

Board of Education POLICY Committee Meeting

Thursday, April 2, 2026 6:00 PM

via Zoom Webinar Video Conferencing and Board of Education Conf. Room E (If due to weather, schools are closed, meeting will be held via Zoom only for BOE members.) Public Access via BEtv Live Streaming BEtv Live Stream @ <http://devos2.bethel.k12.ct.us/show-videos?g=13639a4f&page=1&filter=live> and/or Members of the public wishing to make public comments during the Audience Participation portion of the meeting, use the webinar link below
Attendee Link: <https://bethel-k12-ct-us.zoom.us/j/>, 1 School Street, PO Box 253, Bethel, CT 06801

1. Call to Order

1.A. Roll Call for Quorum

2. First Reading

2.A. Policy 6142.101P Student Wellness and Nutrition **Speaker (s)**: Christine Carver

2.B. Policy 6161.13 Policy Regarding Library Collection Development and Maintenance **Speaker (s)**: Donna Burns

2.C. Policy 6161.12 Policy Regarding Library Material Review and Reconsideration **Speaker (s)**: Donna Burns

2.D. Policy 6161.14 Policy Regarding Library Displays and Programs **Speaker (s)**: Donna Burns

2.E. Policy 6161.1 Guidelines for Evaluation and Selection of Instructional Materials **Speaker (s)**: Christine Carver

2.F. Policy 5113.1 Working Papers **Speaker (s)**: Christine Carver

2.G. Policy and regulation 3542.43 Food Service Charging **Speaker (s)**: Jen Variale

2.H. Policy 1316 Conduct on School Property **Speaker (s)**: Christine Carver

2.I. Policy 5112 Age of Attendance **Speaker (s)**: Christine Carver

3. Second Reading

3.A. Policy 5114 - Discipline

4. Policies for future review/discussion

5. Public Comment

(Please note: The Board welcomes Public Comment and asks that speakers please limit their comments to 2 minutes. Speakers may offer objective comments of school operations and programs that concern them. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the Bethel Public School System.)

6. Adjourn

Instruction

Student Wellness and Nutrition

The Bethel Board of Education recognizes that according to the CDC, childhood obesity is a serious problem in Connecticut and throughout the country. Overweight children are at a higher risk for developing severe long-term health problems, and overweight children are affected by discrimination, psychological stress, and low self-esteem. However, research indicates that obesity and subsequent diseases are largely preventable through diet and regular physical activity. Research also indicates that becoming physically active and maintaining a regular physical activity program significantly reduces the risk of obesity, and some cancers, diabetes, and other chronic diseases.

In order to respond appropriately and efficiently to these serious nutrition and health issues, the Bethel Public Schools has established an ongoing District Climate and Wellness Committee that will meet at least twice a year. The district will place a notice in the district's newsletter inviting members of the community to join the wellness committee. Parents, students, community members, food service staff, PE teachers, school health professionals, school board members, school administrators, and teachers will be invited to join and be included in the development, implementation, periodic review, and update of the wellness policy including the following:

- A. Health promotion for all staff members, including education and health assessments, for the purpose of encouraging staff commitment as positive role models. School staff members shall be encouraged to model healthy eating and physical activity behaviors. Staff members are encouraged to join exercise programs, ~~such as the district walking challenge,~~ and utilize school physical activity equipment and facilities before or after school to support employee wellness;
- B. K-12 health education that is carefully planned, sequential, and addresses the physical, mental, emotional, and social dimensions of health;
- C. School health services which focus on prevention and early intervention, the management of acute and chronic health conditions, and referrals to community health services, if needed;
- D. Counseling, psychological, and social services which include school-based interventions as well as referral services to private and public mental health services in the community;
- E. Nutrition services (school cafeteria) responsible for providing nutritious and appealing meals and snacks for students and staff, maintaining an environment that promotes healthy food choices, and supporting nutrition instruction in the classroom and cafeteria;
- F. Physical education in a planned, sequential, K-12 curriculum promoting physical fitness, movement skills, sports skills, and lifelong physical activity;

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Instruction

Student Wellness and Nutrition

- G. Family and community involvement through educational programming in order to support the health and well-being of children;
- H. The Superintendent or his/her designee shall act as a district school liaison to guide the improvement of adverse circumstances and behaviors that may impede student well-being and learning.

Children who eat well-balanced meals and are healthy are more likely to be successful learners in the classroom. The Bethel Board of Education supports increased emphasis on nutrition as well as physical activity, at all grade levels to enhance the well-being of our District's youth.

Therefore, it is the intention of the Bethel Board of Education to:

- A. Provide students and staff with access to nutritious food at meals and snacks served on school grounds;
- B. Provide opportunities for recess in grades K through 85, regular physical activity through physical education, music (dance) and developmentally appropriate exercise for grades K through 12; and
- C. Provide accurate and timely information through the developmental guidance program and the health curriculum about what constitutes a healthy, balanced lifestyle.

The Superintendent or his/her designee shall develop and implement a comprehensive district-wide nutrition program consistent with state and federal requirements for districts sponsoring the National School Lunch Program. To implement the program, the Superintendent or designee shall adopt and implement a comprehensive curriculum on health, fitness, and nutrition consistent with the Connecticut Frameworks and the USDA National School Lunch and School Breakfast Program requirements. The curriculum will provide opportunities for developmentally appropriate instruction for grades PreK through 12. The input of staff, students, parents, and public health professionals in the development of the curriculum will be included in any revision.

Nutrition, health, and fitness topics shall be integrated within the sequential, comprehensive health education curriculum taught at every grade level, kindergarten through grade 12, and coordinated with the District's nutrition, physical education, developmental guidance, and food services programs.

Evaluation procedures will utilize classroom-based assessments and other measures of progress including student fitness profile testing (grades 6 through 9) ~~and the use of the School Health~~

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Commented [2]: Grades 4-9

Commented [3]: @claridgen@bethel.k12.ct.us @brooksk@bethel.k12.ct.us Do we know what the school health index is? I am pretty sure that we are not using it? Or are we and I do not know?

Commented [4]: Hi Christine. It is a self- evaluation tool. See below. I have not used it nor am I aware that anyone in the district is using it.

[https://www.cdc.gov/assessing-improving-school-health/shi/index.html#:~:text=The%20School%20Health%20Index%20\(SHI\)%20is%20a,%20National%20nongovernmental%20health%20and%20education%20agencies](https://www.cdc.gov/assessing-improving-school-health/shi/index.html#:~:text=The%20School%20Health%20Index%20(SHI)%20is%20a,%20National%20nongovernmental%20health%20and%20education%20agencies)

Commented [5]: Nat- if I am mistaken- please let me know.

Commented [6]: I was not on the committee when this was written, but I assume this line is referring to the CT Physical Fitness Assessment Health Fitness Zone (page 30 <https://portal.ct.gov/-/media/sde/phys-ed/cpfa----test-administrators-manual-fall-2023-24-final.pdf?rev=85b8fae3eac64d93b9dc9ec832675891&hash=E9DCA7E3B14DA95E81B83BA255CE00E2>). We do use the Health Fitness Zones from the state as part of the requirement for submitting state assessment results in grades 4, 6, 8, and 9. We don't use the SHI, but each do our own individual goal setting with students.

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Instruction

Student Wellness and Nutrition

~~Index at all grade levels.~~ Schools will also be assessed on their progress toward the goals set in their School Improvement Plans.

Nutrition Standards

Our school district is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, low in saturated fat, and zero grams *trans* fat per serving (nutrition label or manufacturer's specification); and to meet the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs. All meals served through the District's food service program shall comply with the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) standards for meal patterns, nutrient levels, and calorie requirements for the ages/grade levels served, as specified in 7 CFR 210.10 or 220.8, as applicable. All schools within the District are committed to offering school lunch through the USDA NSLP and school breakfast through the USDA SBP, and other applicable Federal child nutrition programs, that:

- Are accessible to all students;
- Provide a cashless payment system using a card scan or pin pad at the POS registers to protect the privacy of students eligible for free or reduced-price meals;
- Are appealing and attractive to children including student input through surveys and taste testings of new healthy foods;
- Provide taste tests of locally grown produce when available;
- Allow for 20 minutes to eat lunch after obtaining food;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (The District offers reimbursable school meals that meet [USDA nutrition standards](#).)
- Are served by food and nutrition staff members who are trained in accordance with the USDA Professional Standards for Child Nutrition Professionals. All school nutrition program directors, managers, and staff will meet hiring and annual continuing education/training requirements of these standards and refer to USDA's Professional Standards for School Nutrition Professionals website to search for training that meets their learning needs.

Monthly Menus will be posted on the District's website. The District child nutrition program will accommodate students with special dietary needs. Additionally, participation in Federal child nutrition programs will be promoted among students and families to help ensure that families know what programs are available in their children's school. Schools will reach out to the family of a child with an unpaid balance to assess whether the child is eligible for free or reduced-price meals.

Instruction

Student Wellness and Nutrition

Applications for free/reduced-priced meals are available on the district website, are included in the district newsletter, and are available at each school and the district central office.

Water

To promote hydration, free, safe, unflavored potable drinking water will be available to all students throughout the school day and throughout every school building (“school day” is defined in the glossary). The District will make free drinking water available where school meals are served during mealtimes. In addition, students will be allowed to bring and carry water bottles filled with only water with them throughout the day.

Competitive Foods and Beverages

The District is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating and are in compliance with all federal and state nutrition standards for all foods served in schools. It is the policy of the School District that all foods and beverages sold to students during the school day (from the midnight prior, to 30 minutes after the end of the official school day) on any property under the jurisdiction of the district will meet the U.S Department of Agriculture (USDA) school meal and Smart Snacks in School (Smart Snacks) nutrition standards. USDA Smart Snacks standards for beverages sold in elementary and middle schools shall also be applied in the high school.

The nutrients addressed in the Connecticut Nutrition Standards are based on current nutrition science and national health recommendations from the [Dietary Guidelines for Americans](#) and national organizations, such as the National Academy of Sciences Institute of Medicine, American Cancer Society, American Heart Association, Academy of Nutrition and Dietetics, American Academy of Pediatrics. The Connecticut Nutrition Standards are reviewed annually by the CSDE state nutrition standards committee and are updated as needed to reflect changes in nutrition science and national health recommendations. They are published in January of each year to be effective for the following school year (July 1 through June 30).

The Connecticut Nutrition Standards focus on:

- Limiting fat, saturated fat, trans fat, sodium, and sugars;
- Moderating portion sizes; and
- Promoting increased intake of nutrient-dense foods such as whole grains, fruits, vegetables, low-fat/nonfat dairy products, lean meats, legumes, nuts, and seeds.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet Smart Snacks standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are

6142.101(5)

Instruction

Student Wellness and Nutrition

not limited to, a la carte options in cafeterias, vending machines, school stores, and snack or food carts.

Fundraising

All food items served or offered (for sale) to students during the school day (from midnight prior, to 30 minutes after the end of the official school day) will meet all federal, state, and local standards for all nutrient and competitive food guidelines. There will be no exemptions from the Smart Snacks standards. Fundraisers must also comply with Connecticut's competitive food regulations (sections 10-215b-1 and 10-215b-23 of Regulations of CT State Agencies). Non-food and beverage fundraising is strongly encouraged.

Rewards

Food/Beverages will not be used as a reward or withheld as punishment for any reason such as performance or behavior, unless noted as part of an Individualized Education Program for students with Disabilities. Whenever feasible, physical activities such as extra recess, dance breaks, or similar activities are strongly recommended as a reward. Physical activity, recess, or PE may not be assigned to or withheld from students as a consequence of poor behavior or as a punishment for any reason. Classroom celebrations should be focused on activities rather than food due to concerns about food safety and food allergies.

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Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. The healthiest choices, such as fruits and vegetables, will be prominently displayed in the cafeterias to encourage students to make healthy choices. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff and teachers, parents, students, and the community. The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. Allowable school-based marketing shall be consistent with Smart Snacks nutrition standards. Advertising of any food or beverage that may not be sold on campus during the school day including on containers used to serve food or in the area where food is purchased is prohibited. The advertising of foods and beverages that are not available for sale in district schools will not be advertised on any school property. All advertisements for foods or beverages in any school publication or media outlet must be approved by the school principal.

Instruction

Student Wellness and Nutrition

Information regarding applications for free or reduced-price meals is available on the district website, in the district newsletter, at any school, or at the district office.

Nutrition Education

The District aims to teach, model, encourage and support healthy eating by students. Schools will provide standards-based nutrition education at every grade level (K-12) and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences, and elective subjects;
- Include enjoyable, developmentally-appropriate, culturally relevant, and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits, and school gardens;
- Promote fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, and healthy food preparation methods;
- Emphasize caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Link with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods, and nutrition-related community services;
- Teach media literacy with an emphasis on food and beverage marketing; and
- Include nutrition education training for teachers and other staff.

The district will provide standards-based nutrition education that is sequential and comprehensive in scope.

Physical Activity and Physical Education Standards

The physical education comprehensive, standards-based curriculum for grades K-12 will be aligned with established state physical education standards and will follow a periodic review cycle congruent to other academic subjects. All schools will provide physical education that fosters lifelong habits of physical activity. All students in the elementary schools will have regularly scheduled physical education periods that provide standards-based instruction in physical fitness, movement skills, and sports skills for a minimum of 40 minutes per week. All students in the middle school will have an average of 100 minutes of physical education per week that provide the same developmentally appropriate standards-based instruction. All high school students are required to complete one credit and a half-credits of physical education through a variety of class offerings which meet physical education curriculum standards.

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Instruction

Student Wellness and Nutrition

Physical Education for grades K-12 will be taught by a certified/licensed teacher with a Physical Education endorsement. All Physical Education teachers will be provided with annual professional development opportunities that are focused on physical education/physical activity topics and competencies geared towards physical education teachers.

In addition to required physical education, students at the K-5 level have a recess of at least 20 minutes. Teachers are encouraged to provide students with physical activity breaks during the school day, as appropriate.

Schools will not allow students to be exempt from or make substitutions for required physical education class time or credit requirements. Suitable adapted physical education shall be included as part of individual education plans for students with chronic health problems, other disabling conditions, or other special needs that preclude such student's participation in regular physical education instruction or activities.

The District shall also provide co-curricular physical activity programs, including intramural and interscholastic athletic programs, during before and after school hours, as appropriate, within available resources. The District shall also promote the use of school facilities for physical activity programs offered by District schools and/or community-based organizations, such as the Town's Parks and Recreation department, outside of regular school hours. Families and community members are encouraged to participate in these physical activity opportunities and utilize these facilities regularly.

Monitoring

The Superintendent or designee shall ensure compliance with established district-wide nutrition and physical activity policies. In each school, the Principal or designee shall ensure compliance. At a minimum annually, the District will promote the wellness policy to faculty, staff, parents, and students by directing them to its availability on the District's website. The District Wellness Committee, in collaboration with individual schools, will conduct a quantitative assessment of policy implementation every three years using the Wellness School Assessment Tool-Implementation (WellSAT-I). The District will compile and then publish the triennial progress report on the district website. The report will include an assessment on compliance, the extent to which our wellness policy compares to model wellness policies, and the progress made in achieving goals. Every two to three years, the wellness committee will review the latest national recommendations pertaining to school health and will update the wellness policy accordingly.

(cf. 3542.1 – Food Service)

(cf. 6142.10 – Health Education)

Legal Reference: Connecticut General Statutes

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Instruction

Student Wellness and Nutrition

10-16b Prescribed courses of study.

10-215 Lunches, breakfasts and the feeding programs for public school

children and employees.

10-221 Boards of education to prescribe rules, policies and procedures.

10215a Nonpublic school participation in feeding program.

10215b Duties of state board of education re: feeding programs.

10216 Payment of expenses.

10-215b-1 State board of education regulation – Competitive foods

PA 04-224 An Act Concerning Childhood Nutrition in Schools, Recess,
and Lunch Breaks

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. 67586772)

Public Law 108-265, The Child Nutrition and WIC Reauthorization Act of
2004

Healthy Hunger-Free Kids Act of 2010

Policy adopted: 6/22/06

Policy Revised: 5/10/07

Policy Revised: 2/19/15

Policy Revised: 9/16/21

BETHEL PUBLIC SCHOOLS
Bethel, CT

Instruction

POLICY REGARDING LIBRARY COLLECTION DEVELOPMENT AND MAINTENANCE

The Board of Education (the “Board”), having consulted with the Superintendent of Schools for the Bethel Public Schools (the “District”), the District’s director of curriculum or a person in an equivalent position, and a library media specialist~~librarian~~ employed by the Board, adopts this Policy Regarding Library Collection Development and Maintenance in accordance with Connecticut law.

It is the policy of the Board to ensure that all District library materials maintained by the District are evaluated and made accessible in accordance with the protections against discrimination set forth in Connecticut law, including, but not limited to, discrimination based on race, color, sex, gender identity, religion, national origin, sexual orientation, or disability.

Any school library media specialist or school library staff member who, in good faith, implements this policy shall be immune from any liability, civil or criminal, that might otherwise be incurred or imposed and shall have the same immunity with respect to any judicial proceeding that results from such implementation.

The Board shall review this policy, and update it as necessary, every five years.

I. Definitions

For the purposes of this policy:

- “*Library and other educational material*” means any material belonging to, on loan to or otherwise in the custody of a District school library media center, including, but not limited to, nonfiction and fiction books, magazines, reference books, supplementary titles, multimedia and digital material, software and other material not required as part of classroom instruction.
- “*Remove*” means deliberately taking library material out of a library’s collection. The term “*remove*” does not include the routine collection maintenance of materials that have been formally deselected not include the process of clearing such collection of any materials that are no longer useful (i.e. weeding).
- “*School library staff member*” means a school library media specialist, school librarian, any certificated or noncertificated staff member whose assignment is in the school library, or any individual carrying out or assisting with the functions of a school library media specialist or school librarian.

Commented [1]: Other: Other option: "The deliberate permanent withdrawal of materials from the library collection for reasons outside of routine maintenance or deselection cycles."

II. Library Collection Development and Maintenance

The Board recognizes that library and other educational material should be provided for the interest, information, and enlightenment of all students and should represent a wide range of varied and diverging viewpoints in the collection as a whole.

The Board requires that students have access to age-appropriate and grade-level-appropriate material and shall provide access to library and other educational material that is relevant to the research, independent reading interests, and educational needs of students based on a student's age, development, or grade level. The Board also recognizes the importance of the school library media center as a place for voluntary inquiry, the dissemination of information and ideas, and the promotion of free expression and free access to ideas by students.

The Board acknowledges that a school library media specialist is professionally trained to curate and develop a collection that provides students with access to the widest array of age-appropriate and grade-level-appropriate library and other educational material.

The Board directs the Superintendent to establish a procedure by which a certified school library media specialist will continually review library and other educational material within a school library media center using professionally accepted standards, which shall include, but need not be limited to, the material's relevance, the physical condition of the material, the availability of duplicates or copies of the material, the availability of more recent age-appropriate or grade-level-appropriate material, and continued demand for the material (the "Library Review Procedure"). The Library Review Procedure is attached hereto as Appendix A.

Legal References:

Conn. Gen. Stat. § 10-15c

Public Act No. 25-168, "An Act Concerning the State Budget for the Biennium Ending June 30, 2027, and Making Appropriations Therefor, and Provisions Related to Revenue and Other Items Implementing the State Budget."

Policy adopted:

BETHEL PUBLIC SCHOOLS
Bethel, CT

APPENDIX A

LIBRARY REVIEW PROCEDURE

I. Overview and Purpose

In accordance with Board Policy and Public Act 25-168, the District shall maintain a high-quality collection through a process of continual review. This procedure ensures that library materials, displays, and programs remain relevant, accurate, and aligned with the educational mission of the District. This process of "selection in reverse" (weeding) is a professional maintenance function used to optimize library space and resources.

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Professional Basis for Review: The District follows the CREW method (Continuous Review, Evaluation, and Weeding) to ensure the collection remains a "growing organism." The American Library Association (ALA) and the American Association of School Librarians (AASL) recommend using these specific metrics to satisfy statutory requirements, such as those in Connecticut Public Act 25-168, which mandate a review of material relevance, condition, and accuracy.

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II. Professional Authority

The certified school library media specialist is authorized to conduct the continual review of the collection using their professional training in pedagogy and information literacy. Staff members implementing this procedure in good faith are granted legal immunity from civil or criminal liability as provided by Connecticut law.

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III. The Review Cycle (The CREW Method)

The District adheres to the CREW (Continuous Review, Evaluation, and Weeding) methodology. This ensures the library remains a 'growing organism' through the ongoing professional assessment and intentional removal of materials that no longer meet the collection's standards.

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- **Continuous:** Review is an ongoing workflow, not a singular annual event.
- **Review:** The specialist monitors circulation data and subject gaps to identify low-use or obsolete items.
- **Evaluation:** Each item is professionally assessed for its objective value, accuracy, and physical condition.
- **Weeding:** Materials that no longer meet District standards are formally deselected and removed from the catalog.

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IV. Criteria for Removal (The MUSTIE Standards)

The following MUSTIE criteria provide objective metrics for evaluating whether material should be removed from the collection:

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- **Misleading (M):** The material's relevance and factual accuracy.

- Ugly (U): The physical condition of the material.
- Superseded (S): The availability of more recent age-appropriate or grade-level-appropriate material.
- Trivial (T): Whether there is continued demand for the material.
- Irrelevant (I): The material's alignment with research and educational needs.
- Elsewhere (E): The availability of duplicates or copies in other formats.

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V. Procedural Safeguards

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- Viewpoint Neutrality: No material shall be removed based on the origin, background, or viewpoints expressed within the material.
- Anti-Discrimination: Review activities must comply with state non-discrimination laws regarding race, sex, gender identity, religion, and disability.

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- Protection Against Censorship: Weeding shall not be used to circumvent the formal reconsideration process for controversial materials.

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Instruction

POLICY REGARDING LIBRARY MATERIAL REVIEW AND RECONSIDERATION

The Board of Education (the “Board”), having consulted with the Superintendent of Schools for the Bethel Public Schools (the “District”), the District’s director of curriculum or a person in an equivalent position, and a ~~library media specialist-librarian~~ library media specialist employed by the Board, adopts this Policy Regarding Library Material Review and Reconsideration in accordance with Connecticut law.

It is the policy of the Board to ensure that all District library materials maintained by the District are evaluated and made accessible in accordance with the protections against discrimination set forth in Connecticut law, including, but not limited to, discrimination based on race, color, sex, gender identity, religion, national origin, sexual orientation, or disability.

Any school library media specialist or school library staff member who, in good faith, implements this policy shall be immune from any liability, civil or criminal, that might otherwise be incurred or imposed and shall have the same immunity with respect to any judicial proceeding that results from such implementation.

The Board shall review this policy, and update it as necessary, every five years.

I. Definitions

For the purposes of this policy:

- “*Individual with a vested interest*” means any school staff member employed by the Board, the parent or guardian of a student currently enrolled in a school operated by the Board at the time a request for reconsideration is filed, and any student currently enrolled in a school operated by the Board at the time a request for reconsideration is filed.
- “*Library and other educational material*” means any material belonging to, on loan to or otherwise in the custody of a District school library media center, including, but not limited to, nonfiction and fiction books, magazines, reference books, supplementary titles, multimedia and digital material, software and other material not required as part of classroom instruction.
- “*Remove*” means deliberately taking library material out of a library’s collection. The term “*remove*” does not include the routine collection maintenance of

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~~materials that have been formally deselected, not include the process of clearing such collection of any materials that are no longer useful (i.e. weeding).~~

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- “*School library staff member*” means a school library media specialist, school librarian, any certificated or noncertificated staff member whose assignment is in the school library, or any individual carrying out or assisting with the functions of a school library media specialist or school librarian.

II. Library Material Review and Reconsideration

The purpose of this policy section regarding library material review and reconsideration is to establish a process for individuals with a vested interest to challenge any District library and other educational material, display, or student program, as well as a process for the District to respond to any such challenges and related parameters.

A. *Standards for Reviewing Challenges to Library and Other Educational Material, Display, or Student Program*

1. All library materials shall be evaluated and made accessible in accordance with the protections against discrimination set forth in Connecticut law, including, but not limited to, discrimination based on race, color, sex, gender identity, religion, national origin, sexual orientation, or disability.
2. Library and other educational material, displays, and student programs shall only be excluded for legitimate pedagogical purposes or for professionally accepted standards of collection maintenance practices, as adopted in this policy and/or any accompanying procedure for the continual review of library and educational material within a school library.
3. No library and other educational material, display, or program shall be removed from library media centers, or programs be cancelled, because of the origin, background or viewpoints expressed in such material, display, or program, or because of the origin, background, or viewpoints of the creator of such material, display, or program.
4. The removal, exclusion, or censoring of any book on the sole basis that a person with a vested interest finds such book offensive is prohibited.
5. Any process for an individual with a vested interest to challenge any library and other educational material, display, or student program shall neither favor nor disfavor any group based on protected characteristics.

B. *Process for Challenging Library and Other Educational Material, Display, or Student Program*

The Board establishes the following process for individuals with a vested interest to challenge any library and other educational material, display, or student program, as well as a process for the District to respond to any such challenges:

1. An individual with a vested interest may submit a Request for Reconsideration of Library Material Form (the "Request Form") to the principal of the school in which the library and other educational material, display, or student program is being challenged to initiate a review of such material. The Request Form is attached hereto as Appendix ~~AB~~.

Using the Request Form, an individual shall specify which portion or portions of such material the individual objects to and provide an explanation of the reasons for such objection. The individual submitting the Request Form must include the individual's full legal name, address, and telephone number. If a formal Request Form is filed by a parent, guardian, and/or students the review process for removing materials, displays, or programs is limited to the input of currently enrolled students and their families. ~~If a formal Request Form is filed by a parent or guardian, the review process for removing materials, displays, or programs is limited to the input of currently enrolled students and their families.~~ If the individual who has submitted a Request Form is a parent, guardian, or student consideration of requests to reconsider and remove material, displays, or student programs shall be limited to the parents and guardians of students and eligible students currently enrolled in the school or District.

Commented [3]: rephrased for clarity

2. Upon receipt, the principal or the principal's designee shall promptly forward the Request Form to the Superintendent or Superintendent's designee.
3. The administration may consolidate any requests for review and reconsideration of the same challenged library and other educational material.
4. For each challenged library and other educational material, the Superintendent, or the Superintendent's designee, shall appoint a Review Committee consisting of:
 - a. the Superintendent, or the Superintendent's designee;
 - b. the principal of the school in which the library and other educational material is being challenged, or the principal's designee;
 - c. the Assistant Superintendent, or a person in an equivalent position, employed by the Board;
 - d. a representative from the Board;
 - e. at least one grade-level-appropriate teacher familiar with the library material, provided the teacher selected is not the individual who submitted the Request Form;
 - f. a parent or guardian of a student age thirteen years or younger enrolled in the District, provided the parent or guardian selected is not the individual who submitted the Request Form;
 - g. a parent or guardian of a student age fourteen years or older enrolled in the District, provided the parent or guardian selected is not the individual who submitted the Request Form; and

- h. a certified school librarian employed by the Board or employed by another board of education in the state.

In cases where the request is submitted by a student enrolled in grades nine through twelve, and when appropriate and at the discretion of the Superintendent, a student enrolled in grades nine through twelve may serve on the Review Committee, provided the student selected is not the individual who submitted the Request for Reconsideration and the Superintendent consults with the principal of the school involved in such reconsideration request prior to making the determination whether to include the student on the Review Committee.

- 5. Any library and other educational material being challenged shall remain available in the school library media center according to such material's catalog record and be available for a student to reserve, check out, or access until a final decision is made by the Review Committee.
- 6. The Review Committee must evaluate the Request Form; read the challenged material in its entirety; evaluate the challenged material against this policy; and make a written decision on whether or not to remove the challenged material not later than sixty (60) school days from the date the Request Form was received by the principal or the principal's designee. The Review Committee shall provide a copy of the committee's decision and report to the individual with a vested interest who submitted the Request Form and to the principal of the school.
- 7. The individual with a vested interest who submitted the Request Form may appeal the Review Committee's decision to the Board. The Board shall determine whether the reconsideration process was followed and publish its decision on the Internet web site of the District.
- 8. Once a decision has been made by the Review Committee on any library and other educational material, such material cannot be subject to a new request for review and reconsideration for a period of three (3) years.

Legal References:

Conn. Gen. Stat. § 10-15c

Public Act No. 25-168, "An Act Concerning the State Budget for the Biennium Ending June 30, 2027, and Making Appropriations Therefor, and Provisions Related to Revenue and Other Items Implementing the State Budget."

Policy adopted:

BETHEL PUBLIC SCHOOLS
Bethel, CT

APPENDIX **AB**

REQUEST FOR RECONSIDERATION OF LIBRARY MATERIAL

This form may be used by an individual with a vested interest to challenge any library or other educational material, display, or student program in accordance with the Board’s Library Collection Development and Maintenance, Library Displays and Programs, and Library Material Review and Reconsideration policy. The form should be completed in its entirety and submitted to the principal of the school in which the library and other educational material is being challenged to initiate a review of such material.

Full Legal Name of Person Submitting Request:

Please note that the process for challenging any library and other educational material, display, or student program is available only to the following “individuals with a vested interest” as defined in the Board’s Library Collection Development and Maintenance, Library Displays and Programs, and Library Material Review and Reconsideration policy:

- *any school staff member employed by the Board (“Staff Member”),*
- *the parent or guardian of a student currently enrolled in a school operated by the Board at the time a request for reconsideration is filed (“Parent/Guardian”), and*
- *any student currently enrolled in a school operated by the Board at the time a request for reconsideration is filed (“Student”).*

Referring to the definitions immediately above, please indicate your role by checking any or all of the following that apply. I am a:

Staff Member Parent/Guardian Student

Address:

Telephone Number:

Email Address:

I have read the Board’s Library Collection Development and Maintenance, Library Displays and Programs, and Library Material Review and Reconsideration Policy: (check one)

Yes
 No

I am requesting that the following library material(s), display(s), and/or student program(s) be reviewed:

I am requesting that this material be reviewed because I object to: (check one)

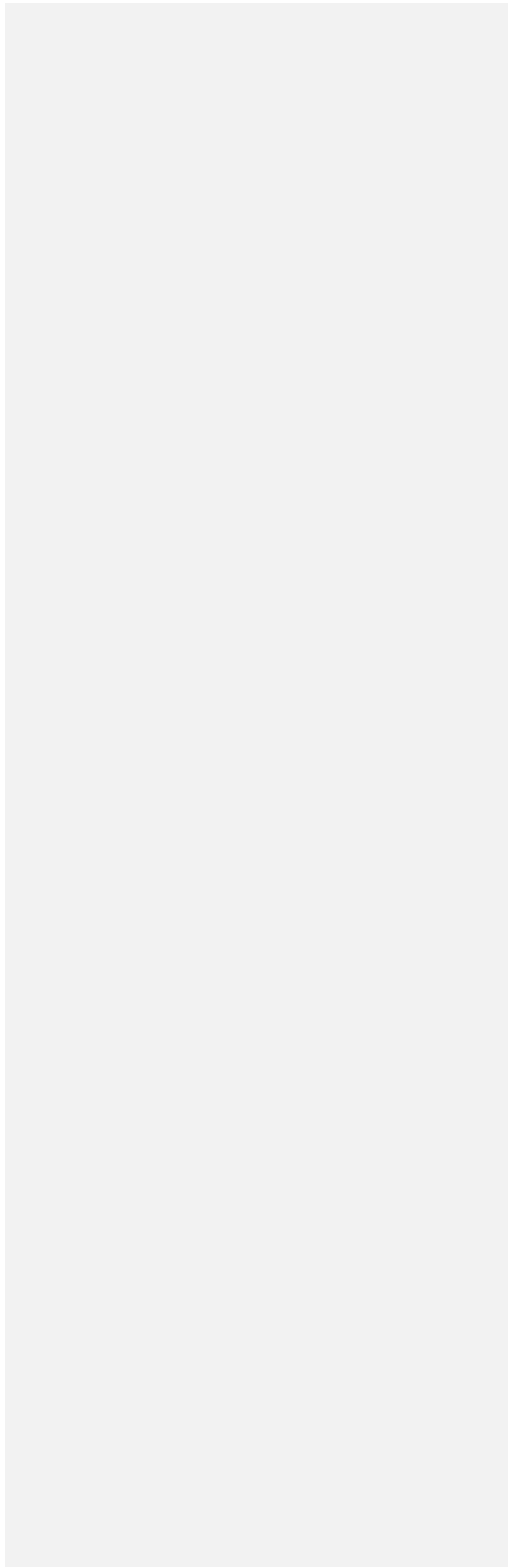
The entire material
 A specific portion or portions of the material (identify portion(s) below)

I provide the following explanation of the reasons for my objection(s) stated above:

Signature: _____ Date: _____

Received by:

Name: _____
School: _____
Date: _____



Instruction

POLICY REGARDING LIBRARY DISPLAYS AND PROGRAMS

The Board of Education (the “Board”), having consulted with the Superintendent of Schools for the Bethel Public Schools (the “District”), the District’s director of curriculum or a person in an equivalent position, and a ~~library media specialist~~ librarian employed by the Board, adopts this Policy Regarding Library Displays and Programs in accordance with Connecticut law.

It is the policy of the Board to ensure that all library displays and student programs are evaluated and made accessible in accordance with the protections against discrimination set forth in Connecticut law, including, but not limited to, discrimination based on race, color, sex, gender identity, religion, national origin, sexual orientation, or disability.

Any school library media specialist or school library staff member who, in good faith, implements this policy shall be immune from any liability, civil or criminal, that might otherwise be incurred or imposed and shall have the same immunity with respect to any judicial proceeding that results from such implementation.

The Board shall review this policy, and update it as necessary, every five years.

I. Definitions

For the purposes of this policy:

- **“*Library and other educational material*”** means any material belonging to, on loan to or otherwise in the custody of a District school library media center, including, but not limited to, nonfiction and fiction books, magazines, reference books, supplementary titles, multimedia and digital material, software and other material not required as part of classroom instruction.
- **“*School library staff member*”** means a school library media specialist, school librarian, any certificated or noncertificated staff member whose assignment is in the school library, or any individual carrying out or assisting with the functions of a school library media specialist or school librarian.

II. Library Displays and Programs

The Board recognizes that displays should be provided for the interest, information and enlightenment of all students; represent a wide range of varied and diverging viewpoints; require

student access to age-appropriate and grade-level-appropriate content; and provide access to content that is relevant to the research, independent interests, and educational needs of students.

The Board further recognizes the importance of library displays and student programs as resources for voluntary inquiry and the dissemination of information and ideas and to promote free expression and free access to ideas by students.

The Board acknowledges that a school library media specialist is professionally trained to curate and develop displays and programs that provide students with access to the widest array of age-appropriate and grade-level-appropriate library and other educational material.

Legal References:

Conn. Gen. Stat. § 10-15c

Public Act No. 25-168, “An Act Concerning the State Budget for the Biennium Ending June 30, 2027, and Making Appropriations Therefor, and Provisions Related to Revenue and Other Items Implementing the State Budget.”

Policy adopted:

BETHEL PUBLIC SCHOOLS
Bethel, CT

Instruction

Guidelines for Evaluation/Selection of ~~Instructional~~ Instructional Materials

Material for instruction ~~and school libraries~~ will be selected by school personnel in consultation with administration and faculty. Students and parents/guardians can provide feedback on instructional materials. This feedback is considered as part of the district's professional review process, which is guided by curriculum standards, instructional goals, research and professional judgment. Selection shall be based on:

- ~~1. Needs of the individual School~~
 - ~~b. Based on the curriculum~~
 - ~~e. Based on requests of professional staff members~~
- ~~1. Needs of the Individual Students~~
 - ~~f. Based on knowledge of children and youth~~
 - ~~g.1. Based on requests of parents and students~~

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Provisions should be made for a wide range of materials on all levels of difficulty with a diversity of appeal and the presentations of different points of view. ~~In making selections, professionally prepared selection aids should be consulted as guides.~~

Occasional objections to the selection of an instructional material may be made by the public despite the care taken to select those materials most valuable for the student and the teacher. The complainant will be asked to complete the form "~~Citizen's~~ Request for Reconsideration of Instructional Materials." Upon receipt of a request for reconsideration an Advisory committee, consisting of the teacher and the person(s) responsible for selecting instructional materials, will review the work in question and report their findings to the ~~individuale~~citizen. Copies of the Request Form and the report will be sent to the principal and the Superintendent.

If the ~~individuale~~citizen is not satisfied with the decision contained in the report, he/she may appeal the decision to the principal, Superintendent and the Board of Education.

Commented [1]: Is this appropriate? Or should the advisory committee make the decision with no appeal?

Commented [2]: In library policy it says "vested interest". Should we be consistent with definitions?

Here is the PDF version of the Citizens Request: [Citizen's Request for Reconsideration of Instructional Materials.pdf](https://drive.google.com/drive/u/0/search?q=citizens%20request)
<https://drive.google.com/drive/u/0/search?q=citizens%20request>

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

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This form may be used by an individual with a vested interest to challenge any instructional materials, in accordance with the Board's Guidelines for Evaluation regulation/Selection of Instructional Materials, 6161.1(a) The form should be completed in its entirety and submitted to the principal of the school in which the instructional material is being challenged to initiate a review of such material.

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Full Legal Name of Person Submitting Request:

Please indicate your role by checking any or all of the following that apply. I am a:

Staff Member Parent/Guardian Student Citizen

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Address:

Telephone Number:

Email Address:

I have read the Board's Guidelines for Evaluation/Selection of Instructional Materials Policy: (check one)

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Yes
 No

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I am requesting that the following ~~instructional materials~~library material(s), display(s), and/or student program(s) be reviewed:

I am requesting that this material be reviewed because I object to: (check one)

The entire material
 A specific portion or portions of the material (identify portion(s) below)

I provide the following explanation of the reasons for my objection(s) stated above:

▲ _____
▲ Signature: _____ Date: _____

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Received by:

Name: _____
School: _____
Date: _____

Policy adopted: December 7, 1992

BETHEL PUBLIC SCHOOLS
Bethel, CT

5113.1

Commented [1]: @hookd@bethel.k12.ct.us Is this still accurate?
Assigned to hookd@bethel.k12.ct.us

Commented [2]: Yes

Students

Working Papers

Working papers (certificate of age) may be obtained in the Bethel High School Counseling Office ~~Main Office~~ from 8:00 a.m. to 2:30 p.m. A birth certificate and a promise of employment are necessary to obtain working papers.

Commented [3]: Should be Main Office not Counseling unless it has changed since I left.

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Legal Reference: Connecticut General Statutes

10- 193 Certificate of age of minors in certain occupations.

10-194 Penalty.

10-195 Evidence of age.

10-197 Penalty of employment of children under fourteen.

10-198 False statement as to age.

Regulation approved:
Regulation reviewed:

September 8, 1992
8/25/2005

BETHEL PUBLIC SCHOOLS
Bethel, Connecticut

Business/Non-Instructional Operations

Food Service Charging

The goal of the food service program is to provide students with nutritious foods that will enhance learning. The school nutrition program is an essential part of the education system and by providing good-tasting, nutritious meals in pleasant surroundings, we are helping to teach students the value of good nutrition.

The 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, reduced-price, and regular-priced meals to elementary and secondary students enrolled in the District's schools. 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.

~~Although not required by law, b~~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.

All students will have an account with the school that can be used to pay for meals. Students who do not have sufficient funds to pay for a meal in school will not be denied food. In the instance that a student does not have sufficient money to cover the cost of a meal, either through pre-payment or at the time of sale, the following guidelines apply:

- The student may receive a standard meal which will be charged to his / her account.
- The student may not charge a-la-carte items or snacks.

Any parent/guardian who anticipates a problem with paying for meals is encouraged to contact the Director of Finance and Business Operations and/or the applicable school Principal or Social Worker for assistance. The Board encourages all families who may have a child eligible for free or reduced-price meals to apply at any time during the summer or school year. New applications can be filed if there is a change in household income or in the number of household members. Applicants are responsible to pay for meals until the application for free or reduced-price meals is completed and approved.

To facilitate payment in advance for school meals, the District uses the My School Bucks program located at www.myschoolbucks.com, 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. Automated payments can take 24 hours to post to your child's account. Payment by cash or check can also be made to each school's Food Service staff.

Business/Non-Instructional Operations

Food Service Charging

Federal funds are intended to subsidize the meals of children and may not be used to subsidize meals for adults (teachers, staff, and visitors).

This policy shall be placed on the District's website and published at the beginning of each school year at the time information is distributed regarding free and reduced-price meals.

The Board authorizes the Superintendent to develop regulations that address meal charging, collection of repayments, and communication of the policy.

Legal Reference: Connecticut General Statutes

10-215 Lunches, breakfasts, and other feeding programs for public school children and employees.

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"

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:

Business/Non-Instructional Operations

Food Service Charging

Proven Strategies from Our Nation's Schools"

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

Policy Adopted: 8/24/2017
Policy Revised: 3/18/2024

Bethel Public Schools
Bethel, CT

Business/Non-Instructional Operations

Food Service Charging

The 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, reduced-price, and regular-priced meals to elementary and secondary students enrolled in the District's schools. 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.

In order to sustain the Food Service Program in the Bethel Public Schools, the Board requires that each family pay in advance or at the time of service for each student's school meals. Any parent/guardian who anticipates a problem with paying for meals is encouraged to contact the Director of Finance and Business Operations and/or the applicable school Principal or Social Worker for assistance.

The Board's procedures regarding meal charging are as follows:

1. 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.
2. A student needing to charge for a meal will be informed of his/her right to purchase one school breakfast and one school lunch per day. The charging of a la carte items and snacks is not permitted.

1. Collection of Account Balances:

- a. Efforts by the district to recover money owed due to the charging of meals must not have a negative impact on the student and should focus solely on adults in the household.
- b. On a weekly basis parents/guardians will be notified by email of the account balance and that their child is charging meals. During that time, the student will not be allowed to purchase any a-la-carte items or snacks. ~~Any cash the student brings in for a la-carte items will be applied to their account and put toward their negative balance.~~
- c. The Food Service Director or designee will follow up with the parent/guardian via a phone call or an email about the account balance. Communication will continue weekly until account balances are cleared.
- d. When a child's unpaid meal charges exceed \$75 the parent/guardian will be contacted by the appropriate designated school staff (Principal, Social Worker).

Business/Non-Instructional Operations

Food Service Charging

- e. When a child's unpaid meal charges equal or exceed the cost of thirty (30) meals, such child's parent/guardian shall be referred to the District's homeless education liaison.
2. Adults may not charge meals ~~up to \$10~~.

Delinquent Debt

Unpaid meal charges, like any other money owed to the nonprofit school food service account (NSFSA), are considered "delinquent debt" when payment is overdue, as defined by state or local policies. Effective with school year, 2017-18, the Connecticut State Department of Education requires that the household pays all delinquent student debts no later than June 30th to ensure that students' accounts have a zero or positive balance for the start of the next school year.

Any delinquent debts that have not been recovered by June 30th will be considered "bad debt." Records relating to those charges must be maintained in accordance with the records retention requirements in 7 CFR 210.9(b)(17) and 7 CFR 210.15(b).

The Director of Finance and Business Operations shall be notified annually in June of delinquent debt associated with the nonprofit school food service account (NSFSA).

This regulation shall be placed on the District's website and published at the beginning of each school year at the time information is distributed regarding free and reduced-price meals.

Legal Reference: Connecticut General Statutes

10-215 Lunches, breakfasts, and other feeding programs for public school children and employees.

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

Business/Non-Instructional Operations

Food Service Charging

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 Regulation

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"

Regulation Adopted: 8/24/2017

Regulation Revised: 3/18/2024

Bethel Public Schools

Bethel, CT

Community Relations

Relations Between Public and School Personnel

Conduct on School Property

The Board of Education expects mutual respect, civility, and orderly conduct among all individuals on school property or at school events. District staff will treat parents and other members of the public with respect and expect the same in return. The Board is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

This policy promotes mutual respect, civility, and orderly conduct among Board members, district employees, parents, and the public. It is not intended to deprive any individual of his/her right to freedom of expression, but only to maintain to the extent possible and reasonable, a safe, harassment-free environment for students and staff.

In the interest of presenting Board members and district employees as positive role models to the students as well as to the community, the Board encourages positive communication and discourages volatile, hostile, or aggressive actions. The Board seeks public cooperation with this endeavor.

Based upon the above, the Board expects that no person on school property or at a school event shall:

1. Injure, threaten, harass or intimidate a staff member, Board member, or any other person;
2. Damage or threaten to damage another's property;
3. Damage or deface district property;
4. Violate any Connecticut law or town/city ordinance;
5. Smoke or otherwise use tobacco products;
6. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs, or possess dangerous instruments or weapons;
7. Impede, delay, or otherwise interfere with the orderly conduct of the district's educational program or any other activity occurring on school property;
8. Enter upon any portion of the school premises at any time for purposes other than those which are lawful and authorized by the Board;

Community Relations

Relations Between Public and School Personnel

Conduct on School Property

9. Operate a motor vehicle in a risky manner or in violation of an authorized district employee's directive; or
10. Violate other district policies or regulations or an authorized district employee's directive.

Any individual who disrupts or threatens to disrupt normal school or office operations; threatens the health and safety of students or staff; willfully causes property damage; uses loud or offensive language which could provoke a violent reaction; or who has otherwise established a continued pattern of unauthorized entry on district property, will be directed to leave the premises by a member of the administrative staff or his/her designee. If deemed appropriate by the administration, the police will be contacted.

If any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the staff member to whom the remarks are directed will calmly and politely admonish the speaker to communicate civilly. If the abusing party does not take corrective action, the district employee will terminate the meeting or conversation.

(cf. 1120 - Public Participation at Board of Education Meetings)
(cf. 1250 - Visits to Schools)
(cf. 1251 - Loitering or Causing Disturbances)
(cf. 1312 - Public Complaints)
(cf. 1330 - Use of School Facilities)

Legal Reference: Connecticut General Statutes

- 1-225 Meetings of the government agents to be public.
- 1-232 Conduct of the meeting
- 10-221 Boards of education to prescribe rule(s), policies, and procedures.
- 10-238 Petition for hearing by Board of Education.
- 10-239 Use of school facilities for other purposes.
- 53a-185 Loitering in or about school grounds: Class C misdemeanor.

Policy adopted: May 21, 2001
Policy revised: 9/9/10

Bethel Public Schools
Bethel, CT

Students

Ages of Attendance

~~In accordance with Connecticut General Statute 10-186, the Bethel Board of Education shall provide education for all persons five years of age and older, having attained age five on or before the first day of September January of any school year, and under twenty one years of age who is not a graduate of a high school or vocational school, except as provided in Connecticut General Statutes 10-233c and 10-233d.~~

The Bethel Board of Education (the “Board”) complies with its legal obligation to cause each child five years of age and over and under eighteen years of age who is not a high school graduate and is residing within the Board’s jurisdiction to attend school in accordance with Connecticut General Statutes § 10-184.

Effective July 1, 2027, the Bethel Public Schools (the “District”) shall be open to resident children five years of age and over who reach age five on or before the first day of September of any school year. The Parent/Guardian having control of children five years of age and over and under eighteen years of age are obligated by Connecticut law to require their children to attend public day school or its equivalent in the district in which such child resides, unless such child is a high school graduate or the Parent/Guardian having control of such child is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools and/or is being home-schooled.

Provisions for Special Education

Additionally, according to Connecticut General Statute 10-76d (b2), special education will be provided for children who have attained the age of three and who have been identified as being in need of special education, and whose educational potential will be irreparably diminished without special education.

Option to Exempt Attendance

The Parent/Guardian having control of a child five years of age shall have the option of not sending the child to school until the child is six years of age. The Parent/Guardian having control of a child six years of age shall have the option of not sending the child to school until the child is seven years of age. The Parent/Guardian shall exercise ~~such an option~~ ~~such option~~ by personally appearing at the Bethel Public Schools district office and signing the option form. The district shall provide the Parent/Guardian with information on the educational opportunities available in the school system.

Proof of Age and Domicile

Each child entering the district schools for the first time must present a birth certificate or offer legal evidence of birth data, as well as proof of a recent physical examination and required immunizations. If the Parent/Guardian of any children are unable to pay for such immunizations and/or physicals, the expense of such immunizations and/or physicals shall on the recommendation of the Board, be paid by the district. Proof of domicile may also be requested by the Building Principal.

Students

Ages of Attendance

(cf. 5111 - Admission/Placement)
(cf. 5112 - Ages of Attendance)
(cf. 6146 - Graduation Requirements)

Legal References:

Connecticut General Statutes
10-15 Towns to maintain schools
10-15c Discrimination in public schools prohibited. School attendance by five-year-olds
10-76a - 10-76g re special education
10-184 Duties of Parents/Guardians (re mandatory schooling for children ages five to sixteen, inclusive) as amended by PA-98-243, and PA 00-157
10-186 Duties of local and regional boards of education re school attendance. Hearings. (Amended by PA 96-26 An Act Concerning Graduation Requirements and Readmission and Placement of Older Students)
Appeals to State Board. Establishment of hearing board
10-233a - 10-233f Inclusive; re: suspend, expel, removal of pupils
10-233c Suspension of pupils
10-233d Expulsion of pupils
State Board of Education Regulations
10-76a-1 General definitions (c) (d) (q) (t)

Policy Adopted: 9/8/92
Policy Revised: 11/18/96, 10/5/98, 9/21/00,
Revised: 6/8/06

BETHEL PUBLIC SCHOOLS
Bethel, CT

Students

Ages of Attendance

5112
Form

BETHEL PUBLIC SCHOOLS
Bethel, Connecticut

**ACKNOWLEDGMENT OF OPTION TO EXEMPT ATTENDANCE OF
CHILD FIVE OR SIX YEARS OF AGE FROM SCHOOL**

Pursuant to Section 10-184 of the Connecticut General Statutes,

I, _____, of _____.
Name of Parent or Guardian *Address*

the parent/guardian charged with the care of the following minor child,

_____, born on _____,
Name of Minor Child *Date of Birth*

hereby choose not to send my child to the Bethel Public Schools during the
_____ school year.

Furthermore, before I signed this form, a representative of the Bethel Public Schools met with me and provided me with information concerning the educational opportunities and school accommodations available in the Bethel Public Schools.

ACKNOWLEDGED BY:

Signature of Parent or Guardian

Date

Students

Student Discipline

The Bethel Board of Education is committed to creating a safe, orderly, and supportive learning environment for all students, staff, and visitors. This policy aims to balance the necessity of maintaining safety and order within our schools while adhering to progressive discipline and restorative practices, which seeks to address and correct inappropriate behavior while promoting accountability, personal growth, and the repair of harm.

Students are expected to comply with school rules and Board policies and may be disciplined for conduct on school grounds or at any school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board. Students may be disciplined for conduct off school grounds if such conduct is seriously disruptive to the educational process and violates Board policy.

Policy Objectives:

1. **Ensure Safety and Order:** Maintain a secure and disciplined school environment conducive to learning and free from violence, threats, and disruptive behaviors.
2. **Promote Equity and Fairness:** Apply disciplinary measures in an equitable, consistent, and unbiased manner, ensuring that all students are treated with dignity and respect.
3. **Support Progressive Discipline:** Implement a progressive discipline model that focuses on intervention and prevention strategies to address and correct student behavior before it escalates.
4. **Implement Restorative Practices:** Incorporate restorative practices that emphasize accountability, reparation of harm, and the restoration of relationships within the school community.
5. **Encourage Personal Responsibility:** Foster a sense of personal responsibility and self-discipline in students, helping them to understand the consequences of their actions and to make better choices in the future.
6. **Engage Families and Communities:** Involve parents, guardians, and community members in the disciplinary process to support students in their behavioral and academic growth.

Policy Guidelines

Clear Expectations and Communication:

- Establish and communicate clear behavioral expectations and the consequences of violating them.
- Ensure that all students, staff, and parents/guardians are aware of the discipline policy and procedures.

Progressive Discipline Framework:

- Utilize a tiered approach to discipline that escalates in response to the severity and frequency of the behavior.

Students

Student Discipline

- Implement early intervention strategies such as counseling, mentoring, and behavior modification plans to address minor infractions.

Restorative Practices:

- Employ restorative practices such as mediation, peer counseling, and restorative circles to address conflicts and repair harm.
- Encourage students to take responsibility for their actions and to actively participate in the resolution process.

Consistent and Fair Application:

- Ensure that disciplinary measures are applied consistently and fairly across all student populations.
- Monitor and address any disparities in the application of disciplinary actions to prevent discrimination or bias.

Supportive Interventions:

- Provide support services such as counseling, social work, and mental health resources to help students address underlying issues contributing to behavioral problems.
- Develop individualized behavior plans for students with recurring or severe behavioral issues.

Engagement and Collaboration:

- Engage families in the disciplinary process through regular communication and involvement in restorative practices.
- Collaborate with community organizations and resources to support students and families in addressing behavioral and social-emotional needs.

Training and Professional Development:

- Provide ongoing training for staff on progressive discipline, restorative practices, and culturally responsive approaches to student behavior.
- Encourage staff to develop skills in conflict resolution, de-escalation techniques, and positive behavior support.
- Ensure that all students, staff, and parents/guardians are aware of the discipline policy and procedures.

The Bethel Board of Education will regularly review the effectiveness of its discipline policy, incorporating feedback from students, staff, parents, and the community. Data on disciplinary actions and their outcomes will be collected and analyzed to ensure continuous improvement and the achievement of policy objectives.

By adopting this balanced approach to discipline, the Bethel Public School District aims to create a school environment where all students can learn, grow, and succeed while feeling safe and supported.

I. Definitions

Students

Student Discipline

A. **Bullying means unwanted and aggressive behavior among children in grades kindergarten to twelve, inclusive, that involves a real or perceived power imbalance.**

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B. **Cannabis means marijuana, as defined by Conn. Gen. Stat. § 21a-240.**

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C. **Challenging Behavior means behavior that negatively impacts school climate or interferes, or is at risk of interfering, with the learning or safety of a student or the safety of a school employee.**

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~~A.~~ **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.

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~~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. The expulsion period may not extend beyond one (1) calendar year.

~~H.~~ Unless an emergency exists, no student shall be expelled without a formal hearing provided whenever such student is a minor, the notice shall also be given

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Students

Student Discipline

to the parents or guardians of the student at least five business days before such hearing, not including the day of such hearing. If an emergency exists, such hearing shall be held as soon after the expulsion as possible. The notice shall include information concerning the parent's or guardian's and the student's legal rights and concerning legal services provided free of charge or at a reduced rate that are available locally and how to access such services. An attorney or other advocate may represent any student subject to expulsion proceedings. The parent or guardian of the student shall 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.

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J.J. Firearm, as defined in 18 U.S.C § 921, means (a) any weapon 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 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 or any device 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.

J.K. 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.L. 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.

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

Students

Student Discipline

L-N. **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, status as a victim of sexual assault or status as a victim of trafficking in persons, 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.

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M-O. **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-P. **School Days** shall mean days when school is in session for students.

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

P-R. **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.

S. **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.

Q-T. **Synthetically created image** means any photograph, film, videotape or other image of a person that (A) is (i) not wholly recorded by a camera, or (ii) either partially or wholly generated by a computer system, and (B) depicts, and is virtually indistinguishable from what a reasonable person would believe is the actual depiction of, an identifiable person.

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R-U. **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

Students

Student Discipline

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.

S.V. 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.

II. Scope of the Student Discipline Policy

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

Students may be disciplined for conduct on school grounds or at any school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board.

B. ***Conduct off School Grounds:***

1. Students may be suspended or expelled for conduct off school grounds if such conduct is seriously disruptive of the educational process and violative of a publicized policy of the Board. 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.

In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and/or the Board of Education may also consider whether such off-campus conduct involved the illegal use of drugs.

C. Seriously Disruptive of the Educational Process;

In making a determination as to whether off campus conduct is seriously disruptive of the educational process, the Administration and the Board 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)

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Students

Student Discipline

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 29-38 of the Connecticut General Statutes, and whether any injuries occurred; and (4) whether the conduct involved the use of alcohol. The Administration and/or the Board may also consider (5) whether the off-campus conduct involved the illegal use of drugs.

D. Misconduct Involving Cannabis:

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 which may lead to disciplinary action (including, but not limited to, removal from class, suspension and/or expulsion) includes conduct on school grounds or at a school-sponsored activity (including on a school bus), and conduct off school grounds, as set forth above. Such conduct includes, but is not limited to, the following:

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 harassment based on an individual's sex, sexual orientation, race, color, religion, disability, national origin or ancestry.

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Students**Student Discipline**

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).
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. Unlawful possession, sale, distribution, use, or consumption of tobacco, electronic nicotine delivery system (e.g. e-cigarettes), drugs, narcotics or alcoholic beverages (or any facsimile of tobacco, drugs, narcotics 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 that may be used to simulate smoking in the delivery of nicotine or other substance to a person inhaling from the device and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device. For the purposes of this Paragraph 15, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription

Students

Student Discipline

and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law.

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. Unlawful 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 growing, harvesting, manufacturing, producing, preparing, packaging, 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.
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. The use of one or more of the following: objectively offensive racial, ethnic, or religious epithets (or epithets commonly associated with any Protected Class membership, including but not limited to epithets relating to sex, sexual orientation, and/or gender identity or expression); other words or phrases commonly considered demeaning or degrading on the basis of Protected Class membership; display of images or symbols commonly associated with discrimination against individuals on the basis of their membership in a Protected Class; graphic, written or electronic communications that are harmful, or humiliating based on Protected Class membership; bigoted conduct or communications; and/or physical, written, electronic or verbal threats based on Protected Class membership.

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Students

Student Discipline

23. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other staff members and/or law enforcement authorities.
24. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school staff.
25. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.
26. 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.
27. Possession and/or use of a cellular telephone, radio, walkman, 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.
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 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.
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” means unwanted and aggressive behavior among children in grades kindergarten to twelve, inclusive, that involves a real or perceived power imbalance. Challenging behavior, including, but not limited to, bullying, as defined in the Board’s School Climate Policy and above.~~
33. **“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 other electronic communication.

Students**Student Discipline**

34. 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.
35. 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.
36. Engaging in a plan to stage sexual activity for the purposes of recording it by electronic means; or recording by electronic means sexual acts for purposes of later publication.
37. 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.
38. 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.
39. 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
40. Any action prohibited by any Federal or State law.
41. 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 a case where he/she has reason to believe the student has engaged in conduct described at sections II.A. and 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:

Students

Student Discipline

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-appointed hearing officer so that the Board-appointed hearing officer 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 for one (1) full calendar year for: the conduct described in Section IV(B)(1), (2) and (3) of this policy. For any mandatory expulsion offense, the Board-appointed hearing officer may modify the term of expulsion on a case-by-case basis.

Students**Student Discipline**

- V. 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. 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 hours after such behavior occurs. 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.

Any teacher of record in a classroom may request a behavior intervention meeting with the crisis intervention team for the school, for any student whose behavior has caused a serious disruption to the instruction of other students, or caused self-harm or physical harm to such teacher or another student or staff member in such teacher's classroom. The crisis intervention team shall, upon the request of such teacher and notifying such student's parent or guardian, convene a behavior intervention meeting regarding such student. The participants of such behavior intervention meetings shall identify resources and support to address such student's social, emotional and instructional needs. Not later than seven days after the behavior intervention meeting, the crisis intervention team shall submit 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.

Students

Student Discipline

VI. Procedures Governing Suspension (as modified in Public Act 24-45)

All suspensions shall be in-school suspensions, except the Board of Education may authorize the administration of schools under its direction to impose an out-of-school suspension on any student in:

Grades three to twelve, inclusive, if, resulting from a due process hearing:

1. The administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension;
 - a. The administration determines that an out-of-school suspension is appropriate for such student based on evidence of:
 - i. Previous disciplinary problems that have led to suspensions or expulsion of such student, and
 - ii. Efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies; **or for grades preschool to two if during the due process hearing;**
2. The administration 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 causes physical harm;
 - i. Requires that such student receives services that are trauma-informed and developmentally appropriate and align with any behavioral intervention plan, individualized education program, or plan pursuant to Section 504 of the Rehabilitation Act of 1973, as amended from time to time, for such

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Students

Student Discipline

student upon such student's return to school immediately following the out-of-school suspension; and

- ii. Considers whether to convene a planning and placement team meeting for the purposes of conducting an evaluation to determine whether such students may require special education or related services.

An out-of-school suspension shall not exceed ten school days for students in grades 3-12.

An out-of-school suspension shall not exceed five school days for children in preschool through 2 grade.

Prior to conducting the informal hearing referenced above, an administrator, school counselor or school social worker at the student's school must contact the District's Homeless Education Liaison to determine whether the student is a homeless child or youth, as defined by the McKinney-Vento Homeless Assistance Act. If a student is determined to be a homeless child or youth, the responsible administrator or the administrator's designee must consider the impact of homelessness on the student's behavior during the informal hearing.

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An in-school suspension may be served in the student's school and shall not exceed five (5) consecutive days.

The principal of a school, or designee on the administrative staff of the school, shall have the right to suspend any student for breach of conduct as noted in Section II of this policy for not more than ten (10) consecutive school days. In cases where suspension is contemplated, the following procedures shall be followed.

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 unless, during the informal hearing, the principal or designee determines that the student: (a) poses such a danger to persons or property or such a disruption of the educational process that he or she should be excluded from school during the period of suspension; or (b) the administration determines that an out-of-school suspension is appropriate based on evidence of (i) the student's previous disciplinary problems that have led to suspensions or expulsion of such student, and (ii) previous efforts by the administration to address the student's disciplinary problems through means other than

Students**Student Discipline**

out-of-school suspension or expulsion, including positive behavioral support strategies.

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

Students

Student Discipline

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-appointed hearing officer. 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.

VII. 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, seriously disrupts the educational process or in other appropriate circumstances 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.

Students**Student Discipline**

- 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.

VIII. Procedures Governing Expulsion Hearing**A. Emergency Exception:**

Except in an emergency situation, the Board-appointed hearing officer 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 and 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 will be conducted by the Board-appointed hearing officer.

C. Hearing Notice:

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) within 5 business days (not including the day of the hearing prior to the time of the 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

Students

Student Discipline

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 any third party of his/her choice, including an attorney, at his/her expense or at the expense of his/her parents.
- 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 about free or reduced-rate legal services and how to access such services.

Prior to conducting the expulsion hearing, an administrator, school counselor, or school social worker at the student's school must contact the District's Homeless Education Liaison to determine whether the student is a homeless child or youth, as defined by the McKinney-Vento Homeless Assistance Act.

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D. Hearing Procedures:

1. The hearing will be conducted by the Hearing Officer, who will call the meeting to order, introduce the parties, Hearing Officer and counsel, briefly explain the hearing procedures, and swear in any witnesses called by the Administration or the student.
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 notices and documents relating to the case and all evidence received or considered at hearing.
3. Formal rules of evidence will not be followed. The Board-appointed hearing officer has the right to accept hearsay and other evidence if it

Students**Student Discipline**

deems that evidence relevant or material to its determination. The Hearing Officer will rule on testimony or evidence as to it being immaterial or irrelevant.

4. The hearing will be conducted in two (2) parts. In the first part of the hearing, the Board-appointed hearing officer will receive and consider evidence regarding the conduct alleged by the Administration.
5. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or his/her designee.
6. 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 and the Hearing Officer.
7. 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 Board-appointed hearing officer. 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-appointed hearing officer. Concluding statements will be made by the Administration and then by the student and/or his or her representative.
8. In cases where the student has denied the allegation, the Board-appointed hearing officer must determine whether the student committed the offense(s) as charged by the Superintendent.
9. If the Board-appointed hearing officer determines that the student has committed the conduct as alleged, then the Board-appointed hearing officer shall proceed with the second portion of the hearing, during which the Board-appointed hearing officer will receive and consider relevant evidence regarding the length and conditions of expulsion.
10. When considering the length and conditions of expulsion, the Board-appointed hearing officer may review the student's attendance, academic and past disciplinary records. The Board-appointed hearing officer 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-appointed hearing officer may ask the Superintendent for a recommendation as to the discipline to be imposed.

Students

Student Discipline

11. 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-appointed hearing officer is considering length of expulsion and nature of alternative educational opportunity to be offered.
12. Where administrators present the case in support of the charges against the student, such administrative staff shall not be present during the deliberations of the Board-appointed hearing officer 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-appointed hearing officer as to the appropriate discipline to be applied.
13. The Board-appointed hearing officer 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.
- ~~14.~~ 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-appointed hearing officer 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-appointed hearing officer. The Board-appointed hearing officer-specified program shall not require the student and/or the student's parents to pay for participation in the program.
- ~~14.~~~~15.~~ If a student is determined to be a homeless child or youth as described in Subsection IX.C(4), the impartial board) must consider the impact of homelessness on the student's behavior. Such student may not be expelled without a plan of interventions and supports to mitigate the impact of homelessness on the student's behavior. If the student is identified as a homeless child or youth and is expelled more than one time, the student shall be provided a meeting with the District's Homeless Education Liaison.
- ~~15.~~~~16.~~ The Board-appointed hearing officer 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

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Students

Student Discipline

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 program 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 parents (or legal guardians) of a student facing expulsion may choose to enter into a Joint Stipulation of the Facts and a Joint Recommendation to the Board-appointed hearing officer concerning the length and conditions of expulsion. Such Joint Stipulation and Recommendation shall include language indicating that the parents (or legal guardians) understand their right to have an expulsion hearing held pursuant to these procedures, and language indicating that the Board-appointed hearing officer, in its discretion, has the right to accept or reject the Joint Stipulation of Facts and Recommendation. If the Board-appointed hearing officer 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-appointed hearing officer 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-appointed hearing officer, in its discretion, has the right to accept or reject the Joint Stipulation of Facts. If the Board-appointed hearing officer rejects the Joint Stipulation of Facts, a full expulsion hearing shall be held pursuant to the procedures outlined herein.

- IX. Alternative Educational Opportunities for Expelled Students

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

Whenever the Board-appointed hearing officer 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 time if he/she requests it and if he/she agrees to the conditions set by the Board-appointed hearing officer of Education. Such alternative educational opportunities may include, but shall not be limited to, the placement of a pupil who is at least sixteen 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 the second time, or if it is determined at the hearing that (1) the student possessed a dangerous instrument, deadly weapon, firearm or martial arts weapon on school property or at a school-sponsored activity, or (2) the student offered a controlled substance for sale or distribution on school property or at a school-sponsored activity.
3. The Board of Education shall count the expulsion of a pupil when he/she was under sixteen 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. *Students identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"):*

Notwithstanding Sections IX.A. through C. above, if the Board-appointed hearing officer 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.

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

Students

Student Discipline

The Board of Education may offer an alternative educational opportunity to a pupil for whom such alternative educational opportunity is not required as described in this policy.

X. 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 Superintendent 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 Superintendent may choose to expunge the expulsion notice from the cumulative record at the time the student completes the Board-appointed hearing officer-specified program and meets any other conditions required by the Board-appointed hearing officer.

If a student's period of expulsion was not shortened or waived, the Superintendent 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.

XI. 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 Superintendent 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 Superintendent may adopt the decision of the student expulsion hearing conducted by such other school district.

Students

Student Discipline

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-appointed hearing officer shall make its determination based upon a hearing held by the Board-appointed hearing officer, 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-appointed hearing officer.

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-appointed hearing officer, the notice of the pending expulsion hearing shall be included on the student's cumulative record and the Board-appointed hearing officer shall complete the expulsion hearing and render a decision. If the Board-appointed hearing officer subsequently renders a decision to expel the student, a notice of the expulsion shall be included on the student's cumulative record.

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

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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.

Students**Student Discipline****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 placement:

1. The parents of the student must be notified of the decision to recommend for expulsion (or to suspend if a change in placement) 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 recommend for expulsion (or to suspend if a change in placement) was made.
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 was 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 was not 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.

Students

Student Discipline

C. *Transfer of IDEA students for Certain Offenses:*

1. School personnel may transfer an IDEA student to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:
 1. 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
 2. 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
 3. 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 XII.C.:
 1. **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.
 2. **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).
 3. **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.
 4. **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.

XIII. 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:

Students

Student Discipline

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 recommended expulsion.
 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-appointed hearing officer 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.
- XIV. Procedures Governing Expulsions for Students Committed to a Juvenile Detention Center
- A. Any student who commits an expellable offense and is subsequently committed to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement for such offense may be expelled by the Board-appointed hearing officer in accordance with the provisions of this section. The period of expulsion shall run concurrently with the period of commitment to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement.
 - B. If a student who committed an expellable offense seeks to return to a school district after having been in a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement and such student has not been expelled by a hearing office 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.
- XV. Early Readmission to School

Students

Student Discipline

An expelled student may apply for early readmission to school. The Board-appointed hearing officer 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.

XVI. 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.

XVII. 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-appointed hearing officer expels a student for sale or distribution of a controlled substance, the administration 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-appointed hearing officer expels a student for possession of a deadly weapon or firearm, as defined in Conn. Gen. Stat. § 53a-3, the violation shall be reported to the local police.

Legal References:

Connecticut General Statutes:

§ 10-15c Discrimination in public schools prohibited. School attendance by five-year olds

§ 10-16 Length of school year

§ 10-74j Alternative education

§§ 4-176e through 4-180a and § 4-181a Uniform Administrative Procedures Act

§ 10-222aa through 10-222kk School climate

§§ 10-233a through 10-233f Suspension and expulsion of students

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§ 10-233/ Expulsion and suspension of children in preschool programs

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§ 10-236c Disruptive or harmful behavior. Behavior intervention meetings for certain students. Notice to parents

§ 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.

§ 19a-342a Use of electronic nicotine delivery system or vapor product prohibited. Exceptions. Signage required. Penalties

§ 21a-240 Definitions

§ 21a-277 Penalty for illegal manufacture, distribution, sale, prescription, dispensing

§ 21a-278 Penalty for illegal manufacture, distribution, sale, prescription, or administration by non-drug-dependent person

§§ 21a-408a through 408p Palliative use of marijuana

§ 29-35 Carrying of pistol or revolver without permit prohibited. Exceptions

§ 29-38 Weapons in vehicles

§ 46a-58 Deprivation of rights. Desecration of property. Placing of burning cross or noose on property. Penalty. Restitution

§ 53a-3 Definitions

§ 53-206 Carrying of dangerous weapons prohibited

§ 53-344 Sale or delivery of cigarettes or tobacco products to persons under twenty-one.

§ 53-344b Sale and delivery of electronic nicotine delivery system or vapor products to persons under twenty-one years or age

Public Act 25-168, Sec. 261, "An Act Concerning the State Budget for the Biennium Ending June 30, 2027, and Making Appropriations Therefor, and Provisions Related to Revenue and Other Items Implementing the State Budget." (definition of "synthetically created image")

Public Act 25-93, "An Act Increasing Resources for Students, Schools and Special Education."

Public Act 25-139, "An Act Concerning Human Trafficking and Sexual Assault Victims."

Students

Student Discipline

Packer v. Board of Educ. of the Town of Thomaston, 717 A.2d 117 (Conn. 1998).

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State v. Hardy, 896 A.2d 755 (Conn. 2006).

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State v. Guzman, 955 A.2d 72 (Conn. App. Ct.

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Connecticut State Department of Education, *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted January 3, 2018

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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.

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Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, *et seq.*

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Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, *et seq.* 18 U.S.C. § 921 (definition of “firearm”)

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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

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

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U.S. Department of Education Office for Civil Rights, U.S. Department of Justice Civil Rights Division, *Resource on Confronting Racial Discrimination in Student Discipline (May 2023)*

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Take It Down Act, Public L. 119-12

McKinney Vento Homeless Assistance Act, 42 U.S.C. § 11343a

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Students

Student Discipline

Regulation approved: 9/8/92
Regulation Revised: 4/4/95; 10/17/94; 9/18/96
Regulation Revised: 11/18/96, 2/9/98
Reg. To Policy: 9/4/03
Policy Revised: January 29, 2009, November 19, 2015
October 17, 2024

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