



## REGULAR BOARD OF EDUCATION MEETING

Monday, June 8, 2026 7:00 PM

Town Council Chambers

Glastonbury Town Hall

2155 Main Street

Glastonbury, CT 06033

1. Call to Order
2. Pledge of Allegiance
3. Awards and Recognition
  - A. Eric Ren - MATHCOUNTS National Competition
  - B. Anna Luby - Congressional Art Award Recipient
  - C. GHS Robotics
4. Student Representatives' Report
  - A. Amalia Baird, Class of 2027
  - B. Ariana Stevenson, Class of 2027
  - C. Taylor Balthazar, Class of 2028
5. Information Session for Public Comment
6. Business Requiring Action
  - A. Acceptance of First Reading Glastonbury East Hartford Elementary Magnet School (GEHMS) Budget for the 2026-2027 School Year
  - B. Fiscal Year 2026, Fiscal Year 2027 and Nonlapsing Fund Expenditures
  - C. Approval of Compensation for Non-Affiliated Employees 2026-2027
  - D. Acceptance of Revised Board of Education Policy #1330.2 Use of Stadium
  - E. Acceptance of Revised Board of Education Policy #5141.4 Suspected Abuse of Neglect of Children
  - F. Acceptance of Revised Board of Education Policy #5111 Admission to School and Placement
  - G. Acceptance of Revised Board of Education Policy #9321 Meetings (Kind, Time, Place, Notification of Meetings)
  - H. Approval of the May 18, 2026 Regular Board of Education Meeting Minutes
7. Reports and Discussion
  - A. Update and Discussion Regarding the Two New Turf Fields and Stadium Turf/Track
8. Committee and Liaison Reports
9. Chairman's Reports
10. Superintendent's Report

- A. Recognition of Graduates Pursuing Military Service
  - B. Self-Insurance Reserve Update, May 2026
  - C. School Enrollment, June 2026
  - D. Staff Appointments
    - 1. Lynna Vo, Gideon Welles School, Mathematics Teacher
  - E. Staff Resignations
    - 1. Nicole Cormier
    - 2. Christian Ticino
  - F. Dates to Remember
11. Adjournment
- A. Please note: It is possible that the Board of Education may go into Executive Session

## **How to Participate in Board of Education Meeting Public Comments**

At this time, there are two options for participating in public comment during Board of Education meetings.:

### **1) In-Person Comment.**

The Board sets aside thirty (30) minutes for public comments. Comments are limited to 3 minutes per speaker and a person may speak only once. Each speaker must start by stating their name and address. There will be a sign-up sheet in the back of the room. In-person meetings are held in the Town Hall Town Council Chambers, 2155 Main Street, Glastonbury, unless otherwise noted on the [Board of Education Meeting webpage](#) and the Board Meeting agenda.

### **2) Written Comment.**

Use the form below to submit a written comment before 12 noon on the meeting day. Written comments are attached to the BOE Meeting Agenda.

[Public Comments for Glastonbury Board of Education Meeting](#)

Timestamp	Your Full Name	Your STREET Address	Your Comment to be attached to the agenda of the next Glastonbury Board of Education meeting. NOTE: This field accepts up to 2500 characters. Please submit a second response to this form if you require additional text.
5/23/2026 14:55:27	Beverly Seeley	75 Loomis Rd Colchester CT	<p>Is this FB Post Correct? Glastonbury will not Honor Seniors who have been accepted in ROTC? "I don't think I have EVER been more embarrassed to say I live in Glastonbury Connecticut than I am right now. I dont even know if that word covers it. ASHAMED would be more appropriate! In the last 24 hours I learned from a concerned parent that their child as well as a second student were not allowed to be honored at the high schools senior award ceremony. This is the evening event held once a year where students, specifically seniors that are graduating are awarded the scholarships they have worked so hard to earn over the last four years of school. Arguably it is the biggest accomplishment a young man or woman has completed so far in their life. Why would the Glastonbury board of education deny the students this right you must be wondering?? BECAUSE THEY WERE MILITARY SCHOLARSHIP!!!</p> <p>(One student)                  US Army ROTC                  Norwich University 4yr                  (2nd student) "                  US Army ROTC                  North Park University 3yr</p> <p>A Lieutenant Colonel of the United States army was informed that he would not be allowed to attend because of the military affiliation!                  How prestigious is this??                  Appx 35000 applications recd this year, 1500 issued nationwide. YOU HAVE BETTER ODDS OF GETTING INTO HARVARD!                  What did these families have to do instead?? They had to put their own ceremony together on the town green!!                  I have never been more disgusted with a board of education decision in my entire life. And to top it all off, after excluding these two exemplary human beings that are willing to step into harms way to protect me and you, Nancy Bean started the award ceremony off with a speech about how important inclusion was to the Glastonbury board of education!!!</p> <p>There will be follow ups to this story. I can assure everybody of that.                  Great decision the week before Memorial Day DISGUSTING!!" It continues on FB</p>
6/8/2026 10:44:06	Audrey Yellen Quinlan	90 Candlelight Dr	<p>1. Why is the DEI program EXCLUDED from the current budget? The taxpayer is paying for this program, but the BOE has embedded this information somewhere in the budget document. WHY? All other departments/programs have a stand-alone entry in the budget. Why did I have to submit a FOI request to obtain information on the administrator's salary, the assistant's salary, and program expenses?</p> <p>2. In November 2025, the Superintendent clearly stated that no taxpayer money would be used for the artificial turf in the athletic fields. For months, taxpayers believed the Superintendent. Months after the Superintendent's erroneous statement, Doug Foyle stated at a BOE meeting, "The board, and certainly I have never said taxpayer dollars are not going to be used for the field. Um, board members have not I haven't heard a board member say that. The board has certainly not said that. Doctor Bookman did. But the board are the deciders, not Doctor Bookman....But if you're going to say the board, don't say the board did this because you lose credibility." Source: Transcript from Glastonbury Board of Education March 23rd, 2026 meeting. Foyle's "lose credibility" reprimand to the public speaking at the meeting is laughable.</p> <p>The Superintendent and Doug Foyle's credibility has eroded due to their inability to provide accurate and timely information to the students, parents, and taxpayers in Glastonbury.</p>

**Capitol Region Education Council**  
**Glastonbury-East Hartford Magnet School**  
**2026-2027 Budget Proposal**



**Submitted by Kristi Hummel**  
**Principal**  
**June 2026**

**GEHMS Student Enrollment 2026-2027**

GEHMS Enrollment as of October 1, 2025					
Grade	East Hartford	Glastonbury	Hartford	Other	Total
PreK 3	5	10	8	7	30
PreK 4	1	6	14	9	30
K	10	10	28	18	66
1	12	9	19	22	62
2	17	4	24	19	64
3	12	6	29	18	65
4	16	5	24	21	66
5	16	3	23	23	65
Total	89	53	169	137	448
% of Total	20%	12%	38%	31%	100%

GEHMS Anticipated Enrollment 2026-2027					
Grade	East Hartford	Glastonbury	Hartford	Other	Total
PreK 3	5	7	8	10	30
PreK 4	5	10	8	7	30
K	10	7	28	21	66
1	10	10	28	18	66
2	13	10	20	23	66
3	17	4	24	21	66
4	12	6	29	19	66
5	16	5	24	21	66
Total	88	59	169	140	456
% of Total	19%	13%	37%	31%	100%

## GEHMS Revenue Projections

- GEHMS receives revenue from the State of Connecticut Department of Education and the Boards of Education of the sending districts, as well as funding from various grants. We also operate a Before and After Care program that brings in revenue sufficient to cover the expenses of the program.
- The State Department of Education and the State Legislature paid the Interdistrict Magnet School Grant at the statutory level of \$10,443 per student from 2010-2011 through 2015-2016. The grant was reduced by approximately 5% to \$9,921 for 2016-2017 and 2017-2018, then returned to \$10,443 for 2018-2019. The grant amount included in the State budgets for 2019-2020 through 2023-2024 was \$10,652.

Public Act 24-81 changed the mechanism for funding magnet schools by increasing the Magnet School Grant to \$13,558 per pupil and phasing in a reduction in the tuition rates we are allowed to charge districts. CREC's tuition rates to districts are frozen at 58% of 2023-2024 rates per Public Act 24-81; therefore, tuition charged to the sending districts in 2026-2027 for GEHMS will be \$6,335 \* 58%, or \$3,674 per student.

CREC was flat funded in 2025-2026 – the budget enacted in the 2025 legislative session provided a 0% increase for the Interdistrict Magnet School Grant, and 0% increase for tuition. The budget enacted in the 2026 legislative session increased the Interdistrict Magnet School Grant by \$858 per pupil, outside of the normal grant funding mechanism.

- We anticipate a student population of 456 students during the 2026-2027 school year resulting in total projected revenue of \$11,180,348.

## GEHMS Budget Highlights

- The proposed 2026-2027 expenses reflect a total increase of \$13,879 (0.12%) over the previous year budget.
- For 2026-2027, salaries and benefits reflect a decrease of 2.6 FTE SPED Certified positions. Contractual salary increases are budgeted at 4.0% for teachers, 2.0% for administrators, and 4.3% for paraprofessionals; non-contractual increases are 3.0% for all other positions
- Lines 210-270 Benefits reflects \$17,300 per FTE for Health Insurance.
- Lines 341 External Staffing and 139 Temporary Employees show a combined increase of \$3,000. These lines reflect the use of either external consultants or temporary staff on payroll.

- Line 423 Custodial Services, provided by Glastonbury Public Schools, is budgeted at \$475,000, the same amount as the current year.
- Line 611 Instructional Supplies reflects a decrease of \$15,000.
- Line 620 Utilities/Energy is budgeted at \$350,000, a \$51,000 increase over current year.

### **CREC's Allocation of its Indirect Costs**

- CREC's indirect costs are allocated at \$530,445 in line item "311/312 CREC Admin in the 2026-2027 GEHMS budget.
- CREC's indirect costs are organizational costs that are not attributable to a single program or type of program. They are the total cost of our divisions of business services (accounting, contract and insurance administration, and payroll), human resources, communications, grants and development, and CREC's central office facilities.
- The extent to which CREC's indirect costs are charged to its state grants is strictly governed by SDE regulations. The \$530,445 charge to this budget is 5.00% of program expenses. CREC's indirect rate is the lowest of Connecticut's six regional education service centers.

### **CREC's Allocation of its Magnet School Management Services Costs**

- CREC magnet school central office management services costs of \$510,080 for 2026-2027 are on line item "315 Management Services". This is an increase of \$739 over the 2025-2026 budget.
- CREC's magnet school management services costs consists of the CREC Council-approved Magnet School Office budget.
- The Management Services on line 315 represents the *direct* supervisory, administrative and professional support costs exclusively associated with CREC's 19 magnet schools and programs. It includes the personnel and non-personnel costs attributable to our superintendent of magnet schools; assistant superintendents of magnet schools; business manager; intervention teams and district Special Education staff; curriculum directors and science, math and reading coaches.
- The extent to which CREC's magnet school management services costs are charged to each magnet school is approved by SDE as part of its review of each school's

annual budget. These costs are assigned to all CREC magnet schools on a per student basis. In 2026-2027, the costs are budgeted at \$1,119 per student.

## GEHMS Budget Summary

The table below shows the past two years of GEHMS budgets, and the approved 2026-2027 budget.

	2024-2025 Budget	2025-2026 Budget	2026-2027 Council Approved Budget	Increase/ (Decrease) from 2025- 2026 Budget
<b>Salaries</b>				
101/102 Certified Salaries	\$4,399,550	\$4,739,035	4,595,206	(\$143,829)
122 Paraprofessionals	522,049	499,805	520,269	20,464
123 Support Staff	496,998	652,207	671,273	19,066
129 Other Non-certified	137,794	274,786	275,530	744
139 Temporary	85,000	187,000	190,000	3,000
<b>Benefits</b>				
210 Health Insurance	1,300,708	1,443,792	1,389,192	(54,600)
220 FICA	156,882	192,172	185,888	(6,283)
250 Unemployment Ins	16,669	18,497	18,757	259
260 Workers Comp	66,677	73,990	75,027	1,037
270 Retirement Insurance	42,803	52,792	49,801	(2,991)
<b>Prof/Tech. Services</b>				
311/312 CREC Admin	470,773	530,099	530,445	347
314 Computer Services	156,527	173,115	156,547	(16,568)
315 Management Serv.	489,041	509,341	510,080	739
320 Prof. Consulting	5,000	3,000	19,000	16,000
32210 CREC Staff Dvlpmnt	18,549	20,040	20,711	672
333 Other consultants	36,000	45,000	145,500	100,500
341 External Staffing	575,000	350,000	350,000	0
<b>Property Services</b>				
411 Safety & Security	110,000	130,000	140,000	10,000
423 Custodial	450,000	475,000	475,000	0

430 Maintenance & Repairs	275,000	62,000	20,000	(42,000)
442 Equipment Rental	11,000	11,000	12,500	1,500
450 Remodel/Renovation	0	0	105,000	105,000
490 Other Property Services	40,000	40,000	0	(40,000)
<b>Other Services</b>				
51901 Field Trips	10,000	5,000	0	(5,000)
521 Property Insurance	1,500	1,400	15,000	13,600
522 Liability Insurance	30,659	34,399	35,371	972
531 Postage	3,000	3,000	1,000	(2,000)
532 Telephone	11,000	11,000	3,500	(7,500)
540 Advertising	1,000	1,000	12,500	11,500
550 Printing	2,000	2,000	0	(2,000)
581 Travel	2,000	0	2,000	2,000
591 Workshop Expenses	6,500	6,500	7,500	1,000
592 Other Purchased Serv	25,000	45,000	31,000	(14,000)
<b>Supplies</b>				
611 Instructional Supplies	133,700	115,500	100,500	(15,000)
613 Maintenance Supplies	3,000	5,000	3,000	(2,000)
614 Other Materials & Supplies	42,000	42,500	45,000	2,500
615 Medical Supplies	1,500	2,000	2,000	0
616 Office Supplies	3,500	10,000	10,000	0
617 Pupil Incentives	2,500	2,500	2,500	0
620 Utilities	250,000	299,000	350,000	51,000
641 Textbooks	0	0	0	0
642 Library Books	4,000	4,000	4,000	0
643 Software	20,000	43,000	45,000	2,000
<b>Equipment</b>				
733 Equipment (\$5000+)	50,000	50,000	41,000	(9,000)
<b>Other Objects</b>				
810 Dues & Fees	1,000	1,000	13,750	12,750
<b>Totals</b>	<b>\$10,465,879</b>	<b>\$11,166,469</b>	<b>\$11,180,348</b>	<b>\$13,879</b>

<b>Available Funds &amp; Project Costs Updated as of June 3, 2026</b>	<b>Not Using Eastbury Funds</b>
Budget Freeze	1,800,000
Non Lapsing Fund Current Balance	2,468,251
Contributions	350,000
<b>Total Assets</b>	<b>4,618,251</b>
Buses, Equipment, Music Equipment, and Uniforms	737,956
2 Turf Fields	2,755,000
Track & Field	1,020,250
<b>Total Costs</b>	<b>4,513,206</b>
<b>Balance</b>	<b>105,045</b>
<b>Final Non-Lapsing Balance</b>	<b>1,855,045</b>

Payment by June 1st  
Payment Upon Completion of 2 Turf Fields  
Payment Upon Completion of Stadium Field & Track

Buses	586,372
Systemwide Equipment	100,000
Music Equipment	26,584
Athletics - Uniforms	25,000
	<hr/> 737,956

Available Funds & Project Costs	Using Eastbury Funds	Not Using Eastbury Funds
Budget Freeze	1,060,000	1,060,000
Non Lapsing Fund Current Balance	2,468,251	2,468,251
Eastbury Maintenance	1,750,000	
Contributions	350,000	350,000
<b>Total Assets</b>	<b>5,628,251</b>	<b>3,878,251</b>
Other Expenses Cut From 26/27*	747,956	
2 Turf Fields	2,755,000	2,755,000
Track & Field	1,020,250	1,020,250
<b>Total Costs</b>	<b>4,523,206</b>	<b>3,775,250</b>
<b>Balance</b>	<b>1,105,045</b>	<b>103,001</b>
<b>Final Non-Lapsing Balance</b>	<b>1,105,045</b>	<b>1,853,001</b>

Payment by June 1st	1,887,625
Payment Upon Completion of 2 Turf Fields	1,377,500
Payment Upon Completion of Stadium Field & Track	510,125
	3,775,250

\*Buses, Equipment, Music Equipment, and Uniforms

2026-2027 Non-Affiliated Salaries

Position	Salary 2026-2027
<b>GROUP I</b>	
Transportation Coordinator	\$108,361
Director of Operations/Maintenance	\$166,879
Director of Security and Residency	\$109,958
<b>GROUP II</b>	
Executive Assistant to Superintendents (I)	\$105,379
Executive Assistant to Superintendents	\$96,163
Executive Assistant to Superintendents	\$96,163
Assistant to Business Manager	\$86,398
Coordinator of Business/Financial Services	\$90,041
Coordinator of Equity, Diversity, Inclusion	\$66,950
Director of Communications	\$133,168
Director of Nursing	\$98,345
Coordinator of Technical Support Services	\$95,643
Coordinator of Network Services	\$91,789
Coordinator of Informational Services	\$91,789
Coordinator of Multimedia Communications	\$91,789
Data Processing Support Clerk	\$57,323
Instructional Support Specialist	\$71,679
Local Area Network Specialist	\$71,679
Mobile Device Management Specialist	\$71,679
Multi-Media Support Specialist	\$71,679
Special Education Assistive Technology Services Support Specialist	\$71,679
Specialty Lab Support Specialist	\$71,679
Student Information Systems Specialist (GHS)	\$80,412
Student Information Systems Specialist (SMS)	\$71,679

Position	Salary 2026-2027
<b>GROUP II</b> <i>continued</i>	
Student Information Systems Specialist (ES)	\$71,679
Technology Integration Specialist (SMS)	\$71,679
Technology Integration Specialist (GHS)	\$71,679
User Account Management Specialist	\$71,679
Facilities Manager	\$98,345
Supervisor of Custodians	\$93,784
Coordinator of Continuing Education	\$61,604
Director of School Food Services	\$112,156
Vocational Specialist	\$54,964
Assistant Athletic Director	\$91,797
Planetarium Coordinator	\$82,032
Mechanic Supervisor	\$95,067
<b>ADMINISTRATION</b> Group III	
Assistant Superintendent	\$214,202
Assistant Superintendent	\$214,202
Administrator for Pupil Services	\$203,949
Business Manager	\$203,949
Chief Technology Officer	\$172,580
<b>HOURLY</b>	
Board Clerk Services	\$29.23
Communication Specialist	\$29.50
In School Suspension	\$30.60

### Use of the Stadium and Turf Fields at GHS

The use of the stadium turf fields at GHS is designed to enhance the experience of Glastonbury students and to enhance the overall spirit in the school. The stadium and turf fields are also used by youth sports through the Town of Glastonbury, Parks and Recreation Department.

### Stadium Allowances and Restrictions

Restrictions are necessary to minimize the effects on the neighbors who may be impacted by use of the stadium, particularly evening games and practices. Thus, it is necessary to place restrictions on the use of sound and lights for evening events on the GHS sports field. These restrictions apply to any use of the fields, either by the Glastonbury Public Schools or by the Town of Glastonbury through Parks and Recreation.

#### Restrictions on Sound

- No loud music will be played through a sound system at any time, with or without lights, in connection with games or practices.
- Only those horns and whistles required by game officials, the Connecticut Interscholastic Athletic Conference (CIAC), or National Federation of State High School Associations (NFHS) rules will be permitted. Spectators will not be permitted to use horns, whistles, bullhorns, or other noise makers deemed inappropriate.
- There will be no use of a sound system on the sports field at GHS before 8:45 AM
- The public address system will not be used for practices.

#### Restrictions on Lighting

- Lights will not be used on Sundays.
- The use of stadium lights will not be permitted after 9:30 PM on Friday and 8:30 PM Monday through Thursday. The Superintendent of Schools/Designee may permit an extension of this time for a CIAC State Playoff game or an overtime game.
- The use of stadium lights will not be permitted after 8:30 PM on Saturday except lights may be used until 9:30 PM on up to four Saturday nights in October/November for youth football.
- Stadium lights may be used by GHS for home varsity football games, up to 3 varsity field hockey games, up to 3 varsity boys lacrosse games, up to 3 varsity girls lacrosse games and for neutral site state playoff games. The GHS Athletic Director and Principal may allow for night CIAC playoff games as appropriate.
- Lighting designed for safety or security may be used for an appropriate period in conjunction with approved school and community events.
- The Superintendent of Schools must approve any other use of the lights on the GHS sports field.

## **Turf Field Usage and Priorities**

### **Eligible Organizations and Priority of Use**

The educational programs of the schools will always have first priority for use of the Glastonbury High School turf fields. The fields will not be accessible to any members of the public while school is in session. When not being used for this purpose, the following groups will have priority **given** the contributions made to fund the contraction of the fields:

1. School Programming
2. Town Department or Agency Activities
  - a. Priority Usage will be considered for the following groups:
    - ❖ Stadium Turf Field
      1. School Programming
      2. Glastonbury Youth Football
      3. Other town department or agency activities as approved by the superintendent/designee
    - ❖ Field 12
      1. School Programming
      2. Glastonbury Hartwell Soccer
      3. Glastonbury Youth Lacrosse
      4. Glastonbury Field Hockey
      5. Other town department or agency activities as approved by the superintendent/designee
    - ❖ Field 13
      1. School Programming
      2. Glastonbury Youth Field Hockey
      3. Glastonbury Youth Lacrosse
      4. Glastonbury Hartwell Soccer
      5. Other town department or agency activities as approved by the superintendent/designee

### **Restrictions on Use of Turf Fields**

1. Illegal activities will not be tolerated and any violations will justify permanent restriction of the organization involved.
2. Use or possession of alcoholic beverages or unauthorized controlled substances shall not be permitted on school property. There shall be no smoking or use of electronic nicotine in school buildings or on school grounds.
3. Refreshments can be served or consumed only in areas designated by the Principal or designee.

#### **Policy**

Adopted: August 8, 2011

Revised:

**Suspected Abuse and/or Neglect of Children**

~~The Glastonbury Board of Education recognizes its legal and ethical obligations in the reporting of suspected child abuse/neglect or at risk children. All Glastonbury Public School employees who have reasonable cause to suspect or believe that a child has been abused, neglected, placed in imminent risk of serious harm or sexually assaulted, are required to report such to the appropriate authority, in accordance with the procedures set forth in accompanying regulations.~~

The Glastonbury Board of Education recognizes its legal and ethical obligations in the reporting of suspected child abuse, neglect, and sexual assault. Any person applying for employment with the Board shall submit to a record check of the Department of Children and Families Child Abuse and Neglect Registry before the person may be hired. Mandated reporters include all school employees, specifically Superintendent, administrators, teachers, substitute teachers, guidance counselors, school counselors, paraprofessionals, coaches of intramural and interscholastic athletics, as well as licensed nurses, physicians, psychologists and social workers and licensed behavior analysts either employed by the Board or working in one of the District schools, or any other person 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 District schools. Such individual(s) who have reasonable cause to suspect or believe that a child has been abused, neglected, placed in imminent risk of serious harm, or sexually assaulted by a school employee are required to report such abuse, neglect, or risk and/or sexual assault.

**Legal Reference: Connecticut General Statutes:**

- 10-220a Inservice training. Professional development committees. Institutes for educators. Cooperating teacher program, regulations (as amended by PA 11-93)
- 10-221d Criminal history records check of school personnel. Fingerprinting. Termination or dismissal (as amended by PA 11-93)
- 10-221s Investigations of Child abuse and neglect. Disciplinary action (as amended by PA 16-180)
- 17a-28 Definitions. Confidentiality of and access to records; exceptions, Procedure of aggrieved persons. Regulations (as amended by PA 11-93 and PA 14-186)
- Section 17a-101 Protection of children from abuse. Reports required of certain professional persons. When child may be removed from surroundings without court order. (as amended by PA-96-246, PA 00-220, PA 02-106, PA 03-168, PA 09-242, PA 11-93, PA 15-205, PA 18-15 and PA 18-17)
- 17a-101a Report of abuse or neglect by mandated reports. (as amended by PA 02-106, PA 11-93, PA 15-205, PA 18-15 and PA 18-17)
- 17a-102 Report of danger of abuse. (as amended by PA 02-106)
- 17a-106 Cooperation in relation to prevention, identification and treatment of child abuse/neglect.
- Section 10-151 Teacher Tenure Act
- PA 11-93 An Act Concerning the Response of School Districts and the

## STUDENTS

Policy: 5141.4 (a)

Revised

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Department of Education and Children and Families to Reports of Child Abuse and Neglect and the Identification of Foster Children in a School District.

PA 15-205 An Act Protecting School Children

PA 14-186 An Act Concerning the Department of Children and Families and the Protection of Children.

**Public Act 23-160 An Act Concerning Education Mandate Relief and Other Technical and Assorted Revisions to the Education and Early Childhood Education Statutes**

**Public Act 24-41 An Act Concerning the Expansion of the State's Paid Family and Medical Leave Program**

**Public Act 24-118 An Act Concerning the Protection of Consumers from Unfair Trade Practices and Regulation of Certain Consumer Protections**

### Policy

Adopted: October, 1981

Revised: July, 1992

Amended: November, 1997

Revised: February 28, 2005

Revised: May 14, 2012

Revised: December 10, 2012

Revised: October 17, 2016

Revised: February 25, 2019

**Revised:**

**Suspected Abuse and/or Neglect of Children**

It is the policy of the Board of Education to require not only school employees who are required by law to report suspected child abuse and/or neglect, but to all employees of the Glastonbury Public Schools to report suspected abuse, neglect, and/or sexual assault in accordance with the procedures set forth below.

Connecticut General Statutes §17a-101 et. seq., and its purpose, it is the policy of the Board of Education to require ALL EMPLOYEES of the Board of Education to report suspected abuse and/or neglect, or imminent risk of serious harm, in accordance with the procedures set forth in this policy. Mandated reporters, including all Glastonbury Public School employees, the Superintendent, administrators, teachers, substitute teachers, guidance counselors, school counselors, paraprofessionals, coaches of intramural and interscholastic athletics, as well as licensed nurses, physicians, psychologists, social workers and licensed behavior analysts either employed by the Glastonbury Public Schools or working in one of the District schools, or any person who, in the performance of his or her duties, has regular contact with students and provides services to or on behalf of students enrolled in Glastonbury Public Schools, who has reasonable cause to suspect or believe that a child:

1. Is in danger of or has been abused;
2. Has had non-accidental physical injuries or physical injuries which are at variance with the history given for them, inflicted by a person responsible for the child's health, welfare or care, or by a person given access to such child by a responsible person;
3. Has been neglected;
4. Has been placed in imminent risk of serious harm;
5. Has been sexually assaulted.

Such individual(s) who have reasonable cause to suspect or believe that a child has been abused, neglected, placed in imminent risk or serious harm, or sexually assaulted by a school employee is required to report such abuse, neglect, or risk and/or sexual assault to the Department of Children and Families.

The Board shall annually distribute the mandated reporter policy electronically to all school employees **and contractors employed by the Board of Education in regular contact with children**. The Board shall annually distribute electronically, to all school employees **and relevant contractors**, Board members, and parents and guardians of enrolled students, (1) guidelines on identifying and reporting child sexual abuse, starting in the 2022-23 school year, and (2) information on DCF's sexual abuse and assault awareness and prevention program.

A mandated reporter's suspicions may be based on factors including but not limited to observations, allegations, facts by a child, victim or third party. Suspicions or belief does not require certainty or probable cause.

**I. DEFINITIONS**

1. **Child Abuse:** Injuries, (other than by accidental means), including those at variance with the history given for them, or a condition which is the result of maltreatment such as malnutrition, sexual molestation or exploitation, deprivation of necessities, emotional maltreatment or cruel punishment inflicted upon a child under the age of 18 by a person responsible for his/her health, welfare or care, or by a person given access to a child by the responsible person.
2. **Physical Abuse:** Physical injury inflicted other than by accident. The injury may not be intentional: it may result from overdiscipline of physical punishment inappropriate to the child's age or condition. Physical abuse would include, but not be limited to:
  - Any injury requiring attention.
  - Severe bruising (e.g. old and new bruise in combination, bruises on several areas).
  - Any punishment involving hitting with a closed fist or an instrument, kicking, inflicting burns, of throwing a child.
3. **Sexual Abuse:** Any form of sexual activity imposed upon a child by a person in a position of power, authority and/or influence over the child. The activity may be coercive or non-coercive and may range from sexual exploitation, voyeurism, exposure to pornographic material and videotapes, to fondling and intercourse.
4. **Emotional Abuse:** Failure to provide a loving environment in which children can thrive, learn and develop. It may include threatening, scapegoating, rejection, etc.
5. **Child Neglect:** Any child under the age of eighteen who has been abandoned, or is being denied proper care and attention, physically, educationally, emotionally, or morally, or is being permitted to live under conditions, circumstances or associations injurious to his/her well being or has been abused. **Exception:** The treatment of any child by an accredited Christian Science practitioner shall not, of itself, constitute neglect or maltreatment.
6. **Child at Risk:** Reasonable cause to believe or suspect a child is in danger of being abused where there is no reasonable cause to suspect that such abuse has actually occurred. Imminent risk of serious harm to a student by an act or failure to act on the part of a person responsible for such student's health, welfare or care.
7. **"School employee"** (A) A teacher, substitute teacher, school administrator, school superintendent, guidance counselor, school counselor, psychologist, social worker, licensed behavior analysts, nurse, physician, school paraprofessional or coach employed by the Board or who is working in a Board elementary, middle or high school; or (B) any other person 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 the Glastonbury Public Schools, pursuant to a contract with the Board.

8. **“Contractor”** includes anyone contracted by the Board to perform a service who has regular contact with children.
9. **“Child Sexual Abuse Material”** replaces **“Child Pornography”** throughout the Connecticut Statutes (P.A. 24-118)
10. **“Statutory mandated reporter”**: an individual required by Connecticut General Statutes Section 17a-101 to report suspected abuse and/or neglect of children. In the public school context, the term “statutory mandated reporter” includes all school employees, as defined in # 7 above.
11. **Immunity from Liability**: Any person, institution or agency which, in good faith, makes a suspected abuse report shall be immune from any liability, civil or criminal, which might otherwise be incurred and shall have the same immunity with respect to any judicial proceeding which results from such report.

## **II. REPORTING PROCEDURES FOR STATUTORY MANDATED REPORTERS**

- A. The following procedures apply to statutory mandated reporters.
  1. When an employee of the Board of Education suspects or believes that a child has been abused, neglected, or has been placed in imminent risk of serious harm, the following steps shall be taken:
    - a) The employee shall, immediately, upon having reasonable cause to suspect or believe that a child has been abused, neglected, or placed in imminent danger of serious harm, or has had non-accidental physical injury or injury which is at variance with history or such injury, and in no case later than twelve (12) hours after having such a suspicion or belief, make an oral report by telephone or in person to the Commissioner of Children and Families and Building Principal or his/her designee. The Glastonbury Police Department may also be called, if circumstances warrant it. The Department of Children and Families has established a 24 hour Child Abuse and Neglect Hotline at 1-800-842-2288 for the purpose of making such oral reports.
    - b) A mandated reporter may make the required oral report electronically in the manner prescribed by the Commissioner of Children and Families. An employee making an electronic report shall respond to further inquiries from the Commissioner of Children and Families or designee made within twenty-four hours. Such employee shall inform

the Superintendent or his/her designee as soon as possible as to the nature of the further communication with the Commissioner or designee.

- c) Online reports may be made to the Careline by mandated reporters if the report is of non-emergent nature. A non-emergent situation is one in which a report is mandated but the child is not in immediate risk. (Note: Mandated reporters reporting electronically when they reasonably suspect that a child has been abused, neglected or placed at risk of imminent harm in a “non-emergent” situation, can do so without risk that they will be subject to a failure to report finding and subsequent penalties.
- d) If a report prepared in accordance with Section (a) above concerns suspected abuse or neglect by a Glastonbury Public Schools employee, the Superintendent/designee shall immediately notify the child’s parent/guardian that such a report has been made.
- e) Within 48 hours of making an oral report, the employee shall submit a written report to the Commissioner of Children and Families, or his/her representative containing all of the required information. The written report should be submitted on the DCF-136 form or any other form designated for that purpose.
- f) The employee shall immediately submit a copy of the written report to the Principal and/or Superintendent/designee. If the building Principal is the alleged perpetrator of the abuse/neglect then the employee shall notify the Superintendent/designee directly.
- g) If a report prepared in accordance with Section (b) above, concerns suspected abuse, neglect or sexual assault by a school employee who possesses a certificate, permit or authorization issued by the State Board of Education, the Commissioner of Children and Families shall submit a copy of the written report to the Commissioner of Education, or his/her or his/her designee.

### **B. Mandated Report Preliminary Inquiries**

- **Preliminary Inquiry (School Level):** The school administration shall conduct a Preliminary Inquiry immediately upon receipt of a report or suspicion of abuse or neglect. The sole purpose of this inquiry is to gather enough information to determine if there is “reasonable cause to suspect” that a child has been abused or neglected, thereby triggering the mandatory reporting obligation.
  - **Scope:** Limited to identifying the parties involved, confirming the timeline of the alleged incident, and ensuring the immediate safety of the student.
  - **Actions:** May include a brief conversation with the student or the reporting staff member.
  - **Limitation:** The Preliminary Inquiry shall not include a detailed forensic interview of the child, nor shall it be used to determine the ultimate truth of the allegations. Administrators must not “investigate” the incident in a way that could

interfere with a future criminal or Department of Children and Families (DCF) investigation.

**Formal Investigation**

- A Formal Investigation is the comprehensive process conducted by DCF and/or Law Enforcement once a report has been filed.
  - **Scope:** A systematic evaluation of the child's safety, the family environment, and the validity of the allegations.
  - **Actions:** Forensic interviews, home visits, medical examinations, and the collection of physical evidence.
  - **School Role:** The Board of Education and its employees shall cooperate fully with the formal investigation but shall not conduct a parallel investigation unless specifically authorized by DCF or as part of a separate Title IX or personnel disciplinary process.

If the Preliminary Inquiry provides reasonable cause, the report must be made within 12 hours. The Preliminary Inquiry must never delay the report. If an administrator is unsure whether they have enough information, they are to make a report out of an abundance of caution.

**Oral and written reports should include:**

- The names and addresses of the child and his/her parents or other person responsible for his/her care;
- The age of the child;
- The gender of the child;
- The nature and extent of the child's injury or injuries, maltreatment or neglect;
- The approximate date and time the injury or injuries, maltreatment or neglect occurred;
- Information concerning any previous injury or injuries, maltreatment or neglect known to the reporter;
- The circumstances under which the injury or injuries, maltreatment or neglect came to be known to the reporter;
- The name of the person or persons suspected of being responsible for causing such injury or injuries, maltreatment or neglect;
- The reason such person or persons are suspected of causing such injury or injuries, maltreatment or neglect;
- Any information concerning any prior cases in which such person or persons have been suspected of causing an injury, maltreatment or neglect of a child; and
- Whatever action, if any, was taken to treat, provide shelter or otherwise assist the child

**A. Disciplinary Action for Failure to Follow Policy**

Any employee who fails to comply with the requirements of this policy shall be subject to discipline, up to and including termination of employment.

Any person who intentionally and unreasonably interferes with or prevents the making of the required report or attempts to conspire to do so shall be guilty of a class D felony unless such individual is under eighteen years of age or educated in a district school other than part of an adult education program.

**B. Non-discrimination Policy**

The Board of Education shall not discharge or in any manner discriminate or retaliate against any employee who, in good faith makes, a report pursuant to this policy, or testifies or is about to testify in any proceeding involving abuse or neglect.

**C. Training**

All new employees are required to complete a training program pertaining to the accurate and prompt reporting of abuse and neglect, made available by the Commissioner of Children and Families. ~~In addition, all employees must complete a refresher program at least once every three years.~~

The principal of each school in the district shall annually certify to the Superintendent that each school employee working at such school has completed the required initial training and the refresher training.

This policy will be distributed annually to all employees. Documentation shall be maintained that all employees have received the written policy and completed the required initial and refresher training related to mandated reporting of child abuse and neglect as required by law.

The Board of Education will post the telephone number of the Department of Children and Families' child abuse hotline, Careline, and the Internet web address that provides information about the Careline in each District school in a conspicuous location frequented by students. Such posting shall be in various languages most appropriated for the students enrolled in the school.

State law prohibits retaliation against a mandated reporter for fulfilling his/her obligations to report suspected child abuse or neglect. The Board shall not retaliate against any mandated reporter for his/her compliance with the law and Board policy pertaining to the reporting of suspected child abuse and neglect

**D. Establishment of the Confidential Rapid Response Team**

The Board of Education shall establish a confidential rapid response team to coordinate with DCF to (1) ensure prompt reporting of suspected child abuse of neglect; or 1st, 2nd, 3rd, or 4th degree sexual assault; 1st degree aggravated sexual assault; or 3rd degree sexual assault with a firearm of a student not enrolled in adult education by a school employee and (2) provide immediate access to information and individuals relevant to DCF's investigation of such cases.

The confidential rapid response team shall consist of (1) a local teacher and the Superintendent, (2) a local police office, and (3) any other person the Board of Education deems appropriate.

DCF, along with a multidisciplinary team, is required to take immediate action to investigate and address each report of child abuse, neglect or sexual abuse in any school.

**E. Foster Care**

Upon request of the Board of Education, the Department of Children and Families shall provide the name, date of birth and school of origin for each child in the custody of the Department of Children and Families who has been placed in foster care and is attending Glastonbury Public Schools.

**III. INVESTIGATION OF THE REPORT**

The Superintendent/designee shall thoroughly investigate reports of suspected abuse and neglect if/when such report involves an employee of the Board of Education or other individual under the control of the board, provided that such investigation does not interfere with or impede the investigation by the Department of Children and Families or by a law enforcement agency. To the extent feasible, this investigation shall be coordinated with the Commission of Children and Families or the police in order to minimize the number of interviews of any child and to share information with other persons authorized to conduct an investigation of child abuse and neglect.

In all other cases, the Department of Children and Families shall be responsible for conducting the investigation with the cooperation and collaboration of the Glastonbury Public Schools, as appropriate.

When the Glastonbury Public Schools is conducting an investigation involving suspected abuse, neglect, or sexual assault by an employee of the Glastonbury Public Schools or other individual under the control of the Board, the Superintendent's investigation shall include an opportunity for the individual suspected of abuse, neglect, or sexual assault to be heard with respect to the

allegations contained in the report. During the course of such investigation the superintendent/designee may suspend a Board employee with pay or may place the employee on leave with pay, pending the outcome of the investigation. However, the Superintendent/designee must suspend a public school employee (in a position requiring a certificate) when the investigation produces evidence that the employee abused a child. Suspension will be with pay until the Board of Education completes the investigation and takes action.

Any person reporting child abuse, neglect, or sexual assault or having information relevant to alleged abuse or neglect, shall provide the Superintendent/designee with all information related to the investigation that is in the possession or control of such person, except as expressly prohibited by state or federal law.

**A. Evidence of Abuse by School Employees**

After an investigation has been completed by DCF and the Commissioner of Children and Families, based upon results of such investigation, has reasonable cause to believe that a child has been abused, neglected, or sexually assaulted by an employee who has been entrusted with the care of a child or has recommended that such employee be placed on the Department of Children and Families abuse and neglect registry, the Commissioner shall notify within five (5) working days after the completion of the investigation into child abuse, neglect, or sexual assault by a school employee the Superintendent and the Commissioner of Education of such finding and shall provide records, whether or not created by the Department of Children and Families, concerning such investigation to the Superintendent the school employee and the Commissioner of Education. The Superintendent shall suspend the employee, if not previously suspended, with pay and without diminution or termination of benefits if DCF has reasonable cause that the employee abused, neglected, or sexually assaulted a child and recommends the employee be placed on the DCF Child abuse and neglect registry.

Not later than seventy-two (72) hours after such a suspension the Superintendent/designee shall notify the Board of Education and the Commissioner of Education, or his/her representative, of the reasons for and the conditions of the suspension. The Superintendent/designee shall disclose records received from the Department of Children and Families to the Commissioner of Education and the Board of Education or its attorney for the purposes of review of employment status, certification permit or authorization. Any decision of the Superintendent/designee concerning such suspension shall remain in effect until the Board of Education acts pursuant to the provisions of Connecticut General Statutes. The Commissioner of Education shall also be notified if such certified person resigns from his/her employment in the District.

Regardless of the outcome of any investigation by the Commissioner of Children and Families and/or the police, the Superintendent/designee and/or the Board, as appropriate, may take disciplinary action, up to and including termination of employment, in accordance with the provisions of any applicable statute, if the superintendent/designee's investigation produces evidence that a child has been abused by a certified, permit or authorized school staff member.

If the contract of employment of such certified school employee is terminated as a result of an investigation into reports of abuse, child neglect, or sexually assault the Superintendent/designee shall notify the Commissioner of Education, or his/her representative, within seventy-two (72) hours after such termination. Upon receipt of such notice from the superintendent/designee, the Commissioner of Education may commence certification revocation proceedings. It is recommended that Superintendent/designees file a Request to Revoke the terminated employee's certificate.

If a school employee is convicted of a crime involving an act of child abuse, neglect, or sexual assault the state's attorney shall notify, in writing, the Superintendent/designee of the school District in which the person is employed and the Commissioner of Education. Upon such notification, the certificate of the certified educator is automatically revoked.

**B. Evidence of Abuse or Neglect by Any Other Employee or Independent Contractor of the Board of Education.**

If the investigation by the Superintendent/designee and/or the Commissioner of Children and Families produces evidence that a child has been abused by a non-certified school staff member, the Superintendent/designee and/or the Board, as appropriate, may take disciplinary action, starting with suspension, up to and including termination of employment. The suspension shall remain in effect until the incident of abuse has been satisfactorily resolved by the local Board of Education.

**Records**

The Glastonbury Public Schools shall maintain records of allegations, investigations and reports that a child has been abused or neglected by a school employee. Such records will be maintained in the Glastonbury Public Schools Central Office. The records shall include any reports made to the Department of Children and Families. Such Department is to have access to all such records.

The Board shall provide to the Commissioner of Children and Families, upon request for the purposes of an investigation by the Commissioner of Children and Families of suspected child abuse or neglect by a teacher employed by the Board, any records maintained or kept in Glastonbury Public Schools files. Such records shall include, but not be limited to,

supervisory records, reports of competence, personal character and efficiency maintained in such teacher's personnel file with reference to evaluation of performance as a professional employee of such Board of Education, and records of the personal misconduct of such teacher. (*"Teacher" includes each certified professional employee below the rank of Superintendent employed by a Board of Education in a position requiring a certificate issued by the State Board of Education.*)

The Board of Education shall permit and give priority to any investigation conducted by the Commissioner of Children and Families or the appropriate local law enforcement agency that a child has been abused or neglected. The Board shall conduct its own investigation and take any disciplinary action, in accordance with the provisions of section 17a-101i of the general statutes, as amended, upon notice from the Commissioner or the appropriate local law enforcement agency that the Board's investigation will not interfere with the investigation of the Commissioner or such local law enforcement agency.

The Department of Children and Families will review, at least annually, with the State Department of Education all records and information relating to reports and investigations that a child has been abused and neglected by a school employee, in the Department of Children and Families' possession to ensure that records and information are being shared properly.

### **Delegation of Authority by Superintendent**

The superintendent may appoint a designee for the purposes of receiving and making reports, notifying and receiving notification, or investigating reports pursuant to this policy.

### **Special Reporting Procedures concerning Suspected Abuse of Neglect of Intellectually Disabled Persons**

In addition to the reporting procedures set forth above, Connecticut General Statutes required that certain school personnel, including teachers, licensed nurses, psychologists and social workers, report any suspected abuse or neglect of intellectually disabled persons over the age of 18.

#### **1. Definitions**

**"Abuse"** means the willful infliction of physical pain or injury or willful deprivation by a caretaker of services which are necessary to the person's health or safety.

**"Neglect"** means a situation where an intellectually disabled person either is living alone or is not able to provide for him/herself the services which are necessary to maintain his/her physical and mental health, or is not receiving such necessary services from the caretaker.

2. **Reporting Procedures.** If an employee has reasonable cause to suspect that an intellectually disabled person has been abused or neglected, he/she shall, within five (5) calendar days make an oral report to the Director of the Office of Protection and
3. Advocacy for Persons with Disabilities, to be followed by a written report within five (5) calendar days, or shall immediately notify the Superintendent in order for the Superintendent to make such oral and written reports to the office of Protection and Advocacy. In the event that an employee makes a report to the Office of Protection and Advocacy, the employee shall immediately notify the Superintendent.
4. **Contents of Report.** Any such report shall contain the following information:
  - a) The name and address of the allegedly abused or neglected person;
  - b) A statement from the reporter indicating a belief that the person is intellectually disabled, together with information indicating that the person is unable to protect himself or herself from abuse or neglect;
  - c) Information concerning the nature and extent of the abuse or neglect; and
  - d) Any additional information, which the reporter believes, would be helpful in investigating the report or in protecting the intellectually disabled person.
5. **Investigation of Report.** If the suspected abuser is a school employee, the superintendent shall thoroughly investigate the report following the procedures regarding the investigation of reports of child abuse set forth.

If the investigation by the Superintendent and /or the Office of Protection and Advocacy produces evidence that an intellectually disabled person has been abused by a school employee, the Superintendent and/or the Board, as appropriate, may take disciplinary action, up to and including termination of employment.

**Disciplinary Action for Failure to Follow Policy**

Any employee who fails to comply with the requirements of this policy shall be subject to discipline, up to and including termination of employment.

**Non-Discrimination Policy**

The Board of Education shall not discharge or in any manner discriminate or retaliate against any employee who, in good faith, makes a report pursuant to this policy or testifies or is about to testify in any proceeding involving abuse or neglect.

**Training**

All District employees are required to complete a training program pertaining to the accurate and prompt reporting of abuse and neglect, made available by the Commissioner of Children and Families. ~~In addition, all employees must complete a refresher program at least once~~

~~every three years. Employees hired before July 1, 2011 must complete the refresher training program by July 1, 2012 and must retake it once every three years thereafter.~~

The principal of each school in the district shall annually certify to the Superintendent that each school employee working at such school has completed the required initial training and the refresher training.

**Foster Care**

Upon request of the Board of Education, the Department of children and Families shall provide the name, date of birth and school or origin for each child in the custody of the Department of Children and Families who has been placed in foster care and is attending a District school.

**Hiring Prohibitions**

The Board of Education will not employ anyone who was terminated or resigned after a suspension based on DCF's investigation, if he or she has been convicted of (1) child abuse of neglect; or (2) 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> degree sexual assault; 1<sup>st</sup> degree aggravated sexual assault; or 3<sup>rd</sup> degree sexual assault with a firearm of a student who is not enrolled in adult education.

The Board of Education will not employ an individual who was terminated or resigned, if he or she (1) failed to report the suspicion of such crimes when required to do so; or (2) intentionally and unreasonably interfered with or prevented a mandated reporter from carrying out this obligation or conspired or attempted to do so. This applies regardless of whether an allegation of abuse, neglect, or sexual assault has been substantiated.

Legal References: Connecticut General Statutes

10-220a Inservice training. Professional development committees. Institutes for educators. Cooperating teacher program, regulations (as amended by PA 11-93)

10-221d Criminal history records check of school personnel. Fingerprinting. Termination or dismissal (as amended by PA 11-93)

10-221s Investigations of child abuse and neglect. Disciplinary action. (as Amended by PA 16-188)

17a-28 Definitions. Confidentiality of and access to records; exceptions. Procedure for aggrieved persons. Regulations (as amended by PA 11-93 and PA 14-186)

17a-101 Protection of children from abuse. Reports required of certain professional persons. When child may be removed from surroundings

without court order. (as amended by PA 96-246, PA 00-220, PA 02-106, PA 03-168, PA 09-242, PA 11-93 and PA 15-205)

17a-101a Report of abuse or neglect by mandated reports. (as amended by PA 02-106, PA 11-93 PA 15-205, PA 18-15 and PA 18-17)

17a-101 Protection of children from abuse. Reports required of certain professional persons. When child may be removed from surroundings without court order. (as amended by PA 96-246, PA 00-220, PA 02-106, PA 03-168, PA 09-242, PA 11-93, PA 15-205, PA 18-15 and PA 18-17)

17a-101i Abuse of child by school employee or staff member of public or private institution or facility providing care for children. Suspension. Notification of state's attorney re: conviction. Boards of education to adopt written policy re: reporting of child abuse by school employee.

17a-102 Report of danger of abuse. (as amended by PA 02-106)

17a-106 Cooperation in relation to prevention, identification and treatment of child abuse/neglect.

10-151 Teacher Tenure Act

P.A. 11-93 An Act Concerning the Response of School Districts and the Departments of Education and Children and Families to Reports of Child Abuse and Neglect and the Identification of Foster Children in a School

District. *Section 17a-103 Section 53a-65*

PA 15-205 An Act Protecting School Children

PA 14-186 An Act Concerning the Department of Children and Families and the Protection of Children.

**Public Act 23-160 An Act Concerning Education Mandate Relief and Other Technical and Assorted Revisions to the Education and Early Childhood Education Statutes**

**Public Act 24-41 An Act Concerning the Expansion of the State's Paid Family and Medical Leave Program**

**Public Act 24-118 An Act Concerning the Protection of Consumers from Unfair Trade Practices and Regulation of Certain Consumer Protections**

Regulation

Approved: October, 1981

Revised: July, 1992

Amended: November, 1997

Revised: December 18, 2000

# STUDENTS

Regulation: 5141.4 (m)

Revised

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In accordance with Connecticut General Statute 10-186, the District shall provide education for all persons, residing in the District, five years of age and over, who reach age five on or before the first day of September of any school year, ~~District schools shall be open to all children who reach age five on or before the 1<sup>st</sup> of September of any school year,~~ and under twenty-one years of age who is not a graduate of a high school or vocational school, except as provided in Connecticut General Statutes 10-233c and 10-223d.

Each such child shall have, and shall be so advised by the appropriate school authorities, an equal opportunity to participate in the programs and activities of the school system without discrimination because of race, creed, color, national origin, religion, gender, sexual orientation, gender identity or expression, marital status, disability, or age. ~~Exceptions from routine admission may be made by the school principal on the basis of supporting evidence from physical and psychological examinations.~~

~~The parent or guardian of a child five years of age shall have the option of not sending the child to school until the child is six years of age. The person having legal responsibility for a child six years of age shall have the option of not sending the child to school until the child is seven years of age. The exercise of this option requires the person having legal responsibility for the child to appear in person at the Central office and sign an option form. The Central office shall provide this person with information on the educational opportunities available in the school system.~~

In compliance with Connecticut General Statute 10-76d(b2), special education will be provided for children who have attained the age of three and who have been identified as being in need of special education. If a special education student is being considered for an exception from routine admission, the Planning and Placement Team (PPT) will make a recommendation to the administrator in charge of special education.

In order to determine a child's eligibility for ELL programs, parents/guardians of all new students enrolling for the first time and all re-enrolling students who have not previously attended a Connecticut public school must complete a Home Language Survey (HLS) at the time of enrollment. A student may also take a screening exam. The student must be enrolled first before the administration of the assessment. Neither the survey nor the exam is conditions of enrollment.

Children who apply for initial admission to the district's schools by transfer from other schools will be placed at the grade they would have reached elsewhere pending observation and evaluation by classroom teachers, guidance personnel, and the school principal. After such observations and evaluations have been completed, the principal will determine the final grade placement of the children.

Parents and those who have the control of children five years of age and under eighteen years of age, are obligated by Connecticut law to require their children to attend public day school or its equivalent in the District in which such child resides, unless such child

is a high school graduate or the parent or person having control of such child is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools. Students under age eighteen are subject to mandatory attendance laws unless they are at least seventeen and their parent/guardian, or other person having control of the child, consents to such child's removal from school. The parent or person shall exercise this option by personally appearing at the school district office to sign a withdrawal form.

Such withdrawal form shall include an attestation from a guidance counselor, school counselor or school administrator of the school that this District has provided the parent or person with information on the educational opportunities options available in the school system and in the community, and the parent or guardian that the child will be enrolled in an adult education program upon the child's withdrawal from school.

### **Enrollment**

The enrollment process shall be focused on obtaining only the information deemed necessary to establish residency and age. The District shall not request other information as a condition of enrollment or state in its policies or on its websites or otherwise, that other information is required to enroll children. The District shall immediately enroll a homeless child and allow such student to attend school even if the student is unable to produce records normally required for enrollment. Additional data collection may occur, but it must be completed in such a manner that does not interfere with the enrollment of a child in school.

Each child entering the district schools for the first time must present a birth certificate (with raised seal) or offer legal evidence of birth date, as well as proof of a recent physical examination and required immunizations. If the person having legal responsibility for any child is unable to pay for such immunizations, the expense of such immunizations shall, on the recommendation of the Board, be paid by the town. Proof of residence in Glastonbury-is required.

The parent or guardian of a child five years of age shall have the option of not sending the child to school until the child is six years of age. The person having legal responsibility for a child six years of age shall have the option of not sending the child to school until the child is seven years of age. The exercise of this option requires the person having legal responsibility for the child to appear in person at the Central office and sign an option form. The Central office shall provide this person with information on the educational opportunities available in the school system.

Any child entering or returning to the District from placement in a juvenile detention school, the Connecticut Juvenile Training School, or any other residential placement, shall have the educational records of such child provided to the Superintendent of Schools by the Department of Children and Families (DCF) and the Judicial Department.

Such information will be shared with the Principal of the school to which the student is assigned. The Principal can disclose them to the staff who teach or care for the child.

The District will immediately enroll any student who transfers from Unified District No. 1 or Unified District No 2. A student transferring from the Unified School Districts who had previously attended school in the local District shall be enrolled in the school such student previously attended, provided such school has the appropriate grade level for the student.

### **Residency**

The District, when determining residency, shall not request documentation of citizenship or immigration status of a child or the child's parents/guardians. The Board believes such documentation is not relevant to establishing residency.

In the establishment of residency, the Board will accept such documentation as, but not limited to, a lease agreement, mortgage document, property tax record, rent receipt, home owners insurance, current utility bill, current proof of government benefits, CT driver's license, automobile registration or insurance. An Affidavit of Residence, properly executed, shall also be acceptable.

For purposes of establishing the residency of a child of a member of the armed forces, as defined in C.G.S. 27-103, and who is seeking enrollment in a district school, in which such child is not yet a resident, the Board shall accept the military orders directing such member to Connecticut or any other documents from the armed forces indicating the transfer of such member to Connecticut as proof of residency in the District.

~~The Board of Education does however recognize that families are at times required to move during the school year, especially families which include one or both parents on active military duty. While the Board acknowledges that students should be enrolled in its schools in accordance with district policies, it does not believe that enrollment should be thwarted or delayed. Accordingly, the Board of Education directs the superintendent/designee to ensure that school personnel working with students and parents in their transition to our schools recognize that in some cases in order to achieve this goal, it may be necessary to provide reciprocity within curriculum or graduation requirements from one district to another.~~

~~In such cases, the administration will give consideration to waiving discretionary requirements that:~~

- ~~1. Are not mandated by state or federal statute;~~
- ~~2. Are not considered so basic that its absence would seriously undermine a diploma's value;~~
- ~~3. Do not present a realistic health risk to other students or staff;~~
- ~~4. Do not make it likely that, if waived, a child will be unable to succeed at the next grade level.~~

The above requirements are not to serve as barriers to immediate enrollment of students, designated as homeless or foster children as required by the Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by the ESSA. The District shall work with the local child welfare agency, the school last attended, or other relevant agencies to obtain necessary enrollment documentation. The District shall immediately enroll a homeless student and allow such student to attend school even if the student is unable to produce records normally required for enrollment.

The parent/guardian of any child who is denied admission to the District's schools, or an unaccompanied minor, a student eighteen years of age or older, a homeless child or youth or an unaccompanied youth who is denied schooling on the basis of residency, or an agent or officer charged with the enforcement of the laws concerning attendance at school may request, in writing, a hearing by the Board of Education.

The parent or person shall exercise such option by personally appearing at the school district office and signing an option form. The District shall provide the parent or person with information on the educational opportunities available in the school system.

A child who has attained the age of seventeen and who has voluntarily terminated enrollment with parental consent in the District's schools and subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination unless such child seeks readmission to the District not later than ten (10) school days after such termination in which case the Board shall provide school accommodations to such child not later than three school days after such child seeks readmission.

~~The parent or guardian of a child seventeen years of age may consent to such child's withdrawal from school. The exercise of this option requires a personal appearance at the school office to sign a withdrawal form. Such withdrawal form shall include an attestation from a guidance counselor, school counselor, or school administrator of the school that the district has provided the person with legal responsibility for the child with information on the educational options available in the school system and in the community. If a child is eighteen years of age or older, he/she is not required to attend school.~~

~~Children who have attained the age of seventeen, and who have voluntarily terminated enrollment in the district's schools with parental permission, who subsequently seek readmission may be denied readmission for up to ninety school days from the date of such termination, unless such child seeks readmission to the district not later than ten (10) school days after such termination in which case the Board shall provide school accommodations to such child not later than three (3) school days after such child seeks readmission.~~

~~Children who apply for initial admission to the district's schools by transfer from other schools will be placed at the grade they would have reached elsewhere pending observation and evaluation by classroom teachers, guidance personnel, and the school principal. After such observations and evaluations have been completed, the principal will determine the final grade placement of the children.~~

~~Children who have attained the age of nineteen or older may be placed in an alternative school program or other suitable educational program if they cannot acquire a sufficient number of credits for graduation by age twenty two.~~

(cf. 5146 – Nondiscrimination)  
(cf. 5113 – Student Attendance-Unexcused Absence)  
(cf. 6171 – Special Education)  
(cf. 6146 – Graduation Requirements)

Legal Reference:                      Connecticut General Statutes  
   10-15 Towns to maintain schools  
   10-15c Discrimination in public schools prohibited. School  
   attendance by five-year olds  
   10-76a – 10-76g re special education  
   10-184 Duties of parents (re mandatory schooling for  
   children ages five to sixteen, inclusive) – [as amended by  
   PA 98-243, PA 00-157, and PA 09-6 (September Special  
   Session)]  
   10-186 Duties of local and regional Boards of Education re  
   school attendance. Hearings. (Amended by PA 96-26, An  
   Act Concerning Graduation Requirements and  
   Readmission and Placement of Older Students and PA 09-6  
   (September Special Session)  
   Appeals to State Board. Establishment of hearing board  
   10-233a – 10-233f Inclusive; re: suspend, expel, removal of  
   pupils  
   10-233c Suspension of pupils  
   10-233d Expulsion of pupils  
   10-261 Definitions  
   State Board of Education Regulations

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10-76a-1 General definitions (c) (d) (q) (t)  
10-76d-7 Admission of student requiring special education (referral)  
10-204a Required immunizations (as amended by PA98-243)  
P.A. 18-15 An Act Concerning School Counselors  
P.A. 23-137 An Act Concerning Resources and Support for Persons with an Intellectual or Developmental Disability  
P.A. 23-208, Section 1(a) An Act Making Certain Revisions to the Education Statutes  
**Public Act 26-1 An Act Concerning the Reallocation of Certain State Funds and Various Provisions Relating to Education, Public Safety, General Government, Elections, Intermediate Care Facilities, and Warehouse Distribution Centers**  
**P.A. 19-179 An Act Concerning Homeless Students' Access to Education. "Guidance for Connecticut School Districts: Enrollment Process and Practice," State Department of Education, December 2019.**  
**P.A. 21-86 An Act Concerning the Enrollment of Children of Members of the Armed Forces in Public Schools and the Establishment of a Purple Star School Program.**  
**P.A. 23-208 An Act Making Certain Revisions to the Education Statutes.**  
**McKinney-Vento Homeless Assistance Act (PL 107-110 Sec. 1032) 42 U.S.C. §11431-11435, as amended by the ESSA, P.L. 114-95. Federal Register: McKinney-Vento Education for Homeless Children & Youths Program, Vol. 81 No. 52, 3/17/2016.**

Adopted: October 1981  
Revised: July 16, 2001  
Revised: January 24, 2005  
Revised: September 26, 2005  
Revised: April 9, 2012  
Revised: August 12, 2013  
Revised: July 14, 2014  
Revised: February 25, 2019  
Revised: January 27, 2020  
Revised: November 27, 2023  
**Revised:**

### **Elementary School and Secondary School (K-12)**

School registration shall be handled by the registrar for Glastonbury Public School. Registration information can be found on the district website, [www.glastonburyus.org](http://www.glastonburyus.org).

Parents/guardians of new students to the district are required to start the registration process on line. At the end of the online application process parents/guardians are prompted to make an appointment with the registrar.

In addition, secondary school parents/guardians of children new to the district are asked to make an appointment with the appropriate school for selecting classes after registration documents have been sealed by the registrar (6-12).

Documents needed may include:

1. Original birth certificate (with raised seal).
2. Proof of physical examination within one (1) year of school entry (signed by U.S. Physician).
3. Immunizations records.
4. Previous school records.
5. Two residency confirmation documents.
6. Parent/guardian photo identification

For 2024-2025, students may attend kindergarten if they reach age 5 on or before October 31, 2024.

Approved: October, 1981  
Revised: July, 2001  
Revised: January 24, 2005  
Revised: April 9, 2012  
Revised: July 14, 2014  
Revised: January 27, 2020  
Revised: November 27, 2023

### Regular Meetings

The Board of Education shall file with the Town Clerk, not later than January 31st of each year, the schedule of the regular meetings of the Board of Education, and shall post the schedule on the District's Internet website. No meeting shall be held sooner than thirty days after such filing.

### Notice of Meetings

Notice of regular meetings will be mailed (or emailed if requested) to persons filing a written request renewable in January of each year. The Board of Education may charge a fee based on the cost of the service as provided by law.

### Special Meetings

Notice of each special meeting of the Board of Education shall be filed not less than twenty-four hours in advance of the meeting with the Town Clerk and be posted in the Office of the Clerk giving the time and place of the special meeting and the business to be transacted. The special meeting shall also be posted on the District's Internet Website. No other business shall be considered by the Board at that special meeting. Each member of the Board of Education shall be notified by the Superintendent or the Clerk not less than 24 hours prior to the time of the special meeting and shall be advised of the time, place and business to be transacted, although any Board member may waive the 24 hour notification by a written waiver of notice or a telegram to the purpose.

### Emergency Meetings

The chair calls emergency meetings when matters must be acted upon within a period that does not permit the usual notification requirement. Minutes of the emergency meetings, to include the reason for the emergency, must be filed with the Town Clerk within seventy-two hours of the meeting. Only the matter or matters requiring the emergency meeting shall be discussed and acted upon at that time.

### Electronic Participation

Recognizing the inherent responsibilities and statutory duties of Board of Education members, the Board of Education (Board) strongly encourages Board members to attend and participate in Board meetings. Though great importance is given to the physical presence of Board members at meetings, the attendance and participation of members by electronic equipment is authorized whenever physical presence is not practicable. All votes at a meeting in which members are attending by teleconference shall be taken by roll call.

Whenever possible, meeting agendas and supporting materials shall be available at all teleconference facilities used for the Board meeting.

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The Board of Education recognizes that technological advances allow for broader participation in public meetings. In accordance with Connecticut General Statutes, the Board authorizes the use of electronic equipment to allow Board members to participate in meetings and to provide public access to such meetings.

Any member of the Board shall be permitted to participate in a regular or special meeting of the Board by means of electronic equipment, such as telephone, video conferencing, or other technology.

~~The Board of Education allows electronic participation whenever there is communication by or to a quorum of the Board, whether the communication is in person or by means of electronic equipment. Meetings in which some Board members participate electronically are subject to the requirements of the Freedom of Information Act.~~

~~The Board may allow members to participate in meetings by telephone or other electronic means. Board members may not simply vote electronically, but must be connected with the meeting throughout the discussion of business. If a Board member electronically joins the meeting after an item of business has been opened, the remotely located member shall not participate until the next item of business is opened.~~

~~When a Board member participates electronically, the member will be considered present and will have his or her actual physical presence excused. The member shall be counted present for purposes of convening a quorum. The Board Secretary will document it in the Minutes when members participate in the meeting electronically.~~

~~Any Board member wishing to participate in a meeting electronically will notify the Board Chairperson and Superintendent as early as possible. The Superintendent will arrange for the meeting to take place in a location with the appropriate equipment so that Board members participating in the meeting electronically may interact and the public may observe or hear the comments made. (Each part of the telephone conference call meeting shall be audible to the public at the location specified in the notice for the meeting. The location designated in the notice as the location of the meeting shall provide two-way communication during the entire telephone conference call and the identification of each party to the telephone conference call shall be clearly stated prior to the meeting.) The Superintendent will take measures to verify the identity of any remotely located participants.~~

A member participating remotely shall be considered “present for the purposes of a quorum and shall have the same rights to discuss and vote on matters as those members physically present, provided that:

- The member is able to hear and be heard by all other members in attendance.
- The member is able to hear and be heard by any members of the public in attendance.

Any member participating by electronic equipment shall make a good faith effort to state

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their name and title at the outset of each occasion that such member participates in oral deliberations.

The Board may, at its discretion, hold meetings in any of the following formats:

- **In-Person:** Conducted at a physical location with members physically present.
- **Fully Remote:** Conducted solely by means of electronic equipment.
- **Hybrid:** Conducted both in person at a physical location and via electronic equipment.

For any “regular” meeting held remotely or in a hybrid format, the Board shall provide the public with the ability to view or listen to the meeting in real-time, and the recording or transcript of such meeting shall be posted on the Board’s website within seven (7) days.

For any “regular” meeting held remotely or as hybrid, the Board shall provide at least forty-eight hours’ notice to each Board member and the public. The meeting agenda shall include clear instructions on how the public may access the meeting via electronic equipment. If the meeting is hybrid, the agenda shall state the physical location where the public may attend to observe the meeting or use equipment to participate.

In any meeting where at least one member participates by electronic means, all votes shall be taken by roll call, unless the vote is unanimous. The minutes shall reflect which members were physically present and which participated via electronic means.

If a member participating remotely is necessary to maintain a quorum and that member’s connection is lost, the Board shall:

- Suspend the meeting for a period of no less than thirty (30) minutes and no more than two (2) hours to allow the member to reconnect.
- If a quorum cannot be restored after this period, the meeting shall be adjourned or postponed.
- Any such interruption or adjournment shall be noted in the meeting minutes.

(cf. 9327 – Electronic Mail Communications)

Legal Reference: Connecticut General Statutes

1-200 (2) Definitions. “Meeting”

1-206 Denial of access to public records or meetings.

1-225 Meetings of government agencies to be public, as amended by June 11 Special Session, PA 08-3

1-227 Mailing of notice of meetings to persons filing written request.

1-228 Adjournment of meetings. Notice.

1-229 Continued hearings. Notice.

1-230 Regular meetings to be held pursuant to regulation, ordinance or resolution.

10-218 Officers. Meetings

1-225a Freedom of Information (FOIA)

Policy

Adopted: October, 1981

Revised: October, 1986

Revised: December, 1991

Revised: May 22, 1995

Revised: May 24, 2024

Revised: September 12, 2022

Revised:

## **Regular Board of Education Meeting**

Monday, May 18, 2026 7:00 PM

Town Council Chambers

Glastonbury Town Hall

2155 Main Street

Glastonbury, CT 06033

Mrs. Kali Cavanaugh:	Present
Mrs. Alison Couture:	Absent
Mrs. Jennifer Faust:	Present
Dr. Douglas Foyle:	Absent
Ms. Jenn Jennings:	Present
Mr. David Peniston, Jr.:	Present
Mr. Matthew Saunig:	Present
Ms. Julie Thompson:	Present

Also Present: Dr. Alan B. Bookman, Superintendent  
Dr. Scott Hurwitz, Assistant Superintendent  
Kate Lund, Assistant Superintendent  
Citizens and Staff Members, representatives of the press

### **1. Call to Order**

Dr. Foyle called the meeting to order at 7PM.

### **2. Pledge of Allegiance**

### **3. Awards and Recognition**

3.A. CABE Student Leadership Awards

3.A.1. Ema Toska, Smith Middle School

3.A.2. Benjamin Bassi, Smith Middle School

3.A.3. Maansi Kedlaya, Glastonbury High School

3.A.4. Phineas Pappas, Glastonbury High School

3.B. David Hall, Smith Middle School Custodian

### **4. Student Representatives' Report**

4.A. Amalia Baird, Class of 2027, was unable to attend the meeting.

4.B. Ariana Stevenson, Class of 2027, was unable to attend the meeting.

4.C. Taylor Balthazar, Class of 2028

Student Representative, Taylor Balthazar, Class of 2028, updated the Board on current and upcoming events taking place at Glastonbury High School.

### **5. Information Session for Public Comment**

Dennis McBride, 263 Spring Street Extension, Glastonbury, shared with the Board his gratitude for the change in location for student drop off in the morning, at Glastonbury High School.

Ms. Julie Thompson asked if there were no objections, that the Board move Report and Discussion Item 7.A. Update and Discussion Regarding Two New Turf Fields and Student Turf/Track, to be discussed at this time. Hearing no objections, the Board agreed to move the item forward for presentation and discussion.

7.A. Update and Discussion Regarding the Two New Turf Fields and Stadium Turf/Track  
Dr. Bookman and Al Costa, Director of Operations and Maintenance, provided the Board with an updated overview of the turf field projects, including updates on the following topics:

- Project Timeline
- Status Update
- Communication Report
- Other

Board members asked questions and engaged in discussion after the presentation.

## **6. Business Requiring Action**

### **6.A. Approval of the IDEA B Grant 2026-2028**

Move that the Board approves the 2026-2028 IDEA B Grant. This motion, made by Mrs. Kali Cavanaugh and seconded by Mr. David Peniston, Jr., Carried.

Mrs. Kali Cavanaugh: Yea  
Mrs. Jennifer Faust: Yea  
Ms. Jenn Jennings: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Ms. Julie Thompson: Yea

### **6.B. Approval of Participation in the Healthy Food Certification Standard (Under Section 10-215f of the Connecticut General Statutes)**

Pursuant to C.G.S. Section 10-215f, the Glastonbury Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2026, through June 30, 2027. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups. This motion, made by Mrs. Kali Cavanaugh and seconded by Mr. David Peniston, Jr., Carried.

Mrs. Kali Cavanaugh: Yea  
Mrs. Jennifer Faust: Yea  
Ms. Jenn Jennings: Yea  
Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Ms. Julie Thompson: Yea

The Glastonbury Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held and must be the same place as the food sales. This motion, made by Mrs. Kali Cavanaugh and seconded by Mr. David Peniston, Jr., Carried.

Mrs. Kali Cavanaugh: Yea

Mrs. Jennifer Faust: Yea

Ms. Jenn Jennings: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Ms. Julie Thompson: Yea

The Glastonbury Board of Education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. The "school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held and must be the same place as the beverage sales. This motion, made by Mrs. Kali Cavanaugh and seconded by Mr. David Peniston, Jr., Carried.

Mrs. Kali Cavanaugh: Yea

Mrs. Jennifer Faust: Yea

Ms. Jenn Jennings: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Ms. Julie Thompson: Yea

#### 6.C. Approval of Children of Out-of-Town Board of Education Employees to Attend Glastonbury Public Schools 2026-2027

Move that the Board approves the children of out-of-town employees to attend the Glastonbury Public Schools System for the 2026-2027 school year. This motion, made by Mrs. Kali Cavanaugh and seconded by Mr. David Peniston, Jr., Carried.

Mrs. Kali Cavanaugh: Yea  
Mrs. Jennifer Faust: Yea  
Ms. Jenn Jennings: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Ms. Julie Thompson: Yea

6.D. Approval of the May 4, 2026 Regular Board of Education Meeting Minutes  
Move that the Board approves the May 4, 2026 Regular Board of Education meeting minutes.  
This motion, made by Mrs. Kali Cavanaugh and seconded by Mr. David Peniston, Jr., Carried.

Mrs. Kali Cavanaugh: Yea  
Mrs. Jennifer Faust: Yea  
Ms. Jenn Jennings: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Ms. Julie Thompson: Yea

6.E. Approval of the May 11, 2026 Special Board of Education Meeting Minutes  
Move that the Board approves the May 11, 2026 Special Board of Education meeting minutes.  
This motion, made by Mrs. Kali Cavanaugh and seconded by Mr. David Peniston, Jr., Carried.

Mrs. Kali Cavanaugh: Abstain  
Mrs. Jennifer Faust: Yea  
Ms. Jenn Jennings: Yea  
Mr. David Peniston, Jr.: Yea  
Mr. Matthew Saunig: Yea  
Ms. Julie Thompson: Yea

## **7. Reports and Discussion**

7.B. Fiscal Year 2026, Fiscal Year 2027 and Unexpended Fund Expenditures  
Dr. Bookman presented the Board with two funding options for the two turf fields.

## **8. Committee and Liaison Reports**

Mr. Matthew Saunig reported that a Policy Committee meeting was held at 6:00 pm on May 18, 2026. Policies discussed will be presented at the June 8, 2026 Board of Education meeting for first reading.

Ms. Julie Thompson reported that a Budget Committee meeting was held on May 11, 2026.  
Items discussed were:

- Due to Dr. Bookman's implementation of a soft budget freeze, no spring revisions to the approved 2025-2026 budget were necessary.

- Dr. Bookman presented two options for funding the two turf fields, and options were shared with the Board at tonight’s meeting.
- Bus driver wages were discussed as part of efforts to remain competitive in recruitment and retention.
- Worker's Compensation options for the 2026-2027 school year.

**9. Chairman's Reports**

Ms. Julie Thompson reminded the Board of the upcoming bus driver and crossing guard breakfast which is scheduled for Wednesday, May 27, 2026, 8:30 am, at the bus yard.

With consent of the Board, the Special Board of Education meeting scheduled for Tuesday, May 26, 2026 will be canceled. There were no objections and the meeting has been canceled.

**10. Superintendent's Report**

Dr. Bookman shared the Board with:

- Invitations to the Glastonbury High School Art Show.
- Invitations to the Glastonbury High School graduation.
- Thank you notes from two retirees recognizing their appreciation of the Retiree Celebration.
- A brief overview of the Self-Insurance Reserve memo.

- 10.A. Self-Insurance Reserve Update, April 2026
- 10.B. School Enrollment Report, May 2026
- 10.C. Student Suspension Report, April 2026
- 10.D. Dates to Remember

**11. Adjournment**

Board moves to adjourn the meeting. This motion, made by Mrs. Kali Cavanaugh and seconded by Mr. David Peniston, Jr., Carried.

- Mrs. Kali Cavanaugh: Yea
- Mrs. Jennifer Faust: Yea
- Ms. Jenn Jennings: Yea
- Mr. David Peniston, Jr.: Yea
- Mr. Matthew Saunig: Yea
- Ms. Julie Thompson: Yea

The meeting adjourned at 8:48 pm.

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

Respectfully Submitted,  
 Kali Cavanaugh, Secretary  
 Approved:

## Recognition of Graduates Pursuing Military Service

Dear Families,

We are reaching out today regarding questions and concerns raised on social media last weekend. The topic is how Glastonbury High School graduating seniors pursuing military service through appointments to U.S. service academies, ROTC scholarships, or enlistment in the Armed Forces are recognized.

For decades, the GHS Senior Scholastic Awards evening has recognized graduating seniors receiving scholarships from *local* businesses and community organizations. These local scholarships are coordinated through the GHS School Counseling Department and are the only scholarships presented at this event. This year, 78 seniors received approximately \$165,000 in scholarships. We are most grateful to these generous businesses and organizations for their support of Glastonbury's graduates and our community.

The event does *not* include scholarships, honors, or appointments awarded to seniors directly by colleges, universities, or outside organizations, including the military. Glastonbury's graduating seniors no doubt receive hundreds of such awards every year.

In past years, we have at times celebrated appointments to military academies and/or ROTC scholarships during the GHS Current Issues class, which all members of the senior class attend. Families are also invited to join the celebration. In past years, we have also invited a military officer to a Board of Education meeting to formally recognize a student appointed to a military academy.

We deeply appreciate and respect the dedication of our students who choose to serve our country through military service. Our current practices have never been intended to diminish the significance of their decision to serve or the accomplishments of these graduates.

Our graduates who pursue military service through service academy appointments, ROTC programs, or enlistment in the Armed Forces have chosen a path of extraordinary service to our nation. We will take deliberate steps to review our current practices and determine how we can provide consistent recognition that reflects the significance of their service and dedication.

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

TO: Board of Finance  
Jonathan Luiz, Town Manager

FROM: Keri Rowley, Director of Finance & Administrative Services *KWR*

DATE: June 1, 2026

SUBJECT: Self Insurance Reserve Update May 2026

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The attached report summarizes the Self-Insurance Reserve fund through **May**. The total reserve is **\$9,735,765**, allocated **\$5,456,889** and **\$4,278,876** between the Town and Board of Education, respectively. As of **May**, the fund is experiencing a **\$83,265** gain for the fiscal year.

There are **28** large loss claims which are defined as any claims that exceed 50% of the individual stop-loss limit. There are **22** large loss claims for the BOE and **6** for the Town. There are **11** claims that have exceeded the individual Stop Loss limit; **8** for the BOE and **3** for the Town. The Individual stop-loss limit is **\$200,000** for BOE and **\$150,000** for the Town.

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

**SELF INSURANCE RESERVE FUND**

YTD Balances As of May 31, 2026

	Town	Education	Total
<b>Contributions</b>			
Employer	\$3,401,150	\$14,170,610	\$17,571,760
Employee	1,017,942	4,180,744	5,198,685
Stop Loss Reimbursement	367,141	2,549,926	2,917,068
<b>Total Revenues</b>	<b>\$4,786,233</b>	<b>\$20,901,281</b>	<b>\$25,687,513</b>
<b>Expenditures</b>			
<b>Anthem</b>			
ASO Fees	\$90,385	\$344,000	\$434,385
Claims	3,726,052	18,154,799	21,880,851
	<u>\$3,816,437</u>	<u>\$18,498,799</u>	<u>\$22,315,236</u>
<b>Delta Dental</b>			
ASO Fees	\$17,739	\$50,505	\$68,244
Claims	181,609	805,016	986,624
	<u>\$199,348</u>	<u>\$855,521</u>	<u>\$1,054,868</u>
Bank Fees/PCORI Fee/EAP Fee	\$8,307	\$5,043	\$13,349
CT Prime	581,814	1,548,981	\$2,130,795
OneDigital Consultant Fees	18,000	72,000	90,000
	<u>\$608,120</u>	<u>\$1,626,024</u>	<u>\$2,234,144</u>
<b>Total Expenditures</b>	<b>\$4,623,905</b>	<b>\$20,980,343</b>	<b>\$25,604,248</b>
Current Year Revenues Less Expenses	\$162,328	(\$79,063)	\$83,265
Reserve July 1, 2025	\$5,294,561	\$4,357,939	\$9,652,500
Reserve at end of month	<u>\$5,456,889</u>	<u>\$4,278,876</u>	<u>\$9,735,765</u>

	Town		BOE		Total
Reserve at end of month	\$ 5,456,889	\$	4,278,876	\$	9,735,765
Recommended Minimum Reserve <sup>A</sup>	\$ 960,776	\$	4,295,102	\$	5,255,878
Variance Over/(Under) Reserved	\$ 4,496,113	\$	(16,226)	\$	4,479,887

A. As of March 2026. The next update will be provided for June 2026.

**GLASTONBURY PUBLIC SCHOOLS  
GLASTONBURY, CONNECTICUT**

**SCHOOL ENROLLMENT June 1, 2026**

<b>Elementary</b>		<b>Pre-K = 89</b>	<b><u>K</u></b>	<b><u>1</u></b>	<b><u>2</u></b>	<b><u>3</u></b>	<b><u>4</u></b>	<b><u>5</u></b>	<b><u>6</u></b>	<b>Total</b>
Buttonball			69	88	71	90	74			392
Hebron Ave.			65	65	72	91	88	79		460
Hopewell			71	93	87	91	86			428
Naubuc			61	60	77	68	84	83		433
Naugaug			97	79	91	111	77	91		546
Elementary Subtotal			363	385	398	451	409	253	0	2259
Gideon Welles								185	436	621
										2880
		<b>K-6 Totals</b>								2880
<b>Elementary Total</b>			363	385	398	451	409	438	436	2880
<b>Middle</b>			<b><u>7</u></b>	<b><u>8</u></b>						<b>Total</b>
Smith Middle		Middle Subtotal	454	440						894
		<b>Middle Total</b>	454	440						894
<b>Secondary</b>			<b><u>9</u></b>	<b><u>10</u></b>	<b><u>11</u></b>	<b><u>12</u></b>				<b>Total</b>
Glastonbury High		Secondary Subtotal	428	413	427	425				1693
		<b>Secondary Total</b>	428	413	427	425				1693
										<b>TOTAL</b>
										5467
									<b>Pre-K</b>	89
									<b>OUT OF DISTRICT (29 &amp; GHS ALTERNATIVE PROGRAM)</b>	29
									<b>GRAND TOTAL</b>	5585

<b>RECAPITULATION</b>			
	6/1/2025	6/1/2026	Change Over
	Enrollment	Enrollment	Previous Years
	All	All	Enrollment All
<b>Pre-K</b>	88	89	1
<b>K</b>	381	363	-18
<b>1</b>	380	385	5
<b>2</b>	436	398	-38
<b>3</b>	400	451	51
<b>4</b>	436	409	-27
<b>5</b>	431	438	7
<b>6</b>	445	436	-9
<b>Subtotal Elementary</b>	2997	2969	-28
<b>7</b>	442	454	12
<b>8</b>	431	440	9
<b>9</b>	410	428	18
<b>10</b>	436	413	-23
<b>11</b>	428	427	-1
<b>12</b>	460	425	-35
<b>Subtotal Secondary</b>	2607	2587	-20
<b>TOTAL</b>	5604	5556	-48
<b>OUT OF DISTRICT &amp; GHS ALTERNATE</b>	32	29	-3
<b>GRAND TOTAL</b>	5636	5585	-51

## School Enrollment by Class June 1, 2026

	<b>GRADE K</b>										<b>TOTAL</b>
Buttonball	15	14	14	13	13						= 69
Hebron	17	16	16	16							= 65
Hopewell	15	15	15	15	11						= 71
Naubuc	16	16	15	14							= 61
Nayaug	20	20	19	19	19						= 97
											<u>363</u>
	<b>GRADE 1</b>										
Buttonball	18	18	18	17	17						= 88
Hebron	17	16	16	16							= 65
Hopewell	19	19	19	18	18						= 93
Naubuc	16	15	15	14							= 60
Nayaug	18	17	15	15	14						= 79
											<u>385</u>
	<b>GRADE 2</b>										
Buttonball	18	18	18	17							= 71
Hebron	19	19	17	17							= 72
Hopewell	18	18	17	17	17						= 87
Naubuc	20	19	19	19							= 77
Nayaug	19	19	18	18	17						= 91
											<u>398</u>
	<b>GRADE 3</b>										
Buttonball	23	23	22	22							= 90
Hebron	23	23	23	22							= 91
Hopewell	19	19	18	18	17						= 91
Naubuc	18	17	17	16							= 68
Nayaug	24	23	22	21	21						= 111
											<u>451</u>
	<b>GRADE 4</b>										
Buttonball	19	19	18	18							= 74
Hebron	23	22	22	21							= 88
Hopewell	22	22	22	20							= 86
Naubuc	21	21	21	21							= 84
Nayaug	20	19	19	19							= 77
											<u>409</u>
	<b>GRADE 5</b>										
Buttonball											= 0
Hebron	20	20	20	19							= 79
Naubuc	21	21	21	20							= 83
Nayaug	19	19	18	18	17						= 91
Gideon	22	21	21	21	21	20	20	20	19		= 185
											<u>438</u>