents/guardians on issues relating to bullying;
- 6) collaborate with the Coordinator in the collection of data regarding bullying;
- 7) implement the provisions of the school security and safety plan, regarding the collection, evaluation and reporting of information relating to instances of disturbing or threatening behavior that may not meet the definition of bullying, and
- 8) perform any other duties as determined by the Principal that are related to prevention, identification and response to school bullying.

C. Any parent/guardian serving as a member of the Committee shall not participate in any activities which may compromise the confidentiality of any student, including, but not limited

to receiving copies of investigation reports, or identifying or addressing patterns of bullying among students in the school.

- D. The Board shall make such plan available on the district's web site and ensure that the Safe School Climate Plan is included in the school district's publication of the rules, procedures and standards of conduct for schools and in all student handbooks.
- E. On or before July 1, 2012 and biennially thereafter, each school in the district will complete an assessment using school climate assessment instruments provided by the district. The assessment results will be collected and reported to the CSDE.

## **VI. Procedures for Reporting and Investigating Complaints of Bullying**

- A. Students and parents (or guardians of students) may file written reports of bullying. Written reports of bullying shall be reasonably specific as to the basis for the report, including the time and place of the alleged conduct, the number of incidents, the target of the suspected bullying, and the names of potential witnesses. Such reports may be filed with any building administrator and/or the Safe School Climate Specialist (i.e. building principal), and all reports shall be forwarded to the Safe School Climate Specialist for review and actions consistent with this Plan.
- B. Students may make anonymous reports of bullying to any school employee. Should a student request anonymity when making a report, the Safe School Climate Specialist or his/her designee shall meet with the student (if the student's identity is known) to review the request for anonymity and discuss the impact that maintaining the anonymity of the complainant may have on the investigation and on any possible remedial action. Anonymous complaints shall be reviewed and reasonable action will be taken to address the situation, to the extent such action may be taken that does not disclose the source of the complaint, and is consistent with the due process rights of the student(s) alleged to have committed acts of bullying. No disciplinary action shall be taken solely on the basis of an anonymous complaint.
- C. The Safe School Specialist shall be responsible for reviewing any anonymous reports of bullying and shall investigate or supervise the investigation of all reports of bullying and ensure that such investigation is completed promptly after receipt of any written reports. In order to allow the district to adequately investigate complaints filed by a student or parent/guardian, the parent of the student suspected of being bullied should be asked to provide consent to permit the release of that student's name in connection with the investigation process, unless the student and/or parent has requested anonymity.

- D. School employees who witness acts of bullying or receive reports of bullying shall orally notify the Safe School Climate Specialist or another school administrator if the Safe School Climate Specialist is unavailable, **not later than one (1) school day** after such school employee witnesses or receives a report of bullying. The school employee shall then file a **written report not later than two (2) school days** after making such oral report.
- E. Parents or guardians of the student alleged to have committed an act or acts of bullying and the parents or guardians of the student against whom such alleged act or acts were directed should receive prompt notice that such investigation has commenced.
- F. In investigating reports of bullying, the Safe School Climate Specialist or designee will consider all available information known, including the nature of the allegations and the ages of the students involved. The Safe School Climate Specialist will interview witnesses, as necessary, reminding the alleged perpetrator and other parties that retaliation is strictly prohibited and will result in disciplinary action.

## VII. Responding to Verified Acts of Bullying

- A. Following investigation, if acts of bullying are verified, the Safe School Climate Specialist or designee shall notify the parents or guardians of the students against whom such acts were directed as well as the parents or guardians of the students who commit such acts of bullying of the finding **not later than forty-eight hours** after the investigation is completed. This notification shall include a description of the school's response to the acts of bullying. In providing such notification, however, care must be taken to respect the statutory privacy rights of other students, including the perpetrator of such bullying. The specific disciplinary consequences imposed on the perpetrator, or personally identifiable information about a student other than the parent/guardian's own child, may not be disclosed except as provided by law.
- B. In any instance in which bullying is verified, the Safe School Climate Specialist or designee shall also invite the parents or guardians of the student who commits any verified act of bullying and the parents or guardian of the student against whom such act was directed to a separate meeting to communicate the measures being taken by the school to ensure the safety of the student/victim and the policies and procedures in place and to prevent further acts of bullying. The invitation may be made simultaneous with the notification described above in Section VII.A., as it must include a description of the school's response to such acts, along with consequences, as appropriate.
- C. In an instance where bullying is verified, the Safe School Climate Specialist or designee shall require each school to invite the parents or guardians of a student who commits any verified act of bullying to a meeting, separate and distinct from the meeting to discuss specific interventions undertaken by the school to prevent further acts of bullying

- D. If bullying is verified, the Safe School Climate Specialist or designee shall develop a student safety support plan for any student against whom an act of bullying was directed. Such support plan will include safety measures to protect against further acts of bullying.
- E. A specific written intervention plan shall be developed to address repeated incidents of bullying against a single individual or recurrently perpetrated bullying incidents by the same individual. The written intervention plan may include counseling, discipline and other appropriate remedial actions as determined by the Safe School Climate Specialist or designee, and may also incorporate a student safety support plan, as appropriate.
- F. Notice to Law Enforcement
- If the Principal of a school (or his/her designee) reasonably believes that any act of bullying constitutes a criminal offense, he/she shall notify appropriate law enforcement. Notice shall be consistent with the Board's obligations under state and federal law and Board policy regarding the disclosure of personally identifiable student information. In making this determination, the Principal or his/her designee, may consult with the school resource office, if any, and other individuals the principal or designee deems appropriate.
- G. If a bullying complaint raises concern about discrimination or harassment on the basis of a legally protected classifications (such as race, religion, color, national origin, sex, sexual orientation, age or disability), the Safe School Climate Specialist or designee shall also coordinate any investigation with other appropriate personnel within the district as appropriate (e.g. Title IX Coordinator, Section 504 Coordinator etc.)

### **VIII. Teen Dating Violence**

- A. The school strictly prohibits, and takes very seriously any instances of, teen dating violence, as defined above. The school recognizes that teen dating violence may take many different forms and may also be considered bullying and/or sexual harassment.
- B. Students and parents (or guardians of students) may bring verbal or written complaints regarding teen dating violence to any building administrator. The building administrator shall review and address the complaint, which may include referral of the complaint to the Safe School Climate Specialist and/or Title IX Coordinator.
- C. Prevention and intervention strategies concerning teen dating violence shall be implemented in accordance with Section X below. Discipline, up to and including expulsion, may be imposed against the perpetrator of teen dating violence, whether such conduct occurs on or off campus, in accordance with Board policy and consistent with federal and state law.

**VIII IX. Documentation and Maintenance of Log**

- A. Each school shall maintain written complaints of bullying, along with supporting documentation received and/or created as a result of bullying investigations, consistent with the Board's obligations under state and federal law. Any educational record containing personally identifiable student information pertaining to an individual student shall be maintained in a confidential manner, and shall not be disclosed to third parties without written prior written consent of a parent, guardian or eligible student, except as permitted under Board policy and state and federal law.
- B. The Principal of each school shall maintain a list of the number of verified acts of bullying in the school and this list shall be available for public inspection upon request. Given that any determination of bullying involves repeated acts, each investigation that results in a verified act of bullying for that school year shall be tallied as one verified act of bullying unless the specific actions that are the subject of each report involve separate and distinct acts of bullying. The list shall be limited to the number of verified acts of bullying in each school and shall not set out the particulars of each verified act, including, but not limited to any personally identifiable student information, which is confidential information by law.
- C. The Principal of each school shall report the number of verified acts of bullying in the school annually to the Department of Education in such manner as prescribed by the Commissioner of Education.

**IX X. Other Prevention and Intervention Strategies**

- A. Bullying behavior can take many forms and can vary dramatically in the nature of the offense and the impact the behavior may have on the victim and other students. Accordingly, there is no one prescribed response to verified acts of bullying. While conduct that rises to the level of "bullying", as defined above, will generally warrant disciplinary action against the perpetrator of such bullying, whether and to what extent to impose disciplinary action (e.g., detention, in-school suspension, suspension or expulsion) is a matter for the professional discretion of the building principal (or responsible program administrator or his/her designee). No disciplinary action may be taken solely on the basis of an anonymous complaint.
- B. A specific written intervention plan shall be developed to address repeated incidents of bullying against a single individual or recurrently perpetrated bullying incidents by the same individual. This plan may include safety provisions, as described above, for students against whom acts of bullying have been verified and may include other interventions such as counseling, discipline, and other appropriate remedial actions as determined by the responsible administrator.
- C. The following sets forth possible interventions which may also be utilized to enforce the Board's prohibition against bullying:

i. Non-disciplinary interventions

When verified acts of bullying are identified early and/or when such verified acts of bullying do not reasonably require a disciplinary response, students may be counseled as to the definition of bullying, its prohibition, and their duty to avoid any conduct that could be considered bullying.

If a complaint arises out of conflict between students or groups of students, peer mediation may be considered. Special care, however, is warranted in referring such cases to peer mediation. A power imbalance may make the process intimidating for the victim and therefore inappropriate. In such cases, the victim should be given additional support. Alternatively, peer mediation may be deemed inappropriate to address the concern.

ii. Disciplinary interventions

When acts of bullying are verified and a disciplinary response is warranted, students are subject to the full range of disciplinary consequences. Anonymous complaints, however, shall not be the basis for disciplinary action.

In-school suspension and suspension may be imposed only after informing the accused perpetrator of the reasons for the proposed suspension and giving him/her an opportunity to explain the situation, in accordance with the Board's Student Discipline policy.

Expulsion may be imposed only after a hearing before the Board of Education, a committee of the Board or an impartial hearing officer designated by the Board of Education in accordance with the Board's Student Discipline policy. This consequence shall normally be reserved for serious incidents of bullying and/or when past interventions have not been successful in eliminating bullying behavior.

iii. Interventions for bullied students **and victims of teen dating violence**

The building principal (or other responsible program administrator) or his/her designee shall intervene in order to address multiple incidents of bullying against a single individual. Intervention strategies for a bullied student may include the following:

- a. ~~Counseling and periodic follow-up by the Safe School Climate Specialist;~~ **Referral to a school counselor, psychologist or other appropriate social or mental health service;**

- b. Increased supervision and monitoring of student to observe and intervene in bullying situations;
  - c. Encouragement of student to seek help when victimized or witnessing victimization;
  - d. Peer mediation where appropriate;
  - e. Student Safety Support plan.
  - f. Restitution and/or restorative interventions; and
  - g. Periodic follow-up by the Safe School Climate Specialist and/or Title IX Coordinator with the bullied student or victim of teen dating violence.
- iv. General Prevention and Intervention Strategies

In addition to the prompt investigation of complaints of bullying and direct intervention when acts of bullying are verified, other district actions may ameliorate potential problems with bullying in school or at school-sponsored activities. While no specific action is required, and school needs for specific prevention and intervention strategies may vary from time to time, the following list of potential prevention and intervention strategies shall serve as a resource for administrators, teachers and other professional employees in each school:

- a. Implementation of a positive behavioral interventions and supports process or another evidence-based model approach for safe school climate or for the prevention of bullying, including any such program identified by the Department of Education;
- b. school rules prohibiting bullying, teen dating violence, harassment and intimidation and establishing appropriate consequences for those who engage in such acts;
- c. Adequate adult supervision of outdoor areas, hallways, the lunchroom and other specific areas where bullying is likely to occur;
- d. Inclusion of grade-appropriate bullying and teen dating violence education and prevention curricula in kindergarten through high school, which may include instruction regarding building safe and positive school communities including developing healthy relationships and preventing dating violence as deemed appropriate for older students and culturally competent curriculum focusing on social-emotional learning, self-awareness and self-regulation;

- e. Individual interventions with the perpetrator, parents and school employees, and interventions with the bullied student, parents and school employees;
  - f. School-wide training related to safe school climate, which training may include Title IX/Sexual harassment training, Section 504/ADA Training, cultural diversity/multicultural education or other training in federal and state civil rights legislation or other topics relevant to safe school climate;
  - g. Student peer training, education and support; and
  - h. Promotion of parent involvement in bullying prevention through individual or team participation in meetings, trainings and individual interventions;
  - i. Respectful responses to bullying concerns raised by students, parents or staff;
  - j. Planned professional development programs addressing prevention and intervention strategies, which training may include school violence prevention, conflict resolution and prevention of bullying, with a focus in evidence based practices concerning same;
  - k. Use of peers to help ameliorate the plight of victims and include them in group activities;
  - l. Avoidance of sex-role stereotyping;
  - m. Continuing awareness and involvement on the part of staff and parents with regards to prevention and intervention strategies;
  - n. Modeling by teachers of positive, respectful, and supportive behavior toward students;
  - o. Creating a school atmosphere of team spirit and collaboration that promotes appropriate social behavior by students in support of others;
  - p. Employing classroom strategies that instruct students how to work together in a collaborative and supportive atmosphere.
  - q. **Culturally competent school-based curriculum focusing on social-emotional learning, self-awareness and self-regulation.**
- D. In addition to prevention and intervention strategies, administrators, teachers and other professional employees may find opportunities to educate students about bullying and help eliminate bullying behavior through class discussions, counseling, and reinforcement of socially-appropriate behavior. Administrators, teachers and other professional employees should intervene promptly whenever they observe student conduct that has the purpose or

effect of ridiculing, harassing, humiliating or intimidating another student, even if such conduct does not meet the formal definition of “bullying.”

**X. Annual Notice and Training**

- A. Students, and parents or guardians of students shall be notified annually of the process by which students may make reports of bullying.
- B. The Board shall provide for the inclusion of language in student codes of conduct concerning bullying.
- C. At the beginning of each school year, each school shall provide all school employees with a written or electronic copy of the school district’s safe school climate plan and require that all school employees annually complete training on the identification, prevention and response to bullying as required by law.
- D. Any person appointed by the district to serve as district safe school climate coordinator shall complete mental health and first aid training offered by the Commissioner of Mental Health and Addiction Services.

**XI. School Climate Assessments**

On and after July 1, 2012, and biennially thereafter, the Board shall require each school in the district to complete an assessment using the school climate assessment instruments, including surveys, approved and disseminated by the Department of Education. The Board shall collect the school climate assessments for each school in the district and submit such assessments to the Department.

## Students

Regulation: 5131.9 (m)

Revised

### Legal References:

~~Public Act 14-172, *An Act Concerning Improving Employment Opportunities Through Education and Ensuring a Safe School Climate*~~

~~Public Act 11-232, *An Act Concerning the Strengthening of School Bullying*~~  
~~Laws~~

~~Conn. Gen. Stat. § 10-222d~~

~~Conn. Gen. Stat. §§ 10-233a through 10-233f~~

~~Connecticut State Department of Education Circular Letter C-8,  
Series 2008-2009 (March 16, 2009)~~

~~P.A. 18-15 An Act Concerning School Counselors~~

Public Act 19-166

Public Act 21-95

Conn. Gen. Stat. § 10-145a

Conn. Gen. Stat. § 10-145o

Conn. Gen. Stat. § 10-220a

Conn. Gen. Stat. § 10-222d

Conn. Gen. Stat. § 10-222g

Conn. Gen. Stat. § 10-222h

Conn. Gen. Stat. § 10-222j

Conn. Gen. Stat. § 10-222k

Conn. Gen. Stat. § 10-222l

Conn. Gen. Stat. § 10-222q

Conn. Gen. Stat. § 10-222r

Conn. Gen. Stat. §§ 10-233a through 10-233f

Connecticut State Department of Education Circular Letter C-8,  
Series 2008-2009 (March 16, 2009)

Adopted: March 10, 2003

Revised: February 14, 2005

Revised: May 11, 2009

Revised: November 14, 2011

Revised: September 22, 2014

Revised: February 25, 2019

Revised:

## Alcohol, Drugs and Tobacco

### Drug and Alcohol-Free Workplace

The Board of Education (Board) is concerned with maintaining a safe and healthy working and learning environment for all staff and students. The Board recognizes the importance of maintaining an environment for its staff and students that is drug and alcohol free. Reasonable steps will be taken to create a safe workplace free from the effects of alcohol, second-hand smoke and drug abuse.

Employees must abide by the terms of this policy as a condition of employment. This policy is adopted in accordance with state law and the Drug Free Workplace Act.

### Definitions

**"Cannabis"** means marijuana which includes all parts of a plant or species of the genus cannabis, whether growing or not, and including its seeds and resin; its compounds, manufactures, salts, derivatives, mixtures, and preparations; and cannabimon, cannabimol, cannabidiol (CBD), and similar compounds unless derived from hemp as defined in federal law. The definition of marijuana also include any product made using hemp, as defined in state law, with more than 0.3% total THC concentration on a dry-weight basis, manufactured cannabinoids, and certain synthetic cannabinoids.

**"Cannabis product"** is cannabis in the form of a cannabis concentrate or a product that contains cannabis, which may be combined with other ingredients, and is intended for use or consumption.

**"Cannabis concentrate"** is any form of concentration extracted from cannabis, such as extracts, oils, tinctures, shatter, and waxes.

**"Medical marijuana product"** is cannabis that (1) dispensary facilities and hybrid retailers exclusively sell to qualifying patients and caregivers and (2) the Department of Consumer Protection (DCP) designates on its website as reserved for sale to those individuals.

**"Manufactured cannabinoid"** means cannabinoids naturally occurring from a source other than marijuana that are similar in chemical structure or physiological effect to cannabinoids derived from marijuana, but that are derived by a chemical or biological process.

**"Workplace"** means the site for the performance of work done, which includes work done in connection with a federal grant. The workplace includes any District building or property; any District-owned vehicle or any other District-approved vehicle used to transport students to and from school or school activities; and off-District property during any school-sponsored or school approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction/supervision of the District, which could also include work on a federal grant.

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

**"Drug"** is defined as:

1. **"Controlled substances"** which includes all forms of narcotics, depressants, stimulants, hallucinogens, steroids, and cannabis (including products made with or infused with these substances) whose sale, purchase, transfer, use, or possession is prohibited or restricted by state or federal law;
2. **"Synthetic cannabinoids"** which include drugs which are known or advertised as possibly affecting judgment, coordination, or any of the senses, including those which may cause drowsiness or dizziness; and

**Drug and Alcohol-Free Workplace (continued)****3. Illegal substances.**

**"Prescription drugs"** means drugs which are used in the course of medical treatment and have been prescribed and authorized for use by a licensed medical practitioner/physician or dentist, other than marijuana (cannabis) and marijuana-related substances.

**"Smoking"** means the burning of a cigarette, cigar, pipe or other similar device that contains in whole or in part, cannabis or hemp, in addition to tobacco.

**"Electronic nicotine delivery system"** for purposes of this policy means an electronic device used in the delivery of nicotine or other substances to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, including, but not limited to, electronic cigarette liquid.

**"Vapor product"** means any product that employs a heating element, power source, electronic circuit or other electronic, chemical, or mechanical means to produce a vapor that may or may not include nicotine and is inhaled by the product's user.

**"Under the influence"** means any noticeable use, any detectable level of drugs or alcohol in the employee's blood or urine or any noticeable or perceptible impairment of the employee's mental or physical faculties.

**"Criminal drug statute"** means any criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance.

**I. Prohibited Behavior**

To help maintain a drug-free school, community, and workplace, the following conduct is strictly prohibited of all District employees and volunteers. An employee who violates this policy may be required to successfully complete an appropriate rehabilitation program, may not be renewed or his/her employment may be suspended or terminated, at the discretion of the Board.

- A. Reporting to work or the workplace under the influence of alcohol, illegal and/or controlled substances including marijuana (cannabis) and anabolic steroids;
- B. Manufacturing, selling, delivering, soliciting, consuming, using, possessing, or transmitting alcohol in any amount or in any manner on District property or a District workplace at any time while students are under the supervision of the District, or when involved as an employee in a District activity on or off school district property;
- C. Unlawfully manufacturing, distributing, dispensing, possessing, or using a controlled substance in a District workplace;
- D. Using the workplace, District property or the staff member's position within the District to make or traffic alcohol, illegal and/or controlled substances, including marijuana (cannabis) and anabolic steroids;
- E. Using, possessing or transmitting illegal and/or controlled substances, including marijuana (cannabis) and anabolic steroids in a manner that is illegal or which impairs job performance or poses a hazard to the safety and welfare of the employee, the public, the students, or other employees; and
- F. Smoking or other use of tobacco products on school property during regular school hours, on transportation provided by the Board of Education, or during the course of any trip sponsored by the Board or under the supervision of the Board or its authorized agent.

**Drug and Alcohol-Free Workplace (continued)**

**II. Use of Prescription Drugs**

A. Employees are permitted to use prescription drugs on school property, or during the conduct of Board business, that have been prescribed by a licensed medical practitioner. Such drugs shall be used only as prescribed. In addition, employees shall not possess prescription drugs for the purpose of sale or distribution.

B. However, the Board, in compliance with C.G.S. 21a-408a through 408q, prohibits the palliative use of marijuana on school property, at a school-sponsored event, or during the conduct of Board business. Employees are prohibited from being under the influence of intoxicating substances, including marijuana used for palliative purposes, during the work day.

**III. Smoking**

A. The Board prohibits smoking, including smoking using an electronic nicotine delivery system (e.g., e-cigarettes), and the use of tobacco products on school property or at any school-sponsored activity. This ban applies to any area of the workplace and outside within 25 feet of a doorway, operable window or air intake vent.

B. The workplace smoking ban also applies to cannabis, hemp, and e-cigarette use, involving cannabis.

C. Smoking, including cannabis, will be permitted in a situation in which a classroom is used during a smoking or e-cigarette demonstration that is part of a medical or scientific experiment or lesson.

D. The District will not make accommodations for an employee or be required to allow an employee to perform his/her duties while under the influence of cannabis or allow the employee to possess, use or otherwise consume cannabis while performing his/her employment duties.

**IV. Notification Requirements**

A. Any staff member who is taking prescribed or over-the-counter medications will be responsible for consulting the prescribing physician and/or pharmacist to ascertain whether the medication may interfere with the safe performance of his/her job. If the use of a medication could compromise the safety of the staff member, other staff members, students or the public, it is the staff member's responsibility to use appropriate personnel procedures (e.g., use leave, request change of duty, or notify his/her supervisor of potential side effects) to avoid unsafe workplace practices. If a staff member notifies his/her supervisor that the use of medication could compromise the safe performance of his/her job, the supervisor, in conjunction with his/her superior, will determine whether the staff member can remain at work and whether any work restrictions will be necessary.

B. As a condition of employment, each employee will notify his or her supervisor of a conviction under any criminal drug statute. Such notification will be provided no later than five (5) days after such conviction. The District will inform the federal granting agency within ten (10) days of such conviction, regardless of the source of the information.

C. District employees are directed to report any suspected violation of this policy to an administrator or directly to the Superintendent of Schools or his/her designee. The Superintendent or designee will investigate the allegation and meet with the alleged violator.

D. All employees will be notified of this policy on a yearly basis and instructed to recognize that compliance is mandated.

E. This policy shall be made known to prospective employees prior to employment.

**Drug and Alcohol-Free Workplace (continued)**

**V. Disciplinary Action Upon Violation of Policy**

A. An employee who violates this policy may be subject to disciplinary action, consistent with applicable state and federal laws, up to and including termination. Enrollment and successful completion of an appropriate drug-or alcohol-abuse, employee-assistance rehabilitation program may be required at the discretion of the administration, at the employee's expense. Nothing in this policy will be construed to guarantee reinstatement of any employee who violates this policy, nor does the District incur any financial obligation for treatment or rehabilitation required as a condition of eligibility for reinstatement.

B. Disciplinary action will include, at a minimum, a letter of reprimand and may include, but is not limited to suspension or termination from employment.

C. The Board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within thirty (30) days after receiving notice of the conviction.

D. Should District employees be engaged in the performance of work under a federal contract or grant, or under a State contract or grant of \$5,000 or more, the Superintendent shall notify the appropriate State or Federal agency from which the District receives contract or grant monies of the employee's conviction within ten (10) days after receiving notice of the conviction.

E. The District may notify law enforcement agencies regarding a staff member's District deems appropriate.

**VI. Employee Assistance**

In order to make employees aware of dangers of drug and alcohol abuse, and to provide an employee with the opportunity for rehabilitation in overcoming addiction to, dependence upon or other problem with alcohol or drugs, the District will:

- A. provide each employee with a copy of this District Drug- and Alcohol-Free Workplace policy;
- B. post notice of the Drug- and Alcohol-Free Workplace policy in a place where other information for employees is posted;
- C. make available materials from local, state, and national anti-drug and alcohol-abuse organizations;
- D. enlist the aid of community and state agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees;
- E. provide information about benefits available under the Board's group medical plan for treatment;
- F. establish a drug-free awareness program to inform employees about:
  - the dangers of drug abuse in the workplace,
  - available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs, and
  - the penalties that the District may impose upon employees for violations of this policy.

Employees are prohibited from possessing or using any product with cannabidiol (CBD), whether derived from hemp or cannabis, regardless of the amount of THC in the product or to the extent to which it is legal or illegal under state law.

**Drug and Alcohol-Free Workplace (continued)**

Legal Reference: Connecticut General Statutes

P.A. 21-1 (June Spec. Session) An Act Concerning Responsible and Equitable Regulation of Adult-Use Cannabis

Controlled Substances Act, 21 U.S.C. §812; 21 C.F.R. 1308.11-1308.15

Drug-Free Workplace Act of 1988, 41 U.S.C. §701 et. seq.

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

Safe and Drug-Free School and Communities Act of 1994, 20 U.S.C. §7101-71187 (as amended by Title IV - 21st Century Schools)

Drug-Free Workplace Act, 30 ILCS 580/1 et. seq.

Drug-Free Workplace Requirements for Federal Grant and Recipients 41 U.S.C. 8103

**(cf.1120 Board of Education Meetings)**

**(cf.1330 Use of School Facilities)**

**(cf.5131.7 Smoking Prohibition)**

**(cf.1331 Prohibition of Smoking in School Facilities)**

**Policy adopted:**

~~Personnel — Certified/Classified — Policy — 4118.232~~  
~~4218.232~~  
~~Revised~~

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## Smoking Prohibition

~~This policy applies to all employees, students and visitors at all times.~~

~~Smoking of any kind is prohibited in the buildings, vehicles, and on the grounds of Glastonbury Public Schools.~~

~~Legal Reference: — Public Act 93-304~~

~~— An Act Prohibiting Smoking in Public Buildings~~

~~— Connecticut General Statutes~~

~~— 19a-342 Smoking prohibited in certain places~~

~~P.A. 14-76 An Act Concerning the Governor's Recommendations  
Regarding Electronic Nicotine Delivery Systems and Youth  
Smoking Prevention~~

~~(cf.1120 Board of Education Meetings)~~

~~(cf.1330 Use of School Facilities)~~

~~(cf.5131.7 Smoking Prohibition)~~

~~(cf.1331 Prohibition of Smoking in School Facilities)~~

~~Policy~~

~~Adopted: October 4, 1993~~

~~Revised: November 19, 1993~~

~~Revised: November 14, 2005~~

~~Revised: March 9, 2015~~

## Smoking Prohibition

In accordance with law and to promote the health and well-being of all students and employees, the Board of Education prohibits all students, employees, and patrons from smoking using, tobacco or tobacco products in school facilities, buildings and buses or other District transportation at all times, including athletic events (indoor and outdoor) and meetings. This prohibition extends to all facilities the district owns/operates, contracts for or leases to provide educational services, routine health care, day care or early childhood development services to children, as well as facilities in which services are not provided to children.

Tobacco includes, but is not limited to, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine delivering systems, vapor products, chemicals or devices that produce the same flavor or physical effect of nicotine substance; and any other tobacco or nicotine innovations.

**Electronic nicotine delivery system** means 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.

**Vapor product** means 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.

Regulation

Adopted: March 9, 2015

## Drug-Free Workplace

~~No employee engaged in work in the Glastonbury Public Schools shall use, possess, or unlawfully manufacture, distribute, dispense, in the workplace, any alcohol, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substances (as defined in schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. 812), and as further defined by regulation at 21 CFR 1300 through 1300.15.).~~

~~The “workplace” is defined to mean the site for the performance of work done while in the employ of the Glastonbury Public Schools. That includes any school building or any school premises, any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities, off school property during any school-related or approved event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school system.~~

~~As a condition of employment in Glastonbury, each employee shall abide by the terms of the school system’s policy respecting a drug-free workplace. Each employee will be provided a copy of this policy and standards of conduct required, including sanctions. Resource materials related to drug/alcohol will also be available through the office of the school nurses.~~

~~As a condition of employment in Glastonbury, each employee shall notify the superintendent of any criminal drug statute conviction, no later than five days after such occurrence.~~

~~Failure of employees to conform to the terms of this policy may lead to the loss of federal grants for the school system.~~

~~Any employee who violates the terms of this policy may be non-renewed, suspended or terminated, at the discretion of the Board, in accordance with Section 10-151 of the Connecticut General Statutes and other applicable law. Disciplinary sanctions may include satisfactory completion of an appropriate rehabilitation program.~~

~~Legal Reference: Drug-Free Workplace Act, 54 Fed. Reg. 4946 (1989)~~

~~Drug-Free Schools and Communities Act Amendment (P.L. 101-226),  
1989~~

~~Connecticut General Statutes—10-151; 10-220a; 19-450a; 10-221d~~

### Policy

~~Adopted: October 1981~~

~~Revised: September, 1991~~

~~Revised: November 14, 2005~~

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## Drug-Free Workplace

The Glastonbury Board of Education, working with the administration, will provide a drug and alcohol free workplace in accordance with the Drug-Free Schools and Communities Act Amendment of 1989 and its implementing regulations. The Glastonbury Board of Education will:

- ~~1. Notify all employees that the unlawful use or manufacture, distribution, dispensing, possession of a controlled substance, or possession of alcohol, is prohibited in the system's workplace and at any related functions, and specify the actions that will be taken against employees for violation of such prohibitions.~~
- ~~2. Make it an administrative requirement that each employee be given a copy of the policy and regulations concerning a drug free workplace.~~
- ~~3. Within thirty (30) days of receiving notice with respect to any employee who is convicted of a criminal drug statute, take appropriate investigative action which may lead to disciplinary action regarding such employee up to and including, but not limited to: termination, in accordance with Section 10-151 of the Connecticut General Statutes and other applicable law, suspension, or require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency.~~
- ~~4. Establish a drug free awareness program to inform employees about the dangers of drug abuse in the workplace; the system's policy of maintaining a drug free workplace; any available drug counseling, rehabilitation and assistance programs, and the penalty that may be imposed on employees for drug abuse violations.~~
- ~~5. Notify the employee that as a condition of employment, employees shall abide by the terms of this policy/regulation and notify the system of any criminal drug statute conviction, no later than five days after such conviction. Administrative staff shall report any suspected violation directly to the superintendent/designee, who will immediately investigate the allegation and meet with the alleged violator.~~
- ~~6. Notify the federal agency/agencies which grant funds to the Board of Education, of the conviction within ten days after receiving notice from an employee.~~
- ~~7. Make a good faith effort to continue to maintain a drug free workplace through implementation of all the provisions of this policy. A biennial review will be conducted to determine the effectiveness of the program and implement changes if necessary, as well as ensure that disciplinary sanctions imposed are consistently enforced.~~

~~Personnel – Certified/Classified~~ Regulation: ~~4118.231(a)~~  
~~4218.231~~  
~~Revised~~

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Drug-Free Workplace (continued)

Legal Reference: ~~Drug-Free Workplace Act, 54 Fed. Reg. 4946 (1989)~~  
~~Drug-Free Schools and Communities Act Amendment (P.L. 101-226),~~  
~~1989~~  
~~Connecticut General Statutes 10-151; 10-220a; 19-450a; 10-221d~~

Regulation  
Approved: ~~October 1989~~  
Revised: ~~September 1991~~  
Revised: ~~November 14, 2005~~

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## ***Report to Glastonbury Board of Education***

**School:** Glastonbury High School

**Prepared By:** Dr. Nancy Bean

**Date:** January 24, 2022

### **1. Notable school successes that have occurred within this past year**

With a graduation rate of 99% and numerous academic, service, arts, and athletic achievements, our students inspire us every day to provide the best education possible. These inspirational student achievements include:

- 91% of graduates attending two or four-year colleges and 9% going on to technical school, military, work, or postgraduate programs.
- Ten students nominated as National Merit Semifinalists. Four students recognized as Commended Students.
- Our FFA Landscape Design Team won first place at the Big E this fall.
- One of our students was selected as Max Prep's CT Female Athlete of the Year. This honor is given to only 44 girls across the country who played in the Under Armour All American Lacrosse game in July.
- One hundred eighty-nine members of the class of 2021 achieved the Seal of Biliteracy.
- Two GHS Debate Club members placed first in the Novice Division and one placed second in the Speaker Division during the 2020-2021 debate season.
- Two art students were honored at the CT Scholastics Awards with the Gold Key Portfolio Award, which culminates in their portfolios being juried into a national competition. Another GHS art student was selected as the recipient for the CT Women's Artist award.
- The poetry of a GHS student selected by Glastonbury's Poet Laureate Michael Lepore was featured in the *Glastonbury Citizen*.
- Glastonbury High School was selected as the fall season regional sportsmanship award winner for our region.
- Our Girls Cross Country and Girls Outdoor Track teams were named the 2021 state champions.

Glastonbury High School is fortunate to have an outstanding faculty and staff. A few of the honors awarded to them this year include:

- Rita Oleksak, Director of World Languages and ELL, was selected as the recipient of the Northeast Conference on the Teaching of Foreign Languages (NECTFL) Nelson H. Brooks Award for Outstanding Leadership in the Profession.
- GHS Music Teacher Ethan Nash was selected as Glastonbury's 2021-2022 Teacher of the Year. We are thrilled that Ethan's countless contributions to our school community over the years have been recognized with this prestigious honor.

- GHS World Language Teacher Jimmy Wildman received the UConn Neag School's Outstanding Educator Award. This award is presented to alumni of the school.
- The PTSO awarded GHS with five Mini-Grants for a variety of innovative and creative projects. Through these grants, students will have the opportunities to do things such as explore DNA, create art that will highlight culture and heritages, engage in hands-on learning experiences in the classroom, and choose from a wider variety of books for independent reading that align with their interests.

While the pandemic has changed the way we do many things, our Student Council continues to collaborate with GHS Administration and the community to organize and run various events that bring the GHS community together and benefit others in the process. Our Student Council has organized creative opportunities for students to connect as a GHS community through things such as Pumpkins for Patriots, the Celebrate Seniors event, the Guardian Stampede, and the upcoming Winterfest.

Our chorus, band, and orchestra students made a return to the stage through the modified Pops Concert last spring, and the recent winter concerts that were enjoyed by students, teachers, and families. In addition, our drama club was thrilled to make it back to the stage in November with their production of Tom Jones.

## **2. New school initiatives that were introduced recently**

Our work to implement initiatives aligned with the district's 5<sup>th</sup> Generation Strategic Goals is ongoing. We continue our focus on maintaining a safe and supportive learning environment for GHS students. Some new and ongoing initiatives include:

**Student Support.** At GHS we provide support centers for students in a variety of areas including the Reading and Writing Center, the World Language Multimedia Lab, the Math Center, the CREST Lab, and the College and Career Center. While we support the social, emotional, and mental health needs of students through the School Counseling Office, we are pleased our Student Support Center opened this month. We hope this new resource will be successful in helping our students who are struggling in these difficult times.

**Mastery Experience.** The Class of 2023 will be the first class to graduate under Connecticut State's requirement that students earn a total of 25 credits, including a one credit "mastery experience." School systems have chosen to meet this requirement in a variety ways. At GHS, we did not wish to increase the workload of our students by requiring additional classes or activities. Instead, we have tied the mastery experience credit to our existing ten Learning Expectations. GHS students are assessed on a variety of skills in every class they attend. These skills include, for example, communicating effectively, use of technology, and demonstrating academic responsibility. Each skill is tied to the expectations and can be demonstrated in specific class assignments and activities. Students must achieve 60% "mastery" or "proficiency" by the end of their senior year to achieve the mastery experience credit. In addition, students will have the opportunity to demonstrate mastery/proficiency of all ten Learning Expectations during their junior year English class.

**Block Schedule.** The block schedule for 2020-2021 and 2021-2022 was implemented during the pandemic to decrease the number of student transitions and the potential for virus exposure during the school day. Over the past year, we collected both formal and informal feedback regarding this schedule model, including a staff and student survey this past December. We have decided to remain in the block going forward. The block schedule has numerous benefits for student learning. Fewer daily classes

minimize disruptions and provide students with a better balance for managing academics, extra-curricular activities, and other responsibilities. Longer class periods support in-depth teaching and learning. The model provides more time for teachers to work individually with students. It also fosters deeper connections between teachers and students and between classmates. We will continue to make minor adjustments to the block schedule to best support teaching and learning.

**EDI.** Over the past year, GHS teachers have engaged in various professional learning activities focusing on Equity, Diversity and Inclusion. They have reviewed class materials, discussed and explored the needs of all students, heard from students about their experiences and observations, and collaborated on strategies to ensure all students feel connected, valued, and included in their experiences at GHS. In addition, we are working to incorporate ways for students to engage in learning about EDI through interdisciplinary opportunities. One example is our hosting of visiting artist Faustin Adeniran, whose work was displayed in the Marilyn Q. Vignone Gallery at GHS. Adeniran met with a variety of art classes to discuss his work, his creative process, and the business side of being an artist. His work addresses timely social issues. It sparked deep conversations with students about society and the pursuit of unity and diversity.

**Voices of GHS.** After being unable to run the annual “Names Can Really Hurt Us” sophomore assembly last year due to the pandemic, we were excited to be able to offer a similar program this year. Traditionally for the past 14 years, GHS has worked with the Anti-Defamation League to facilitate this program. Each year we update the program based on feedback from previous years from students and facilitators. This year the ADL was uncertain if they would be able to come into schools in-person. GHS instead chose to work with former ADL assembly facilitator Derek Hall to create its own program titled “Voices of GHS: The Fierce Urgency of Now.” This program was presented to both the sophomore and junior classes since our current juniors were unable to participate last year.

### **3. Challenges and unique school level considerations**

**Mental Wellness.** Supporting student and staff mental health during the ongoing pandemic has been a tremendous challenge. Throughout the pandemic many GHS students and staff members have faced considerable individual hardships. And we have all been forced to adjust constantly to new information, new practices, new schedules, and a flood of cancelled activities and events. Our school community has been stressed, exhausted, and discouraged. We crave a return to normal operations and normal life.

All GHS staff members are acutely aware of the toll the pandemic has taken on the emotional well-being of our students. It cannot be overstated. We understand the importance of keeping students engaged and learning in-person and balancing that with health and safety. The personal connections our staff members have with students and the support we provide daily are essential. We will continue to pivot and provide assistance, like the Student Support Centers and staff support groups, to care for students and colleagues whenever and wherever we can.

**Student Compliance with Health Practices.** As the pandemic has persisted, we have continued to work with students regarding our safety practices. These include proper mask wearing and maintaining social distance. We will continue to stress the importance of the layered measures that keep everyone healthy and safe. We will continue to work closely with the health office, security personnel, and central office administration to ensure that protocols are regularly reviewed, updated, communicated, and adhered to by staff and students alike. Safety is a shared responsibility at GHS, and we are working together to address this issue.

**Gymnasium Use.** One other major obstacle in our current practices is the use of the gymnasium for student lunches. This safety practice allows us to maintain distance between students during lunchtime when student masks are removed and the virus spreads more likely. But this practice also negatively impacts our physical education program, athletic program, and other after-school activities. It is far from ideal. It remains a balancing act between physical wellness (stopping the spread of COVID) and mental wellness (permitting more activities for students). There are no easy answers, but we will continue seeking creative solutions until the time when we can safely begin relaxing our health practices.

#### **4. Long-term plans that support your school's interests and needs**

We eagerly await the completion of the GHS STEAM Lab construction. Our STEAM Lab will support interdisciplinary hands-on learning in the fields of Science, Technology, Engineering, Arts, and Mathematics. The state-of-the-art facility will serve GHS students for years to come. But creating the modern lab space is just the beginning. In the coming years we are committed to developing new curriculum pathways, organizing complex student projects, training our teachers on the specialized equipment, and partnering with local businesses and organizations to engage with our students and their learning.

**GLASTONBURY BOARD OF EDUCATION  
EXECUTIVE SUMMARY REPORT FORM**

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**Title of Report: Mid-Year Report for School Food Service Department (SFSD)**

**Board Meeting Date: January 24, 2022**

**Action:                      Report: XX                      Information:                      Discussion:**

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**Overview:**

For the 2021-22 school year, commodity dollars were allocated as follows: \$60,000 for the Department of Defense (DOD) fruit and vegetable program, processed items (e.g. chicken items, cheese) and brown box items (e.g. frozen vegetables, pasta, and rice). The amount allocated to the fresh fruit and vegetable program was increased due to the cost. We continue to go out to bid with the Manchester Board of Education SFSD for items such as milk, snacks, bread, and paper goods. Three vendors won bid items for our schools. One vendor opted to discontinue serving our schools due to product and staffing shortages. This impacted our usual menu items, as well as our DoD produce deliveries and we are currently only able to receive produce deliveries with our once-a-month commodity deliveries from this vendor.

Participation in the Connecticut Healthy Food Certification/Connecticut Nutrition Standards provides additional funds to our program. This year we anticipate receiving \$39,000 for this program. It is unclear how funds will be distributed for this program in the future based on the current pandemic and the fact that we have not been operating under regular program guidelines. Funds for this program are calculated using meal sales from the two prior years, although the USDA may approve using meal counts from the last pre-pandemic year.

Eight staff members renewed their Servsafe food handling certification in August. We will continue to offer this course to employees in order to meet the requirements of the town health department and ensure that a minimum of two people in each kitchen hold this certification.

We currently have four part-time and two full-time positions available. We have had very few applicants for the job openings.

We continue to operate under the USDA Seamless Summer Option (SSO) in which all meals, both breakfast and lunch, are available for any child under the age of 18 free of charge. For this school year, the USDA has approved districts operating under SSO to receive the higher reimbursements rates offered to the Summer Food Service Program (SFSP). Currently, meals are reimbursed at the free rate of \$2.46 for breakfast and \$4.32 for lunch. Effective January 2022 the rates will increase to \$2.60 for breakfast and \$4.56 for lunch.

We continue to serve meals in the cafeterias and gymnasiums at all schools. With all students back in school and meals being provided at no cost, we have seen a significant increase in meals. Through December, we served approximately 11,600 more breakfast and 154,600 lunch meals compared to the 2020-21 school year. We continue to see a decrease in a la carte sales due to the way and locations that meals are served. With the increase in meals provided and the current reimbursement rates, we have had a substantial increase in our reimbursement funds. This increase in funds will help to offset the significant rise in food and supply costs. These expenses combined are up by 45% for the same time period during the last school year.

**Submitted By:** Jessica D'Agnese  
Karen Bonfiglio

**Reviewed By:** Alan Bookman

## **Board of Education Budget Workshop Meeting**

Monday, January 3, 2022 6:00 PM

WORKSHOP ONLINE-ZOOM

Mrs. Alison Couture:	Absent
Dr. Douglas Foyle:	Present
Ms. Jenn Jennings:	Present
Mr. Ray McFall:	Present
Mr. David Peniston, Jr.:	Present
Mr. Matthew Saunig:	Present
Mr. Evan Seretan:	Present
Ms. Julie Thompson:	Present
Mrs. Alison Couture:	Present

Also Present: Alan B. Bookman, Superintendent

Matthew Dunbar, Assistant Superintendent

Cheri Burke, Assistant Superintendent

Karen Bonfiglio, Business Manager

### 1. Call to Order

Dr. Foyle called the workshop to order at 6:00 pm.

### 2. Pledge of Allegiance

### 3. Superintendent Presents Proposed Budget 2022-2023

Dr. Bookman provided an overview of the proposed budget for the Board. He reviewed the programs that have significant changes for the Board. Program administrators were present to provide additional information and answer questions.

The Superintendent's Budget for 2021-2022 is 117,860,881 which represents a 3.8% increase over the current year.

Programs with significant changes were reviewed. The following programs were reviewed:

Program 2000 Music: overview provided by Leslie Lopez, Director of Music.

Program 2100 Operations and Maintenance: overview provided by Al Costa, Director of Operations and Maintenance.

Program 2400 Transportation: overview provided by Matt Dunbar, Assistant Superintendent and Angelo Balesano, Director of Transportation.

Program 2700 Special Education: overview provided by Kim Brown, Administrator for Pupil

Services and Jolene Piscetello, Director of Special Education.  
Program 2800 Athletics and Clubs: overview provided by Trish Witkin, Athletic Director.

The meeting was recessed at 8:32 pm. The meeting was reconvened at 8:45 pm.

#### 4. Budget Workshop

The Board reviewed and discussed the following programs:

Program 0400 English/Reading and Language Arts

Program 0500 Technology Software

Program 1400 School Counseling

Program 2200 Utilities

Program 2300 Program and Staff Development

Program 3300 System Wide Support Services

Board members asked Dr. Bookman for clarification on several areas. Answers to these questions will be provided at the budget workshop on 1/3/22.

#### 5. Adjournment

The meeting adjourned at 9:51 pm.

Motion to adjourn the meeting. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Ms. Jenn Jennings: Yea

Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

5.A. Please note: It is possible that the Board of Education may go into Executive Session

Respectfully Submitted,

Ray McFall, Secretary

Approved:

## **Board of Education Budget Workshop**

Tuesday, January 4, 2022 6:00 PM

WORKSHOP ONLINE-ZOOM

Mrs. Alison Couture:	Present
Dr. Douglas Foyle:	Present
Ms. Jenn Jennings:	Present
Mr. Ray McFall:	Present
Mr. David Peniston, Jr.:	Present
Mr. Matthew Saunig:	Present
Mr. Evan Seretan:	Present
Ms. Julie Thompson:	Present

Also Present: Alan B. Bookman, Superintendent  
Matthew Dunbar, Assistant Superintendent  
Cheri Burke, Assistant Superintendent  
Karen Bonfiglio, Business Manager

### 1. Call to Order

Dr. Foyle called the workshop to order at 6:00 pm.

### 2. Pledge of Allegiance

### 3. Budget Workshop

Dr. Bookman and Matt Dunbar provided answers to the Board's questions from the budget workshop on 1/3/2022.

The Board reviewed the following programs:

Program 3400 Fringe Benefits and Substitutes

Program 3600 Technology Support Services

The Board recessed at 8:15 pm. The Board reconvened at 8:26 pm.

The Board continued their review of the Superintendent's proposed budget. Dr. Bookman provided information with regard to significant changes for the following programs:

Program 200 Art

Program 0900 Career and Technical Education

Program 1500 Health Education and Physical Education

Program 1600 Health Services

Program 1900 Libraries and Media Centers

Program 3100 Elementary Operations K-6

Program 3200 Secondary Operations 7-12

The Board consensus was that enough information has been presented for which to consider the Superintendent's proposed budget.

The budget workshop for 1/5/2022 is cancelled. The Board will vote to adopt the proposed budget at their regular meeting on 1/10/22 at 7:00 pm.

Motion to cancel January 5, 2022 budget workshop. This motion, made by Mr. Evan Seretan and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

#### 4. Adjournment

The meeting was adjourned at 9:20 pm.

Motion to adjourn the meeting. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

4.A. Please note: It is possible that the Board of Education may go into Executive Session

Respectfully Submitted,

Ray McFall, Secretary  
Approved:

## **Regular Board of Education Meeting**

Monday, January 10, 2022 7:00 PM

MEETING ONLINE-ZOOM

Mrs. Alison Couture:	Present
Dr. Douglas Foyle:	Present
Ms. Jenn Jennings:	Present
Mr. Ray McFall:	Present
Mr. David Peniston, Jr.:	Present
Mr. Matthew Saunig:	Present
Mr. Evan Seretan:	Present
Ms. Julie Thompson:	Present

Also Present: Alan B. Bookman, Superintendent  
Matthew Dunbar, Assistant Superintendent  
Cheri Burke, Assistant Superintendent  
Karen Bonfiglio, Business Manager

### 1. Call to Order

Dr. Foyle called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

### 2. Pledge of Allegiance

### 3. Student Representatives' Report

3.A. Ben Wilkinson, Class of 2022

3.B. Jade Wong, Class of 2023

Student representatives Ben Wilkinson and Jade Wong updated the Board on events at Glastonbury High School.

### 4. Informal Session for Public Comments on Item #6, Business Requiring Action

Dr. Foyle outlined a new format for public comment at Board of Education meetings. Similar to the Town Council, the Board will have time for public comment at both the beginning and the end of the meeting. The comments at the beginning of the meeting will be reserved for business requiring action items on the evening's agenda and the second session of comments will be for anything under the Board's jurisdiction.

The public comment was as follows:

Nicholas Korns, 73 Shagbark Road, addressed the Board regarding agenda item 6.C. Acceptance for First Reading Board of Education Policy/Regulation #5131.9 (Bullying Prevention and Intervention).

Laura Hancock, 255 Weir Street, addressed the Board regarding agenda item 6.C. Acceptance

for First Reading Board of Education Policy/Regulation #5131.9 (Bullying Prevention and Intervention).

Stephanie Johnson, 50 Smithbrook Terrace, address the Board regarding the proposed budget. Scott Matson, 61 Colton Road, addressed the Board regarding agenda item 6.C. Acceptance for First Reading Board of Education Policy/Regulation #5131.9 (Bullying Prevention and Intervention).

Stephen Michaels, 225 Grandview Terrace, addressed the Board regarding public comment procedural changes and the budget.

David Horst, no address given, addressed the Board regarding support of the budget and board members.

Chris Haaf, 39 Strickland Street, addressed the Board regarding agenda item 6.C. Acceptance for First Reading Board of Education Policy/Regulation #5131.9 (Bullying Prevention and Intervention) and regarding the change to public comments at BOE meetings.

Pam Lockard, 10 South Gate Drive, addressed the Board regarding public comment sessions.

Jody Kretzmer, 2400 Hebron Avenue, addressed the Board. His comments were not regarding business requiring action and he was referred to the second comment session.

Juliette Murphy, 176 Little Acres Road, addressed the Board regarding the bullying policy.

Dr. Foyle closed public comments at 7:28 pm.

Dr. Foyle answered the question asked during public comment regarding the January 5 Budget Workshop, which will not be rescheduled.

## 5. Special Reports

### 6. Business Requiring Action

#### 6.A. Staff Resignations (consent)

##### 6.A.1. Kathryn Grava

Board accepts the resignation of Kathryn Grava. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Ms. Jenn Jennings: Yea

Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

## 6.B. Approval of 2022-2023 Board of Education Budget

Dr. Foyle provided information on the budget process up to this point and going forward from this evening. He thanked Dr. Bookman and all staff involved in the budget process. Board members reviewed each program. Dr. Bookman answered questions as needed.

Board of Education approves Program 0200, Art, not to exceed \$1,295,479 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 0200, Art, to reduce \$5,000 in supplies. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board of Education approves Program 0300, Elementary Education, K-6, in an amount not to exceed \$16,324,300, as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

Board moves to amend Program 0300, Elementary Education, to reduce \$100,000 in supplies. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Ms. Jenn Jennings: Nay

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

Board of Education approves Program 0400, in an amount not to exceed \$4,724,164 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Ms. Jenn Jennings: Yea

Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

Board moves to amend Program 0400, English 7-12/Reading and Language Arts K-12, to reduce \$2,000 in supplies. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Ms. Jenn Jennings: Yea

Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

Board of Education approves Program 0500, Mathematics, 7-12, in an amount not to exceed \$2,976,799. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Ms. Jenn Jennings: Nay  
Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

oard of Education approves Program 0600, Science 7-12, in an amount not to exceed \$3,762,513 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 0600, Science 7-12, to reduce \$5,000, in supplies. This motion, made by Mr. David Peniston, Jr. and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board of Education approves Program 0700, History and Social Science, 7-12, in an amount not to exceed \$ 2,518,128 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 0700, History and Social Science, 7-12, to reduce \$2,000 in supplies. This motion, made by Mr. David Peniston, Jr. and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board of Education approves Program 0900, Career & Technical Education, in an amount not to exceed \$1,717,688 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 0900, Career & Technical Education, to reduce \$4,000 in supplies. This motion, made by Mr. Evan Seretan and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board of Education approves Program 1000, Community Services, in an amount not to exceed \$373,147. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board of Education approves Program 1100, PACE/Math and Science Resource, in an amount not to exceed \$641,384. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board of Education approves Program 1300, World Languages, 1-12 and ELL, in an amount not to exceed \$4,762,133 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

Board moves to amend Program 13300, Word Language, 1-12 and ELL, to reduce \$2,000 in supplies. This motion, made by Mr. Evan Seretan and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Ms. Jenn Jennings: Yea

Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

Board of Education approves Program 1400, School Counseling, in an amount not to exceed \$4,110,250. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Ms. Jenn Jennings: Nay

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

Board approves Program 1500, Health Education and Physical Education, in an amount not to exceed \$2,240,704 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Ms. Jenn Jennings: Yea

Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

Board moves to amend Program 1500, Health Education and Physical Education, to reduce \$2,000, in supplies. This motion, made by Mr. David Peniston, Jr. and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board of Education approves Program 1600, Health Services, in an amount not to exceed \$920,499. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 1900, Libraries/Media Centers, in an amount not to exceed \$1,161,127 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 1900, Libraries/Media Centers, to reduce \$5,000, in supplies. This motion, made by Mr. David Peniston, Jr. and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 2000, Music, in an amount not to exceed \$1,935,847 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 2000, Music, to reduce \$2,000 in supplies. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 2100, Operations/Maintenance, in an amount not to exceed \$6,947,408 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 2100, Operations/Maintenance, to reduce \$21,000 in supplies. This motion, made by Mrs. Alison Couture and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 2100, Operations/Maintenance, to reduce \$40,000 in new equipment (van) and \$12,500 in contracted services. This motion, made by Mr. Evan Seretan and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board of Education approves Program 2200, Utilities, in an amount not to exceed \$2,748,714. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 2300, Program and Staff Development, in an amount not to exceed \$595,000 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 2300, Program and Staff Development, to reduce \$20,000 Program & Staff (Teachers College) and reduce \$20,000 (Curriculum Development). This motion, made by Mr. Ray McFall and seconded by Ms. Julie Thompson, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 2400, Transportation, in an amount not to exceed \$4,265,809 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 2400, Transportation, to reduce \$8,000 in overtime. This motion, made by Mr. Evan Seretan and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 2700, Special Education, Pre K-12, in an amount not to exceed \$15,825,356 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 2700, Special Education, Pre K-12, to reduce \$5,000 in supplies. This motion, made by Mr. David Peniston, Jr. and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 2800, Athletics and Clubs, in an amount not to exceed \$1,955,828 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 2800, Athletics and Clubs, to reduce \$50,000 in uniforms. This motion, made by Mrs. Alison Couture and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 3000, Agriscience and Technology, 9-12, in an amount not to exceed \$342,373 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 3000, Agriscience and Technology, 9-12, to reduce \$2,000 in supplies. This motion, made by Ms. Julie Thompson and seconded by Mrs. Alison Couture, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board of Education approves Program 3100, Elementary Operations, K-6, in an amount not to exceed \$2,388,449. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 3200, Secondary Operations, 7-12, in an amount not to exceed \$2,737,638 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 3200, Secondary Operations, 7-12, to reduce \$8,000 in supplies. This motion, made by Mr. David Peniston, Jr. and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 3300, Systemwide Support Services, in an amount not to exceed \$3,659,147 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Ms. Jenn Jennings: Nay  
Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 3300, Systemwide Support Services, to reduce \$100,000 in equipment. This motion, made by Mr. Matthew Saunig and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 3400, Fringe Benefits/Substitutes, in an amount not to exceed \$22,266,976 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Ms. Jenn Jennings: Nay  
Mr. Ray McFall: Nay  
Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 3400, Fringe Benefits/Substitutes, to increase the savings of \$50,000 in Personnel Turnover, reduce \$50,000 in Health Insurance, and reduce \$93,000 in

Retirement/Classified. This motion, made by Ms. Julie Thompson and seconded by Mr. Evan Seretan, Carried.

Mr. Ray McFall: Nay  
Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves Program 3600, Technology Support Services, in an amount not to exceed \$4,040,521 as amended. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 3600, Technology Support Services, to reduce \$10,000 in supplies. This motion, made by Mr. David Peniston, Jr. and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board moves to amend Program 3600, Technology Support Services, to reduce an additional \$5,000 in supplies. This motion, made by Mr. Evan Seretan and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Board approves the Board Education Budget for 2022-2023 in an amount not to exceed \$117,237,381. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Ms. Jenn Jennings: Nay  
Mr. Ray McFall: Nay  
Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

Dr. Foyle provided information on the budget process up to this point and going forward from this evening.

He thanked Dr. Bookman and all staff involved in the budget process.

#### 6.C. Acceptance for First Reading Board of Education Policy/Regulation #5131.9 (Bullying Prevention and Intervention)

The Board of Education Policy committee has met to review and discuss the changes to this policy.

Matt Saunig provided an overview of changes to the policy, which applies to students and is revised in order to comply with state statutes. Dr. Bookman added that specific language revision in this policy was made at the recommendation of CABE.

Board accepts for First Reading Board of Education Policy/Regulation #5131.9 ((Bullying Prevention and Intervention). This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Ms. Jenn Jennings: Nay  
Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

The meeting was recessed at 9:33 pm.

The meeting reconvened at 9:46 pm.

#### 6.D. Acceptance for First Reading Board of Education Policy #4118.232/4218.232 ( Alcohol, Drugs and Tobacco-Drug and Alcohol-Free Workplace)

The Board of Education Policy committee has met to review and discuss the changes to this policy.

Matt Saunig provided an overview for the Board of the changes to this policy. The policy committee met to review these changes. Revisions are being made to comply with state statute. Several policies are also being combined into this one policy.

Board accepts for First Reading Board of Education Policy #4118.232/4218.232 (Alcohol, Drugs and Tobacco-Drug and Alcohol-Free Workplace). This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Ms. Jenn Jennings: Yea

Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Mr. Evan Seretan: Yea

Ms. Julie Thompson: Yea

#### 7. Reports and Discussion

##### 7.A. Glastonbury Education Foundation

Mrs. Thompson provided a report on the Glastonbury Education Foundation for the Board.

#### 8. Approval of Minutes

##### 8.A. Meeting Minutes of December 13, 2021

Board approves the meeting minutes on 12/13/2021. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

#### 8.B. Public Hearing Meeting Minutes of December 14, 2021

Board approves the minutes of the December 14, 2021 Public Hearing. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

#### 8.C. Special Meeting Minutes, December 20, 2021

Board approves the special meeting minutes of 12/20/2021. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea  
Dr. Douglas Foyle: Yea  
Ms. Jenn Jennings: Yea  
Mr. Ray McFall: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Mr. Evan Seretan: Yea  
Ms. Julie Thompson: Yea

#### 9. Committee Reports

##### 10. Chairman's Reports

Dr. Foyle provided his chair's report for the Board.

##### 11. Superintendent's Report

11.A. Adult and Continuing Education Courses for Winter/Spring 2022

11.B. Student Enrollment Report, January, 2022

11.C. Home Language Numbers and Immigrant Survey Information

11.D. Dates to Remember

Dr. Bookman provided his Superintendent's report for the Board.

## 12. Information Session for Public Comments on Subjects Within BOE Jurisdiction

### 12.A. Public Comments

James Stanley, 88 Sherman Road, addressed the Board regarding specific BOE members, their actions, their statements and Board procedures.

Scott Matson, 61 Colton Road, addressed the Board regarding specific BOE members, their actions, their statements and Board procedures.

Stephanie Johnson, 50 Smithbrook Terrace, addressed the Board to clarify her earlier comments and the School Counseling budget.

Igor Fuksman, 134 Highwood Drive, addressed the Board regarding Marxism.

Sue Marchinetti, 111 Warner Court, addressed the Board regarding the process surrounding the change in mascot at GHS.

Jody Kretzmer, 2400 Hebron Avenue, addressed the Board regarding specific BOE members, their actions, their statements and Board procedures.

Miranda Beach, 93 Francis Drive, addressed the Board regarding specific BOE members, their actions, their statements and Board procedures.

Paul Marchinetti, 111 Warner Court, addressed the Board regarding specific BOE members, their actions, their statements and Board procedures.

Jacqueline Weiss, 25 Lazy Valley Road, addressed the Board regarding the mask policy.

Laura Hancock, 255 Weir Street, addressed the board regarding specific BOE members, their actions, their statements and Board procedures.

Juliette Murphy, 176 Littel Acres Road, addressed the board regarding specific BOE members, their actions, their statements and Board procedures.

Jon Forrest, 52 Jasmine Lane, addressed the board regarding specific BOE members, their actions, their statements and Board procedures.

John Cavanna, 63 Woodland Street, addressed the board regarding specific BOE members, their actions, their statements and Board procedures.

Chris Haaf, 39 Strickland Street, addressed the board regarding specific BOE members, their actions, their statements and Board procedures.

Megan DuBaldo, 226 Woodhaven Road, addressed the board regarding specific BOE members, their actions, their statements and Board procedures.

Jon Forrest, 52 Jasmine Lane, continued his previous comments for the Board.

Joseph Weiss, 25 Lazy Valley Road, addressed the board regarding specific BOE members, their actions, their statements and Board procedures.

Han Li, 37 Greentree Drive, addressed the board regarding specific BOE members, their actions, their statements and Board procedures.

Kristy Fischer, 279 Three Mile Road, addressed the Board. She thanked the Board for their efforts and expressed appreciation for the staff at Smith Middle School.

13. Adjournment

13.A. Please note: It is possible that the Board of Education may go into Executive Session  
The meeting adjourned at 10:55 pm.

Motion to adjourn the meeting. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Ms. Jenn Jennings:	Nay
Mrs. Alison Couture:	Yea
Dr. Douglas Foyle:	Yea
Mr. Ray McFall:	Yea
Mr. David Peniston, Jr.:	Yea
Mr. Matthew Saunig:	Yea
Mr. Evan Seretan:	Yea
Ms. Julie Thompson:	Yea

Respectfully Submitted,

Ray McFall, Secretary  
Approved:

**TOWN OF GLASTONBURY****MEMORANDUM****DEPARTMENT OF ADMINISTRATIVE SERVICES****FINANCIAL ADMINISTRATION**

TO: Board of Finance  
Richard J. Johnson, Town Manager

FROM: *JBT* Julie Twilley, Director of Finance & Administrative Services  
DATE: January 7, 2022  
SUBJECT: Self Insurance Reserve Update December 2021

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The attached report summarizes the Self Insurance Reserve fund through December 31, 2021. The total reserve is \$15,172,028 allocated \$3,802,895 and \$11,369,132 between Town and Board of Education, respectively. As of December the fund is experiencing a \$698,272 gain for the fiscal year.

As of December, we are expecting to receive reimbursement of \$20,306 from CT Prime for FY2021 large loss claims for the BOE. This balance due is not reflected in the financial summary.

There are currently no large loss claims for FY2021/2022, which are defined as any claims that exceed \$50,000.

Enc.

cc: Dr. Alan Bookman, Superintendent  
Karen Bonfiglio, Business Manager

**SELF INSURANCE RESERVE FUND**

YTD Balances As of: December 31, 2021

	Town	Education	Total
<b>Contributions</b>			
Employer	\$2,936,543	\$5,536,764	\$8,473,307
Employee	667,070	1,535,869	2,202,939
Stop Loss Reimbursement	63,056	69,737	132,793
<b>Total Revenues</b>	<b>\$3,666,669</b>	<b>\$7,142,370</b>	<b>\$10,809,039</b>
<b>Expenditures</b>			
<b>Anthem</b>			
ASO Fees	\$60,940	\$231,743	\$292,683
Claims	1,796,266	6,716,547	8,512,814
	\$1,857,206	\$6,948,291	\$8,805,497
<b>CTCare</b>			
ASO Fees	-	-	-
Claims	23,714	238,507	262,221
	23,713.76	\$238,507	\$262,221
<b>Delta Dental</b>			
ASO Fees	\$8,525	-	\$8,525
Claims	91,637	-	91,637
	\$100,161	-	\$100,161
Bank Fees/PCORI Fee	\$1,168	\$3,815	\$4,983
CT Prime	235,381	662,523	\$897,904
OneDigital Consultant Fees	9,000	36,000	45,000
	\$245,549	\$702,338	\$947,887
<b>Total Expenditures</b>	<b>\$2,226,630</b>	<b>\$7,889,136</b>	<b>\$10,115,766</b>
Current Year Revenues Less Expenses	\$1,440,039	(\$746,766)	\$693,272
Reserve July 1, 2021	\$2,362,857	\$12,115,899	\$14,478,755
Reserve at end of month	\$3,802,895	\$11,369,132	\$15,172,028

Note: The Reserve formula will be updated at the end of each quarter. The next update will be provided in February 2022.

**Glastonbury Public Schools  
Cumulative Summary of Suspensions**

**School:** Glastonbury High School

**School Year:** 2021-2022

<b>Reason</b>	Aug.	Sept.	Oct	Nov	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
A. Alcohol Possession/Use/ Sale/Distribution/Manufacture											
B. Drugs Possession/Use/ Sale/Distribution/Manufacture		4	4		4						
C. Vandalism		1									
D. Fighting /Altercation		5	3	2	2						
E. Physical Attack on Student											
F. Physical Attack on Staff											
G. Threatening/Bullying			1	2							
H. Insubordination			8	3	2						
I. Cutting/Skipping Class		3	4		2						
J. Profanity				3	2						
K. Tardiness											
L. Harassment		1	8	6	1						
M. Weapon-Possession/Use			1								
N. Tobacco Possession/Use/ Sale/Distribution			1	4	1						
O. Theft											
P. Interference with school Safety/ Order/Discipline		3	6	5	6						
Q. Personal/Property Injury											
R. Motor Vehicle											
S. Failure to Attend Detention			1	4							

1. Total Number of Suspensions by Month		17	37	29	20							
In-School		14	34	29	18							
Out-of-School		3	3	0	2							
2. No. of 1 Day Suspensions		0	0	0	0							
3. No. of 2-4 Day Suspensions		8	25	21	13							
4. No. of 5-10 Day Suspensions		9	12	8	7							
5. * No. of Different Students Suspended for the Month		16	35	26	19							
6. * No. of Different Students Suspended this Year (Cumulative)		16	47	61	75							
7. * No. of Different Students Suspended More than Once this Month		1	2	1	1							
8. * No. of Students Suspended More than Once this Year (Cumulative)		1	7	12	15							

Revised 11.15.05

\*See Reverse Side

The building administrator reviews suspension notices. Copies of all suspension notices detailing the problem and the consequences are sent to the Superintendent. This information is reviewed in compliance with special education legislation and may result in a student's program being modified by a school team when appropriate.

5. No student is counted more than once per month.
6. No student is counted more than once during the school year. This number is cumulative.
7. Only students who have been suspended on more than one occasion this month are included.
8. This is a cumulative number and represents the number of students suspended more than once during this school year.

**Glastonbury Public Schools  
Cumulative Summary of Suspensions**

School: Smith Middle School

School Year: 2021-2022

Reason	Aug	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.
A. Alcohol Possession/Use/ Sale/Distribution/Manufacture											
B. Drugs Possession/Use/ Sale/Distribution/Manufacture											
C. Vandalism			1								
D. Fighting / Altercation					2						
E. Physical Attack on Student											
F. Physical Attack on Staff											
G. Threatening/Bullying											
H. Insubordination		1									
I. Cutting/Skipping Class											
J. Profanity			1								
K. Tardiness											
L. Harassment		1									
M. Weapon-Possession/Use											
N. Tobacco Possession/Use/ Sale/Distribution											
O. Theft		1	1								
P. Interference with school Safety/ Order/Discipline		4	9	5	7						
Q. Personal/Property Injury											
R. Motor Vehicle											
S. Failure to Attend Detention											

1. Total Number of Suspensions by Month		7	12	5	9						
In-School		6	6	5	5						
Out-of-School		1	6	0	4						
2. No. of 1 Day Suspensions		3	3	2	1						
3. No. of 2-4 Day Suspensions		4	5	3	8						
4. No. of 5-10 Day Suspensions		0	4	0	0						
5. * No. of Different Students Suspended for the Month		7	10	5	9						
6. * No. of Different Students Suspended this Year (Cumulative)		7	17	21	26						
7. * No. of Different Students Suspended More than Once this Month		0	1	0	0						
8. * No. of Students Suspended More than Once this Year (Cumulative)		0	1	1	5						

The building administrator reviews suspension notices. Copies of all suspension notices detailing the problem and the consequences are sent to the Superintendent. This information is reviewed in compliance with special education legislation and may result in a student's program being modified by a school team when appropriate.

5. No student is counted more than once per month.
6. No student is counted more than once during the school year. This number is cumulative.
7. Only students who have been suspended on more than one occasion this month are included.
8. This is a cumulative number and represents the number of students suspended more than once during this school year.