

Bethel Board of Education Regular Meeting

Thursday, November 17, 2011 7:00 PM

Board of Education Conf. Room E Central Office, 1 School Street, PO Box 253,
Bethel, CT 06801

1. Call to Order

1.A. Roll Call for Quorum

1.B. Pledge of Allegiance

2. Approval of Minutes 7:05 PM

2.A. October 20, 2011 - Special Meeting

2.B. October 20, 2011 - Regular Meeting

2.C. October 24, 2011 - Special Meeting - 6 PM

2.D. October 24, 2011 - Special Meeting - 7:30 PM

2.E. October 26, 2011 - Special Meeting - 6 PM

2.F. October 26, 2011 - Special Meeting - 7:30 PM

2.G. October 27, 2011 - Special Meeting - 6 PM

2.H. October 27, 2011 - Special Meeting - 7:30 PM

2.I. November 3, 2011 - Special Meeting

3. Correspondence

4. Audience Participation

5. Reports to the Board

5.A. Policy

5.A.1. First Reading

5.A.1.a. Safe School Climate Plan

5.B. Curriculum

5.B.1. Project Lead the Way

6. Finance

6.A. Extension of Contract and Bid waiver for
purchase of Trash/Refuse Services

6.B. 5-Year Capital Plan

7. Adjourn

Tentative minutes of the **Bethel Board of Education Special Meeting** held on **Thursday, October 20, 2011**, in Board of Education Conference Room E.

1. **Recommended Executive Session**

CT General Statutes 1-200(6)(c)

1. ***Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.***

Board Members Present: S. Carlsen, J. Chrzescijanek, L. Craybas, S. Clayton, M. Duff, W. Duff, K. Lacey, M. O'Brien, R. Renner

Board Members Absent: None

Administrators: G. Chesley, J. Jordan

**Motion by M. O'Brien: Move to enter into Executive Session at 6:07 p.m.
Seconded by S. Carlsen
Motion Carried Unanimously**

**Motion by R. Renner: Move that the Board of Education come out of Executive Session at 7:00 p.m.
Seconded by K. Lacey
Motion Carried Unanimously**

**Motion by R. Renner: Move to adjourn at 7:00 p.m.
Seconded by K. Lacey
Motion Carried Unanimously**

Respectfully submitted,

Robin Renner
Secretary

Tentative minutes of the **Bethel Board of Education Regular Meeting** held on **Thursday, October 20, 2011**, in Board of Education Conference Room E.

Attendance: None

Administrative Attendance: G. Chesley, J. Jordan, T. Yonsky, P. Cosentino, D. DeBlois, D. Muharem

L. Craybas, Chairman, called the meeting to order at 7:05 p.m.

1. **Call to Order**
A. ***Roll Call for Quorum***

Board Members Present: S. Carlsen, J. Chrzescijanek, L. Craybas, S. Clayton, M. Duff, W. Duff, K. Lacey, M. O'Brien, R. Renner

Board Members Absent: None

B. ***Pledge of Allegiance***

2. **Approval of Minutes**
A. ***September 22, 2011 – Regular Meeting***
B. ***September 26, 2011 – Special Meeting***
C. ***October 3, 2011 – Special Meeting***
D. ***October 4, 2011 – Special Meeting***

<p>Motion by S. Carlsen: Move to approve the following minutes: <i>September 22, 2011 – Regular Meeting</i> <i>September 26, 2011 – Special Meeting</i> <i>October 3, 2011 – Special Meeting</i> <i>October 4, 2011 – Special Meeting</i> Seconded by R. Renner Motion Carried Unanimously</p>

3. **Correspondence**

- Letter from Richard Sadlon, Connecticut Arts Administrators Association to Maureen Berescik, regarding being a recipient of the 2011 CAAA Award of Excellence in Arts Education.

4. **Board Recognition**

None.

5 Audience Participation

None.

6. Administrative/Board Member Update

Dr. Chesley spoke to the Board about the CAFE Delegate Assembly in November. Stuart Carlsen will attend to represent the Board.

Fran Peters, BHS SPED Teacher, presented an overview of the BHS TASK Program and its success. 9 students have graduated with a diploma since 2009.

Motion by S. Carlsen: Move to amend the motion to approve the minutes of September 26, 2011 so Board members that were absent abstain from the approval of the minutes.
Seconded by L. Craybas
Motion Carried Unanimously

Motion by S. Carlsen: Move to approve the minutes of September 26, 2011 – Special Meeting.
YAY: S. Carlsen, J. Chrzescijanek, L. Craybas, M. Duff, K. Lacey
NAY: None
Abstain: M. Duff, M. O'Brien, S. Clayton R. Renner
Seconded by L. Craybas
Motion Carried

A. *Vision – Business Office*

Mrs. Yonsky, Director of Fiscal Services reviewed the progress on the Vision for the Business Office.

B. *Building Project*

Larry Craybas, Chairman, updated Board members on the Johnson/Rockwell feasibility report presentation to the community on October 11, 2011.

C. *District/ School Climate*

Dr. Jordan spoke to the Board about the progress of the District’s School Climate Plan. Administrators will work this week to put together a school safety plan and the names of school climate committee members for their schools.

The Board must approve the plan by the end of December in order or it to be submitted to the State for approval by January.

D. The 2-year NEASC Report from Bethel High

Dr. Cosentino, BHS Principal, answered questions from the Board on the NEASC 2-year Report. Dr. Cosentino reported 62% of the 52 recommendations are completed. She will receive a response from NEASC on this report and then begin the process for the 5-year report.

E. Free and Reduced Lunch Review

Mrs. Yonsky, Director of Fiscal Services provided the Board the Free and Reduced Lunch program enrollment report. 16% of the student population meet the requirements and are participating.

7. Reports to the Board

A. Policy

1. First Reading

a) Policy 3524.2, Hazardous Material in Schools, Green Cleaning Program

**Motion by S. Carlsen: Move to accept Policy 3524.2, Hazardous Material in Schools, Green Cleaning Program for first reading.
Seconded by: R. Renner
Motion Carried Unanimously**

2. Second Reading – Approval 4000 (Personnel) series

0.	Concept and Roles in Personnel		
	A. Goals and Objectives	4010	P
	B. Title IX	4010.1	P
1.	Certified Personnel		
	A. Permanent Personnel		
	Recruitment and Selection.....	4111	P/R
	Non-Discrimination in Hiring and		
	Promotion	4111.1	P/R
	Minority Recruitment Plan	4111.3	P
	Appointment and Conditions of Employment	4112	P/R
	Security Check/Fingerprinting.....	4112.5	P/R
	Employment References and		
	Background Checks	4112.51	P/R
	Employment References and Background		
	Checks.....	4112.6	P
	Nepotism; Employment of Relatives	4112.8	P
	Assignment of Professional Personnel	4113	P/C
	Evaluation.....	4115	P/R/C

Coaches/Activities Sponsors	4115.3	P
Disciplinary Action	4117	P
Retirement	4117.1	P
Non-Renewal/Suspension.....	4117.4	P
Professional Staff Termination of of Employment.....	4117.5	P
Rights, Responsibilities and Duties		
Sexual & Other Unlawful Harassment.....	4118.112	P/R
Academic Freedom.....	4118.21	P/R
Alcohol, Drugs, & Tobacco	4118.231	P/R
Prohibition of Psychotropic Drugs.....	4118.234	P

Motion by M. O'Brien: Move to approve policies listed with the exception of the following policies:

Minority Recruitment Plan	4111.3
Disciplinary Action	4117
Non-Renewal/Suspension	4117.4
Nondiscrimination	4118.11
Alcohol, Drugs, & Tobacco	4118.231
Prohibition of Psychotropic Drugs	4118.234

Seconded by: L. Craybas
Motion Carried Unanimously

B. Curriculum

1. Technology Plan Revision 2012

Dr. Jordan reported work has begun on the Technology Plan Revision. She and Dan DeBlois, Supervisor of Information Technology, will meet with administrators to see what is and isn't working with the Tech Plan.

2. Physical Education Curriculum Acceptance

Motion by R. Renner: Move to accept the Physical Education Curriculum.

Seconded by L. Craybas
Motion Carried Unanimously

C. Finance

1. 2010-2011 ED001 Review

Mrs. Yonsky, Director of Fiscal Services, reported the auditors have begun reviewing the ED001 and everything is going smoothly.

2. 1st Quarter Budget Transfers

**Motion by L. Craybas: Move that the Board of Education approves the Budget Transfers for the period of July 1 to September 30 of fiscal year 2011-12 as presented by the Director of Fiscal Services.
Seconded by S. Carlsen
Motion Carried Unanimously**

3. 5-year Capital Plan

Mrs. Yonsky, Director of Fiscal Services, spoke to the Board about the 5-year capital plan. The 5-year Capital Plan is due to the Board of Selectmen by November 30.

**8. Recommended Executive Session
CT General Statutes 1-200(6)(A)
1. Personnel**

Board Members Present: S. Carlsen, J. Chrzescijanek, L. Craybas, S. Clayton, M. Duff, W. Duff, K. Lacey, M. O'Brien, R. Renner

Board Members Absent: None

Administrators: G. Chesley, J. Jordan

**Motion by S. Carlsen: Move to enter into Executive Session at 8:28 p.m.
Seconded by W. Duff
Motion Carried Unanimously**

**Motion by R. Renner: Move that the Board of Education come out of Executive Session at 9:25 p.m.
Seconded by W. Duff
Motion Carried Unanimously**

9. Adjourn

**Motion by J. Chrzescijanek: Move to adjourn at 9:25 p.m.
Seconded by L. Craybas
Motion Carried Unanimously**

Respectfully submitted,

Susan Pare
Board Recorder

Tentative minutes of the **Bethel Board of Education Special Meeting** held on **Monday, October 24, 2011**, in Board of Education Conference Room E.

1. **Recommended Executive Session**

CT General Statutes 1-200(6)(c)

- 1. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.***

Board Members Present: S. Carlsen, J. Chrzescijanek, L. Craybas, S. Clayton, M. Duff, W. Duff, K. Lacey, M. O'Brien, R. Renner

Board Members Absent: None

Administrators: G. Chesley, J. Jordan

<p>Motion by R. Renner: Move to enter into Executive Session at 6:00 p.m. Seconded by M. O'Brien Motion Carried Unanimously</p>
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<p>Motion by R. Renner: Move that the Board of Education come out of Executive Session at 7:10 p.m. Seconded by M. O'Brien Motion Carried Unanimously</p>
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<p>Motion by S. Carlsen: Move to adjourn at 7:10 p.m. Seconded by S. Clayton Motion Carried Unanimously</p>
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Respectfully submitted,

Susan Pare
Board Recorder

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1. **Recommended Executive Session**

CT General Statutes 1-200(6)(c)

1. ***Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.***

Board Members Present: S. Carlsen, J. Chrzescijanek, L. Craybas, S. Clayton, M. Duff, W. Duff, K. Lacey, M. O'Brien, R. Renner

Board Members Absent: None

Administrators: G. Chesley, J. Jordan

**Motion by R. Renner: Move to enter into Executive Session at 7:30 p.m.
Seconded by J. Chrzescijanek
Motion Carried Unanimously**

**Motion by R. Renner: Move that the Board of Education come out of Executive Session at 9:00 p.m.
Seconded by J. Chrzescijanek
Motion Carried Unanimously**

**Motion by W. Duff: Move to adjourn at 9:02 p.m.
Seconded by S. Carlsen
Motion Carried Unanimously**

Respectfully submitted,

Susan Pare
Board Recorder

Tentative minutes of the **Bethel Board of Education Special Meeting** held on **Wednesday, October 26, 2011**, in Board of Education Conference Room E.

1. **Recommended Executive Session**

CT General Statutes 1-200(6)(c)

1. ***Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.***

Board Members Present: S. Carlsen, J. Chrzescijanek, L. Craybas, S. Clayton, M. Duff, W. Duff, K. Lacey, M. O'Brien, R. Renner

Board Members Absent: None

Administrators: G. Chesley, J. Jordan

**Motion by S. Clayton: Move to enter into Executive Session at 6:00 p.m.
Seconded by J. Chrzescijanek
Motion Carried Unanimously**

**Motion by R. Renner: Move that the Board of Education come out of Executive Session at 7:30 p.m.
Seconded by K. Lacey
Motion Carried Unanimously**

**Motion by R. Renner: Move to adjourn at 7:30 p.m.
Seconded by S. Clayton
Motion Carried Unanimously**

Respectfully submitted,

Susan Pare
Board Recorder

Tentative minutes of the **Bethel Board of Education Special Meeting** held on **Wednesday, October 26, 2011**, in Board of Education Conference Room E.

1. **Recommended Executive Session**

CT General Statutes 1-200(6)(c)

- 1. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.***

Board Members Present: S. Carlsen, J. Chrzescijanek, L. Craybas, S. Clayton, M. Duff, W. Duff, K. Lacey, M. O'Brien, R. Renner

Board Members Absent: None

Administrators: G. Chesley, J. Jordan

**Motion by L. Craybas: Move to enter into Executive Session at 7:30 p.m.
Seconded by M. O'Brien
Motion Carried Unanimously**

**Motion by K. Lacey: Move that the Board of Education come out of Executive Session at 9:00 p.m.
Seconded by R. Renner
Motion Carried Unanimously**

**Motion by K. Lacey: Move to adjourn at 9:00 p.m.
Seconded by R. Renner
Motion Carried Unanimously**

Respectfully submitted,

Susan Pare
Board Recorder

Tentative minutes of the **Bethel Board of Education Special Meeting** held on **Thursday, October 27, 2011**, in Board of Education Conference Room E.

1. **Recommended Executive Session**

CT General Statutes 1-200(6)(c)

1. ***Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.***

Board Members Present: S. Carlsen, J. Chrzescijanek, L. Craybas, S. Clayton, M. Duff, W. Duff, K. Lacey, M. O'Brien, R. Renner

Board Members Absent: None

Administrators: G. Chesley, J. Jordan

**Motion by R. Renner: Move to enter into Executive Session at 6:00 p.m.
Seconded by K. Lacey
Motion Carried Unanimously**

**Motion by J. Chrzescijanek: Move that the Board of Education come out of Executive Session at 7:20 p.m.
Seconded by S. Carlsen
Motion Carried Unanimously**

**Motion by R. Renner: Move to adjourn at 7:20 p.m.
Seconded by M. O'Brien
Motion Carried Unanimously**

Respectfully submitted,

Susan Pare
Board Recorder

Tentative minutes of the **Bethel Board of Education Special Meeting** held on **Thursday, October 27, 2011**, in Board of Education Conference Room E.

1. **Recommended Executive Session**

CT General Statutes 1-200(6)(c)

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Board Members Present: S. Carlsen, J. Chrzescijanek, L. Craybas, S. Clayton, M. Duff, W. Duff, K. Lacey, M. O'Brien, R. Renner

Board Members Absent: None

Administrators: G. Chesley, J. Jordan

Motion by R. Renner: Move to enter into Executive Session at 6:00 p.m.
Seconded by K. Lacey
Motion Carried Unanimously

Motion by J. Chrzescijanek: Move that the Board of Education come out of Executive Session at 7:20 p.m.
Seconded by S. Carlsen
Motion Carried Unanimously

Motion by R. Renner: Move to adjourn at 7:20 p.m.
Seconded by M. O'Brien
Motion Carried Unanimously

Respectfully submitted,

Susan Pare
Board Recorder

Tentative minutes of the **Bethel Board of Education Special Meeting** held on **Thursday, November 3, 2011**, in Board of Education Conference Room E.

1. **Recommended Executive Session**

CT General Statutes 1-200(6)(c)

- 1. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.***

Board Members Present: S. Carlsen, J. Chrzescijanek, L. Craybas, S. Clayton, M. Duff, W. Duff, K. Lacey, M. O'Brien, R. Renner

Board Members Absent: None

Administrators: G. Chesley, J. Jordan

Motion by R. Renner: Move to enter into Executive Session at 6:42 p.m.
Seconded by K. Lacey
Motion Carried Unanimously

Motion by K. Lacey: Move that the Board of Education come out of Executive Session at 10:25 p.m.
Seconded by S. Carlsen
Motion Carried Unanimously

Motion by R. Renner: Move to adjourn at 10:25 p.m.
Seconded by M. Duff
Motion Carried Unanimously

Respectfully submitted,

Susan Pare
Board Recorder



*Bethel Board of Education
P.O. Box 253
Bethel, CT 06801*

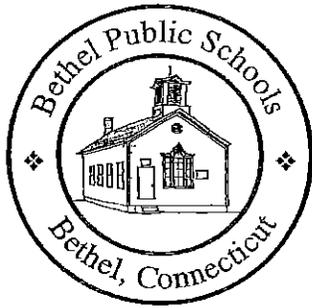
CORRESPONDENCE

Meeting Date 11-17-2011

Attached Correspondence:

Letter from Dr. Chesley to legislators regarding Public Act 11-179, *An Act Concerning Education Issues*, Section 10- ROTC.

Letter from Michael McLachlan, State Senator, to Senator Boucher regarding Public Act 11-179, *An Act Concerning Education Issues*, Section 10- ROTC.



Bethel Public Schools

1 School Street, P.O. Box 253, Bethel, CT 06801
Fax: (203) 794-8723 - web site: www.bethel.k12.ct.us

Gary M. Chesley, Ed.D.
Superintendent of Schools
(203) 794-8601

Janice M. Jordan, Ph.D.
Associate Superintendent of Schools
(203) 794-8613

Theresa Yonsky
Director of Fiscal Services
(203) 794-8603

Linda A. Pica
Director
Special Education & Pupil Services
(203) 794-8616

Kathleen Rockwell
Supervisor
Reading/Language Arts
(203) 794-8755

Daniel DeBlois
Supervisor
Information Technologies
(203) 794-8071

Robert Germinaro
Supervisor
Facility Operations
(203) 794-8609

October 20, 2011

State Senator Toni Boucher
State Senator Michael McLachlan
State Representative David Scribner
State Representative Dan Carter
State Representative Bob Godfrey
State Representative Andrew M. Fleischmann, Co-Chair, Education Committee
State Senator Andrea Stillman, Co-Chair, Education Committee

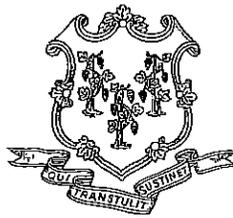
Dear Legislators:

Please allow this correspondence to draw your attention to Public Act 11-179, which was passed in the last session and requires amendment. The purpose of this legislation was to provide an opportunity for veterans to serve in Connecticut high schools as instructors in ROTC programs without certification as a teacher. The legislation is based on a laudable goal -- offering an employment option to veterans and opening the possibility that more high schools can make this extraordinary program available.

Today, there are 13 ROTC units operating in Connecticut high schools. You should be aware that Bethel and Danbury high schools both have ROTC programs. Bethel is affiliated with the Navy and Danbury works with the Air Force. Bethel ROTC enrollment is approximately 220 cadets out of a total school enrollment of 890 students. Bethel's unit has been honored as the best in New England, among the top 10% in America, they annually receives academic honors. They routinely make us proud. The Naval ROTC has been an extraordinary positive feature of our school and the Bethel community.

However, the purpose of this letter is to draw your attention to the unintended consequence of Public Act 11-179. It is my understanding that the language of the law, together with the interpretation by the State Department of Education's Bureau of Certification, and the Connecticut Teacher's Retirement Board, has negatively impacted current Connecticut veterans serving as ROTC instructors in our high schools.

"Our Primary Purpose is to Improve Student Achievement."



B202

State of Connecticut

SENATE

STATE CAPITOL
HARTFORD, CONNECTICUT 06106-1591

SENATOR MICHAEL A. McLACHLAN
TWENTY-FOURTH SENATE DISTRICT

LEGISLATIVE OFFICE BUILDING
SUITE 3400
HARTFORD, CONNECTICUT 06106-1591
CAPITOL: (800) 842-1421
E-MAIL: Michael.McLachlan@cga.ct.gov
WEB SITE: www.SenatorMcLachlan.cga.ct.gov

October 24, 2011

MINORITY WHIP
RANKING MEMBER
GOVERNMENT ADMINISTRATION AND ELECTIONS
COMMITTEE
MEMBER
FINANCE, REVENUE AND BONDING COMMITTEE
JUDICIARY COMMITTEE
LEGISLATIVE MANAGEMENT COMMITTEE
TRANSPORTATION COMMITTEE

The Honorable Toni Boucher
Legislative Office Building, Room 3700
300 Capitol Avenue
Hartford, CT 06106

Dear Senator Boucher,

Recently my office was contacted by Lieutenant Mark Dwinells, a retired Navy lieutenant who is currently a teacher at Bethel High school as a part of the Junior Reserve Officers' Training Corps (JROTC) program. Lieutenant Dwinells is very concerned about the recent passage of Public Act 179, *An Act Concerning Education Issues*, which in Section 10 addresses JROTC.

While this section was intended to allow JROTC teachers who are certified by the United States Armed Forces to bypass the Connecticut Teacher Certification process, interpretation of the section by the Connecticut Department of Education has caused negative effects. The Department sees this section in conflict with several other Connecticut statutes, such as addressing membership to the Teachers' Retirement Program, and statues that require courses taken for graduation credits are taught by a Connecticut certified teacher. Efforts are currently underway to clarify the language; however a legislative change may be necessary to get the intended outcome.

I am asking for your assistance in efforts to fix this pressing problem, both for Lieutenant Dwinells, and the other teachers and students apart of JROTC programs. With this change many qualified JROTC teachers will look to neighboring states for opportunities. Lieutenant Dwinells currently runs one of the most successful JROTC programs in Connecticut – perhaps all of New England. I would hate to see that resource lost in Bethel over a misinterpretation.

Thank you very much for your consideration. Please feel free to contact me to discuss further.

Sincerely Yours,

Michael A. McLachlan
State Senator – 24th District

cc: The Honorable John McKinney, State Senate Minority Leader
Lieutenant Mark Dwinells, JROTC Program, Bethel High School
Dr. Gary Chesley, Superintendent of Schools, Bethel
The Honorable Dan Carter, 2nd District
The Honorable David Scribner, 107th District
Lieutenant Colonel Bryan Holmes, JROTC Program, Danbury High School
Dr. Sal Pascarella, Superintendent of Schools, Danbury
The Honorable Jan Giegler, 108th District
The Honorable Joe Taborsak, 109th District
The Honorable Bod Godfrey, 110th District



The Bethel Board of Education is committed to creating and maintaining a physically, emotionally, and intellectually safe educational environment free from bullying, harassment, and discrimination. To further foster safe, engaging learning environments in every District school, a District Safe School Climate Committee was established in June 2010, and the committee is comprised of the following people:

Mrs. Jennifer Bruno, Parent
Mrs. Kris Correard, Parent
Mr. Larry Craybas, Board of Education Chair
Mrs. Michelle DeBenedetto, School Counselor at Bethel High School
Mr. Dan DeBlois, Supervisor of Technology
Mrs. Alyssa DeLuca, Parent
Dr. Kathy Gombos, Johnson School Principal
Mrs. Christine Haddad, Johnson Library Media Specialist
Dr. Janice Jordan, Associate Superintendent
Mrs. Amanda Kirk, School Counselor at Bethel High School
Mr. Brian Kirmil, Rockwell School Principal
Mrs. Theresa McGorty, Social Worker at Bethel Middle School
Mr. Derek Muharem, Assistant Principal at Bethel Middle School
Mrs. Linda Pica, Director of Special Education and Pupil Services
Ms. Kim Pollard, School Counselor at Bethel Middle School
Mr. Greg Reid, Johnson School Teacher
Mrs. Wendy Ryan, Bethel High School Teacher
Mrs. Lois Tamburino, Paraprofessional at Bethel High School
Mrs. Liz Teed, Johnson School Teacher
Mr. Christopher Troetti, Assistant Principal at Bethel High School
Mr. Bryan Watson, Bethel Middle School Teacher
Mrs. Filomena Weiner, Parent
Mrs. Jessica Wismar, Bethel High School Library-Media Specialist

The District Safe School Climate Committee has been meeting regularly since June of 2010, and, using in-house and community-based resources, they have surveyed students and parents about school safety; presented five different programs designed especially for parents and students on bullying and cyberbullying; and have also conducted staff workshops on bullying and mean behavior.

The specific staff members listed below developed—at the direction of the Board of Education and with input from the District Safe School Climate Committee and all administrators—the

following **District Safe School Climate Plan** as mandated by Public Act 11-232 *An Act Concerning the Strengthening of School Bullying Laws*. These staff members will work with the individual schools' Safe School Climate Committees to assure that their plans are consistent with state law, the District Safe School Climate Plan, and Board Policy:

Dr. Kristen Brooks, Berry School Principal
Dr. Pauline Goolkasian, Supervisor of Special Education and Pupil Services
Dr. Janice Jordan, Associate Superintendent
Mr. Derek Muharem, Bethel Middle School Assistant Principal
Mr. Christopher Troetti, Bethel High School Assistant Principal

The District Safe School Climate Plan which follows represents a comprehensive approach to addressing bullying and cyberbullying, as well as “mean behavior,” and sets forth the Board’s expectations for creating a positive school climate and thus preventing, intervening, and responding to incidents of bullying and mean behavior.

Bethel Board of Education policy strictly prohibits all bullying behavior, and students who are determined to have engaged in such behavior are subject to disciplinary action, which may include suspension or expulsion from school. The district’s commitment to addressing bullying behavior, however, involves a multi-faceted approach, which includes student, parent, and staff education and the promotion of Safe School Climates in which bullying and mean behavior will never be tolerated by students, teachers, administrators, parents, or school staff. Bethel’s multi-faceted approach includes the following:

- Specific policies and regulations delineating the Board of Education’s expectations for student and staff behavior regarding bullying and cyberbullying, and clear consequences for violations;
- *Positive Behavior Intervention and Supports* (PBIS) programs in Johnson School, Bethel Middle School, and Bethel High School;
- *Developmental Guidance* program in kindergarten through grade 12;
- Implementation of a social-emotional curriculum using *Second Step* program materials Pre-School through grade 8;
- Behavior Analyst and Behavior Consultant support services for students, teachers, and administrators in Pre-School through grade 12;
- Student Advisory Programs at Bethel Middle School and Bethel High School;
- Social Skills education programming for Special Education students in pre-school through grade 12;
- Special behavior intervention programs, such as “Lunch Bunch” or other school counseling groups for students who bully, or who are at-risk for bullying, or who exhibit “mean behavior” frequently;
- Completely revised *Responsible Use Policy* (Policy #6141.321 and Policy #4118.5 and #4218.5) with clear expectations for respectful, responsible behavior when using technology on and off the school campus;

- Yearly Safe School Climate training programs for *all* certified and non-certified staff members, including district bus drivers, cafeteria workers, custodians, and paraprofessionals;
- Safe School Climate Committees at each school comprised of teachers and administrators, as well as parents and, in the high school, of students;
- Safe School Climate Specialists (the principal or his/her designee) at each school charged with investigating all bullying complaints and responding to all reports of bullying in the school;
- District Safe School Climate Coordinator responsible for implementing the District Safe School Climate Plan; collaborating with Safe School Climate Specialists, the Board, and the Superintendent to prevent bullying; providing data and information to the Department of Education regarding bullying; meeting with the school-based Safe School Climate Specialists to make recommendations for any amendments to the district's plan;
- District Safe School Climate Committee (see above) comprised of parents, teachers, and leaders within the district to continuously provide students, parents, and staff with informational workshops and presentations on bullying, physically and psychologically safe schools, cyberbullying, positive behaviors, and other relevant bullying topics.

I. Prohibition against Bullying and Retaliation

- A. The Bethel Board of Education expressly prohibits any form of bullying behavior on school grounds; at a school-sponsored or school-related activity, function, or program whether on or off school grounds; at a school bus stop; on a school bus or other vehicle owned, leased or used by the Board of Education; or through the use of an electronic device or an electronic mobile device owned, leased, or used by Board of Education.
- B. The Board also prohibits any form of bullying behavior outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school.
- C. In addition to prohibiting student acts which constitute bullying, the Board also prohibits discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying.
- D. Students who engage in bullying behavior in violation of Board Policy #5131.911 and the District Safe School Climate Plan shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies on student discipline, suspension and expulsion, and shall be consistent with state and federal law.

II. Definition of Bullying

- A. **"Bullying"** means the *repeated* use by one or more students of a written, verbal, or electronic communication, such as cyberbullying, or a physical act or gesture directed at another student attending school in the same district that:
1. causes physical or emotional harm to such student or damage to such student's property;
 2. places such student in reasonable fear of harm to himself or herself, or of damage to his or her property;
 3. creates a hostile environment at school for such student;
 4. infringes on the rights of such student at school; or
 5. substantially disrupts the education process or the orderly operation of the school.
- B. Bullying shall include, but not be limited to, written, verbal, or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, socio-economic status, academic status, physical appearance, or mental, physical, developmental, or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

III. Other Important Definitions

- A. **"Cyberbullying"** means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone, or other mobile electronic devices, or any electronic communications.
- B. **"Electronic communication"** means any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electro-magnetic, photo-electronic, or photo-optical system;
- C. **"Hostile environment"** means a situation in which bullying among students is sufficiently severe or pervasive to alter the conditions of the school climate;

- D. **"Mobile electronic device"** means any hand-held or other portable electronic equipment capable of providing data communication between two or more individuals, including, but not limited to, a text-messaging device, a paging device, a personal digital assistant, a laptop computer, equipment that is capable of playing a video game or a digital video disk, or equipment on which digital images are taken or transmitted;
- E. **"Outside of the school setting"** means at a location, activity, or program that is not school-related, or through the use of an electronic device or a mobile electronic device that is not owned, leased, or used by the Bethel Board of Education;
- F. The following **"prevention and intervention strategies"** as detailed in PA 11-232 have been implemented in the Bethel Public Schools as noted below:
- (1) implementation of *Positive Behavior Interventions and Supports (PBIS)* into Johnson School, Bethel Middle School, and Bethel High School over the past three years, as an evidence-based model for improving school climate; *PBIS* is scheduled for full implementation into Berry and Rockwell Schools for the 2012-13 school year;
 - (2) publication of school rules and all Board of Education policies prohibiting bullying, harassment, and intimidation and establishing appropriate consequences for those who engage in such acts at all schools in student-parent handbooks and on school and district websites;
 - (3) adequate adult supervision, primarily by teachers and administrators, as well as camera surveillance whenever possible, within all schools' outdoor areas, hallways, school cafeterias, and other specific areas where bullying is likely to occur;
 - (4) implementation of a social-emotional skills development and problem-solving curriculum using *Second Step* materials in pre-K through grade 8, as well as social skills development and problem-solving curriculum and activities delivered through the Bethel High School Advisory Program;
 - (5) special social skills curriculum for special education students who may be at risk as bullying targets;
 - (6) individualized, developmentally-appropriate Student Safety Support Plans and interventions for the bullied child as well as interventions for the bully at each school;
 - (7) regularly-scheduled, school-wide training programs directly related to Safe School Climate and bullying identification, intervention, and prevention to include all certified and non-certified staff;

- (8) continued promotion of parent involvement and deeper understanding of bullying prevention through their participation in district and school-based meetings for this purpose; district and school-based workshops offered at least two times a year; and special developmentally-appropriate school-based workshops and presentations on bullying issues;
- (9) data collection and analysis at each school site and district wide for the study of the types and frequency of bullying behaviors;
- (10) continued use of security cameras at Bethel High School, and increased use of security cameras in key areas of Bethel Middle School.

Additional prevention and intervention strategies in Bethel include:

- (1) the implementation of the *Developmental Guidance* program K-12 and special school counseling intervention programs, such as "Lunch Bunch;"
- (2) Behavior Analyst and Behavior Consultant support services for pre-K-12 students, teachers, and administrators;
- (3) regularly-scheduled training by administrators for all school bus drivers on bullying identification and prevention on the school bus and at the bus stop;
- (4) professional development for school counselors, school social workers, school psychologists, and administrators regarding bullying and mean behavior prevention and intervention, targeting especially the development of individualized Student Safety Support Plans.

- G. **"School climate"** means the quality and character of school life with a particular focus on the quality of the relationships within the school community between and among students and school employees. Building the quality of student-staff relationships during school and at school events is a priority for Bethel's administrators who are also in the process of developing "safe havens" within the Bethel downtown community at specific business locations where many students spend leisure time.

In addition, Bethel will continue to survey the school climate at each school from the point of view of parents, staff members, and students. We will work with each school's School Climate Committee and the District School Climate Committee to analyze and address the findings from the surveys.

- H. **"School employee"** means

- (1) a teacher, substitute teacher, school administrator, school superintendent, school counselor, school psychologist, school social worker, school nurse,

physician, school paraprofessional, school bus driver, school cafeteria workers, and all coaches employed by the Bethel Board of Education; or

(2) any other individual who, in the performance of his or her duties, has regular contact with students, and who provides services to or on behalf of students enrolled in Bethel's elementary, middle, or high school, pursuant to a contract with the Bethel Board of Education, including volunteers and substitute teachers.

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

IV. Leadership and Administrative Responsibilities

A. Safe School Climate Coordinator

The Superintendent has appointed Dr. Janice M. Jordan as the District Safe School Climate Coordinator ("Coordinator"). The Coordinator shall:

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

B. Safe School Climate Specialists

Bethel's Safe School Climate Specialists are:

Dr. Kristen Brooks, principal of Berry School;
Mr. Brian Kirmil, principal of Rockwell School;
Dr. Kathy Gombos, principal of Johnson School;
Mr. Derek Muharem, assistant principal of Bethel Middle School; and,
Mr. Christopher Troetti, assistant principal of Bethel High School.

The Safe School Climate Specialists shall investigate or supervise the investigation of reported acts of bullying and act as the primary school official responsible for preventing bullying and responding to reports of bullying in the school.

V. Development and Review of Safe School Climate Plan

- A. For the school year commencing July 1, 2011 and each school year thereafter, the principal of each school shall establish a Safe School Climate Committee or designate the *PBIS* existing committee in the school to be responsible for developing and fostering a Safe School Climate and addressing issues relating to bullying in the school. Such committee shall include at least one parent/guardian of a student enrolled in the school, as appointed by the school principal.

At Berry School, the Safe School Climate Committee members are:

Mrs. Alice Gumpert, School Counselor
Mrs. Lynne Longo, School Psychologist
Mrs. Katherine MacDonald, School Social Worker
Ms. Susie Clifford, Second Grade Teacher
Mr. Brian Stroh, Kindergarten Teacher
Mr. Michael Cohen, Physical Education Teacher
Ms. Aimee Faul, Special Education Teacher
Ms. Leah Resko, Special Education Teacher
Ms. Liz DiBiase, Parent
Dr. Kristen Brooks, Principal

At Rockwell School, the Safe School Climate Committee members are:

Mrs. Laura Dobrindt, Kindergarten Teacher
Mrs. Amanda Stephens, First Grade Teacher
Mrs. Shannon Carrizzo, Second Grade Teacher
Ms. Christy Bibb, Third Grade Teacher
Mrs. Betty Santiago, Reading Specialist
Mrs. Nancy Miller, Art Teacher
Mrs. Donna Williams, Paraprofessional
Mrs. Brittany Eiler, Special Education Teacher
Mrs. Dawn Fawcett, Parent
Mr. Brian Kirmil, Principal

At Johnson School, the Safe School Climate Committee members are:

Ms. Amy Shulkin, School Psychologist
Mr. Greg Reid, Fourth Grade Teacher
Mrs. Jessica Loscalzo, Special Education Teacher

Mrs. Candi Amore-Gallay, School Counselor
Mr. Matthew Correia, Fifth Grade Teacher
Mrs. Kathleen Quader, Fourth Grade Teacher
Mrs. Liz Teed, Parent
Dr. Kathleen Gombos, Principal

At Bethel Middle School, the Safe School Climate Committee members are:

Mrs. Maria Lateef, Social Studies Teacher
Mrs. Patti Berkowitz, Special Education Teacher
Mr. Nathan Rinas, Physical Education Teacher
Mrs. Debbie Tierney, Social Studies Teacher
Mr. Bryan Watson, Social Studies Teacher
Ms. Kim Pollard, School Counselor
Mrs. Doris Murphy, Parent
Ms. Liz Castellitto, School Counselor
Mr. Derek Muharem, Assistant Principal

At Bethel High School, the Safe School Climate Committee Members are:

Ms. Lisa Baker, School Social Worker
Mrs. Amanda Kirk, School Counselor
Mrs. Bridget Landy, Special Education Teacher
Ms. Katherine Burke, English Teacher
Ms. Cheryl Hallock, Parent
Mr. Gary Lawlor, Assistant Principal
Mr. Chris Troetti, Assistant Principal

B. The Safe School Committees shall:

- 1) receive copies of completed reports following bullying investigations;
- 2) identify and address patterns of bullying among students in the school;
- 3) review and amend school regulations and procedures relating to bullying;
- 4) review and make recommendations to the Safe School Climate Coordinator regarding the District Safe School Climate Plan based on data, issues, and experiences specific to the school;
- 5) continuously educate students, school employees, and parents/guardians on issues relating to bullying;
- 6) collaborate with the District Safe School Climate Coordinator in the collection and analysis of data regarding bullying; and

- 7) perform any other duties as determined by the principal that are related to the prevention, identification, and response to school bullying.
- C. Any parent/guardian serving as a member of the Committee shall not participate in any activities which may compromise the confidentiality of any student, including, but not limited to receiving copies of investigation reports, or identifying or addressing patterns of bullying among students in the school.
- D. The Board of Education shall approve the District Safe School Climate Plan developed pursuant to Board policy and submit such plan to the Department of Education. Not later than thirty (30) calendar days after approval by the Board, the Board shall make such plan available on the District's as well as each individual school's web site, and ensure that the District Safe School Climate Plan is included in the school district's publication of the rules, procedures and standards of conduct for schools and in all student handbooks.

VI. Procedures for Reporting and Investigating Complaints of Bullying

- A. Students and parents (or guardians of students) may file written reports of bullying using the form provided by the schools and found in the main offices and the guidance offices in each school. Written reports of bullying must be reasonably specific as to the basis for the report, including the time and place of the alleged conduct, the number of incidents, the target of the suspected bullying, and the names of potential witnesses. Such reports may be filed with any building administrator and/or the Safe School Climate Specialist in the building, and all reports shall be forwarded to the Safe School Climate Specialist for review and actions consistent with this plan.
- B. Students may make anonymous reports of bullying to any school employee, but we strongly encourage students to go directly to their school counselor or a building administrator. All school employees will be trained in how to make a bullying report, and they will immediately take the report to an administrator or to the School Climate Specialist in the building. A student may also request anonymity when making a report, even if the student's identity is known to the school employee. In cases where the student requests anonymity, the Safe School Climate Specialist shall meet with the student to review the request for anonymity and discuss the impact that maintaining the anonymity of the complainant may have on the investigation and on any possible remedial action. All anonymous complaints shall be reviewed and reasonable action will be taken to address the situation, to the extent such action may be taken that does not disclose the source of the complaint, and is consistent with the due process rights of the student(s) alleged to have committed acts of bullying. No disciplinary action shall be taken solely on the basis of an anonymous complaint.
- C. School employees who witness acts of bullying or receive reports of bullying shall orally notify the Safe School Climate Specialist or another school administrator,

not later than one (1) school day after such school employee witnesses or receives a report of bullying. The school employee shall then file a written report not later than two (2) school days after making such oral report using the school's bullying report form (see attached).

- D. The Safe School Specialist shall be responsible for reviewing any anonymous reports of bullying and shall investigate or supervise the investigation of all reports of bullying and ensure that such investigation is completed promptly after receipt of any written reports. In order to allow the district to adequately investigate complaints filed by a student or parent/guardian, the parents of the student suspected of being bullied must provide consent to permit the release of that student's name in connection with the investigation process, unless the student and/or parent has requested anonymity. The Safe School Specialist or other school administrator will follow-up on all relevant information while conducting an investigation. Parents and students should be advised that all reports of bullying will be investigated.
- E. In investigating reports of bullying, the Safe School Climate Specialist or designee will consider all available information known, including the nature of the allegations and the ages of the students involved. The Safe School Climate Specialist will interview witnesses, as necessary, reminding the alleged perpetrator and other parties that retaliation is strictly prohibited and will result in disciplinary action.

VII. Responding to Verified Acts of Bullying

- A. Following investigation, if acts of bullying are verified, the Safe School Climate Specialist or designee shall notify the parents or guardians of the students against whom such acts were directed as well as the parents or guardians of the students who commit such acts of bullying of the finding not later than forty-eight hours after the investigation is completed. This notification shall include a description of the school's response to the acts of bullying. In providing such notification, however, care must be taken to respect the statutory privacy rights of other students, including the perpetrator of such bullying. The specific disciplinary consequences imposed on the perpetrator, or personally identifiable information about a student other than the parent/guardian's own child, will not be disclosed except as provided by law.
- B. The Safe School Climate Specialist or designee shall develop a Student Safety Support Plan for any student against whom repeated acts of bullying were directed. Such a support and intervention plan will include safety measures to protect against further acts of bullying. The Student Safety Support Plan, which is a specific and individualized intervention plan, will also address recurrently perpetrated bullying incidents by the same individual. The plan may include counseling, discipline, and other appropriate remedial actions as determined by the Safe School Climate Specialist or designee.

C. Notice to Law Enforcement

If the principal of a school (or his/her designee) reasonably believes that any act of bullying constitutes a criminal offense, he/she shall notify appropriate law enforcement. At Bethel High School, the School Resource Officer Tony Farina, or Officer Lynn Morris from the Bethel Youth Bureau, will be notified and consulted immediately. Notice shall be consistent with the Board's obligations under state and federal law and Board policy and procedures regarding the disclosure of personally identifiable student information.

- D. If a bullying complaint raises concern about discrimination or harassment on the basis of legally protected classifications (such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, socio-economic 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), the Safe School Climate Specialist shall coordinate any investigation with other appropriate personnel within the district. Dr. Janice Jordan is the Title IX Coordinator and the Section 504 Coordinator in addition to her role as the District Safe School Climate Coordinator.

VIII. Documentation and Maintenance of Log

- A. Each school shall maintain written complaints of bullying, along with supporting documentation received and/or created as a result of bullying investigations, consistent with the Board's obligations under state and federal law. Any educational record containing personally identifiable student information pertaining to an individual student shall be maintained in a confidential manner, and shall not be disclosed to third parties without the prior written consent of a parent, guardian, or eligible student, except as permitted under Board policy and state and federal law.
- B. The Safe School Climate Specialist in each school shall maintain a list of the number of verified acts of bullying in the school and this list shall be available for public inspection upon request (see attached form). Consistent with district obligations under state and federal law regarding student privacy, the log shall not contain any personally identifiable student information, or any information that alone or in combination would allow a reasonable person in the school community to identify the students involved. Accordingly, the log should be limited to basic information such as the number of verified acts, name of school, grade level, and date. Given that any determination of bullying involves repeated acts, each investigation that results in a verified act of bullying for that school year shall be tallied as one verified act of bullying unless the specific actions that are the subject of each report involve separate and distinct acts of bullying. The list shall be limited to the number of verified acts of bullying in

each school and shall not set out the particulars of each verified act, including, but not limited to any personally identifiable student information, which is confidential information by law.

- C. The Safe School Climate Specialist in each school shall report the number of verified acts of bullying in the school annually to the Department of Education in such manner as prescribed by the Commissioner of Education.

IX. Other Prevention and Intervention Strategies

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

- i. Non-disciplinary interventions

When verified acts of bullying are identified early and/or when such verified acts of bullying do not reasonably require a disciplinary response, students may be counseled as to the definition of bullying, its prohibition, and their duty to avoid any conduct that could be considered bullying. Students may also be subject to other forms of restorative discipline or remedial actions, appropriate to the age of the students and nature of the behavior.

- ii. Disciplinary interventions

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

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

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

iii. Interventions for bullied students

The building administration shall intervene in order to address incidents of bullying against a single individual. Intervention strategies for a bullied student may include the following:

- a. Counseling;
- b. Increased supervision and monitoring of student to observe and intervene in bullying situations;
- c. Encouragement of student to seek help when victimized or witnessing victimization;
- d. An individualized Student Safety Support Plan, and
- e. Restitution for property loss or damage incurred.

iv. General Prevention and Intervention Strategies

In addition to the prompt investigation of complaints of bullying and direct intervention when acts of bullying are verified, other district actions may ameliorate potential problems with bullying in school or at school-sponsored activities. Within Bethel, comprehensive prevention and intervention strategies include:

- a) Implementation of *Positive Behavior Interventions and Supports (PBIS)* into Johnson School, Bethel Middle School, and Bethel High

School over the past three years, as an evidence-based model for improving safe school climate; PBIS is scheduled for full implementation into Berry and Rockwell Schools for the 2012-13 school year;

- b) publication of school rules and all Board of Education policies prohibiting bullying, harassment, and intimidation and establishing appropriate consequences for those who engage in such acts at all schools in student-parent handbooks and on school and district websites;
- c) adequate adult supervision, primarily by teachers and administrators, as well as camera surveillance whenever possible, within all schools' outdoor areas, hallways, school cafeterias, and other specific areas where bullying is likely to occur;
- d) implementation of a social-emotional skills development and problem-solving curriculum using *Second Step* materials in pre-K through grade 8, as well as social skills development and problem-solving curriculum and activities delivered through the Bethel High School Advisory Program;
- e) special social skills curriculum for special education students who may be at risk as bullying targets;
- f) individualized, developmentally-appropriate Student Safety Support Plans and interventions for the child who is repeatedly bullied as well as interventions for the bully who is a repeated offender;
- g) yearly school-wide training programs directly related to Safe School Climate and bullying identification, intervention, and prevention to include all certified and non-certified staff;
- h) continued promotion of parent involvement and deeper understanding of bullying prevention through their participation in district and school-based meetings for this purpose; district and school-based workshops offered at least two times a year; and special developmentally-appropriate school-based workshops and presentations on bullying issues;
- i) district-wide data collection and analysis at each school site for the study of the types and frequency of bullying behaviors;

- j) continued use of security cameras at Bethel High School, and increased use of security cameras in key areas of Bethel Middle School;
 - k) the implementation of the Developmental Guidance program K-12 and special school counseling intervention programs, such as “Lunch Bunch;”
 - l) Behavior Analyst and Behavior Consultant support services for Pre-K-12 students and their teachers;
 - m) regularly-scheduled training by administrators for all school bus drivers on bullying identification and prevention on the school bus and at the bus stop;
 - n) professional development for school counselors, school social workers, school psychologists, and administrators regarding bullying and mean behavior prevention and intervention, targeting especially the development of individualized Student Safety Support Plans;
 - o) modeling by administrators and teachers of positive, respectful, and supportive behavior toward students and colleagues;
 - p) creating and maintaining school atmospheres of team spirit and collaboration that promote appropriate, positive social behavior by students;
 - q) yearly district-wide training related to safe schools, violence prevention, Title IX/Sexual Harassment training, Section 504/ADA training, cultural diversity training, and other federal and state civil rights legislation, including the avoidance of sex-role stereotyping;
 - r) implementation of classroom strategies that instruct students on how to work together in a collaborative and supportive atmosphere.
- D. In addition to prevention and intervention strategies, administrators, teachers and other employees may find opportunities to educate students about bullying and help eliminate bullying behavior through class discussions, counseling, special assemblies, and by the continuous reinforcement of socially-appropriate behavior. Administrators, teachers and other professional employees should intervene promptly whenever they observe mean-spirited student conduct, even if such conduct does not meet the formal definition of “bullying.”

X. Improving School Climate

Annual Notice and Training

- A. Students and parents or guardians of students shall be notified annually via the student handbooks and by school and district website postings of the process by which students may make reports of bullying.
- B. At the beginning of each school year, each school shall provide all school employees with a written or electronic copy of the school District Safe School Climate Plan and require that all school employees annually complete training on the identification, prevention, and response to bullying as required by law.

XI. School Climate Assessments

The Board shall require each school in the district to complete a biennial assessment using the school climate assessment instruments, including surveys, approved and disseminated by the Department of Education. The Board shall collect the school climate assessments for each school in the district and submit such assessments to the Department.

Legal References:

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

Conn. Gen. Stat. § 10-222d

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

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

Regulation Adopted: 9/19/02

Revised: 6/25/09

Revised: 1/21/10

Revised: 4/15/2010

Revised: 9/22/2011

BETHEL PUBLIC SCHOOLS
Bethel, CT

5131.911R-P&P5-04

Indicate if there are witnesses who can provide more information regarding your complaint. If the witnesses are not school district staff or students, please provide contact information.

Name	Address	Telephone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have there been previous incidents (circle one)? Yes No

If "yes", please describe the behavior of concern, the approximate dates and the location:

Were these incidents reported to school personnel (circle one)? Yes No

If "Yes", to whom was it reported? _____

Was the report verbal or written? _____

Proposed Solution:

Indicate your opinion on how this problem might be resolved. Be as specific as possible.

I certify that the above information and events are accurately depicted to the best of my knowledge.

Signature of Complainant

Date Submitted

Received By

Date Received

**BETHEL PUBLIC SCHOOLS
REPORT OF BULLYING FORM
ADMINISTRATIVE INVESTIGATION SUMMARY**



School: _____ **Date:** _____

Location(s): _____

Reporter Information:

Anonymous student report _____

Staff Member report _____ Name _____

Parent/Guardian report _____ Name _____

Student report _____ Name _____

Student Reported as Committing Act: _____

Student Reported as Victim: _____

Description of Alleged Act(s): _____

Time and Place: _____

Names of Potential Witnesses: _____

For Staff Use Only:

Action of Reporter: _____

Administrative Investigation Notes (use separate sheet if necessary):

Bullying Verified? Yes ___ **No** ____

Remedial Action(s) Taken: _____

If Bullying Verified, Report Sent to Parents of Students?

Parents' Names: _____	Date Sent: _____
Parents' Names: _____	Date Sent: _____
Parents' Names: _____	Date Sent: _____
Parents' Names: _____	Date Sent: _____

If Bullying Verified, Meetings Held with Parents of Students?

Parents' Names: _____	Date Sent: _____
Parents' Names: _____	Date Sent: _____
Parents' Names: _____	Date Sent: _____
Parents' Names: _____	Date Sent: _____

(Attach bullying complaint, witness statements, and Notification to Parents of students involved if bullying is verified, Invitations to Parent Meetings, Records of Parent Meetings)

**Bethel Public Schools
Report of Bullying
Consent to Release Student Information**



Date: _____

Name of Student: _____

School: _____

To Parent/Guardian:

A complaint of bullying has been filed on behalf of your child alleging that he/she has been the victim of bullying. In order to facilitate a prompt and thorough investigation of the complaint, the Bethel Public Schools may need to disclose the name of your child and/or other information which may otherwise disclose your child's identity.

(Please check one):

_____ I hereby give permission for the Bethel Public Schools to disclose my child's name, along with any other information necessary to permit the district to adequately and appropriately investigate such complaint, to third parties contacted by the district as part of its investigation.

_____ I do **NOT** give permission for the Bethel Public Schools to disclose my child's name, along with any other information necessary to permit the district to adequately and appropriately investigate such complaint, to third parties contacted by the district as part of its investigation.

Signature of Parent/Guardian

Date

Name (Please print)



Parent Letter Sample Confirming Bullying

Date:

Re:

Dear:

As I indicated during our conversation, this letter is being sent to you in response to the recent bullying incident involving your child on **(give the date)**. After conducting a thorough investigation of the allegations, we have determined that the complaint does involve “bullying” as defined by the district’s bullying policy #5131.911 and its administrative regulations, and as it is defined by state law, Public Act 11--232.

Although we are constrained by laws ensuring student confidentiality from discussing the specifics of discipline administered to individual students, consequences for the student who engaged in the acts of bullying will be administered in accordance with the Bethel Public Schools Code of Conduct and Board of Education Policy.

Thank you for your assistance during this inquiry. We are committed to providing a safe and respectful environment for all of our students and to maintaining a positive, collaborative relationship with parents. I encourage you to contact the school should you have further concerns.

Sincerely,



Parent Letter Sample Refuting Bullying

Date:

Re:

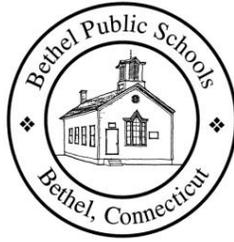
Dear:

As I indicated during our phone conversation, this letter is being sent to you in response to the recent bullying complaint involving your child. After conducting a thorough investigation of the allegations, we have determined that your child has *not* been subjected to “bullying” as defined by the district’s bullying policy #5131.911 and its administrative regulations, and as it is defined by state law.

While this particular incident was not confirmed as “bullying,” I want to assure you that our school does not condone the reported behavior, and we will follow the Bethel Public Schools disciplinary policies and procedures regarding consequences in this matter. Should you have additional concerns regarding this incident, please contact me at school.

Thank you for bringing this matter to our attention and for your assistance during this inquiry. We are committed to providing a safe and respectful environment for all of our students and to maintaining a positive, collaborative relationship with parents. I encourage you to contact the school should you have further concerns.

Sincerely,



Sample Parent Letter for Student Who Bullied

Date:

Re:

Dear:

As I indicated during our conversation, this letter is being sent to you in response to the recent bullying complaint involving your child on **(give the date)**. After conducting a thorough investigation of the allegations, we have determined that the complaint does involve “bullying” as defined by the district’s bullying policy #5131.911 and its administrative regulations, and as it is defined by state law Public Act 11- 232. Your child was the one engaged in the act of bullying.

Your child will receive behavioral consequence(s) in accordance with the Bethel Public Schools disciplinary policies and procedures regarding bullying. You will receive a follow-up letter which will explain the details regarding the behavioral consequence(s). We will continue to work with your child to help **(give the name)** make appropriate choices from this point forward.

The Bethel Public Schools are committed to providing safe and respectful environments for all our students, and to maintaining positive, collaborative relationships with parents or guardians. Please contact your child’s school if you have any questions.

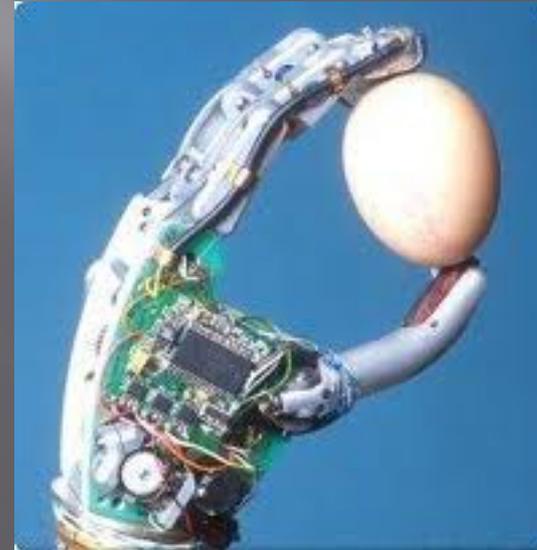
Sincerely,

PROJECT LEAD THE WAY MIDDLE SCHOOL STEM PROGRAM

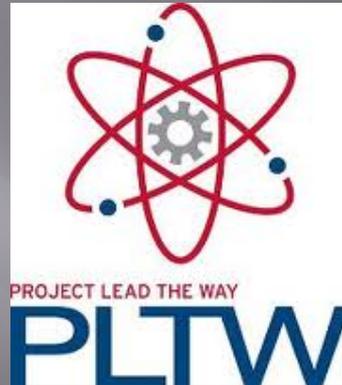
By Sheila Gambino

STEM

- ▣ SCIENCE
- ▣ TECHNOLOGY
- ▣ ENGINEERING
- ▣ MATH



ABOUT THE ORGANIZATION



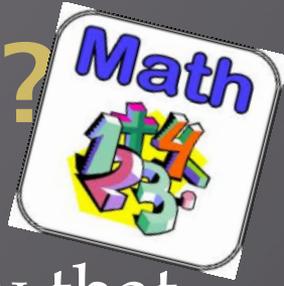
- ▣ PLTW is a not-for-profit organization and the nation's leading provider of middle and high school STEM education programs with 4,200 schools in all 50 states and the District of Columbia
- ▣ They offer us a project-based curriculum based on STEM standards

PTLW Modules

- ▣ Gateway to Technology – Middle School
 - Design and Modeling
 - Automation and Robotics
 - Energy and the Environment
 - Magic of Electrons
 - The Science of Technology
 - Flight and Space



Why STEM Education?



- ▣ Bureau of Labor Statistics projections show that 16 of the 20 fastest growing occupations, from biomedical engineers to data communications analysts, will require a background in STEM
- ▣ STEM training gives an advantage to students to compete for jobs in the future
- ▣ STEM education increases the pool of highly-skilled workers for local industry

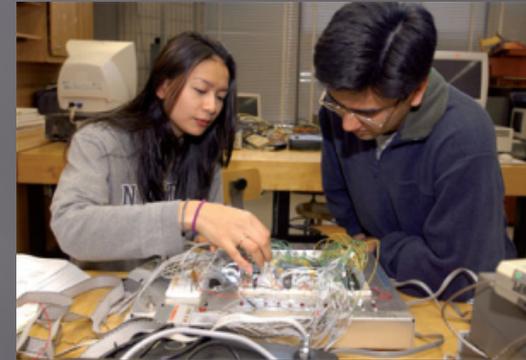


Pre-Assessment

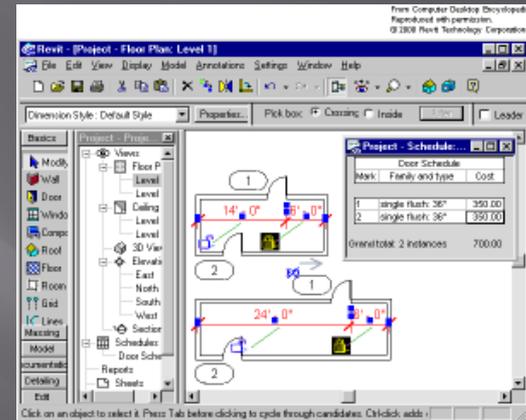
- ▣ Only 7% of 8th graders in current PLTW class could define “engineering” – most students who could define engineering have a parent who is an engineer
- ▣ Many students could only name 2-3 types of engineers
- ▣ Students had a difficult time defining engineering tasks

Units

▣ Introduction to Engineering



▣ Design and Modeling



▣ Automation and Robotics



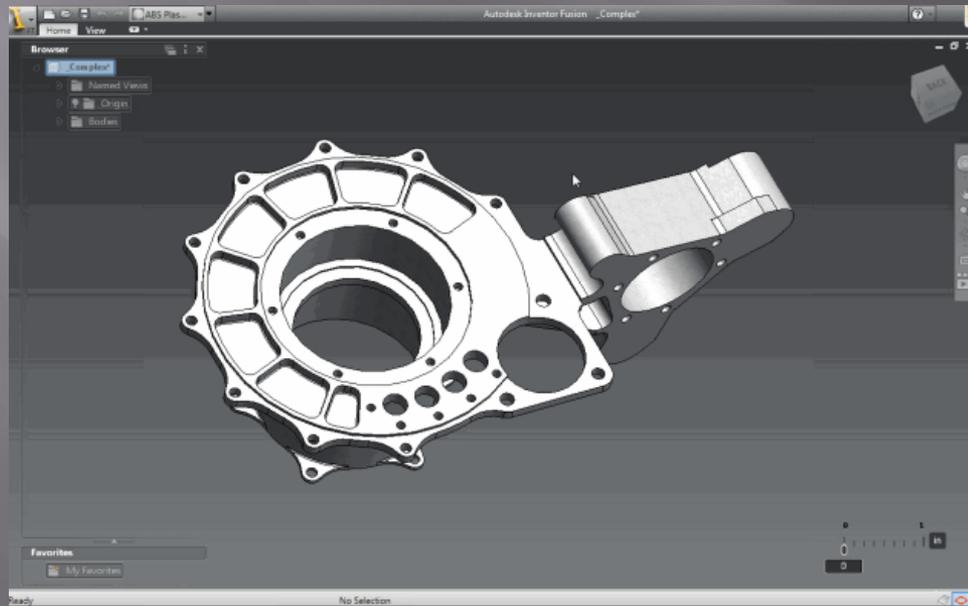
Introduction to Engineering

- ▣ What is technology?
- ▣ Engineering careers
- ▣ Teamwork and problem-solving
- ▣ Engineering notebook



Design and Modeling

- ▣ Engineering Design Process
- ▣ Measurement
- ▣ Sketching and Dimensioning Techniques
- ▣ Designing for Production



Automation and Robotics

- ▣ What is automation and robotics?
- ▣ Mechanical systems
- ▣ Automated systems



To sum it up:

- ▣ “In today’s global economy, Americans are competing not just against each other but against their peers in countries like China and India,” says Vince Bertram, CEO of PLTW. “It is more critical now than ever for our education system to help students develop the critical-thinking and problem-solving skills they’ll need so that the U.S. remains economically competitive.”

Works Cited

- ▣ *PLTW | STEM Education Curriculum for Middle and High Schools. Web. 3 Nov. 2011. <<http://www.pltw.org/>>.*



Bethel Public Schools

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To: Board of Education
From: Teri Yonsky, Director of Fiscal Services
Cc: Dr. Janice Jordan, Dr. Gary Chesley
Re: Extension of Contract and Bid waiver for purchase of Trash/Refuse Services
November 17, 2011

The Bethel Board of Education has been in a contract with LoPresti & Sons for refuse removal since 2008-2009. LoPresti was our choice of vendor based upon the outcome of a sealed bid process. The bid resulted in six qualified bidders and LoPresti was \$16,809 per year lower than the next closest bidder.

LoPresti is a local company and the owner is a long-time Bethel resident. Their service for the last three years has been excellent. LoPresti does "tip" its hauls at the White Street facility which is a requirement for Bethel under our HRRRA agreement.

LoPresti and Sons has brought forth a good proposal to reduce the current cost of this year and next if we extend another three years beyond that. The pricing they are offering is very good and will keep our budgets in line.

	<u>Current Pricing</u>	<u>New Pricing</u>
2011-2012	\$52,010	\$47,550
2012-2013	\$57,010	\$47,550
2013-2014	New contract	\$49,100
2014-2015	New contract	\$51,000
2015-2016	New contract	\$51,000

I believe this an opportunity to lock in low pricing for refuse for the next five years.

Motion by L. Craybas: The Board of Education waives the bid process for the purchase of trash/refuse services for the district and accepts a price reduction for this year and next year and extends the contract for an additional three years with LoPresti & Sons for the amounts stated above and authorizes the Director of Fiscal Services to finalize and sign the new agreement.

**Seconded by S. Carlsen
Motion Carried Unanimously**

Copy provided to Bethel Town Clerk on Date: **November 21, 2011**



BETHEL PUBLIC SCHOOLS
 Five-Year Capital Project Plan
Submitted November 2011

C	Code Compliance and Life Safety
B	Building Age, General Condition
I	Instructional

Location	Description of Project	Category	Status
Campus	To renovate the old tennis court in the rear of the High School into usable multi-use court space for both athletic and school activities. The space currently is no longer in use for tennis and is need of maintenance and repair. (This project should be done in partnership with Bethel Parks & Recreation)	B I	\$59,750.00 2009 Quote on file
Campus	To renovate the abandoned site lights around the Junior parking lot and install a new electrical underground feed for that circuit. These fixtures are located across the street from the football stadium press box. This item is for safety purposes. It is being discussed at high levels of CL&P. Bethel may need to fund four additional lights.	C B	Pending CL& P decision
Campus	To perform repairs on the broken underground wires for the parking lot lighting fixtures in order to restore power to a number of lighting poles that are not working at the Middle School.	C B	Estimated cost \$10,000
Campus	To install a complete close circuit television system and upgrade of the security system at Middle and Berry schools including the parking lots and the fooball stadium.	C	Pending Quote From AES Services

Location	Description of Project	Category	Status
High School	To install an emergency standby electrical generator to power the life safety emergency lights within the building and the computer server room that controls the student and staff data flow for the entire school district.	C I	\$67,000.00 Quote on file
High School	The routes to the athletic fields, dugouts, bleachers, and viewing areas for both sides of the baseball and softball fields must be accessible to persons with disabilities. This should have been done in the high school project for Office of Civil Rights compliance.	C	Cost estimate will be obtained
High School	New theatrical lighting for auditorium.	B I	\$50,000 estimate
Middle School	To perform a re-lamping and repair of the general lighting above the stage which will require special lifts and scaffolding. The lighting fixtures are located within the vaulted ceiling above the stage.	B I	Estimated cost \$10,000. Pending Quote from Lamp Manufacture
Middle School	Bring Middle School up to full area of refuge. Install adequate emergency generator service to power all facilities including the kitchen.	C	
Johnson & Rockwell School	To renovate or repair schools as per DRA Feasibility Study Report inclusive of site improvements.	C B I	Cost estimates per DRA



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Johnson School	To perform a feasibility study to assess all infrastructure needs of Johnson School. This feasibility study is in process with final workshops scheduled in Oct. and final report from
Johnson School	To replace both of the rooftop A/C units that serve the Media Center. These units are original; one has been disconnected and taken off-line for a number of major items. The other requires a repair to remain in operation.
Johnson School	To replace aging classroom windows to improve energy efficiency. The new windows will seal with an insulated vapor barrier for both hot / cold temperature variance that will keep the classroom
Johnson School	To replace a number of worn and non-repairable restroom fixtures and wall partitions. Fixtures are original to the building and non ADA accessible.
Johnson School	To upgrade the electrical distribution system to accommodate additional electrical outlets per classroom. One additional circuit panel with branch wiring drops into each classroom per floor to meet the growing power need. The electrical upgrade is required in order to expand and improve instruction.
Johnson School	To replace the passenger elevator to comply with ADA compliance requirements. Ambulance wheelchair movements are restricted when patient transport is required.
Rockwell School	To perform a feasibility study to assess all infrastructure needs of Rockwell School. This feasibility study is in process with final workshops scheduled in Oct. and final report from
Rockwell School	To replace all three ceiling mount / coil fan units that serve the gym. These units supply both air circulation and heat for this space. Each of the units has been determined to be non-repairable due to age and lack of availability of serviceable parts.
Rockwell School	To replace a number of worn and non-repairable restroom fixtures and wall partitions. Fixtures are original to the building and non ADA accessible.
Rockwell School	To replace the passenger elevator to comply with ADA compliance requirements. Ambulance

School	wheelchair movements are restricted when patient transport is required.
Rockwell School	To upgrade the electrical distribution system to accommodate additional electrical outlets per classroom. One additional circuit panel with branch wiring drops into each classroom per floor to meet the growing power need. The electrical upgrade is required in order to expand and instruction.
Rockwell School	To replace aging classroom windows to improve energy efficiency. The new windows will seal insulated vapor barrier for both hot / cold temperature variance that will keep the classroom
Rockwell School	To renovate and reconfigure the Media Center. The center requires grade appropriate, expanded improved energy efficient lighting, a technology upgrade including voice, video, data, and el

n DRA targeted for Nov 2011.	C	\$10,000.00 Work in progress
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rve as a thermal n environment stable.	B	Included in Feasibility Study
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ire and equipment	C	Included in Feasibility Study
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er or will be required enhance technology for	C	Included in Feasibility Study
	B	
	I	
e stretchers and	C	Included in Feasibility Study
	B	
n DRA targeted for Nov 2011.	C	\$10,000.00 Work in progress
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th heat and fresh air their age (30+ years)	B	Included in Feasibility Study
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ire and equipment	C	Included in Feasibility Study
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e stretchers and	C	Included in Feasibility Study

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er or will be required enhance technology for	C B I	Pending Quote From Losito Elect.
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anded shelving, lectrical drops.	B I	Included in Feasibility Study