Southington Board of Education Meeting

Thursday, October 15, 2026 6:30 PM
John Weichsel Municipal Center Public Assembly Room
200 North Main Street
Southington, CT 06489

COMMITTEE OF THE WHOLE

1. CALL TO ORDER
2. Executive Session
   a. Student Matters
3. Reconvene Meeting - Regular Session 7:00 p.m.
4. Pledge of Allegiance - Moment of Silence
5. Approval of Minutes
   a. September 24, 2026
   b. September 30, 2026
6. Public Communications
   a. Communications from Student Board Representatives
   b. Communications from Board of Education
   c. Communications from Administration
   d. Communications from Public - Agenda Items Only
7. Committee Reports
   a. Policy & Personnel Committee Meeting - September 29, 2026
8. Superintendent's Report
   a. Personnel Report
9. Old Business
   a. Town Government Communications
10. New Business
    a. Review Policy 3542.1 - Purposes and Facilities - Food Service - REVISED - First Reading
    b. Review Policy 4215 - Emergency Action Plan for Athletic Events - NEW - First Reading
    c. Review Policy 5114 - Student Discipline - REVISED - First Reading
    d. Review Policy 5123 - Promotion and Retention - REVISED - First Reading
    e. Review Policy 5141.8 - Students with Special Health Care Needs - NEW - First Reading
    f. Approval of Job Descriptions
       1. High School Department Facilitator - REVISED
       2. Supervisor of Deaf Education & Audiology Services - NEW
       3. Agricultural Facilities Assistant - NEW
    g. Student Expulsion 2026-27-1
11. Public Communications

a. Public

12. Adjournment

The minutes presented within the document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items, please view the video of the Board meeting on our website at https://www.southingtonschools.org. These minutes are considered a draft until approved at the following regular Board of Education Meeting.

SOUTHINGTON BOARD OF EDUCATION, SOUTHINGTON, CT
Regular Meeting
Committee of the Whole
September 24, 2026, at 6:30 p.m.
John Weichsel Municipal Center Public Assembly Room
200 North Main Street Southington, CT 06489

1. **CALL TO ORDER**
   Mr. Oshana, Board Chairperson, called the meeting to order at 6:30 p.m.
   Board Members Present: Mr. Joseph Baczewski, Mr. Robert Brown, Ms. Lisa Cammuso, Mrs. Terri Carmody, Mr. Sean Carson, Mrs. Colleen Clark, Mrs. Dawn Derynoski-Anastasio, Mr. Zaya Oshana
   Board Members Absent: Mr. Cecil Whitehead

2. **Executive Session**
   MOTION made by Ms. Cammuso and seconded by Mrs. Derynoski-Anastasio, "Move to go into Executive Session, excluding the public and the press, for the purpose of discussing UPSEU PT/OT Contract Negotiations and Superintendent's Proposed Goals 2026-2027; upon conclusion reconvene to public session." Motion carried 8-0.
   a. UPSEU PT/OT Contract Negotiations
   b. Superintendent's Proposed Goals 2026-2027
      Mr. Madancy was invited to join the meeting.
      Mr. Whitehead arrived and joined executive session at 6:32 p.m.
      Executive session concluded at 6:47 p.m.

3. **Reconvene Meeting - Regular Session 7:00 p.m.**
   Mr. Oshana called the regular meeting to order at 7:00 p.m.
   Board Members Present: Mr. Joseph Baczewski, Mr. Robert Brown, Ms. Lisa Cammuso, Mrs. Terri Carmody, Mr. Sean Carson, Mrs. Colleen Clark, Mrs. Dawn Derynoski-Anastasio, Mr. Zaya Oshana, Mr. Cecil Whitehead
   Cabinet Members Present: Mr. Steven Madancy, Superintendent; Mr. Frank Pepe, Assistant Superintendent; Mrs. Jennifer Mellitt, Director of Business & Finance; Mrs. Amy Aresco, Pupil Services Director
   Student Board Representatives Present: Mr. Murad Alkatib, Ms. Alexa Nowakowski, Ms. Arshi Roy

4. **Pledge of Allegiance - Moment of Silence**
   a. National Anthem Performed by SHS Chamber Singers

Mrs. Claudette Levesque passes away on September 14, 2026.
Mrs. Levesque was a 3rd grade elementary teacher at South End from September 1963 until she retired in August 2002.

5. **Celebration of Excellence**
   a. Teacher of the Year - Julia Columbus

Mr. Madancy introduced the Teacher of the Year to the Board, Julia Columbus.
Mr. Madancy summarized the press release for Mrs. Columbus.
The press release is attached.

Mr. Oshana indicated this is a peer nominated award. Mrs. Columbus was nominated by her peers who see the passion she brings to teaching. The next step is to be selected by the committee which are the former Teachers of the Year.
Mr. Oshana congratulated Mrs. Columbus.

Mrs. Columbus is incredibly honored, humbled and grateful to win this award. It is a pleasure to represent the many dedicated teachers that work across the district. When she started her intention was to teach with heart and passion and be the most effective educator possible. Her focus has driven her to create a classroom that nurtures the whole child and she values the opportunity to collaborate with her colleagues and to mentor them because they are stronger together when they learn and work with each other. Mrs. Columbus got her 6th Year in Literacy which is a passion of hers allowing her to bring high-quality research base instruction to children. She thanked her Derynoski Team, her Kindergarten Team, Mrs. Tedone, her past and present Administration, The Board of Education and especially her Family.

Mr. Oshana called for a recess at 7:10 p.m.
The meeting reconvened at 7:16 p.m.

6. **Approval of Minutes - September 10, 2026**
   Motion made by Mr. Brown and seconded by Mrs. Clark, "Move to approve the BOE Minutes for September 10, 2026." Motion carried 9-0.

7. **Public Communications**
   a. Communications from Student Board Representatives

Ms. Roy gave the Sports Report:

- Football has an away game today against Windsor.
- Boys Golf tied their school record yesterday against Lewis Mills.
- Boys Soccer takes on Platt High School today

- Girls Soccer Varsity came away with a win against E.O. Smith, while JV battled to a tie.
- Girls Volleyball faced RHAM yesterday. Although they didn't get the win, they put up a strong fight.
- JV Field Hockey earned their first win of the season yesterday against Enfield
- Cross Country Boys and Girls teams placed third at the Wilton Invitational. The Freshman Boys team took first place in the 1.5-mile race.
- Blue Knights Marching Band took first place at the competition hosted by Maloney High School in Meriden. They also won Best Music, Best Visual, and Best Effect. *Music of the Knight* is coming up on October 24, 2026.
- The Athletic Department brought eight student athletes to Goodwin College to participate in the first annual CCC Sportsmanship Conference.
- The High School hosted its annual middle school cross country meet on campus with JFK and JAD. A special thank you to the coaches and athletes from the cross-country program for staging the event.
- The High School hosted its annual JFK and JAD volleyball game at the high school. A big thank you to the high school volleyball players for helping set up the event and supporting the middle school teams.

Ms. Nowakowski gave the District Report:

- Southington Community Cultural Arts (SoCCA) is providing an after-school club, Art Van Go, for up to 20 students who are not currently enrolled in an art class. Through a sponsorship with Southington Rotary, this program will meet on Thursdays from October through December and club members will participate in a variety of activities including drawing, painting and sculpting with clay.
- Karen Smith Academy participated in two community building activities within the first few weeks of school.
- Southington Youth Services organized and funded (through a state grant) trips to YMCA Camp Sloper and Apple Valley Bowling. Our students participated in team building activities and zip lining at Camp Sloper with their staff. In addition, we went bowling as a school community. These were done in partnership with Youth Services to promote team building and communication. We would like to thank Jon Esmail for organizing this and the YMCA Camp Sloper staff for working with our students.
- Flanders Elementary is having their pie fundraiser starting on Friday and running through this upcoming week.
- Oshana and Derynoski Elementary is having a kindergarten field trip to the Indian Rock Nature reserve.
- Oshana is also having their Fox Trot Fundraiser today.

- Derynoski Elementary is hosting its annual Mums & Pumpkins Fundraiser pickup this Saturday, September 26, at Ali's Nursery.
- On October 2nd, the fifth-grade students will attend a field trip to the Connecticut Old State House.
- JFK Middle School fall sports season is in full swing including girls' and boys' soccer games, cross country meets, or volleyball games.
- Last week's Open House for 6th grade families was very well attended, including this year's format of meeting with core-subject teachers.
- 267 students are now part of DePaolo's Leadership Program. All of these 267 students were able to select the Leadership opportunity that is of most interest to them. Some of the opportunities include students volunteering at the Calendar House, volunteering at Zion Nursery School, volunteering at Hatton Elementary School, and taking care of the chickens in our school coop.
- All DePaolo sports teams are off to a good start.
- DePaolo had its Grade 6 Open House last week.
- DePaolo students will be at the Apple Harvest Festival the next two weekends. Students will be collecting donations for Alex's Lemonade Stand to raise funds for Pediatric Cancer research. Students will be manning the booth for the 6 days of the festival. This is DePaolo's 21st year hosting the stand, and DePaolo students have helped raise more than $144,000 to fight pediatric cancer.

Mr. Murad gave the High School Report:

- Southington High School had their annual college fair with over 90 institutions of higher learning joining to speak with over 215 students and families. The event was a great success and provided students with valuable opportunities to explore different colleges and learn about their future options. The juniors and seniors can take advantage of college representatives visiting SHS throughout the year by registering on Maia Learning.
- The high school's student council has been working hard to organize a pep rally for juniors and seniors on October 9. The event will bring students together to celebrate school spirit and create memorable experiences across the student body.
- A variety of clubs such as DECA, FBLA, Young Democrats, Students for Progress, Writers Club, Spanish Club, Badminton Club, Best Buddies and many more have been beginning to start up at the high school, with many students having increasing opportunities to collaborate with their peers and make a positive influence on the Southington community.
- The marching band is preparing for the Apple Harvest Parade on October 4, 2026, at 2:00 p.m.

- The Red Cross Club is hosting a blood drive at the high school on October 7th, giving students and staff the opportunity to contribute to an important community service effort.
- SHS students can learn about an upcoming international travel opportunity through the Blue Knights program, which will offer students the chance to visit new destinations and experience different cultures. An informational meeting is being held on October 7th in order to plan for the April 2027 trip to Amsterdam, Brussels, and Paris.

b. Communications from Board of Education

Mr. Brown stated on December 8, 2026, there will be a huge celebration for the Wall of Honor's 20th year. There will be 5 new inductees, and all past inductees have been invited. Donations are being accepted and tickets are now on sale.

Mr. Brown indicated applications for the Sports Hall of Fame should be available by the end of November; about a year from now will be a celebration. The Sports Hall of Fame has not had anyone inducted in the past 11 years as it was disbanded in 2015.

Mr. Brown announced that on October 13th retired teachers are able to meet at the Back Nine at 3:00 p.m. to gather and catch up with one another.

Mr. Baczewski had an opportunity to drive through the High School to see the murals in the parking spots; many of them are very clever. This was a fun way to put a little life into the parking lot.

Mr. Baczewski also indicated the project for the parking lot where the tennis courts are is coming along great. He is excited to see how it works as it matures. He mentioned some residents have brough up how it was part of the Athletic Referendum that was not passed a couple of years ago; Mr. Baczewski clarified, just because a referendum doesn't pass, does not mean the work isn't eventually going to get done.

Mr. Baczewski asked what the plan was for the upcoming referendum for the people in the community can be educated. Mr. Madancy indicated this will be part of his administrative report.

c. Communications from Administration

Mr. Madancy spoke about the following topics:

- At a recent Town Council Meeting a resident spoke about traffic speed concerns on Eden Avenue and Liberty Street during school pick up and drop off time. She asked if a traffic study could be conducted. The information gathered did not warrant a school zone enforcement area, but warning signs

can be put up to inform drivers they are in a school zone. Mr. Madancy will be reviewing the traffic study and potentially be bringing a recommendation to the Board to request school warning zone signs. This would be a notification of a school zone, not an enforcement with fines associated with it.

- Several groups have been identified for the Referendum Community Engagement: Rotary, Sons of Italy, UNICO, Knights of Columbus, Lions Club, The Legion, Early Childhood Collaborative, and open forums at various elementary schools with dates to be later confirmed. This is a non-advocacy period; speakers cannot promote the referendum they can only share factual information. Something like a front- and back-page flyer to be handed out may be what is presented at the meeting for time management purposes and to highlight the essential information. Example would be indicating how much the state would cover, up to 65%, and when there would be an impact on taxes and about how much of an increase for residents of the town. It has not been determined who will be speaking at each event yet. If the referendum doesn't pass it does not mean the work won't get done; different ways of funding for the projects will need to be looked into. ParentSquare cannot be used to push the information out because all residents are not parents of students. A platform will need to be used for all residents to receive information.
- The United Way Men's and Boy's Club at the Main Street Community Foundation 10th Anniversary Celebration will happen October 1, 2026, at the Aqua Turf for $75 per person.
- The Leading Ladies Luncheon will take place on October 16, 206, at the Aqua Turf.
- The most recent update for the tennis courts – V and F and the fence guys are back today and should be substantially complete by the end of next week. The surfacing team will be there mid-week next week. The only drawback is some of the surfacing work may need to be done once the lights are put in. The remainder of the lighting system will be delivered on Thursday of next week.

Mr. Whitehead asked about the conversation with the police department regarding the school zone signage and if there would be a negative impact by putting signage up. Mr. Madancy clarified there would be a recommendation to put signs up warning drivers they are in a school zone but not enforcing the laws for a school zone. There are no negatives in terms of draw back but there may not be enough evidence in the report to support a lot of speeding or high-volume traffic in their studies. The plan is for Mr. Madancy or Mr. Romano to spend some time on the roadways during the morning and afternoon commute times. Mr. Whitehead thinks this is a valid thing to look at and evaluate.

d. Communications from Public - Agenda Items Only
No comment made.

8. Committee Reports

a. Finance Committee Meeting - September 17, 2026
Ms. Cammuso reviewed the minutes from the meeting. She gave a summary of the following items:

1. Waiver for DePaolo Middle School Water Heater Replacement

2. Approval of RFP 2027-002 - Southington Ag Sci, Barn Fencing Award - ASTE Grant Funded
MOTION made by Ms. Cammuso and seconded by Mrs. Clark, "Move to award RFP 2027-002 to WBE Fence Company Inc. of Brewster, NY in the amount of $49,400 as presented by the administration." Motion carried 9-0.

3. Approval of Budget Transfer - Middle School Math Olympiad
Motion made by Ms. Cammuso and seconded by Mrs. Clark, "Move to approve budget transfer of $1,400 for the middle school Math Olympiad program." Motion carried 9-0.

4. Annual Required Non-Lapsing Report in Accordance with CGS Section 10-248a(b)

5. Food Service FY 2025-2026 Financial Report – Unaudited
Mr. Baczewski asked about the final balance for unpaid lunches. Mrs. Mellit explained the final balance was a net loss of about $89,000; this amount includes the $13,000 negative meal debt and the dishwasher for Derynoski that was approximately $90,000. Operations were sustained while improving some of the equipment at Derynoski and the $13,000 was expensed on the income statement.

Mr. Baczewski inquired about different options to entice students to want to buy lunch and also other avenues for healthy lunch options without using funding from the Healthy Food Certification.
Mr. Mellitt explained the Dominos Pizza served does meet the healthy food certification and is not the same pizza you would buy at Dominos. Mr. Baczewski would like to see better, healthier options, for example a salad bar or more of a home cooked meal from restaurants in town, to deliver higher quality food.

Mr. Carson indicated that the Finance Committee has conversed about other options for healthy food if they didn't participate with the Healthy Food

Certification at the State and Federal level. Mr. Carson is in support of what Mr. Baczewski is stating but at this time, without financial support from State and Federal funding, the difference would be will over $1,000.000. Unfortunately, in our current economic state and budget constraints, financially this cannot be done as a district right now unless another funding source is found. Mrs. Cammuso confirmed this was something that was discussed and stated it was something that was tried many years ago.

6. Compact Utility Track Loader ASTE Grant Funded

7. FY 2025-2026 Final BOE Financial Report - Unaudited

The minutes from the meeting are attached.

9. Old Business

a. Town Government Communications

Mr. Oshana indicated early today the Ordinance Committee met and discussed an ordinance about e-bikes. The framework was approved and the next step is the Town Council will hold a public hearing. The date for the public hearing is yet to be determined.

10. New Business

a. Approval of Superintendent's Proposed Goals 2026 – 2027

Motion made by Mr. Baczewski and seconded by Ms. Cammuso, "Move to approve the Superintendent's Goals 2026-2027 as submitted."

Mr. Baczewski thanked Mr. Madancy for his continued service and is happy with the extenuating list of goals and his ability to fulfill them. A good environment is being built for staff, kids, and the residents.

Mr. Oshana echoed Mr. Baczewski and thanked Mr. Madancy for his leadership, all the unseen time and effort that he puts in, along with the fantastic team he has built.

Roll Call:

- **Mr. Baczewski: Yes**
- **Mr. Brown: Yes**
- **Ms. Cammuso: Yes**
- **Mrs. Carmody: Yes**
- **Mr. Carson: Yes**
- **Mrs. Clark: Yes**
- **Mrs. Derynoski-Anastasio: Yes**
- **Mr. Whitehead: Yes**
- **Mr. Oshana: Yes**

Motion carried 9-0

b. Approval of TES Roof Plans for Submission to the Department of Administrative Services

Motion made by Ms. Cammuso and seconded by Mrs. Clark, "Move that the Board of Education authorize the Chair of the Southington Board of Education and the Superintendent of Southington Public Schools to sign Form SCG-042-REQUEST FOR REVIEW OF FINAL PLANS for CT Department of Administrative Services (DAS) Project Number 131-0134 RR, so that Southington Public Schools may submit the Final Plans and professional cost estimate to the Connecticut DAS Office of Grants Administration for their approval prior to commencement of the roof replacement project at Thalberg Elementary School." Motion carried 9-0.

11. Public Communications

a. Public

No comment made

12. Adjournment

MOTION made by Mr. Baczewski and seconded by Mrs. Clark, "Move to Adjourn." Motion carried 9-0.

Meeting adjourned at 7:59 p.m.

Respectfully submitted,

Jackie Nadeau

Recording Secretary

Summary of Special Board Meeting – September 30, 2026

Date: September 30, 2026

Board Members present:

Terri C. Carmody
Colleen Clark
Dawn Derynoski-Anastasio

Approximately 11:00 a.m.	Meeting called to order.

Approximately 11:02 a.m.

Motion to go into executive session made by Colleen Clark, seconded by Dawn Derynoski-Anastasio.

Moved that the Board enter executive session to discuss a confidential student matter.

The following individuals were invited into executive session:

Steven Madancy, Superintendent of Schools
Frank Pepe, Assistant Superintendent of Schools
Ken Seltzer, Registrar, Open Choice & District Homeless Liaison
Stephen M. Sedor, Attorney for the Administration
Erin R. Shaffer, Counsel for the Board
Student/Student's (not present)

Approved 3-0.

Approximately 11:27 a.m.	The Board, and Board Counsel, excused themselves for deliberations.
Approximately 11:35 a.m.	Meeting resumes. All meeting participants present return.

Colleen Clark makes the following motion in open session at approximately 11:36 a.m.:

> **Moved: That this committee finds, based on the evidence in the record, that the student who is the subject of this residency hearing currently resides in Town of Waterbury and is therefore not entitled to school accommodations provided or funded by the Southington Board of Education, and moved further that the Chairperson of this committee be authorized to issue a written decision on behalf of the**

committee consistent with this motion setting forth the basis for the Subcommittee's determination in this matter.

Dawn Derynoski-Anastasio seconded.

Motion Approved 3 - 0.

At approximately 11:39 a.m. Dawn Derynoski-Anastasio moved to adjourn the meeting, seconded by Colleen Clark.

Motion approved 3-0 and meeting adjourned.

SOUTHINGTON Public Schools

Steven G. Madancy
Superintendent of Schools

Frank M. Pepe
Assistant Superintendent of Schools

200 North Main Street, Southington, CT 06489 www.southingtonschools.org Phone: 860-628-3202 Fax: 860-628-3205

Board of Education Southington, Connecticut

Policy & Personnel Committee Meeting

DRAFT Minutes

Public Assembly Room – Technology Training Lab
Municipal Center, 200 North Main Street

Tuesday, September 29, 2026 - 5:30pm

Members Present: Dawn Derynoski-Anastasio (Chair), Bob Brown, Cecil Whitehead

Members Tardy: Joe Basczewski (6:05 PM)

Additional BOE Member Present: Board Chair Zaya Oshana

Administration Present: Assistant Superintendent - Frank Pepe, HR Manager - Michelle Passamano, Director of Pupil Services – Amy Aresco, SHS Principal – Rich Aroian, SPED Coordinator – Cathy Goralski, Ag Science Program Director – Owen McLaughlin

The meeting was called to order at 5:30 PM.

Revisions to **Policy 3542.1 - Purposes and Facilities – Food Service** were reviewed. Language was added to allow the Board the right to send parental information of any bad debt to a debt collection agency after June 30th of the current school year to collect any unpaid meal charges. The addition of this language is in response to, as of July 1, 2026, the food service department can no longer cover the bad debt and instead any negative balance must be paid by the Board of Education.

Policy 4215 - Emergency Action Plan for Athletic Events was presented as a new policy. This action plan delineates roles and responsibilities if a student sustains a serious injury or illness while participating in an interscholastic or intramural athletic event.

Revisions to **Policy 5114 - Student Discipline** were reviewed. The two changes were additions of language. The first is found on page four and is the word "serious" in reference to physical harm. The second is found on page 18 and is the addition of the words "or second". This qualifier prompts the Board to provide tutoring for a student expelled twice. This is historically consistent with Board practice.

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Revisions to **Policy 5123** and **R5123 – Promotion and Retention** were reviewed. Adjustments to the policy sustain collaboration with parents regarding the placement or retention of a student. However, the final decision of teacher, grade and or team lies with the principal. The associated regulations were updated to reflect the 25-credit requirement for graduation.

Policy 5132– Dress and Grooming was reviewed with no changes noted. However, the regulations were updated based on work conducted by the high school administration and established constituent groups which began last year. The new regulations clearly define acceptable attire for students and are applicable at each level.

Policy 5141.8 – Students with Special Health Care Needs was presented as a new policy although the practices captured within are not new. This is evidenced by the reviewed regulation which is the current working form used by nurses across the district at each level. No changes were made to **R5141.8.**

Policy 5144.1 Physical Restraint and Seclusion of Students and Use of Exclusionary Time Out was reviewed and no changes were offered. The associated regulations were updated with a slight language modification because of current legislation. The change shifts the attempt to contact a parent, because of a student restraint or seclusion, from within 24 hours to an attempt immediately and on the same day.

Policy 6163– Instructional Resources for Teachers – Live Animals in Classrooms was reviewed with no changes suggested. However, the associated regulations are all new and define the role of service animals and service animal handlers within the school setting.

An updated job description for **High School Department Facilitator** was reviewed. This role already exists in the teacher's contract and is restricted to three departments, special education, math and English. The descriptions offered accurately capture the current roles and responsibilities.

The **Supervisor of Deaf Education & Audiology Services** was presented as a new job description. This new role is a result of a shift in contracted services which created a gap in calibrating equipment. It is more cost effective to perform the related tasks in-house. The new job description captures the roles and responsibilities which have evolved since the shift in services.

DRAFT

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The new job description for an **Agricultural Facilities Assistant** was presented. This additional position is directly linked to the new barn on Pleasant Street. The associated costs for the position are funded directly through the AgSci grant.

The committee was introduced to Shipman's model policy - Use of Private Technology Devices by Students, CABE's model policy 5131.81 – Personal Technology Use in Schools, Cheshire Public Schools sample policy – 5131.81 – Personal Technology Use in Schools/Cellular Phones/Electronic Communication Devices and Wallingford Public Schools sample policy – 5131.81 – Cellular Phones/Electronic Communication Devices. The common thread for all these policies is the aim to mitigate the negative impact of unrestricted access to personal technology in school.

Current practice including expectations, process and associated discipline for each level in Southington was presented and discussed. The middle levels practice has been in place for the past three years and the high school began a pilot last year with full implementation this year. Essentially student cell phones, PreK-8 are powered down during the entire school day including lunch and are out of sight. The high school allows cell phones during passing time, the second half of an 88-minute study hall block and during lunch. Otherwise, cell phones are completely restricted.

The Committee agreed to forward all the agenda items above for full BOE review and further consideration.

Meeting adjourned – 6:50 p.m.

Respectfully Submitted,
Frank Pepe

DRAFT

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ Board Meeting Date October 15, 2026

Decision Requested X Agenda Code 8 a

AGENDA REPORTING FORM

Agenda Topic: Personnel Report

Summary of Issue: This Personnel Report includes appointments, resignations, retirements, and transfers for certified and classified personnel for the 2026-2027 school year. The report also provides a monthly summary of district staffing levels, including the district's full-time equivalent (FTE) count and any variances in FTE from the previous reporting period. This report reflects personnel activity for the month of September 2026.

Background: The human resource department provides the Board of Education with a monthly update of personnel additions/reductions/changes.

Alternative Strategies: _____

Cost (if applicable): N/A **Funding Source:** Board of Education

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Recommend that the Board of Education approve the Personnel Report as submitted by the human resource department.

Michelle Passamano
Signature of Staff Member Submitting Report

Ken Madancy
Signature of Superintendent

Included:
Personnel Report
Agenda – October 2026

Personnel Report
September 2026

APPOINTMENTS

	NAME	POSITION	SCHOOL	FTE	EFFECTIVE	DEGREE	SALARY
CLASS	Almonte, Luis	ABA Therapist, SLC	JFK	1.0	9-14-2026	N/A	$21.28
CLASS	Evans, Chelsea	Paraeducator, TLC	JAD	0.88	9-21-2026	N/A	$21.28
CLASS	Fainer, Catherine	ABA Therapist, SLC	JFK	1.0	10-5-2026	N/A	$21.28
CLASS	Flynn-Padick, Jana	Paraeducator	JAD	1.0	9-14-2026	N/A	$19.43
CLASS	Garcia, Kristine	Paraeducator	SES	1.0	10-20-2026	N/A	$19.43
CLASS	Gay, Theresa	Paraeducator, CLC	HES	1.0	9-21-2026	N/A	$21.28
CERT	Giroux, Adam	Special Education Teacher	FES	1.0	10-19-2026	BA	$59,079
CLASS	Greene, Michael	Paraeducator	JAD	0.48	10-7-2026	N/A	$21.19
CLASS	Kaur, Harloveleen	Paraeducator, CLC	JFK	1.0	10-5-2026	N/A	$21.28
CLASS	Noyes, Adessa	Paraeducator	TES	1.0	9-21-2026	N/A	$19.43
CLASS	Patterson, Sara	Paraeducator	SHS	1.0	9-21-2026	N/A	$22.19
CLASS	Popowicz, Nicole	Paraeducator, CLC	HES	1.0	8-5-2026	N/A	$21.28
CLASS	Rodriguez, Pamela	Custodian, PT	OES	0.49	9-28-2026	N/A	$17.81
CLASS	Wood, Amber	ABA Therapist, Diagnostic	DES	1.0	10-13-2026	N/A	$21.28
CLASS	Zhgaba, Androniqi	Paraeducator	HES	0.88	9-14-2026	N/A	$19.43

RESIGNATIONS/RETIREMENTS

	NAME	POSITION	SCHOOL	EFFECTIVE	YRS	RET/RES
CLASS	Baron, Claudia	Administrative Assistant	JAD	9-8-2026	4	RESIGN
CLASS	Conaty, Patrick	Computer Technician	District	9-26-2026	3	RESIGN
CERT	Goralski, Catharine	Special Ed. Coordinator	District	12-31-2026	10	RETIRE
CLASS	Kearney, Katiria	Literacy/Numeracy Tutor	FES	9-19-2026	1	RESIGN
CLASS	Mancino, Gary	Crossing Guard	DES	9-24-2026	6	RESIGN
CLASS	Oulundsen, Marina	ABA Therapist, SLC	HES	9-26-2026	1	RESIGN

ASSIGNMENT CHANGE

	FROM (PREVIOUS ASSIGN)		TO (NEW ASSIGN)		
NAME	POSITION/SCHOOL	FTE	POSITION/SCHOOL	FTE	EFFECTIVE
Carroll, Jared	Paraeducator/STELLAR	1.0	Paraeducator/SHS	1.0	9-14-2026

TRANSFERS

	FROM (PREVIOUS ASSIGN)		TO (NEW ASSIGN)		
CERT NAME	POSITION/SCHOOL	FTE	POSITION/SCHOOL	FTE	EFFECTIVE

None to report

LEAVES OF ABSENCE

NAME	POSITION/SCHOOL	DATES	LTS/COVERAGE
Alex, Lisa	Tech. Ed/SHS	12-7-2026 – 6-9-2027	TBD
Bielewicz, Eileen	Special Ed/JFK	10-13-2026 – 3-28-2027	Conchado, Ryan

STIPENDS

COACHING

Resignations/Non-Renewals

Stephan, Diane	Girls Lacrosse Head Coach	SHS	RESIGN

Appointments

None to report

Personnel Report
September 2026

STIPENDS CONT.

OTHER

Resignations/Non-Renewals

None to report

Appointments

O'Neill, John	Open Choice Liaison	JFK	STIPEND

Personnel Report
September 2026

FULL-TIME EQUIVALENT (FTE) – STAFF COUNT

Month	Beginning FTE	Additions	Reductions	Grant Funded	Ending FTE	Notes
Jun-26	1,189.84	0.00	0.00	0.00	**1,189.84**	2025–2026 year-end FTE count; establishes baseline for 2026–2027 reporting.
Jul-26	1,189.84	0.00	(26.00)	0.00	**1,163.84**	Reduction of 26.0 FTE associated with 2026–2027 staffing reallocations.
Aug-26	1,163.84	3.00	0.00	0.00	**1,166.84**	3.0 FTE added to support newly enrolled students requiring adult/paraeducator support at SES and HES (8/25&9/1).
Sep-26	1,166.84	1.00	0.00	0.00	**1,167.84**	1.0 FTE added to support newly identified student requiring 1:1 paraeducator support at SEES (9/30/26).
Oct-26						
Nov-26						
Dec-26						
Jan-27						
Feb-27						
27-Mar						
27-Apr						
27-May						
27-Jun						

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only X **Board Meeting Date** October 15, 2026

Decision Requested _____ **Agenda Code** 10 a.

AGENDA REPORTING FORM

Agenda Topic: Policy 3542.1 – Purposes and Facilities – Food Service - Revised - First Reading.

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 3542.1 – Purposes and Facilities – Food Service.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: The Board of Education Policy & Personnel Committee is bringing the draft Policy 3542.1 to the full Board for a First Reading.

Titles of Attachments:

1. DRAFT Policy 3542.1

Signature of Staff Member Submitting Report

Signature of Superintendent of Schools

Policy 3542.1

Purposes and Facilities – Food Service – Revised Policy

Draft

Purposes and Facilities: Food Service

The goal of the District's food services program is to provide students with nutritious and healthy foods that enhance learning.

The Southington Board of Education (Board) has an agreement with the Connecticut State Department of Education to participate in one or more school Child Nutrition Programs and accepts full responsibility for adhering to the federal and state guidelines and regulations pertaining to these school Child Nutrition Programs. The Board also accepts full responsibility for providing free or reduced-price meals to eligible elementary and secondary students enrolled in the District's schools. Applicants for such meals are responsible to pay for meals until the application for the free or reduced-price meals is completed and approved. All applications for free and reduced-price lunch and any related information is considered strictly confidential and not to be shared outside of the District's food services program.

Meals are planned to meet the specified nutrient standards outlined by the United States Department of Agriculture for children based on their age or grade group.

Because of the District's participation in the Child Nutrition Programs, the Board approves the establishment of a system to allow a student to charge a meal.

The Board realizes that funds from the nonprofit school food service account, according to federal regulations, cannot be used to cover the cost of charged meals that have not been paid.

Moreover, federal funds are intended to subsidize the meals of children and may not be used to subsidize meals for adults (teachers, staff and visitors). Adults are not allowed to charge meals and shall pay for such meals at the time of service or through prepaid accounts.

The Board prohibits the public identification or shaming of a child/student for any unpaid charges, including, but not limited to, the following:

- Delaying or refusing to serve a meal to such student,
- Designating a specific meal option for such student or otherwise taking any disciplinary action against such student.

Charging

A student needing to charge a meal will be informed of his/her right to purchase a meal, which may exclude a la carte items, for any school breakfast, lunch or other feeding.

To sustain the District's food services program, the District cannot permit the excessive charging of student meals. Therefore, any charging of meals must be consistent with this policy and any accompanying regulations. The Superintendent or his/her designee shall develop regulations designed to effectively and respectfully address family responsibility for unpaid meals.

Any parent/guardian who anticipates a problem with paying for meals is encouraged to contact the Food Services ~~Manager/~~Director ~~and/or the applicable school Principal~~ for assistance. The Board encourages all families who may have a child eligible for free or reduced-price lunch to apply.

Elementary and Secondary Students

1. The District uses an automated prepayment system, which allows parents/guardians to view their child's meal account balance and purchases, receive low-balance notifications, as well as, make deposits, to their child's school meal account. Any student whose account has insufficient funds (i.e., is at the charging limit) and does not bring a meal from home may charge any combination of meals. Negative balance status can be avoided by making a payment in the form of cash, check, or by credit card to the automated prepayment website.

2. All other a-la-carte items shall not be charged. After thirty charges, the parents/guardians of such child will be referred to the District's homeless education liaison. When a charge is incurred, a written notification shall be sent home to parents. All credited meals must be repaid.

Purposes and Facilities: Food Service

Charging (continued)

3. No student shall be deprived of a reimbursable meal due to forgotten or lost meal money. ~~The Principal or his/her designee is responsible for collecting money loaned to students.~~ Students will be responsible for repaying all loaned money within an established timeframe. ~~A note shall be given to the student to take home or mailed to the student's home to inform parents of the loan obligation.~~ In situations in which a student is consistently without meal money, the Principal or his/her designee should encourage the parent/guardian to apply for free or reduced price meals.

4. All charges must be paid in 10 days. Parents will be notified and asked for prompt payment after 3 charges.

5. Communications with parents/guardians regarding collection of a child's unpaid meal charges shall include information on local food pantries, application for free or reduced-price meals and the Department of Social Services' supplemental nutrition assistance program and a link to the District's website that lists any community services available to town/city residents.

Purposes and Facilities: Food Service

Charging (continued)

Delinquent Debt and Bad Debt

The District's efforts to recover from households money owed due to the charging of meals must not have a negative impact on the children involved and shall focus primarily on the adults in the household responsible for

providing funds for meal purchases. The school food authority is encouraged to consider whether the benefits of potential collections outweigh the costs which would be incurred to achieve those collections. Money owed because of unpaid meal charges shall be considered "delinquent debt," as defined, as long as it is considered collectable and reasonable efforts are being made to collect it. Such debt must be paid by June 30, effective within the current school year.

After reasonable attempts are made to collect the delinquent debt, and it is determined that further collection efforts are useless or too costly, the debt must be reclassified as "bad debt." Such debt shall be written off as an operating loss not to be absorbed by the nonprofit school food service account but must be restored using non-federal funds.

Definitions

"Delinquent Debt" are unpaid meal charges, like any other money owed to the nonprofit school food service account when payment is overdue, as defined by state or local policies.

"Bad Debt" are when unpaid meal charges are not collected and are considered a loss. Such debt must be written off as an operating loss, which cannot be absorbed by the nonprofit school food service account, but must be restored using nonfederal funds.

The Board will accept gifts, donations, or grants from any public or private sources for the purpose of paying off any unpaid charges for school meals.

The Board reserves the right to send parental information of any "bad debt" to a debt collection agency after June 30th of the current school year in an effort to collect any unpaid meal charges.

Purposes and Facilities: Food Service

Dissemination of Policy

This policy shall via an electronic post on each school's web page.

This policy shall be available to all households at all times via student/parent handbooks, on online portals that households use to access student accounts, placed on the District's website, on the website of each school, and published at the beginning of each school year at the time information is distributed regarding free and reduced price meals and again to the household the first time the policy is applied to a specific child.

This policy shall be provided to all school staff and/or school food authority staff responsible for its enforcement. In addition, school social workers, nurses, the homeless liaison, and other staff members assisting children in need or who may be contacted by families with unpaid meal charges also should be informed of this policy.

The District's school food authority shall maintain, as required, documentation of the methods used to communicate this policy to households and school or school food authority-level staff responsible for policy enforcement.

Legal Reference: Connecticut General Statutes

10-215 Lunches, breakfasts and other feeding programs for public school children and employees. (as amended by PA 21-46)

10-215a Nonpublic school and nonprofit agency participation in feeding programs.

10-215b Duties of State Board of Education re feeding

programs. State Board of Education Regulations:

State of Connecticut, Bureau of Health/Nutrition, Family Services and Adult Education Operational Memorandum No. 4-17, "Guidance on Unpaid Meal Charges and Collection of Delinquent Meal Payments," Nov. 2, 2016

Operational Memorandum #19-10, State of Connecticut, Bureau of Health/Nutrition, Family Services and Adult Education "Unallowable Charges to No-profit School Food Service Accounts and the Serving of Meals to No paying Full and Reduced Price Students"
National School Lunch Program and School Breakfast Program; Competitive

Foods. (7 CFR Parts 210 and 220, Federal Register, Vol 45 No. 20, Tuesday, January 29, 1980, pp 6758-6772

USDA Guidance:

SP 46-2016, "Unpaid Meal Charges: Local Meal Charge Policies"

SP 47-2016, "Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payment"

SP 57-2016 "Unpaid Meal Charges: Guidance and Q and A"

SP 58-2016 "2016 Edition: Overcoming the Unpaid Meal Challenge: Proven Strategies from Our Nation's Schools"

Policy adopted: October 1988

Policy reviewed: April 2003

Policy revised: February 2022
Policy revised: November 2023

Policy revised: September 2026

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only X **Board Meeting Date** October 15, 2026

Decision Requested _____ **Agenda Code** 10 b.

AGENDA REPORTING FORM

Agenda Topic: Policy 4215 – Emergency Action Plan for Athletic Events - NEW - First Reading.

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 4215 – Emergency Action Plan for Athletic Events.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: The Board of Education Policy & Personnel Committee is bringing the draft Policy 4215 to the full Board for a First Reading.

Titles of Attachments:

1. DRAFT Policy 4215

Signature of Staff Member Submitting Report

Signature of Superintendent of Schools

Policy 4215

Emergency Action Plan for Athletic Events – NEW Policy

Draft

Series 4000: Personnel

NEW DRAFT POLICY

Emergency Action Plan for Athletic Events

The Southington Board of Education (the "Board"), in consultation with local emergency medical services providers and allied health professions, authorizes the Administration to develop an emergency action plan to be followed in the event that a student sustains a serious injury or illness while participating in an interscholastic or intramural athletic event. Such plan shall include, but need not be limited to, the following components:

a) A list of the school employees, coaches or licensed athletic trainers in each school who will be responsible for implementing the emergency action plan and a description of each person's responsibilities under the plan;

b) Identification of the location(s) or venue(s) where the interscholastic or intramural athletic event is taking place;

c) A description of the equipment and supplies that may be available at the site of the interscholastic or intramural athletic event that will assist in responding to an emergency, including the location of where such equipment and supplies may be found at such site;

d) A description of the procedures to be followed when a student sustains a serious sports-related injury, including, but not limited to, responding to the injured student, summoning emergency medical care, assisting local first responders in getting to the injured student and documenting the actions taken during the emergency;

e) A description of the protocols to be followed during cardiac or respiratory emergencies, including the operation of an automatic external defibrillator, use of cardiopulmonary resuscitation or the administration of medication, in accordance with applicable state law and Board policy;

f) A description of the protocols to be followed when a student is observed to exhibit signs, symptoms or behaviors consistent with a concussion or is diagnosed with a concussion, in accordance with applicable state law and Board policy;

g) A description of the protocols to be followed when a student suffers from a traumatic brain injury or spinal cord injury, provided such protocols are designed to include instructions that are based on the level of training of the person implementing the emergency action plan and are in accordance with best practices and state law; and

h) A description of the protocols to be followed in the event of heat and cold-related emergencies, provided such protocols are in accordance with current professional standards.

Series 4000: Personnel

NEW DRAFT POLICY

Emergency Action Plan for Athletic Events

In developing the emergency action plan, the Administration may also consult recommendations from the governing authority for intramural and interscholastic athletics.

The Board shall annually review such emergency action plan and authorize the Administration to update such plan, as necessary. Any school employee, coach or licensed athletic trainer identified in the emergency action plan shall (1) annually rehearse such emergency action plan, and (2) be certified in cardiopulmonary resuscitation and have completed a course in first aid offered by the American Red Cross, the American Heart Association, the Department of Public Health, any director of health, or an organization using guidelines for first aid published by the American Heart Association and the American Red Cross.

The Board shall distribute the emergency action plan to all school employees, coaches and licensed athletic trainers identified in the emergency action plan. The Board shall also post such emergency action plan in all athletic facilities and at all sites where interscholastic and intramural athletic events will take place, and make such emergency action plan available on the Internet web site for the school district or school.

Legal References

- Conn. Gen. Stat. § 10-212i. Emergency action plans for serious and life-threatening sports-related injuries during interscholastic and intramural athletic events
- Connecticut Association of Schools, Connecticut Interscholastic Athletic Conference, Medical Handbook 2022-2023, available at https://www.casciac.org/pdfs/CIAC_medical_handbook22-23.pdf.

Policy adopted: September 2026

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only X **Board Meeting Date** October 15, 2026

Decision Requested _____ **Agenda Code** 10 c.

AGENDA REPORTING FORM

Agenda Topic: Policy 5114 – Student Discipline - Revised - First Reading.

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 5114 – Student Discipline.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: The Board of Education Policy & Personnel Committee is bringing the draft Policy 5114 to the full Board for a First Reading.

Titles of Attachments:

1. DRAFT Policy 5114

Frank Ryan

Signature of Staff Member Submitting Report

Peter Madaras

Signature of Superintendent of Schools

Policy 5114
Student Discipline – Revised Policy
Draft

Series 5000

STUDENT DISCIPLINE

It is the policy of the Southington Board of Education (the "Board") to create a school environment that promotes respect of self, others, and property within the Southington Public Schools (the "District"). Compliance with this policy will enhance the Board and the District's ability to maintain discipline and reduce interference with the educational process that can result from student misconduct. Pursuant to this policy, the District shall promote the utilization of consistent discipline practices, both within and across schools in the District, while also promoting the consideration of individual circumstances arising in each student disciplinary matter. Where appropriate, the District implements strategies that teach, encourage and reinforce positive student behavior that do not require engagement with the discipline system.

I. Definitions

A. **Cannabis** means marijuana, as defined by Conn. Gen. Stat. § 21a-240.
B. **Dangerous Instrument** means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a "vehicle" or a dog that has been commanded to attack.
C. **Deadly Weapon** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon or metal knuckles. A weapon such as a pellet gun and/or air soft pistol may constitute a deadly weapon if such weapon is designed for violence and is capable of inflicting death or serious bodily harm. In making such determination, the following factors should be considered: design of weapon; how weapon is typically used (e.g. hunting); type of projectile; force and velocity of discharge; method of discharge (i.e. spring v. CO2 cartridge) and potential for serious bodily harm or death.
D. **Electronic Defense Weapon** means a weapon which by electronic impulse or current is capable of immobilizing a person temporarily, but is not capable of inflicting death or serious physical injury, including a stun gun or other conductive energy device.
E. **Emergency** means a situation in which the continued presence of the student in school poses such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
F. **Exclusion** means any denial of public school privileges to a student for disciplinary purposes.
G. **Expulsion** means the exclusion of a student from school privileges for more than ten (10) consecutive school days and shall be deemed to include, but not be limited to, exclusion from the school to which such pupil was assigned at the time such disciplinary action was taken. The expulsion period may not extend beyond one (1) calendar year.

H. **Firearm**, as defined in 18 U.S.C § 921, means (a) any weapon (including a starter gun) that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, (b) the frame or receiver of any such weapon, (c) a firearm muffler or silencer, or (d) any destructive device. The term firearm does not include an antique firearm. As used in this definition, a "**destructive device**" includes any explosive, incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or any other similar device; or any weapon (other than a shotgun or shotgun shell which the Attorney General finds is generally recognized as particularly suited for sporting purposes) that will, or may be readily converted to, expel a projectile by explosive or other propellant, and which has a barrel with a bore of more than ½" in diameter. The term "destructive device" also includes any combination of parts either designed or intended for use in converting any device into any destructive device and from which a destructive device may be readily assembled. A "destructive device" does not include: an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon.

I. **In-School Suspension** means an exclusion from regular classroom activity for no more than ten (10) consecutive school days, but not exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. No student shall be placed on in school suspension more than fifteen (15) times or a total of fifty (50) days in one (1) school year, whichever results in fewer days of exclusion.

J. **Generative Artificial Intelligence ("AI")** refers to a technology system, including but not limited to ChatGPT, capable of learning patterns and relationships from data, enabling it to create content, including but not limited to text, images, audio, or video, when prompted by a user.

K. **Protected Class Harassment** is a form of discrimination on the basis of any protected characteristic (or protected class) including race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, veteran status, status as a victim of domestic violence, or any other basis prohibited by state or federal law ("Protected Class"). Harassment constitutes unlawful discrimination when it creates a hostile environment, which occurs when the harassment is sufficiently severe, pervasive, or persistent so as to interfere with or limit a student's ability to participate in or benefit from the services, activities, or opportunities offered by a school. Harassment does not have to include intent to harm, be directed at a specific target, or involve repeated incidents. Harassment against any individual on the basis of that individual's association with someone in a Protected Class may be a form of Protected Class harassment.

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

M. **Removal** is the exclusion of a student from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond ninety (90) minutes.
N. **School Days** shall mean days when school is in session for students.
O. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
P. **Seriously Disruptive of the Educational Process**, as applied to off-campus conduct, means any conduct that markedly interrupts or severely impedes the day to-day operation of a school.
Q. **Suspension** means the exclusion of a student from school and/or transportation services for not more than ten (10) consecutive school days, provided such suspension shall not extend beyond the end of the school year in which such suspension is imposed; and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below.
R. **Weapon** means any BB gun, any blackjack, any metal or brass knuckles, any police baton or nightstick, any dirk knife or switch knife, any knife having an automatic spring release device by which a blade is released from the handle, having a blade of over one and one-half inches in length, any stiletto, any knife the edged portion of the blade of which is four inches and over in length, any martial arts weapon or electronic defense weapon, or any other dangerous or deadly weapon or instrument, unless permitted by law under Section 29-38 of the Connecticut General Statutes.

Notwithstanding the foregoing definitions, the reassignment of a student from one regular education classroom program in the district to another regular education classroom program in the district shall not constitute a suspension or expulsion.

For purposes of this policy, references to "school", "school grounds" and "classroom" shall include physical educational environments, including on school transportation, as well as environments in which students are engaged in remote learning, which means instruction by means of one or more Internet-based software platforms as part of a remote learning model.

II. Scope of the Student Discipline Policy

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

1. Suspension. Students may be suspended for conduct on school grounds or at any school-sponsored activity that violates a publicized policy of the Board or is seriously disruptive of the educational process or endangers persons or property.
2. Expulsion. Students may be expelled for conduct on school grounds or at any school-sponsored activity that either (1) violates a publicized policy

of the Board and is seriously disruptive of the educational process, or (2) endangers persons or property.

B. Conduct off School Grounds:

1. Discipline. Students may be disciplined, including suspension and/or expulsion, for conduct off school grounds if such conduct **violates a publicized policy of the Board and is seriously disruptive of the educational process**.

C. Seriously Disruptive of the Educational Process:

1. In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and the Board of Education may consider, but such consideration shall not be limited to, the following factors: (1) **whether the incident occurred within close proximity of a school**; (2) **whether other students from the school were involved or whether there was any gang involvement**; (3) **whether the conduct involved violence, threats of violence, or the unlawful use of a weapon**, as defined in Section Conn. Gen. Stat. § 29-38, and **whether any injuries occurred**; and (4) **whether the conduct involved the use of alcohol**. The Administration and/or the Board of Education may also consider (5) **whether the off-campus conduct involved the illegal use of drugs**.
2. A student shall not have greater discipline, punishment, or sanction for the use, sale, or possession of cannabis on school property than a student would face for the use, sale, or possession of alcohol on school property, except as otherwise required by applicable law.

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

Conduct that is considered to violate a publicized policy of the Board of Education includes the offenses described below. Any such conduct may lead to disciplinary action (including, but not limited to, removal from class, suspension and/or expulsion in accordance with this policy):

1. Striking or assaulting a student, members of the school staff or other persons.
2. Theft.
3. The use of obscene or profane language or gestures, the possession and/or display of obscenity or pornographic images or the unauthorized or inappropriate possession and/or display of images, pictures or photographs

depicting nudity.

4. Violation of smoking, dress, transportation regulations, or other regulations and/or policies governing student conduct.
5. Refusal to obey a member of the school staff, law enforcement authorities, or school volunteers, or disruptive classroom behavior.
6. Any act of Protected Class Harassment or reprisal or retaliation against any individual for reporting in good faith incidents of Protected Class Harassment, or who participate in the investigation of such reports.
7. Refusal by a student to identify himself/herself to a staff member when asked, misidentification of oneself to such person(s), lying to school officials or otherwise engaging in dishonest behavior.
8. Inappropriate displays of public affection of a sexual nature and/or sexual activity on school grounds or at a school-sponsored activity.
9. A walk-out from or sit-in within a classroom or school building or school grounds.
10. Blackmailing, threatening or intimidating school staff or students (or acting in a manner that could be construed to constitute blackmail, a threat, or intimidation, regardless of whether intended as a joke), including the use of AI to engage in such conduct.
11. Possession of any weapon, weapon facsimile, deadly weapon, martial arts weapon, electronic defense weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, air pistol, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object or instrument. The possession and/or use of any object or device that has been converted or modified for use as a weapon.
12. Possession of any ammunition for any weapon described above in paragraph 11.
13. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
14. Possession or ignition of any fireworks, combustible or other explosive materials, or ignition of any material causing a fire. Possession of any materials designed to be used in the ignition of combustible materials, including matches and lighters.
15. Possession, sale, distribution, use, or consumption of tobacco, electronic nicotine delivery systems (e.g. e-cigarettes), or vapor products, or the unlawful possession, sale, distribution, use or consumption of drugs, narcotics or alcoholic beverages (or any facsimile of tobacco, drugs, narcotics or alcoholic beverages, or any item represented to be tobacco, drugs or alcoholic beverages), including being under the influence of any such substances or aiding in the procurement of any such substances. For the purposes of this Paragraph 15, the term "electronic nicotine delivery system" shall mean an electronic device used in the delivery of nicotine or other substances to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo,

electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, including, but not limited to, electronic cigarette liquid. For the purposes of Paragraph 15, the term "vapor product" shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine and is inhaled by the user of such product. For the purposes of this Paragraph 15, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law including cannabis.

16. Sale, distribution, or consumption of substances contained in household items; including, but not limited to glue, paint, accelerants/propellants for aerosol canisters, and/or items such as the aerators for whipped cream; if sold, distributed or consumed for the purpose of inducing a stimulant, depressant, hallucinogenic or mind-altering effect.
17. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (15) above. For purposes of this policy, drug paraphernalia includes any equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to items such as "bongs," pipes, "roach clips," vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possessing, distributing or selling controlled drugs or controlled substances including cannabis.
18. The destruction of real, personal or school property, such as, cutting, defacing or otherwise damaging property in any way.
19. Accumulation of offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention.
20. Trespassing on school grounds while on out-of-school suspension or expulsion.
21. Making false bomb threats or other threats to the safety of students, staff members, and/or other persons.
22. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other staff members and/or law enforcement authorities.
23. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school staff.
24. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.
25. Leaving school grounds, school transportation or a school-sponsored activity without authorization.
26. Use of or copying of the academic work of another individual and presenting

it as the student's own work, without proper attribution; or any other form of academic dishonesty, cheating or plagiarism including the unauthorized use of AI for the completion of class assignments; or any other form of academic dishonesty, cheating or plagiarism.

27. Possession and/or use of a cellular telephone, radio, portable audio player, CD player, blackberry, personal data assistant, walkie talkie, Smartphone, mobile or handheld device, or similar electronic device, on school grounds or at a school-sponsored activity in violation of Board policy and/or administrative regulations regulating the use of such devices without permission.
28. Possession and/or use of a beeper or paging device on school grounds or at a school-sponsored activity without the written permission of the principal or his/her designee.
29. Unauthorized use of or tampering with any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for inappropriate purposes including using AI in a manner that disrupts or undermines the effective operation of the school district or is otherwise seriously disruptive to the educational process.
30. Possession and/or use of a laser pointer, unless the student possesses the laser pointer temporarily for an educational purpose while under the direct supervision of a responsible adult.
31. Hazing.
32. Bullying, defined as an act that is direct or indirect and severe, persistent or pervasive, which:
    a. causes physical or emotional harm to an individual;
    b. places an individual in reasonable fear of physical or emotional harm; or
    c. infringes on the rights or opportunities of an individual at school; or
33. Bullying shall include, but need not be limited to, a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.
34. Cyberbullying, defined as any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.
35. Acting in any manner that creates a health and/or safety hazard for staff

members, students, or the public, regardless of whether the conduct is intended as a joke.

36. Engaging in a plan to stage or create a violent situation for the purposes of recording it by electronic means; or recording by electronic means acts of violence for purposes of later publication. Reporting recordings to school officials may warrant exceptions from disciplinary action in certain circumstances.
37. The unauthorized publication or dissemination of a recording (photographic or audio) of another individual without permission of the individual or a school employee. Reporting recordings to school officials may warrant exceptions from disciplinary action in certain circumstances.
38. Using computer systems, including email, instant messaging, text messaging, blogging or the use of social networking websites, or other forms of electronic communications, to engage in any conduct prohibited by this policy.
39. Use of a privately owned electronic or technological device in violation of school rules, including the unauthorized recording (photographic or audio) of another individual without permission of the individual or a school staff member.
40. Engaging in teen dating violence, defined as any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship.
41. Any action prohibited by any Federal or State law.
42. Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.

IV. Discretionary and Mandatory Expulsions

A. A principal may consider recommendation of expulsion of a student in **grades three to twelve, inclusive**, in a case where he/she has reason to believe the student has engaged in conduct described at Sections II.A. or II.B., above.
B. A principal must recommend expulsion proceedings in all cases against any student in **grades kindergarten to twelve, inclusive**, whom the Administration has reason to believe:
    1. was in **possession on school grounds** or at a **school-sponsored activity** of a **deadly weapon**, **dangerous instrument**, **martial arts weapon**, or **firearm** as defined in 18 U.S.C. § 921 as amended from time to time; or
    2. **off school grounds**, **possessed a firearm** as defined in 18 U.S.C. § 921, in violation of Conn. Gen. Stat. § 29-35, or **possessed and used a firearm** as defined in 18 U.S.C. § 921, a **deadly weapon**, a **dangerous instrument** or a **martial arts weapon** in the **commission of a crime**

under chapter 952 of the Connecticut General Statutes; or

3. was engaged **on or off school grounds** in **offering for sale or distribution a controlled substance** (as defined in Conn. Gen. Stat. § 21a-240(9)), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Conn. Gen. Stat. §§21a-277 and 21a-278.

The terms "**dangerous instrument**," "**deadly weapon**," **electronic defense weapon**," "**firearm**," and "**martial arts weapon**," are defined above in Section I.

C. In any preschool program provided by the Board of Education or provided by a regional educational service center or a state or local charter school pursuant to an agreement with the Board of Education, no **student enrolled in such a preschool program** shall be expelled from such preschool program, except an expulsion hearing shall be conducted by the Board of Education in accordance with Section VIII of this policy whenever the Administration has reason to believe that that a student enrolled in such preschool program was in **possession of a firearm** as defined in 18 U.S.C. § 921, as amended from time to time, on or off school grounds or at a preschool program-sponsored event. The term **"firearm"** is defined above in Section I.

D. Upon receipt of an expulsion recommendation, the Superintendent may conduct an inquiry concerning the expulsion recommendation.

If the Superintendent or his/her designee determines that a student should or must be expelled, he or she shall forward his/her recommendation to the Board of Education so that the Board can consider and act upon this recommendation.

E. In keeping with Conn. Gen. Stat. § 10-233d and the Gun-Free Schools Act, it shall be the policy of the Board to expel a student in grades kindergarten to twelve, inclusive, for one (1) full calendar year for the conduct described in Section IV.B(1), (2) and (3) of this policy and to expel a student enrolled in a preschool program for one (1) calendar year for the conduct described in Section IV.C. For any mandatory expulsion offense, the Board may modify the term of expulsion on a case-by-case basis.

V. Procedures Governing Behavior that Causes a Serious Disruption

A. A school principal or other school administrator shall notify a parent or guardian of a student whose behavior has caused a serious disruption to the instruction of other

students; caused self-harm; or caused physical harm to a teacher, another student, or other school employee not later than twenty-four (24) hours after such behavior occurs.

B. Such notice shall include, but not be limited to, informing such parent or guardian that the teacher of record in the classroom in which such behavior occurred may request a behavior intervention meeting.

C. If the teacher of record in the classroom ultimately requests a behavior intervention meeting with the crisis intervention team for the school, the parent or guardian must be notified that such meeting will occur.

D. If a behavior intervention meeting occurs, the crisis intervention team shall, not later than seven (7) days after the behavior intervention meeting, provide to the parent or guardian of such student, in the dominant language of such parent or guardian, a written summary of such meeting, including, but not limited to, the resources and supports identified.

VI. Procedures Governing Removal from Class

A. A student may be removed from class by a teacher or administrator if he/she deliberately causes a serious disruption of the educational process. When a student is removed, the teacher must send him/her to a designated area and notify the principal or his/her designee at once.
B. A student may not be removed from class more than six (6) times in one school year nor more than twice in one week unless the student is referred to the building principal or designee and granted an informal hearing at which the student should be informed of the reasons for the disciplinary action and given an opportunity to explain the situation.
C. The parents or guardian of any minor student removed from class shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of such removal from class.

VII. Procedures Governing Suspension

A. The responsible administrator or the administrator's designee shall have the right to suspend a student for breach of conduct as noted in Section II of this policy for not more than the following: five (5) consecutive school days for an in-school suspension; ten (10) consecutive school days for an out-of-school suspension for students in grades three through twelve, inclusive; or five (5) consecutive school days for an out-of-school suspension for students in grades preschool to two, inclusive. In cases where suspension is contemplated, the following procedures shall be followed.

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STUDENT DISCIPLINE (cont'd)

1. Unless an emergency situation exists, no student shall be suspended prior to having an informal hearing before the principal or designee at which the student is informed of the charges and given an opportunity to respond. In the event of an emergency, the informal hearing shall be held as soon after the suspension as possible.
2. If suspended, such suspension shall be an in-school suspension, except the principal or designee may impose an out-of-school suspension on any pupil:
   a. in grades three to twelve, inclusive, if, during the informal hearing, (i) the principal or designee determines that the student poses such a danger to persons or property or such a disruption of the educational process that he or should be excluded from school during the period of suspension; or (ii) the principal or designee determines that an out-of-school suspension is appropriate based on evidence of (*A*) the student's previous disciplinary problems that have led to suspensions or expulsion of such student, and (*B*) previous efforts by the Administration to address the student's disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies, or
   b. in grades preschool to two, inclusive, if the principal or designee:

      i. determines that an out-of-school suspension is appropriate for such student based on evidence that such student's conduct on school grounds is behavior that caused serious physical harm;
      ii. requires that such student receives services that are trauma-informed and developmentally appropriate and align with any behavioral intervention plan, individualized education program ("IEP") or plan pursuant to Section 504 of the Rehabilitation Act of 1973 ("Section 504") for such student upon such student's return to school immediately following the out-of-school suspension; and
      iii. considers whether to convene a Planning and Placement Team ("PPT") meeting for the purposes of conducting an evaluation to determine whether such student may require special education or related services.

3. Evidence of past disciplinary problems that have led to removal from a classroom, suspension, or expulsion of a student who is the subject of an informal hearing may be received by the principal or designee, but only considered in the determination of the length of suspensions.
4. By telephone, the principal or designee shall make reasonable attempts to immediately notify the parent or guardian of a minor student following the suspension and to state the cause(s) leading to the suspension.
5. Whether or not telephone contact is made with the parent or guardian of such minor student, the principal or designee shall forward a letter promptly to such parent or guardian to the last address reported on

school records (or to a newer address if known by the principal or designee), offering the parent or guardian an opportunity for a conference to discuss same.

6. In all cases, the parent or guardian of any minor student who has been suspended shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the suspension.
7. Not later than twenty-four (24) hours after the commencement of the suspension, the principal or designee shall also notify the Superintendent or his/her designee of the name of the student being suspended and the reason for the suspension.
8. The student shall be allowed to complete any classwork, including examinations, without penalty, which he or she missed while under suspension.
9. The school Administration may, in its discretion, shorten or waive the suspension period for a student who has not previously been suspended or expelled, if the student completes an Administration-specified program and meets any other conditions required by the Administration. Such Administration-specified program shall not require the student and/or the student's parents to pay for participation in the program.
10. Notice of the suspension shall be recorded in the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school. In cases where the student's period of suspension is shortened or waived in accordance with Section VI.A(9), above, the Administration may choose to expunge the suspension notice from the cumulative record at the time the student completes the Administration-specified program and meets any other conditions required by the Administration.
11. If the student has not previously been suspended or expelled, and the Administration chooses to expunge the suspension notice from the student's cumulative record prior to graduation, the Administration may refer to the existence of the expunged disciplinary notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspensions or expulsions by the student would constitute the student's first such offense.
12. The decision of the principal or designee with regard to disciplinary actions up to and including suspensions shall be final.
13. During any period of suspension served out of school, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school-sponsored activities, unless the principal specifically authorizes the student to enter school property for a specified purpose or to participate in a particular school-sponsored activity.

B. In cases where a student's suspension will result in the student being suspended more than ten (10) times or for a total of fifty (50) days in a school year, whichever results in fewer days of exclusion, the student shall, prior to the pending suspension, be granted a formal hearing before the

Board of Education. The principal or designee shall report the student to the Superintendent or designee and request a formal Board hearing. If an emergency situation exists, such hearing shall be held as soon after the suspension as possible.

VIII. Procedures Governing In-School Suspension

A. The principal or designee may impose in-school suspension in cases where a student's conduct endangers persons or property, violates school policy or seriously disrupts the educational process as determined by the principal or designee.
B. In-school suspension may not be imposed on a student without an informal hearing by the building principal or designee.
C. In-school suspension may be served in the school that the student regularly attends or in any other school building within the jurisdiction of the Board.
D. No student shall be placed on in-school suspension more than fifteen (15) times or for a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.
E. The parents or guardian of any minor student placed on in-school suspension shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the period of the in-school suspension.

IX. Procedures Governing Expulsion Hearing

A. Emergency Exception:

Except in an emergency situation, the Board of Education shall, prior to expelling any student, conduct a hearing to be governed by the procedures outlined herein and consistent with the requirements of Conn. Gen. Stat. § 10-233d or Conn. Gen. Stat. § 10-233*l*, if applicable, as well as the applicable provisions of the Uniform Administrative Procedures Act, Conn. Gen. Stat. §§ 4-176e to 4-180a, and § 4- 181a. Whenever an emergency exists, the hearing provided for herein shall be held as soon as possible after the expulsion.

B. ***Hearing Panel:***

1. Expulsion hearings conducted by the Board will be heard by any three or more Board members. A decision to expel a student must be supported by a majority of the Board members present, provided that no less than three (3) affirmative votes to expel are cast.

2. Alternatively, the Board may appoint an impartial hearing board composed of one (1) or more persons to hear and decide the expulsion matter, provided that no member of the Board may serve on such panel.

C. ***Hearing Notice and Rights of the Student and Parent(s)/Guardian(s):***

1. Written notice of the expulsion hearing must be given to the student, and, if the student is a minor, to his/her parent(s) or guardian(s) at least five (5) business days before such hearing.
2. A copy of this Board policy on student discipline shall also be given to the student, and if the student is a minor, to his/her parent(s) or guardian(s), at the time the notice is sent that an expulsion hearing will be convened.
3. The written notice of the expulsion hearing shall inform the student of the following:
    a. The date, time, place and nature of the hearing.
    b. The legal authority and jurisdiction under which the hearing is to be held, including a reference to the particular sections of the legal statutes involved.
    c. A short, plain description of the conduct alleged by the Administration.
    d. The student may present as evidence relevant testimony and documents concerning the conduct alleged and the appropriate length and conditions of expulsion; and that the expulsion hearing may be the student's sole opportunity to present such evidence.
    e. The student may cross-examine witnesses called by the Administration.
    f. The student may be represented by an attorney or other advocate of his/her choice at his/her expense or at the expense of his/her parent(s) or guardian(s).
    g. A student is entitled to the services of a translator or interpreter, to be provided by the Board of Education, whenever the student or his/her parent(s) or guardian(s) requires the services of an interpreter because he/she/they do(es) not speak the English language or is(are) disabled.
    h. The conditions under which the Board is not legally required to give the student an alternative educational opportunity (if applicable).
    i. Information concerning the parent's(s') or guardian's(s') and the student's legal rights and about free or reduced-rate legal services and how to access such services.
    j. The parent(s) or guardian(s) of the student have the right to have the expulsion hearing postponed for up to one

week to allow time to obtain representation, except that if an emergency exists, such hearing shall be held as soon after the expulsion as possible.

D. Hearing Procedures:

1. The hearing will be conducted by the Presiding Officer, who will call the meeting to order, introduce the parties, Board members and counsel, briefly explain the hearing procedures, and swear in any witnesses called by the Administration or the student. If an impartial board or more than one person has been appointed, the impartial board shall appoint a Presiding Officer.
2. The hearing will be conducted in executive session. A verbatim record of the hearing will be made, either by tape recording or by a stenographer. A record of the hearing will be maintained, including the verbatim record, all written noticesand documents relating to the case and all evidence received or considered at hearing.
3. The Administration shall bear the burden of production to come forward with evidence to support its case and shall bear the burden of persuasion. The standard of proof shall be a preponderance of the evidence.
4. Formal rules of evidence will not be followed. The Board (or the impartial board) has the right to accept hearsay and other evidence if it deems that evidence relevant or material to its determination. The Presiding Officer will rule on testimony or evidence as to it being immaterial or irrelevant.
5. The hearing will be conducted in two (2) parts. In the first part of the hearing, the Board will receive and consider evidence regarding the conduct alleged by the Administration.
6. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or his/her designee.
7. Each witness for the Administration will be called and sworn. After a witness has finished testifying, he/she will be subject to cross-examination by the opposite party or his/her legal counsel, by the Presiding Officer and by Board members.
8. The student shall not be compelled to testify at the hearing.
9. After the Administration has presented its case, the student will be asked if he/she has any witnesses or evidence to present concerning the charges. If so, the witnesses will be sworn, will testify, and will be subject to cross examination and to questioning by the Presiding Officer and/or by the Board. The student may also choose to make a statement at this time. If the student chooses to make a statement, he or she will be sworn and subject to cross examination and questioning

by the Presiding Officer and/or by the Board. Concluding statements will be made by the Administration and then by the student and/or his or her representative.

10. In cases where the student has denied the allegation, the Board must determine whether the student committed the offense(s) as charged by the Superintendent.
11. If the Board determines that the student has committed the conduct as alleged, then the Board shall proceed with the second portion of the hearing, during which the Board will receive and consider relevant evidence regarding the length and conditions of expulsion.
12. When considering the length and conditions of expulsion, the Board may review the student's attendance, academic and past disciplinary records. The Board may not review notices of prior expulsions or suspensions which have been expunged from the student's cumulative record, except as so provided in Section VI.A (9), (10), (11), above, and Section X, below. The Board may ask the Superintendent for a recommendation as to the discipline to be imposed.
13. Evidence of past disciplinary problems which have led to removal from a classroom, suspension or expulsion of a student being considered for expulsion may be considered only during the second portion of the hearing, during which the Board is considering length of expulsion and nature of alternative educational opportunity to be offered.
14. Where administrators presented the case in support of the charges against the student, such administrative staff shall not be present during the deliberations of the Board either on questions of evidence or on the final discipline to be imposed. The Superintendent may, after reviewing the incident with administrators, and reviewing the student's records, make a recommendation to the Board as to the appropriate discipline to be applied.
15. The Board shall make findings as to the truth of the charges, if the student has denied them; and, in all cases, the disciplinary action, if any, to be imposed. While the hearing itself is conducted in executive session, the vote regarding expulsion must be made in open session and in a manner that preserves the confidentiality of the student's name and other personally identifiable information.
16. Except for a student who has been expelled based on possession of a firearm or deadly weapon as described in subsection IV.B(1) and (2) above, the Board may, in its discretion, shorten or waive the expulsion period for a student who has not previously been suspended or expelled, if the student completes a Board-specified program and meets any other conditions required by the Board. The Board-specified program shall not require the student and/or the student's parents to pay for participation in the program.

17. The Board (or the impartial board) shall report its final decision in writing to the student, or if such student is a minor, also to the parent(s) or guardian(s), stating the reasons on which the decision is based, and the disciplinary action to be imposed. Said decision shall be based solely on evidence presented at the hearing. The parents or guardian or any minor student who has been expelled shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of the period of the expulsion.

E. **Presence on School Grounds and Participation in School-Sponsored Activities During Expulsion:**

During the period of expulsion, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school sponsored activities, except for the student's participation in any alternative educational opportunity provided by the district in accordance with this policy, unless the Superintendent specifically authorizes the student to enter school property for a specified purpose or to participate in a particular school-sponsored activity.

F. **Stipulated Agreements:**

In lieu of the procedures used in this Section, the Administration and the parent(s) or legal guardian(s) of a student facing expulsion may choose to enter into a Joint Stipulation of the Facts and a Joint Recommendation to the Board concerning the length and conditions of expulsion. Such Joint Stipulation and Recommendation shall include language indicating that the parent(s) or legal guardian(s) understand their right to have an expulsion hearing held pursuant to these procedures, and language indicating that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts and Recommendation. If the Board rejects either the Joint Stipulation of Facts or the Recommendation, an expulsion hearing shall be held pursuant to the procedures outlined herein. If the Student is eighteen years of age or older, the student shall have the authority to enter into a Joint Stipulation and Recommendation on his or her own behalf.

If the parties agree on the facts, but not on the disciplinary recommendation, the Administration and the parents (or legal guardians) of a student facing expulsion may also choose to enter into a Joint Stipulation of the Facts and submit only the Stipulation of the Facts to the Board in lieu of holding the first part of the hearing, as described above. Such Joint Stipulation shall include language indicating that the parents understand their right to have a

hearing to determine whether the student engaged in the alleged misconduct and that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts. If the Board rejects the Joint Stipulation of Facts, a full expulsion hearing shall be held pursuant to the procedures outlined herein.

X. Alternative Educational Opportunities for Expelled Students

A. **Students under sixteen (16) years of age:**

Whenever the Board of Education expels a student under sixteen (16) years of age, it shall offer any such student an alternative educational opportunity.

B. **Students sixteen (16) to eighteen (18) years of age:**

1. The Board of Education shall provide an alternative educational opportunity to a sixteen (16) to eighteen (18) year-old student expelled for the first or second time if he/she requests it and if he/she agrees to the conditions set by the Board of Education. Such alternative educational opportunity may include, but shall not be limited to, the placement of a pupil who is at least seventeen years of age in an adult education program. Any pupil participating in an adult education program during a period of expulsion shall not be required to withdraw from school as a condition to his/her participation in the adult education program.
2. The Board of Education is not required to offer an alternative educational opportunity to any student between the ages of sixteen (16) and eighteen (18) who is expelled for a second, or subsequent, time.
3. The Board of Education shall count the expulsion of a pupil when he/she was under sixteen (16) years of age for purposes of determining whether an alternative educational opportunity is required for such pupil when he/she is between the ages of sixteen and eighteen.

C. **Students eighteen (18) years of age or older:**

The Board of Education is not required to offer an alternative educational opportunity to expelled students eighteen (18)

years of age or older.

D. Content of Alternative Educational Opportunity

1. For the purposes of Section IX, and subject to Subsection IX.E, below, any alternative educational opportunity to which an expelled student is statutorily entitled shall be (1) alternative education, as defined by Conn. Gen. Stat. § 10-74j and in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled,* adopted by the State Board of Education, with an individualized learning plan, if the Board provides such alternative education, or (2) in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted by the State Board of Education.
2. The Superintendent, or his/her designee, shall develop administrative regulations concerning alternative educational opportunities, which administrative regulations shall be in compliance with the standards adopted by the State Board of Education. Such administrative regulations shall include, but not limited to, provisions to address student placement in alternative education; individualized learning plans; monitoring of students placements and performance; and a process for transition planning.

E. ***Students identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"):***

Notwithstanding Subsections IX.A. through D. above, if the Board of Education expels a student who has been identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"), it shall offer an alternative educational opportunity to such student in accordance with the requirements of IDEA, as it may be amended from time to time, and in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted by the State Board of Education.

F. ***Students for whom an alternative educational opportunity is not required:***

The Board of Education may offer an alternative educational

opportunity to a pupil for whom such alternative educational opportunity is not required by law or as described in this policy. In such cases, the Board, or if delegated by the Board, the Administration, shall determine the components, including nature, frequency and duration of such services, of any such alternative educational opportunity.

XI. Notice of Student Expulsion on Cumulative Record

Notice of expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice, except for notice of an expulsion of a student in grades nine through twelve, inclusive, based upon possession of a firearm or deadly weapon, shall be expunged from the cumulative educational record by the Board if the student graduates from high school.

In cases where the student's period of expulsion is shortened or waived in accordance with Section VIII.D(14), above, the Board may choose to expunge the expulsion notice from the cumulative record at the time the student completes the Board-specified program and meets any other conditions required by the Board.

If a student's period of expulsion was not shortened or waived, the Board may choose to expunge the expulsion notice from the student's cumulative record prior to graduation if such student has demonstrated to the Board that the student's conduct and behavior in the years following such expulsion warrants an expungement. In deciding whether to expunge the expulsion notice, the Board may receive and consider evidence of any subsequent disciplinary problems that have led to removal from a classroom, suspension or expulsion of the student.

If the student has not previously been suspended or expelled, and the Administration chooses to expunge the expulsion notice from the student's cumulative record prior to graduation, the Administration may refer to the existence of the expunged notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspension or expulsion by the student would constitute the student's first such offense.

XII. Change of Residence During Expulsion Proceedings

A. Student moving into the school district:

1. If a student enrolls in the district while an expulsion hearing is pending in

another district, such student shall not be excluded from school pending completion of the expulsion hearing unless an emergency exists, as defined above. The Board shall retain the authority to suspend the student or to conduct its own expulsion hearing.

2. Where a student enrolls in the district during the period of expulsion from another public school district, the Board may adopt the decision of the student expulsion hearing conducted by such other school district. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative educational opportunity in accordance with statutory requirements. The Board shall make its determination based upon a hearing held by the Board, which hearing shall be limited to a determination of whether the conduct which was the basis of the previous public school district's expulsion would also warrant expulsion by the Board.

B. ***Student moving out of the school district:***

Where a student withdraws from school after having been notified that an expulsion hearing is pending, but before a decision has been rendered by the Board, the notice of the pending expulsion hearing shall be included on the student's cumulative record and the Board shall complete the expulsion hearing and render a decision. If the Board subsequently renders a decision to expel the student, a notice of the expulsion shall be included on the student's cumulative record.

XIII. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Services under the Individuals with Disabilities Education Act ("IDEA")

A. ***Suspension of IDEA students:***

Notwithstanding the foregoing, if the Administration suspends a student identified as eligible for services under the IDEA (an "IDEA student") who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The Administration shall make reasonable attempts to immediately notify the parents of the student of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.
2. During the period of suspension, the school district is not

required to provide any educational services to the IDEA student beyond that which is provided to all students suspended by the school district.

B. Expulsion and Suspensions that Constitute Changes in Placement for IDEA students:

Notwithstanding any provision to the contrary, if the Administration recommends for expulsion an IDEA student who has violated any rule or code of conduct of the school district that applies to all students, the procedures described in this section shall apply. The procedures described in this section shall also apply for students whom the Administration has suspended in a manner that is considered under the IDEA, as it may be amended from time to time, to be a change in educational placement:

1. Upon the decision by the Administration to recommend expulsion or impose a suspension that would constitute a change in educational placement, the Administration shall promptly notify the parent(s)/guardian(s) of the student of the recommendation of expulsion or the suspension that would constitute a change in educational placement, and provide the parents(s)/guardian(s) a copy of the special education procedural safeguards either by hand-delivery or by mail (unless other means of transmission have been arranged).
2. The school district shall immediately convene the student's planning and placement team ("PPT"), but in no case later than ten (10) school days after the recommendation for expulsion or the suspension that constitutes a change in placement was made. The student's PPT shall consider the relationship between the student's disability and the behavior that led to the recommendation for expulsion or the suspension which constitutes a change in placement, in order to determine whether the student's behavior was a manifestation of his/her disability.
3. If the student's PPT finds that the behavior <u>was</u> a manifestation of the student's disability, the Administration shall not proceed with the recommendation for expulsion or the suspension that constitutes a change in placement.
4. If the student's PPT finds that the behavior <u>was not</u> a manifestation of the student's disability, the Administration may proceed with the recommended expulsion or suspension that constitutes a change in placement.
5. During any period of expulsion, or suspension of greater than ten (10) days per school year, the Administration shall provide the

student with an alternative education program in accordance with the provisions of the IDEA.

6. When determining whether to recommend an expulsion or a suspension that constitutes a change in placement, the building administrator (or his or her designee) should consider the nature of the misconduct and any relevant educational records of the student.

C. **Removal of Special Education Students for Certain Offenses:**

1. School personnel may remove a student eligible for special education under the IDEA to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:
   a. Was in possession of a dangerous weapon, as defined in 18 U.S.C. 930(g)(2), as amended from time to time, on school grounds or at a school-sponsored activity, or
   b. Knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school or at a school-sponsored activity; or
   c. Has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function.
2. The following definitions shall be used for this subsection XIII.C.:
   a. **Dangerous weapon** means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length.
   b. **Controlled substance** means a drug or other substance identified under schedules I, II, III, IV, or V in section 202(c) of the Controlled Substances Act, 21 U.S.C. 812(c).
   c. **Illegal drug** means a controlled substance but does not include a substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.
   d. **Serious bodily injury** means a bodily injury which involves: (A) a substantial risk of death; (B) extreme physical pain; (C) protracted and obvious disfigurement; or (D) protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

XIV. Procedures Governing Expulsions for Students Identified as Eligible under Section 504 of the Rehabilitation Act of 1973 ("Section 504")

A. Except as provided in subsection B below, notwithstanding any provision

to the contrary, if the Administration recommends for expulsion a student identified as eligible for educational accommodations under Section 504 who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The parents of the student must be notified of the decision to recommend the student for expulsion.
2. The district shall immediately convene the student's Section 504 team ("504 team") for the purpose of reviewing the relationship between the student's disability and the behavior that led to the recommendation for expulsion. The 504 team will determine whether the student's behavior was a manifestation of his/her disability.
3. If the 504 team finds that the behavior was a manifestation of the student's disability, the Administration shall not proceed with the recommendedexpulsion.
4. If the 504 team finds that the behavior was not a manifestation of the student's disability, the Administration may proceed with the recommended expulsion.

B. The Board may take disciplinary action for violations pertaining to the use or possession of illegal drugs or alcohol against any student with a disability who currently is engaging in the illegal use of drugs or alcohol to the same extent that such disciplinary action is taken against nondisabled students. Thus, when a student with a disability is recommended for expulsion based solely on the illegal use or possession of drugs or alcohol, the 504 team *shall not be required to meet* to review the relationship between the student's disability and the behavior that led to the recommendation for expulsion.

XV. Procedures Governing Expulsions for Students Placed in a Juvenile Detention Center

A. Any student who commits an expellable offense and is subsequently placed in a juvenile detention center or any other residential placement for such offense may be expelled by the Board in accordance with the provisions of this section. The period of expulsion shall run concurrently with the period of placement in a juvenile detention center or other residential placement.
B. If a student who committed an expellable offense seeks to return to a school district after participating in a diversionary program or having been placed in a juvenile detention center or any other residential placement and such student has not been expelled by the board of education for such offense under subdivision (A) of this subsection, the Board shall allow such student to return and may not expel the student for additional time for such offense.

XVI. Early Readmission to School

An expelled student may apply for early readmission to school. The Board delegates the authority to make decisions on readmission requests to the Superintendent. Students desiring readmission to school shall direct such readmission requests to the Superintendent. The Superintendent has the discretion to approve or deny such readmission requests, and may condition readmission on specified criteria.

XVII. Dissemination of Policy

The Board of Education shall, at the beginning of each school year and at such other times as it may deem appropriate, provide for an effective means of informing all students, parent(s) and/or guardian(s) of this policy.

XVIII. Compliance with Documentation and Reporting Requirements

A. The Board of Education shall include on all disciplinary reports the individual student's state-assigned student identifier (SASID).
B. The Board of Education shall report all suspensions and expulsions to the State Department of Education.
C. If the Board of Education expels a student for sale or distribution of a controlled substance, as defined in Conn. Gen. Stat. § 21a-240(9), whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with the intent to sell or dispense, offering, or administration is the subject to criminal penalties under Conn. Gen. Stat. §§ 21a-277 and 21a-278, the Board shall refer such student to an appropriate state or local agency for rehabilitation, intervention or job training and inform the agency of its action.
D. If the Board of Education expels a student for possession of a firearm, as defined in 18 U.S.C. § 921, or deadly weapon, dangerous instrument or martial arts weapon, as defined in Conn. Gen. Stat. § 53a-3, the Board shall report the violation to the local police.

Legal References:

Connecticut General Statutes:

Public Act 19-91, "An Act Concerning Various Revisions and Additions to the Education Statutes."

Public Act 19-13, "An Act Prohibiting the Sale of Cigarettes, Tobacco Products, Electronic Nicotine Delivery Systems and Vapor Products to Persons Under Age Twenty-One."

Series 5000

STUDENT DISCIPLINE (cont'd)

§ 10-16 Length of school year

§§ 4-176e through 4-180a and § 4-181a Uniform Administrative Procedures Act
§ 10-222d Safe school climate plans. Definitions. Safe school climate assessments
§§ 10-233a through 10-233f Suspension and expulsion of students.
§ 10-233*l* Expulsion and suspension of children in preschool programs
§ 10-253 School privileges for children in certain placements, nonresident children, children in temporary shelters, homeless children and children in juvenile detention facilities. Liaison to facilitate transitions between school districts and juvenile and criminal justice systems.
§ 21a-240 Definitions
§ 19a-342a Use of electronic nicotine delivery system or vapor product prohibited
§§ 21a-408a through 408p Palliative Use of Marijuana
§ 29-38 Weapons in vehicles
§ 53a-3 Definitions
§ 53-344b Sale and delivery of electronic nicotine delivery system or vapor products to minors
§ 53-206 Carrying of dangerous weapons prohibited.

Packer v. Board of Educ. of the Town of Thomaston, 246 Conn. 89 (1998). *State v. Hardy*, 896 A.2d 755, 278 Conn. 113 (2006). *State v. Guzman*, 955 A.2d 72, 2008 Conn. App. LEXIS 445 (Sept. 16, 2008).

Connecticut State Department of Education, *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted

January 3, 2018. Federal law:

Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq*., as amended by the Individuals with Disabilities Education Improvement Act of 2004, Pub. L. 108-446.
Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a).
18 U.S.C. § 921 (definition of "firearm")
18 U.S.C. § 930(g)(2) (definition of "dangerous weapon")
18 U.S.C. § 1365(h)(3) (identifying "serious bodily injury")
21 U.S.C. § 812(c) (identifying "controlled substances")
34 C.F.R. § 300.530 (defining "illegal drugs")
Gun-Free Schools Act, 20 U.S.C. § 7961

Series 5000

STUDENT DISCIPLINE (cont'd)

Honig v. Doe, 484 U.S. 305 (1988)

ADOPTED: August 2002

REVISED: November 2020

REVISED: May 2025

REVISED: September 2026

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only X **Board Meeting Date** October 15, 2026

Decision Requested _____ **Agenda Code** 10 d.

AGENDA REPORTING FORM

Agenda Topic: Policy 5123 – Promotion and Retention - Revised - First Reading.

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 5123 – Promotion and Retention.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: The Board of Education Policy & Personnel Committee is bringing the draft Policy 5123 to the full Board for a First Reading.

Titles of Attachments:

1. DRAFT Policy 5123

Frank Ryan

Signature of Staff Member Submitting Report

Peter Madaras

Signature of Superintendent of Schools

Policy 5123
Promotion and Retention – Revised Policy
Draft

Series 5000: Students

Progress/Records

Promotion and Retention

It is the philosophy of the Board of Education that all students should have access to instructional programs that are compatible with their maturity, functional and achievement levels, emotional condition, learning style(s), and intellectual capacity.

Grade, placement of pupils attending the Southington Public Schools shall be determined by their level of development as well as their achievement of learning objectives. Each case will be decided on an individual basis after all factors noted above are carefully examined.

A recommendation for placement or retention will be based on the professional judgment of the classroom teacher(s) after discussion with parent(s)/guardian(s), the principal, and instructional support personnel. The principal, in consultation with school personnel ~~and parent(s)/guardian(s),~~ will be responsible for the final decision of teacher, grade and or team.

The school administration shall inform all parents and students of this policy at the beginning of each school year.

Cross-reference:
See Complaints about Conduct of the Schools, Policy 1312

Policy Approved: June 1985
Policy Reviewed: August 2002
Policy Revised: February 2006
Policy Revised: September 2026

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only X **Board Meeting Date** October 15, 2026

Decision Requested _____ **Agenda Code** 10 e.

AGENDA REPORTING FORM

Agenda Topic: Policy 5141.8 – Students with Special Health Care Needs - NEW - First Reading.

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 5141.8 – Students with Special Health Care Needs.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: The Board of Education Policy & Personnel Committee is bringing the draft Policy 5141.8 to the full Board for a First Reading.

Titles of Attachments:

1. DRAFT Policy 5141.8

Frank Ryan

Signature of Staff Member Submitting Report

Peter Madaras

Signature of Superintendent of Schools

Policy 5141.8

Students with Special Health Care Needs – NEW Policy

Draft

Series 5000: Students

Students with Special Health Care Needs

The focus of a Districtwide Food Allergy Management Plan shall be prevention, education, awareness, communication and emergency response. The management plan shall strike a balance between the health, social normalcy and safety needs of the individual student with life threatening food allergies and the education, health and safety needs of all students. The District Food Allergy Management Plan shall be the basis for the development of the procedural guidelines that will be implemented at the school level and provide for consistency across all schools within the district.

The goals for the Districtwide Plan include:

1. To maintain the health and protect the safety of children who have life-threatening food allergies in ways that are developmentally appropriate, promote self-advocacy and competence in self-care and provide appropriate educational opportunities.

2. To ensure that interventions and individual health care plans for students with life-threatening food allergies are based on medically accurate information and evidence-based practices.

3. To define a formal process for identifying, managing, and ensuring continuity of care for students with life-threatening food allergies across all transitions. (Pre-K-Grade 12)

It is the policy of the Board of Education to follow the guidelines developed and promulgated by the Connecticut Department of Public Health and Department of Education for students within the District with life-threatening food allergies and glycogen storage disease. Such guidelines include (1) education and training for school personnel on the management of students with life-threatening food allergies and glycogen storage disease, including training related to the administration of medication with a cartridge injector and nasal spray and the provision of food or dietary supplements, (2) procedures for responding to life threatening allergic reactions to food, (3) a process for the development of individualized health care and food allergy action plans for every student with a life-threatening food allergy, (4) a process for the development of individualized health care and glycogen storage disease action plans for every student with glycogen storage disease and such plan shall include, but not be limited to, the provision of food or dietary supplements by the school nurse or by any school employee approved by the school nurse, to a student with glycogen storage disease provided such plan does not prohibit a parent/guardian or a person they so designate, to provide food or dietary supplements on school grounds during the school day, and (5) protocols to prevent exposure to food allergens.

It is the Board's expectation that specific building-based guidelines/actions will consider the health needs and well-being of all children without discrimination or isolation of any child. It is the Board's belief that education and open and informative communication are vital for the creation of an environment with reduced risks for all students and their families. To assist children with life-threatening allergies to assume more individual responsibility for maintaining their safety as they grow, it is the policy of the Board that guidelines shift as children advance through the primary grades and through secondary school.

Series 5000: Students

Students with Special Health Care Needs

The District's plan for managing students with life-threatening food allergies shall be posted on the District's website (and/or on the website of each school within the District).

(cf. 5141 - Student Health Services)

(cf. 5141.21 - Administering Medication)

(cf. 5141.23 - Students with Special Health Care Needs)

(cf. 5141.3 - Health Assessments)

(cf. 5145.4 - Nondiscrimination)

Legal Reference: Connecticut General Statutes

10-15b Access of parent or guardian to student's records.

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

10-207 Duties of medical advisors.

10-212a Administrations of medications in schools

10-212c Life threatening food allergies; Guidelines; district plans, ass amended by P.A. 12-198

10-212a(d) Administration of medications in schools by a paraprofessional

10-220i Transportation of students carrying cartridge injectors

52-557b Good Samaritan Law. Immunity from liability for emergency medical assistance, first aid or medication by injection

PA 05-104 An Act Concerning Food Allergies and the Prevention of Life-Threatening Incidents in Schools

PA 05-144 and 05-272 An Act Concerning the Emergency Use of Cartridge Injectors

The Regulations of Connecticut State Agencies section 10-212a through 10-212a-7

Federal Legislation

Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794 § 504; 34 C.F.R. § 104 et seq.)

Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §12101 et seq.; 29C.F.R. §1630 et seq.

The Family Education Rights and Privacy Act of 1974 (FERPA)

Series 5000: Students

Students with Special Health Care Needs

The Individuals with Disabilities Education Act of 1976 (IDEA) (20 U.S.C. § 1400 et seq.); 34 C.F.R. § 300 et seq.

FCS Instruction783-2, Revision 2, Meal substitution for medical or other special dietary reasons.

P.A. 09-155 An Act Concerning the Use of Asthmatic Inhalers and Epinephrine Auto-Injectors While at School

Land v. Baptist Medical Center, 164 F3d 423 (8th Cir. 1999)

Policy adopted: September 2026

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ **Board Meeting Date** October 15, 2026

Decision Requested X **Agenda Code** 10 f1.

AGENDA REPORTING FORM

Agenda Topic: Approval of Job Description – High School Department Facilitator - REVISED.

Summary of Issue: Approval of Job Description – High School Department Facilitator - REVISED.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** _____

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education approve the job description presented by the administration.

Titles of Attachments:
1. Job Description

Frank Ryan
_____
Signature of Staff Member Submitting Report

Stan Madansky
_____
Signature of Superintendent of Schools

High School Department Facilitator - REVISED

SOUTHINGTON Public Schools

JOB DESCRIPTION

TITLE: **High School Department Facilitator**

QUALIFICATIONS:

1. Demonstrated knowledge and experience in the department.
2. Demonstrated experience in working cooperatively and effectively with others.
3. Team certification to mentor new teachers preferred.
4. Three (3) years of successful teaching experience.

REPORTS TO:
High School Principal or his/her designee and department ~~head~~ leader.

JOB GOAL:
Assist in the implementation of high quality instruction and teacher development in a non-supervisory capacity ~~management of the department~~.

PERFORMANCE RESPONSIBILITIES:

1. ~~Assist with routine matters of concern to teachers.~~
2. ~~Assist with management and handling of supplies and equipment.~~
3. ~~Assist with the student management within the department.~~
4. ~~Organize lesson plans for substitute teachers.~~
5. ~~Coordinate programs with guidance and media personnel.~~

1. Mentorship
    a. Support the professional growth of teachers through collaborative planning, coaching, mentoring, and role-model teaching.
    b. Lead the organization of certain department-wide initiatives/special projects.
2. Curriculum, Instruction & Assessment
    a. Assist teachers with instructional strategies, family communication, differentiation strategies, and other professional support.
    b. Collaborate with the Department Leader and Assistant Department Leader on data analysis to inform department goals, professional development, and instructional practices.
    c. Assist with curriculum development and alignment.
    d. Assist in the creation of instructional materials.
3. Collaboration & School Improvement
    a. Collaborate with other departments as needed.
    ~~b.~~ Perform other related duties as assigned by the Department Leader ~~chairperson~~ or principal.

TERMS OF EMPLOYMENT:
Annual appointment by the Board of Education.

EVALUATION:
Performance to be evaluated annually by the High School ~~Principal~~ Administration.

DRAFT

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ **Board Meeting Date** October 15, 2026

Decision Requested X **Agenda Code** 10 f2.

AGENDA REPORTING FORM

Agenda Topic: Approval of Job Description – Supervisor of Deaf Education & Audiology Services - NEW.

Summary of Issue: Approval of Job Description – Supervisor of Deaf Education & Audiology Services - NEW.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** _____

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education approve the job description presented by the administration.

Titles of Attachments:
1. Job Description

Frank Ryan
_____
Signature of Staff Member Submitting Report

Ste Madaras
_____
Signature of Superintendent of Schools

Supervisor of Deaf Education & Audiology Services - NEW

SOUTHINGTON Public Schools

JOB DESCRIPTION

TITLE: **Supervisor of Deaf Education & Audiology Services**

QUALIFICATIONS:

1. Connecticut Hard of Hearing Certification (057) or equal related coursework.
2. Connecticut Intermediate Administrator or Supervisor Certificate (092) required.
3. Knowledge of and/or experience with hearing assistive technology.

REPORTS TO:
Special Education Coordinator

JOB GOAL:
The Supervisor of Hearing Support Services provides leadership, coordination, and oversight of district programming, services, and resources supporting students who are deaf or hard of hearing and students requiring hearing assistive technology.

PERFORMANCE RESPONSIBILITIES:

Program Leadership and Administration

- Provides district-wide leadership for educational services supporting students who are deaf or hard of hearing.
- Oversees the implementation, evaluation, and continuous improvement of hearing support services across all district schools and programs.
- Develops, implements, and annually reviews district procedures related to hearing support services, communication access, and hearing assistive technology.
- Ensures compliance with applicable federal and state laws, regulations, Board of Education policies, and district procedures related to special education and accessibility.
- Develops annual goals and uses student and program data to evaluate effectiveness, identify trends, and recommend program improvements.
- Reviews current research, legislation, professional standards, and emerging technologies to inform district policies, procedures, and programming.
- Makes budget recommendations and informs long-range purchasing plans for hearing support services, contracted audiological services, and hearing assistive technology.
- Monitors expenditures, evaluates equipment needs, and recommends purchases that maximize fiscal responsibility while meeting student needs.
- Serves as the district liaison with the district's contracted educational audiology provider and collaborates with the contracted audiologist and district administration to coordinate services and address student needs.

Service Delivery, Consultation, and Professional Learning

- Oversees the district-wide implementation, inventory, deployment, maintenance, replacement, and lifecycle management of hearing assistive technology.
- Establishes systems for equipment inventory, maintenance, troubleshooting, documentation, and distribution during the regular school year and Extended School Year (ESY).
- Develops and maintains databases and documentation related to hearing assistive technology, equipment inventory, and student assignments.

- Serves as the district resource regarding educational programming and communication access for students who are deaf or hard of hearing.
- Advises educational teams regarding the development, implementation, and review of Language and Communication Plans and communication supports for students with Individualized Education Programs (IEPs) and Section 504 Plans.
- Collaborates with administrators, teachers, related service providers, families, contracted providers, and community agencies to promote coordinated service delivery and positive student outcomes.
- Designs, coordinates, and delivers professional learning on hearing assistive technology, communication access, spoken/signed language development, and evidence-based practices for administrators, speech-language pathologists, teachers, related service providers, paraeducators, and families.
- Develops instructional resources, guidance documents, and implementation protocols that promote consistent district practices.

Professional Leadership

- Represents the district through participation in local, regional, state, national, and/or nonprofit organizations related to deaf education, educational audiology, hearing support services, and communication accessibility.
- Participates in professional committees, conferences, and collaborative initiatives to remain current with legislation, research, best practices, and emerging trends.
- Shares knowledge and recommendations with district leadership and staff to strengthen programming, improve student outcomes, and support continuous improvement.
- Serves as a resource to district leadership on current and emerging issues affecting students who are deaf or hard of hearing.
- Performs other duties as assigned by the Director of Pupil Personnel Services.

TERMS OF EMPLOYMENT:

In accordance with the agreement between the Southington Board of Education and the Southington Education Association.

EVALUATION:

Performance to be evaluated annually by the Director of Pupil Personnel Services or his/her designee.

DRAFT

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ **Board Meeting Date** October 15, 2026

Decision Requested X **Agenda Code** 10 f3.

AGENDA REPORTING FORM

Agenda Topic: Approval of Job Description – Agricultural Facilities Assistant - NEW.

Summary of Issue: Approval of Job Description – Agricultural Facilities Assistant - NEW.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** _____

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education approve the job description presented by the administration.

Titles of Attachments:
1. Job Description

Frank Rep

Signature of Staff Member Submitting Report

Steve Madaney

Signature of Superintendent of Schools

Agricultural Facilities Assistant - NEW

SOUTHINGTON Public Schools

JOB DESCRIPTION

TITLE: Agricultural Facilities Assistant

QUALIFICATIONS:

1. Experience in farm, livestock, or equine facility operations is strongly preferred.
2. Proficiency in operating farm machinery, including tractors, brush hogs, and utility vehicles preferred.
3. Applicants must possess a valid driver's license and clean driving record.
4. Must successfully complete all required school district background checks and fingerprinting.
5. Ability to work independently and complete physically demanding tasks.
6. Comfortable working with students and youth in an educational setting.
7. Basic knowledge of animal care and safety protocols.

REPORTS TO:
Director of Agricultural Science

JOB GOAL:
The Agricultural Facilities Assistant supports the daily operations and seasonal maintenance of Southington High School's Agriscience facilities at our newly constructed South Campus.

PERFORMANCE RESPONSIBILITIES:

Facility Maintenance & Operation

1. Water, pick manure, and drag the dry lot to maintain proper footing conditions.
2. Perform routine brush hogging/mowing of livestock pastures and alleyways outside of the pastures using tractor implements when needed.
3. Maintain equipment and facilities in a clean and operable condition, including tractors, attachments, gates, bathroom, water lines, fencing, and related equipment as needed.
4. Safely lift and move hay bales and grain bags for livestock feed as needed.
5. Assist with routine repairs, preventative maintenance, and grounds upkeep.
6. Monitor and maintain the gasoline and oil supply used for farm equipment; ensure fuel tanks are filled, two-stroke mixes are prepared as needed, and oil reserves are stocked for facility equipment.
7. Manage farm deliveries, including coordinating feed, hay, and supply drop-offs; work collaboratively with agriscience staff to determine inventory needs and communicate with vendors to schedule and receive deliveries.

Agriscience Facilities Support

1. Coordinate and maintain the weekend feeding schedule in collaboration with agriscience staff.

2. Feed and monitor companion animals, livestock, and equines on weekends or during holidays when Agriscience teachers are unavailable.
3. Observe animals for signs of illness or injury and report concerns promptly.
4. Clean and bed stalls, pens to ensure safe and functional environments.

Student & Program Collaboration

1. Provide guidance to student workers in proper animal handling, equipment use, and facility tasks. Oversee students practicing animal handling skills with animals over weekends and summer months.
2. Assist in preparing agricultural education spaces for student labs, events, and demonstrations.
3. Support the goals of the agriscience program by maintaining an environment that aligns with established safety practices and program expectations.

Physical Requirements

1. Ability to lift 50+ pounds, including hay bales and feed bags.
2. Ability to work outdoors in various weather conditions.
3. Manual dexterity and physical ability to operate machinery and perform routine maintenance tasks.

TERMS OF EMPLOYMENT:

Non-Union, 12-month position

EVALUATION:

Performance to be evaluated annually by Director Agricultural Science.

DRAFT