

Regular Meeting

Wednesday, February 4, 2015 7:00 PM
Auditorium, 129 Church Street, Bristol, CT 06010

1. **Call to Order, National Anthem/Pledge of Allegiance, Moment of Silence**
2. **Approval of Minutes - January 7, 2015 Regular Meeting**
3. **Committee Reports**
4. **Student Representative Reports**
5. **Superintendent Report**
6. **Consent Agenda**
 - 6.1. Personnel
 - 6.1.a. Administrator Retirement
 - 6.1.b. New Administrator Hired
 - 6.1.c. Teacher Retirements
 - 6.1.d. New Teachers Hired
 - 6.1.e. A-2 Teacher Appointment - Effective December 1, 2014
 - 6.1.f. Teacher Request for an Unpaid Leave of Absence
 - 6.1.g. Sixth Year Salary Credit - Effective February 1, 2015
 - 6.2. Grants
 - 6.2.a. CCS Professional Learning Mini-Grants
 - 6.2.b. Grant from the Main Street Community Foundation for the WOW Bookmobile
 - 6.2.c. PREP - Provider Responsive Early Care & Education Preparation
7. **Public Comment**
8. **Deliberated Items/District Leadership Team Reports**
 - 8.1. Enrollment Update
 - 8.2. Preliminary Calendars for the 2015-2016 and 2016-2017 School Years (Second Presentation)
 - 8.3. Approve NEMS Roof Replacement Final Plans and Professional Cost Estimate
9. **Policy Revision**
 - 9.1. Policy 5114: Suspension/Expulsion - First Reading
10. **New Business**

11. Adjournment

BOARD OF EDUCATION
Bristol, Connecticut
January 7, 2015 – Regular Meeting

The regular meeting of the Bristol Board of Education was held on Wednesday, January 7, 2015 at 7:00 p.m., in the auditorium of the Board of Education Administration Building, located at 129 Church Street, Bristol, Connecticut.

PRESENT: Commissioners: Lawrence Amara, Genard Dolan, Jennifer Dube, Jill Fitzgerald, Karen Hintz, Jeffrey Morgan, Karen Vibert; and Ellen Solek, Superintendent, Susan Moreau, Deputy Superintendent, Sam Galloway, Director of Human Resources, Henry Martin, Council Liaison, and Student Representatives Sophia Dtikas and Nick Savino.

EXCUSED: Commissioners Thomas O'Brien and Christopher Wilson

CALL TO ORDER, PLEDGE OF ALLEGIANCE, NATIONAL ANTHEM

Chairman Amara called the meeting to order at 7:03 p.m. and invited the audience to join him in reciting the Pledge of Allegiance and remain standing for the National Anthem. Vocal students from Greene-Hills and West Bristol performed the National Anthem under the direction of Chris Sipes.

APPROVAL OF MINUTES

On a motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

VOTED: That the Board of Education approve the December 3, 2014 Regular Meeting Minutes as written.

COMMITTEE REPORTS

Operations

Commissioner Hintz reported that the committee met Tuesday, December 9th to discuss the purchase of the property located at 54 West Washington Street, next to Hubbell School. There is a deliberated item later on the agenda to recommend that purchase.

Finance

Commissioner Fitzgerald reported that the committee met on Thursday, December 11th. Finance Director Gary Franzi brought us up to date through November 30th. The General Fund Operating budget for fiscal year July 1, 2014 to June 30, 2015 is \$106.8 million; He made the committee aware of some areas where there would be risk and exposure; he did an analysis of where we are with Special Education and we are watching these things carefully. The next meeting will be held next Thursday at 6:30 p.m.

Personnel

Commissioner Dolan reported that the Board has come to an agreement with the Bristol Federation of Teachers. It was an arbitrated agreement, it was a win-win on both sides; it was an amicable negotiation. The results are a 3% increase of wages over each of the three years and changes to the health benefits have resulted in a net cost to the city of 1.5%. There are ongoing negotiations with 2267 and secretaries 3551. Chairman Amara added that the 1.5% is the average for three years.

Student Representative Reports

Nick Savino reported on Bristol Central activities. The first publication of the year for the school newspaper, it highlighted several topics from Bristol Central Community. NHS held a canned food drive, the InterAct donated gifts to the less fortunate at St. Joseph's Church and a coat drive was held for the Caring Closet at Bristol Hospital. Students were encouraged to write Thank You notes during advisory and these notes were hung on bulletin boards throughout the school. We were unable to have a pep rally this year, due to inclement, but we did have Festivus which was a pep rally for before going out to winter break. It was definitely a highlight of the school year, where the school community came together and had a lot of fun with the students and staff. The winter concert was held by the band and chorus. Next month, mid-terms are

Student Representative Reports – con't

coming up within the next couple of weeks. National Honor Society students will provide tutoring to younger student and help them prepare for mid-terms. The Guidance Department is working hard to make scholarship application available to college bound seniors and Seniors are busy with the college application process, and the guidance office is very helpful to all of these students. The school department continues to help students. The school will be holding the school talent show will be held January 31st.

Sophia Dzikas reported on Bristol Eastern activities. In December the “Be Nice” led the “20 Days of Kindness” where students and staff were encouraged to help others out, show appreciation and perform random acts of kindness. During our November and December advisories students also made snowflakes and wrote inspirational messages on them to display in the cafeteria and hallways, we also wrote letters of appreciation to soldiers. The choir and band held their annual holiday concert on December 16th; there was a great crowd and we played wonderful assortments of traditional holiday music. Musical groups also performed in school for students and staff on the Tuesday before vacation. The CEO from CCMC Marty Gavin met with students in recognition of the toy drive that was held for the medical center. At the end of the month there is going to be a College Credit Night for students and families to learn more about AP Class, the Tunxis College Career Pathway, Project Lead the Way and UCONN Early College Experience Classes that are offered at Bristol Eastern. Next week the Student Council be hosting another blood drive, offering students another opportunity to donate. This month is mid-terms, and then the start of second semester.

SUPERINTENDENT REPORT:

Congratulations to Henri Martin who was sworn in as a State Senator today.

Mini Grant Award

Jeannie Audette along with President Keith Gibson and board member Linda Dimatteo presented the Bristol Business Education Foundation mini grants totaling \$13, 830.00. The following grant winners were present in the audience and stood to receive their check.

Access to Success

Elizabeth Burdelski: Bristol Eastern

Book Club: Read Listen and View

Marcy Deschaine, Christine Morin, Sarah Rutkowski: Mountain View

Close Reading Using an ELMO Document Camera

Julia Darcy: South Side School

Coffee House for Performance Writing

G. Gale Dickau, paul Pinette, Kate Scanlon: Bristol Central

Curl-up with a Great E-book

Marcy Deschaine: Mountain View

Document Cameras to Improve Science Instruction

Keagan Radziwon: Bristol Eastern

Driving Safe Decisions

Christopher Carrier, Jonathan Horan: Bristol Central

Engaging Our Minds by Engaging Our Core

Vicki Ciralli: Northeast M.S.

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Greene Hills' Garden

Terry Grant: Greene Hills

In Focus: Document Camera to Improve Learning

Mila Zadrozny: Ivy Drive

Literacy at Home for Grade 2

Tiffany Fox: South Side

P.U.S.H Parents Using Strategies at Home

Robert Garry and the P.U.S.H Committee: South Side

Smart Document Camera Supports Music

Joy Cannata, Kelle Barrieau, Olga Harhay, Mountain View

Stand Up Desks

Jennifer Plourde: Bristol Central

Supplimentary Resources for Special Education

Colleen Cyr, Kelly Lynne Thibodeau, Mike Higgins, Bristol Eastern

Tutto Italiano

Gina Gallo Reinhard, Bristol Central

What's on My Plate and in My Garden?

Cindy Ahern, Derrick Lachance, West Bristol

Dr. Solek thanked Jeannie Audette, Ed Foundation and the Board for their support.

High School Civics Report

Pamela Brisson, Christina Chamberlain, Ryan Broderick, Jeff Fleishman and students from Bristol Eastern and Bristol Central presented the High School Civics program report and how the course has changed, and the various activism projects that students are involved in. Students presented the activism projects that they have started truly taken active roles in hope to continue their work for years to come.

Commissioner Vibert asked that the students and teachers try to keep the board informed of the various events that are happening in the schools and there may be events that board members might attend.

Superintendent Report

Student Achievement

Dr. Solek reported that there is preliminary evidence that our high school graduation rate has increased this year. The state released informal data to that effect, but it has been embargoed until the final data comes forward. We are further developing local benchmark assessments as well as implementing SBAC benchmark assessments across the district. SBAC testing comes back to us in March, so we are anxious to see what the results of that will be and the feedback from students and administrators of the test early this spring. We have completed and created effective rubrics to measure school success plans and that is done to increase the level of leverage of instructional strategies and content across the district – from our building based data teams to our district wide data team we have now examined and created a rubric for student success planning that is consistent and accurately measures what we believe students need to know, do and perform across the district. It gives us a much more comprehensive view of how we are doing as a district.

Leadership Development

We have had regular meetings to date. Our newly formed Student Advisory Council met in November, they have three or four more meetings scheduled throughout the year this year and they have identified a topic of

January 7, 2015 - Regular Meeting Minutes

interest around bullying and bullying prevention. They will be working throughout the district on demonstrating, problem solving and strategies that they will recommend to the high school students at large. Our Parent Advisory met once in fall, we will meet on a quarterly basis throughout the year. Last year we formulated a Leadership Cohort; which is a compilation of teachers and administrators who are seeking certification in school leadership or have recently received that certification and it is a venue for us to get together and talk about hot topics in educational leadership such as: technology as an effective tool, decision making, and ethics in leadership. We met this fall and will continue to meet throughout the winter and spring.

District Safety and Security

You may have seen an article in the Bristol Observer which spoke to a meeting that was held with Bristol Police Chief Tom Grimaldi, Myself, Sam Galloway and Director of Safety and Security Greg Boulanger. At the meeting we discussed reformulating a protocol for assessing or more accurately assessing threats as related to the bomb scares that we have had. We believe that we have come up with a very detailed to do just that; which will not only continue to keep our students and staff safe, but will allow us to react more accurately if and when a threat is made. We have also received grant funding from the state in the amount of \$30,000 which is allowing us to begin the process of putting the 3M film on the entrances of all the school buildings, so that the glass is reinforced. We are also piloting a system called Raptor. It is a system that further identifies guests and visitors as they come into our buildings, some of our buildings have entrances that are not as well monitored. For example, at Bristol Eastern as you enter the school, the small office is off to the right side and the main office is down toward the middle of the corridor, we need a system in place right when people come in the door that we can provide detailed information about. So that program will be piloted at Bristol Eastern beginning in the spring of this year.

Finance/Budget Development

We will begin joint meetings with members of the City's Board of Finance, City Council, Comptrollers', Board of Education and administration to formulate a budget that reflects the needs of both the city and the school district. We had healthy dialog last year that focused on identifying cost savings measures across the board, it identified ways to consolidate some of our services and work together more wisely to get the same job done. She anticipates that some of those conversations will continue this year.

CONSENT AGENDA

Personnel

Teacher Resignation

On motion by Commissioner Fitzgerald, seconded by Commissioner Morgan it was unanimously

VOTED: That the Board of Education accept the following Teacher Resignation:

Barry Nolan – BCHS – Math – Effective January 5, 2015

New Teacher Hired

On motion by Commissioner Fitzgerald, seconded by Commissioner Morgan it was unanimously

VOTED: That the Board of Education approve the following New Teacher Hire:

Katherine Dudzinski – CHMS – Math – Effective December 22, 2014

Sixth Year Salary Credit – Effective February 1, 2015

On motion by Commissioner Fitzgerald, seconded by Commissioner Morgan it was unanimously

VOTED: That the Board of Education approve the following Sixth Year Salary Credit:

Nancy Simone – CHMS – Math

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Coaching Resignations

On motion by Commissioner Fitzgerald, seconded by Commissioner Morgan it was unanimously

VOTED: That the Board of Education accept the following Coaching Resignations:

Michael Archangelo – Head Football Coach – BEHS, effective 12/1/14

Tim Barrette – Assistant Football Coach – BEHS, effective 12/1/14

Andrew Ingvertsen – Assistant Football Coach – BEHS, effective 12/3/14

Coaching Appointments

On motion by Commissioner Fitzgerald, seconded by Commissioner Morgan it was unanimously

VOTED: That the Board of Education approve the following Coaching Appointments:

Anthony Julius – .5 Assistant Wrestling Coach – BEHS, effective 12/1/14

Jeff Haadad – .5 Assistant Wrestling Coach – BEHS, effective 12/1/14

John Dauphinee – Boy’s Basketball Coach – CHMS, effective 1/5/15

Joseph Miller – Girl’s Basketball Coach – CHMS, effective 1/5/15

David Luchina – Girl’s Basketball Coach – NEMS, effective 1/5/15

Kenneth Boudreau - Boy’s Basketball Coach – NEMS, effective 1/5/15

Adam Sample – Girl’s Basketball Coach – Greene Hills, effective 1/5/15

Jeremy Sloate – Boy’s Basketball Coach – Greene Hills, effective 1/5/15

Enrico Lodovico – Boy’s Basketball Coach – West Bristol, effective 1/5/15

Robert Germain – MS Athletic Coordinator – CHMS, effective 1/5/15

Gail Ericson – MS Athletic Coordinator – NEMS, effective 1/5/15

Timothy Hokanson – MS Athletic Coordinator – Greene Hills, effective 1/5/15

Jason Stafford – MS Athletic Coordinator – West Bristol, effective 1/5/15

Grants

Adult Education - Immigrant and Youth Education Program Grant

This grant is based on the 2013 October 1 Immigrant count and is used to supplement the ELL program.

On motion by Commissioner Fitzgerald, seconded by Commissioner Morgan it was unanimously

VOTED: That the Board of Education approve the Adult Education - Immigrant and Youth Education Program Grant.

Main Street Grant for Bristol Adult Education Diploma and Certification Program

This grant was received from the Main Street Community Foundation through the Tim and Mary Walsh Charitable Fund in support of the Rowley Spring Adult Education Workforce Program.

On motion by Commissioner Fitzgerald, seconded by Commissioner Morgan it was unanimously

VOTED: That the Board of Education approve the Main Street Grant for Bristol Adult Education Diploma and Certification Program.

Bristol Press Grant for Bristol Adult Education Diploma and Certification Program

This grant was received from the Bristol Press in support of the Rowley Spring Adult Education Workforce Program.

On motion by Commissioner Fitzgerald, seconded by Commissioner Morgan it was unanimously

VOTED: That the Board of Education approve the Bristol Press Grant for Bristol Adult Education Diploma and Certification Program.

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The Barnes Foundation Grant

The Bristol Board of Education received a grant for \$6,000 from the Barnes Foundation to support the WOW "Wonder of Words" Bookmobile.

On motion by Commissioner Fitzgerald, seconded by Commissioner Morgan it was unanimously

VOTED: That the Board of Education approve The Barnes Foundation Grant.

Title III Part A English Language Acquisition Grant

The Title III ELL Grant is submitted for approval. This Grant Award is in the amount of \$49,447 and will be used to offset the cost of educating English Language Learners in Bristol. The majority of these funds will go towards the cost of providing ELL tutoring services students in the 12 Bristol schools.

On motion by Commissioner Fitzgerald, seconded by Commissioner Morgan it was unanimously

VOTED: That the Board of Education approve the Title III Part A English Language Acquisition Grant.

Public Comment

No members of the public wished to address the Board.

Deliberated Items/District Leadership Team Reports

Bristol Central Cultural Exchange with Fano, Italy

Christina Chamberlain, Humanities and World Language Supervisor and Gina Gallo, World Language Teacher at Bristol Central presented the Bristol Central Cultural Exchange with Fano, Italy. During the 2015-2016 school year, up to 18 BCHS students studying Italian will take part in a cultural exchange with our partner school in Fano, Italy. After students and teachers from Fano visit Bristol in Fall 2015, BCHS students will reciprocate by traveling to Fano for a week in February 2016. While abroad, students will live with local families, attend school, see extraordinary historical sites, and become fully immersed in the rich culture and language of Southern Italy. This exchange has seen tremendous success in recent years, and we seek permission to continue the experience for students in years ahead. Please see the attached proposal for further details.

On motion by Commissioner Morgan, seconded by Commissioner Dolan it was unanimously

VOTED: That the Board of Education approve the Bristol Central Cultural Exchange with Fano, Italy.

Preliminary Calendars for the 2015-2016 and 2016-2017 School Years (First Presentation)

Sam Galloway, Director of Human Resources presented the Preliminary Calendars for the 2015-2016 and 2016-2017 School Years for the first presentation. The calendar will be provided to BAPS, BFT, AFSCME 818, AFSCME 2267, AFSCME 3551 and the PTO Presidents for input. It will appear on next month's agenda for a vote.

Recommendation to the City to Purchase Land

Chairman Amara received a letter from the owner of land adjacent to Hubbell School at 54 West Washington Street asking if the Board of Education was interested in purchasing this land. The City Real Estate Committee is the appropriate agent for this action. The Operations Committee of the Board of Education met on December 9, 2014 to consider recommending the City of Bristol purchase this land. That recommendation was forwarded to the City Real Estate Committee for their December 16th meeting. Lengthy discussion followed regarding the status and future usage of the land.

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was

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Recommendation to the City to Purchase Land – con't

VOTED: That the Board of Education recommends that the City of Bristol purchase land located at 54 West Washington Street for future uses related to Ellen P. Hubbell School, and forward this recommendation to the Board of Finance for further action.

Chairman Amara declared the motion **PASSED** with six Commissioners in favor of the motion, and Commissioner Fitzgerald opposed.

New Business

There was no new business to come before the Board.

ADJOURNMENT

The being no other business to come before the Board of Education,

On motion by Commissioner Dolan, seconded by Commissioner Vibert it was unanimously

VOTED: That the Board of Education meeting should be adjourned. (8:05 p.m.)

Respectfully Submitted,

Susan P. Everett

Susan P. Everett

Executive Secretary to Board of Education

January 7, 2015 - Regular Meeting Minutes

ADJOURNMENT

The being no other business to come before the Board of Education,

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Executive Secretary to Board of Education

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**BOARD OF EDUCATION
Bristol, Connecticut**

RECOMMENDATIONS TO BOARD FOR SIXTH YEAR SALARY CREDIT
EFFECTIVE 2/1/2015

Name	Assignment	Transcribed Course Work	Work Shops/CEU Equivalent	Instructor of College Course/s	Authorship	Travel	Total Credits
Porter, George	CHMS Science	33					33
Schleer, Michael	BCHS Social Studies	33					33
Wernicki, Amy	BEHS Business	30					30



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

1 Grant Recipient

BRISTOL PUBLIC SCHOOLS
129 CHURCH STREET PO BOX 450
BRISTOL, CT 06011-0450

4 Award Information

Grant Type: STATE
Statute:
CFDA #: None
SDE Project Code: SDE000000000002

Grant Number: 017-000 11000-12566-2015-82166-170003

2 Grant Title

CCS PROFESSIONAL LEARNING MINI GRANTS

5 Award Period

7/1/2014 - 6/30/2015

3 Education Staff

Program Manager:
June Sanford 860-713-6765

Payment & Expenditure Inquiries:
Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$2,000

Funding Status: Final

7 Terms and Conditions of Award

This grant is contingent upon the continuing availability of funds from the grant's funding source and the continuing eligibility of the State of Connecticut and your town/agency to receive such funds.

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2014 and June 30, 2015 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2015. For grants awarded for two-year periods beginning July 1, 2014, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2016. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

The grant may be terminated upon 30 days written notice by either party. In the event of such action, all remaining funds shall be returned in a timely fashion to the granting agency.

This grant has been approved.

12/9/2014

Dianna Roberge-Wentzell
Chief Academic Officer
Academic Office

BRISTOL PUBLIC SCHOOLS

Kdg = 20 (under)

Gr. 1 - 2 = 20

Gr. 3 - 4 = 25

Gr. 5 = 25

ENROLLMENT FIGURES

2014 - 2015

As of January 2015

Elem.School	Pre-K	Kgn.	1	2	3	4	5	Total	Total Prev. Yr.	DIFF.
Edgewood		17	17	22	21	22	23			
		18	16	22	19	21	23			
		17	16	22	19	22				
Total	0	52	49	66	59	65	46	337	362	-25
Greene-Hills	14	19	22	20	21	28	23			
	13	20	23	18	22	27	24			
		19	22	19	20	28	24			
		19	22	19	20	27	25			
		20	20	20						
Total	27	97	109	96	83	110	96	618	606	12
Hubbell	16	22	19	16	23	22	19			
	16	21	20	15	23	23	21			
		20	21	16	25	21	21			
Speech	13			15						
Total	45	63	60	62	71	66	61	428	423	5
Ivy Drive	16	17	17	22	20	25	22			
	15	18	17	23	22	26	22			
		17	18	22	22	25	22			
Total	31	52	52	67	64	76	66	408	407	1
Mt. View	16	17	16	16	21	21	26			
	16	18	16	17	22	21	24			
	16	18	16	17	21	20				
	16									
Total	64	53	48	50	64	62	50	391	446	-55
South Side	15	19	17	21	23	29	24			
	13	19	18	21	24	29	22			
	16	21	18	20	23	28	23			
	14	20	17	22			23			
Total	58	79	70	84	70	86	92	539	511	28

BRISTOL PUBLIC SCHOOLS

Kdg = 20 (under)

Gr. 1 - 2 = 20

Gr. 3 - 4 = 25

Gr. 5 = 25

ENROLLMENT FIGURES

2014 - 2015

Elem.School	Pre-K	Kgn.	1	2	3	4	5	Total	Total Prev. Yr.	DIFF.
Stafford	6	22	19	19	19	25	21			
	6	19	19	19	20	25	23			
		19	19	19	20	26	22			
		20	18	18	21					
Total	12	80	75	75	80	76	66	464	504	-40
West Bristol	15	19	20	19	25	25	26			
	15	20	20	18	25	24	26			
		19	21	19	25	23	26			
		21	20	19	24	24	26			
		20	20	20		24				
Total	30	99	101	95	99	120	104	648	647	1
BECC	10									
	12									
	9									
	11									
	10									
	11									
	10									
	8									
Total	81	0	0	0	0	0	0	81	0	81
TOTALS	348	575	564	595	590	661	581	3914	3906	8
Total K - 5		575	564	595	590	661	581	3566	3585	-19

Projections										
P. Prowda		502	565	607	601	637	585	3497		69

Elementary Class Size Averages

Pre-K	Kgn.	1	2	3	4	5	K-5
12.9	19.2	18.8	19.2	21.9	24.5	23.2	21.0

Range							
2015	6-16	17-22	16-23	15-23	19-25	20-29	19-26

excludes
Speech

BRISTOL PUBLIC SCHOOLS

Kdg = 20 (under)

Gr. 1 - 2 = 20

Gr. 3 - 4 = 25

Gr. 5 = 25

ENROLLMENT FIGURES

2014 - 2015

Mid. School	6	7	8	Total	Total Prev. Yr.	DIFF.
Chippens Hill	261	219	287	767	719	48
Greene-Hills	97	97	91	285	287	-2
Northeast	156	133	143	432	459	-27
West Bristol	90	104	91	285	291	-6
Total	604	553	612	1769	1756	13

Projections						
P. Prowda	609	553	614	1776		-7

High School	9	10	11	12	Total	Total Prev. Yr.	DIFF.
BCHS	330	289	289	270	1178	1190	-12
BEHS	331	297	307	293	1228	1262	-34
Total	661	586	596	563	2406	2452	-46
Community/Vocational Program					11	12	-1
					2417	2464	-47

West Woods Academy included in high school numbers.

Projections						
P. Prowda	653	578	598	569	2398	8

	Number Attending	Total to Date	Total Prev. Yr.	DIFF.
	Total PreK-5	3914	3906	8
	Total Gr. 6-8	1769	1756	13
	Total Gr. 9-12	2417	2464	-47
	Sub Total	8100	8126	-26
Special Education Program: Citywide	ASEP	17	15	2
	Sub Total	8117	8141	-24
Bristol Students Enrolled But Not Attending a Bristol Public School and Counted in the State Report	Special Ed. Out Pl.	80	73	7
	BTEC	31	38	-7
	Sub Total	111	111	0
	Gr. Total Enrolled	8228	8252	-24
Magnet Students		274	196	78

BRISTOL PUBLIC SCHOOLS CALENDAR 2015-2016

Teacher Meeting Day: August 24 **Professional Development Days:** August 25 and 26; November 3

Vacation Weeks: Close December 23 at end of the shortened school day – Reopen January 4

Close February 12 at end of school day – Reopen February 17

Close April 8 at end of school day – Reopen April 18

No School: Labor Day, Sept. 7; Columbus Day, Oct. 12; PDD, Nov. 3; Veteran’s Day, Nov. 11;

Thanksgiving Recess, Nov. 26, 27; Martin Luther King Day, Jan. 18; Good Friday, March 25;

Memorial Day, May 30

****Shortened Legal Days:** Thanksgiving Recess, Nov. 25; Christmas Recess, Dec. 23

Elementary, K-8 & Middle – last three school days in June; High School – last school day in June

Parent Conference Days: (*indicates afternoon conferences)

Elementary –	(snow date:)
	(snow date:)
K-8 –	(snow date:)
	(snow date:)
Middle –	(snow date:)
	(snow date:)
High –	(snow date:)
	(snow date:)

M	T	W	TH	F		M	T	W	TH	F			
<u>August</u>						<u>February</u>							
TMD	PDD	PDD	27	28	3 days	1	2	3	4	5			
31						8	9	10	11	12			
						PD	VAC	17	18	19			
						22	23	24	25	26			
<u>September</u>						<u>March</u>							
	1	2	3	4		29					19 days		
LD	8	9	10	11									
14	15	16	17	18									
21	22	23	24	25			1	2	3	4			
28	29	30			21 days	7	8	9	10	11			
						14	15	16	17	18			
<u>October</u>						<u>April</u>							
			1	2		21	22	23	24	GF			
5	6	7	8	9		28	29	30	31		22 days		
CD	13	14	15	16									
19	20	21	22	23						1			
26	27	28	29	30	21 days	4	5	6	7	8			
						(11	12	13	14	15)	vacation		
<u>November</u>						<u>May</u>							
2	PDD	4	5	6		18	19	20	21	22			
9	10	VD	12	13		25	26	27	28	29	16 days		
16	17	18	19	20									
23	24	25**			17 days	2	3	4	5	6			
30						9	10	11	12	13			
<u>December</u>						<u>June</u>							
	1	2	3	4		16	17	18	19	20			
7	8	9	10	11		23	24	25	26	27			
14	15	16	17	18		MD	31				21 days		
21	22	23**			17 days								
<u>January</u>						<u>July</u>							
4	5	6	7	8		6	7	8	9	10			
11	12	13	14	15		13	14	15	16	17			
MLK	19	20	21	22		20	21	22	23	24			
25	26	27	28	29	19 days	27	28	29	30		5 days		
First Half			98 days			Second Half			83 days			Total 181	

Emergency Days – Students must attend school 181 days. With no snow days the last day of school will be June 7. Each snow day used will advance the last day of school forward to no later than June 30.

BRISTOL PUBLIC SCHOOLS CALENDAR 2016-2017

Teacher Meeting Day: August 29 **Professional Development Days:** August 30 and 31; November 8

Vacation Weeks: Close December 23 at end of the school day – Reopen January 2

Close February 17 at end of school day – Reopen February 22

Close April 13 at end of school day – Reopen April 24

No School: Labor Day, Sept. 5; Columbus Day, Oct. 10; PDD, Nov. 8; Veteran’s Day, Nov. 11;

Thanksgiving Recess, Nov. 24, 25; Martin Luther King Day, Jan. 16; Good Friday, April 14;

Memorial Day, May 29

****Shortened Legal Days:** Thanksgiving Recess, Nov. 23; Christmas Recess, Dec. 23

Elementary, K-8 & Middle – last three school days in June; High School – last school day in June

Parent Conference Days: (*indicates afternoon conferences)

Elementary –	(snow date:)
	(snow date:)
K-8 –	(snow date:)
	(snow date:)
Middle –	(snow date:)
	(snow date:)
High –	(snow date:)
	(snow date:)

M	T	W	TH	F		M	T	W	TH	F			
<u>August</u>						<u>February</u>							
TMD	PDD	PDD			0 days			1	2	3			
						6	7	8	9	10			
<u>September</u>						13	14	15	16	17			
LD	6	7	1	2		PD	VAC	22	23	24	18 days		
12	13	14	15	16		27	28						
19	20	21	22	23		<u>March</u>							
26	27	28	29	30	21 days			1	2	3			
<u>October</u>						6	7	8	9	10			
3	4	5	6	7		13	14	15	16	17			
CD	11	12	13	14		20	21	22	23	24	23 days		
17	18	19	20	21		27	28	29	30	31			
24	25	26	27	28		<u>April</u>							
31					20 days	3	4	5	6	7			
<u>November</u>						10	11	12	13	GF			
	1	2	3	4		(17	18	19	20	21)	vacation		
7	PDD	9	10	VD		24	25	26	27	28	14 days		
14	15	16	17	18		<u>May</u>							
21	22	23**				1	2	3	4	5			
28	29	30			18 days	8	9	10	11	12			
<u>December</u>						15	16	17	18	19			
5	6	7	1	2		22	23	24	25	26			
12	13	14	15	16		MD	30	31			22 days		
19	20	21	22	23**	17 days	<u>June</u>							
<u>January</u>									1	2			
2	3	4	5	6		5	6	7	8	9			
9	10	11	12	13		12	13	14	15	16			
MLK	17	18	19	20		19	20	21	22	23			
23	24	25	26	27		26	27	28	29	30	7 days		
30	31				21 days								
First Half			97 days			Second Half			84 days			Total 181	

Emergency Days – Students must attend school 181 days. With no snow days the last day of school will be June 9.

Each snow day used will advance the last day of school forward to no later than June 30.

1/22/2015

Students

Suspension and Expulsion/Due Process

It is the goal of the Bristol Board of Education to ensure the safety and welfare of all students in attendance, and to maintain an atmosphere conducive to learning. In keeping with this goal, students are expected to comply with school rules and regulations, as well as Board policies. 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. Students may be disciplined for conduct off school grounds if such conduct is seriously disruptive of the educational process and violates a publicized policy of the Board.

In working with students, emphasis shall be placed upon developing effective self-discipline as the most effective disciplinary approach.

A. Definitions

1. **“Exclusion”** shall be defined as any denial of public school privileges to a student for disciplinary purposes.
2. **“Removal”** shall be defined as an exclusion from a classroom for all or a part of single class period, provided such exclusion shall not extend beyond ninety (90) minutes.
3. **“In-School Suspension”** shall be defined as an exclusion from regular classroom activity 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.
In-school suspension may be held at any district school.
4. **“Suspension”** shall be defined as an exclusion from school privileges or from transportation services for no more than ten (10) consecutive school days, provided such exclusion shall not extend beyond the end of the school year in which such suspension was imposed. The effective date of in-school suspensions has been determined by the Connecticut General Statutes Section 10-233(a) through 10-233(f). Suspensions shall be in-school unless the administration determines that the student being suspended poses a danger to persons or property or such a disruption of the educational process that the student shall be excluded for the period of suspension.
5. **“Expulsion”** shall be defined as an exclusion from school privileges for more than ten (10) consecutive school days and shall be deemed to include but not be limited to, exclusion from the school to which such student was assigned at the time such disciplinary action was taken, provided that assignment to a regular classroom program in a different school in the district shall not constitute a suspension or an expulsion. Such period of exclusion may extend to the school year following the school year in which the exclusion was imposed, up to one calendar year.
6. **“Emergency”** shall be defined as a situation under which the continued presence of the student in the school imposes such a danger to persons or property or such a disruption

Students

Suspension and Expulsion/Due Process

A. Definitions (continued)

- of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
7. **“Days”** is defined as days when school is in session.
 8. **“School-sponsored activity”** is defined as any activity sponsored, recognized or authorized by the Board of Education and includes activities conducted on or off school property.
 9. **“Possess”** means to have physical possession or otherwise to exercise dominion or control over tangible property.
 10. **“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.
 11. **“Firearm”** means 1) any weapon (including a starter gun) which will or is designed to or readily be converted to expel a projectile by the action of an explosive; 2) the frame or receiver of any such weapon; 3) any firearm muffler or firearm silencer; or 4) any destructive device. Firearm does not include any antique firearm. For purposes of this definition “destructive device” means any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, missile having an explosive or incendiary charge of more than ¼ ounce, mine, or device similar to any of the weapons described herein.
 12. **“Vehicle”** means a “motor vehicle” as defined in Section 14-1 of the Connecticut General Statutes, snow mobile, any aircraft, or any vessel equipped for propulsion by mechanical means or sail.
 13. **“Martial arts weapon”** means a nunchakum kama, kasari-fundo, octagon sai, tonfa or chinese star.
 14. **“Dangerous Drugs and Narcotics”** is defined as any controlled drug in accordance with Connecticut General Statutes §219-240.

Students

Suspension and Expulsion/Due Process

B. Removal From Class

1. All teachers are hereby authorized to remove a student from class when such student causes a serious disruption of the educational process within the classroom.
2. Such teacher shall send the student to a designated area and shall immediately inform the building Principal or his/her designee as to the name of the student and the reason for removal.
3. No student shall be removed from class more than six (6) times in any year nor more than twice in one week, unless such student is referred to the Building Principal or his/her designee and granted an informal hearing in accordance with the provisions of this policy, as stated in G(3).

C. Exclusion from Co-Curricular and Extra-Curricular Activities

Participation in co-curricular and extra-curricular activities is a privilege and not an entitlement. Students involved in such programs are expected to follow all school rules and demonstrate good citizenship. Failure to do so may result in partial or complete exclusion from said activities and programs. Activities include, but are not limited to, athletic programs, musical or drama productions, clubs, field trips, and school trips out-of-state and abroad.

D. Suspension and Expulsion

1. A student may be suspended or expelled for conduct on school property or at a school-sponsored activity that endangers persons or property, is violative of a publicized policy of the Board, or is seriously disruptive of the educational process, including but not limited to one or more of the following reasons:
 - a. Persistent disobedience, that is behavior over a period of time which is repeatedly disruptive to the education process;
 - b. Conduct causing danger to the physical well-being of himself/herself or other people that is not reasonably necessary for self-defense;
 - c. Intentionally causing or attempting to cause physical injury to another person that is not reasonably necessary for self-defense;
 - d. Intentionally causing or attempting to cause damage or school property or material belonging to staff (private property);
 - e. Stealing or attempting to steal private or school property or taking or attempting to take personal property or money from any other person;

Students

Suspension and Expulsion/Due Process

D. Suspension and Expulsion (continued)

- f. The use, either spoken or written on clothing, of obscene or profane language or gestures on school property or at a school-sponsored activity;
- g. Deliberate refusal to obey the directions or orders of a member of the school staff;
- h. Harassment and/or hazing/bullying on the basis of that person's race, religion, ethnic background, gender or sexual orientation;
- i. Open defiance of the authority of any teacher or person having authority over the student, including verbal abuse;
- j. Threatening in any manner, including orally, in writing, or via electronic communication, a member of the school including any teacher, a member of the school administration or any other employee, or a fellow student;
- k. Blackmailing a member of the school community, including any teacher, member of the school administration or any other employee or fellow student;
- l. Possession of a firearm, deadly weapon, dangerous instrument, or martial arts weapon, as defined in Section 53a-3, such as a pistol, knife, blackjack, etc.;
- m. Possession of any weapon or weapon facsimile, including but not limited to knife, pistol, pellet guns and/or air soft pistols.
- n. Possession, transmission, distribution, selling, use or consumption of alcoholic beverages, dangerous drugs or narcotics or intoxicant of any kind or any facsimile of a dangerous drug, narcotic or intoxicant of any kind;
- o. Knowingly being in the presence of those who are in possession of using, transmitting, or being under the influence of any dangerous drug, narcotic, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind;
- p. Participation in any unauthorized occupancy by any group of students or others of any part of any school, school premises or other building owned by any school district after having been ordered to leave said school premises or other facility by the Principal or other person then in charge of said school building or facility;

Students

Suspension and Expulsion/Due Process

D. Suspension and Expulsion (continued)

- q. Participation in any walkout from a classroom or school building by any group of students and refusing to immediately return to said classroom or school building after having been directed to do so by the Principal or other person then in charge of said classroom or school building;
- r. Intentional incitement which results in an unauthorized occupation of, or walkout from, any school building, school premises, facility or classroom by any group of students or other persons;
- s. Repeated unauthorized absence from or tardiness to school;
- t. Intentional and successful incitement of truancy by other students;
- u. The use or copying of the academic work of another and the presenting of it as one's own without proper attribution;
- v. Violation of school rules and practices or Board policy, regulation or agreement, including that dealing with conduct on school buses and the use of school district equipment;
- w. Violation of any federal or state law which would indicate that the violator presents a danger to any person in the school community or to school property;
- x. Lying, misleading or being deceitful to a school employee or person having authority over the student;
- y. Unauthorized leaving of school or school-sponsored activities;
- z. Unauthorized smoking.

E. Suspension for Conduct Off School Grounds

1. Students are subject to suspension for conduct off school property and outside of school-sponsored activities in accordance with law, for conduct that violates a publicized policy of the Board and is seriously disruptive of the educational process, including but not limited to the following:

Students

Suspension and Expulsion/Due Process

E. Suspension for Conduct Off School Grounds (continued)

- a. Conduct leading to a violation of any federal or state law if that conduct is determined to pose a danger to the student himself/herself, other students, school employees or school property.
 - b. Adjudication as a delinquent or a youthful offender as the result of a felony if the conduct leading to the adjudication is determined to pose a danger to the student himself/herself, other students, school employees or school property.
2. In making a determination as to whether conduct is “seriously disruptive of the educational process,” the administration, Board of Education or impartial hearing board may consider, but such consideration shall not be limited to; (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 29-38 and whether any injuries occurred, and (4) whether the conduct involved the use of alcohol, narcotic drug, hallucinogenic drug, amphetamine, barbiturate or marijuana.

F. Mandatory Expulsion

It shall be the policy of the Board to expel a student for one full calendar year if:

1. The student, on grounds or at a school-sponsored activity, was in possession of a firearm, as defined in 18 U.S.C. 921*, as amended from time to time, or deadly weapon, dangerous instrument or martial arts weapon, as defined in C.G.S. 53A-3; or the student, off school grounds, did possess such firearm in violation of C.G.S. 29-35 or did possess and use such a firearm, instrument or weapon in the commission of a crime; or the student, on or off school grounds offered for sale or distribution a controlled substance, as defined in subdivision (9) of C.G.S. 21a-240, whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under C.G.S. 21-277 and 21a-278.

Students

Suspension and Expulsion/Due Process

F. Mandatory Expulsion (continued)

2. Such a student shall be expelled for one calendar year if the Board of Education or impartial hearing board finds that the student did so possess or so possess and use, as appropriate, such a weapon or firearm, instrument or weapon or did so offer for sale or distribution such a controlled substance.
3. The Board may modify the period of a mandatory expulsion on a case-by-case basis.
4. A firearm, as defined by C.G.S. 53a-3 includes any sawed-off shotgun, machine gun, rifle, shotgun, pistol, revolver, or other weapon, whether loaded or unloaded from which a shot may be discharged, or a switchblade knife, a gravity knife, Billy club, black jack, bludgeon or metal knuckles.

*A firearm; currently defined by 18 U.S.C. 921, is any weapon that can expel a projectile by an explosive action and includes explosive devices, incendiaries, poison gases, and firearm frames, receivers, mufflers or silencers.

G. Suspension Procedure

1. The administration of each school shall have the authority to invoke suspension for a period of up to ten days, either in-school or out of school suspension for a period of up to 10 days of any student for one or more of the reasons stated in paragraph C, above, in accordance with the procedure outlined in this paragraph. The effective date of in-school suspensions has been determined by the Connecticut General Statutes Section 10-233(a) through 10-233(f). Suspensions shall be in-school suspensions unless 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.

The administration shall also have the authority to suspend a student from transportation services whose conduct while awaiting or receiving transportation violates the standards set forth in paragraph C, above. The administration shall have the authority to immediately suspend from school any student when an emergency exists as that term is defined in paragraph A, above.

If an emergency situation exists, the hearing outlined in paragraph G(3) shall be held as soon as possible after the exclusion of the student.

2. In the case of suspension, the administration shall notify the student's parents and the Superintendent of Schools not later than twenty-four (24) hours of the suspension as to the name of the student who has been suspended and the reason therefore. Any student who is suspended shall be given an opportunity to complete

Students**Suspension and Expulsion/Due Process****G. Suspension Procedure (continued)**

any class work including, but not limited to, examinations which such student missed during the period of his/her suspension.

3. Except in the case of an emergency, as defined in paragraph A, above, a student shall be afforded the opportunity to meet with the administration and to respond to the stated charges prior to the effectuation of any period of suspension or in-school suspension. If, at such a meeting the student denies the stated charges, he/she may at that time present his/her version of the incident(s) upon which the proposed suspension is based. The administration shall then determine whether or not suspension or in-school suspension is warranted. In determining the length of a suspension period, the administration may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, in-school suspension, or expulsion.
4. For any student who is suspended for the first time and who has never been expelled, the school administration may shorten the length of or waive the suspension period if the student successfully completes an administration-specified program and meets any other administration-required conditions. Such program shall be at no expense to the student or his/her parents/guardians.
5. No student shall be suspended more than ten times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless a hearing as provided in paragraph H(5) is first granted.
6. No student shall be placed on in-school suspension more than fifteen times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless a hearing as provided in paragraph H(5) is first granted.

H. Expulsion Procedures

1. The Board of Education may, upon recommendation of the Superintendent of Schools, expel any student for one or more of the reasons stated in this policy if in the judgment of the Board of Education; such disciplinary action is in the best interest of the school system.
2. Upon receipt of a recommendation for expulsion from the Superintendent of Schools the Board shall, after giving written notice to the student and his parents or guardian, if said student is less than 18 years of age, conduct a hearing prior to taking any action on the expulsion of said student, provided however, that in the event of an emergency as defined in this policy, the student may be expelled prior to the hearing but in such case even a hearing shall be held as soon after the expulsion as possible. The notice shall include information concerning legal services that are provided free

Students

Suspension and Expulsion/Due Process

H. Expulsion Procedures (continued)

of charge or at a reduced rate that are available locally (CT Legal Service a source of such services) and how to access such services.

3. Three members of the Board of Education shall constitute a quorum for an expulsion hearing. **However, the Board may retain a Hearing Officer to act on its behalf. (In reference to Expulsion Hearings, the term “Hearing Officer” may be substituted for “Board of Education”).** A student may be expelled if a majority of the Board members/or the Hearing Officer sitting in the expulsion hearing vote to expel and provided at least three affirmative votes for expulsion are cast.
4. A special education student's handicapping conditions shall be considered before making a decision to expel. A Planning and Placement Team (PPT) meeting must be held to determine whether the behavior or student actions violative of Board of Education standards set forth in policy governing suspension and expulsion are the result of the student's handicapping condition.
5. The procedure for any hearing conducted under this paragraph shall at least include the right to:
 - a. Notice prior to the date of the proposed hearing which shall include a statement of the time, place and nature of the hearing; a statement of the legal jurisdiction under which the hearing is to be held; and a statement that the board is not required to offer an alternative educational opportunity to any student between 16 and 18 who was previously expelled or who is found to have engaged in conduct endangering persons which involved (1) possession of a firearm, deadly weapon, dangerous instrument or martial arts weapon on school property or school transportation or at a school sponsored activity or (2) offering for sale or distribution on school property or at a school sponsored activity a controlled substance, as defined in Section 21a-240(a) of the Connecticut General Statutes.
 - b. A short and plain statement of the matters asserted, if such matters have not already been provided in a statement of reasons requested by the student;
 - c. The opportunity to be heard in the student's own defense;
 - d. The opportunity to present witnesses and evidence in the student's defense;
 - e. The opportunity to cross-examine adverse witnesses;
 - f. The opportunity to be represented by counsel at the parents'/student's own expense; and

Students

Suspension and Expulsion/Due Process

Expulsion Procedures (continued)

- e. A party to an expulsion hearing may conduct cross-examination of witnesses where examination is required for a full and accurate disclosure of the facts;
 - f. The Board of Education may take notice of judicially cognizable facts in addition to facts within the Board's specialized knowledge provided, however, the parties shall be notified either before or during the hearing of the material noticed, including any staff memoranda or data, and an opportunity shall be afforded to any party to contest the material so noticed;
 - g. A stenographic record or tape-recording of any oral proceedings before the Board of Education at an expulsion hearing shall be made provided, however, that a transcript of such proceedings shall be furnished upon request of a party with the cost of such transcript to be paid by the requesting party. Findings of fact made by the Board after an expulsion hearing shall be based exclusively upon the evidence adduced at the hearing.
 - h. Decisions shall be in writing if adverse to the student and shall include findings of fact and conclusions necessary for the decision. Findings of fact made by the Board after an expulsion hearing shall be based exclusively upon the evidence adduced at the hearing.
8. For any student expelled for the first time and who has never been suspended, the Board of Education may shorten the length of or waive the expulsion period if the student successfully completes a Board specified program and meets any other conditions required by the Board. Such a Board specified program shall not require the student or the parent/guardian of such student to pay for participation in the program.

I. Notification

- 1. All students and parents within the jurisdiction of the Board of Education shall be informed, annually, of Board Policy governing student conduct by the delivery to each said student of a written copy of said Board Policy.
- 2. The parents or guardian of any minor student either expelled or suspended shall be given notice of such disciplinary action no later than 24 hours of the time of the institution of the period of expulsion or suspension.
- 3. The notice of an expulsion hearing to the student and his/her parents or guardians, if said student is less than 18 years of age shall include information concerning legal services that are provided free of charge or at a reduced rate that are available and how to access such services.

Students

Suspension and Expulsion/Due Process

Expulsion Procedures (continued)

J. Students with Disabilities

A special education student's and/or 504 disability shall be considered before making a decision to suspend. A student with disabilities may be suspended for up to ten school days in a school year without the need for the district to provide any educational services. A disabled student may be additionally removed (suspended) for up to ten school days at a time for separate acts of misconduct as long as the removals do not constitute a pattern. During any subsequent suspension of ten days or less of a student with disabilities, the district shall provide services to the disabled student to the extent determined necessary to enable the student to appropriately advance in the general education curriculum and toward achieving his/her IEP goals. In cases involving removals for ten days or less, school personnel (school administration) in consultation with the child's special education teacher, shall make the service determination.

If the disabled student's suspensions beyond ten school days in a school year constitute a pattern because of factors such as the length of each removal, the total amount of time the child is removed and the proximity of the removals to one another, the IEP team (PPT) shall conduct a manifestation determination. Meetings of a student's IEP team (PPT) are required to develop a behavioral assessment plan or to review and modify as necessary one previously developed when the disabled student has been removed (suspended) from his/her current placement for more than ten school days in a school year and when commencing a removal (suspension) that constitutes a change in placement.

Whenever a student is suspended, notice of the suspension and the conduct for which the student was suspended shall be included on the student's cumulative educational record. Such notice shall be expunged from the record by the Board if the student graduates from high school.

Notwithstanding the foregoing, the following procedures shall apply to students who have been identified as having one or more disabilities under the IDEA and/or Section 504 of the Rehabilitation Act (a "student with disabilities"):

1. If a student with disabilities engages in conduct that would lead to a recommendation for expulsion, the district shall promptly convene an IEP team (PPT) meeting to determine whether the misconduct was caused by or had a direct and substantial relationship to the student's disability or if the conduct in question was the direct result of the District's failure to implement the IEP. A student may be suspended for up to ten days pending the IEP team (PPT) determination.

Students

Suspension and Expulsion/Due Process

J. Students with Disabilities (continued)

2. If the District, parent and relevant members of the IEP team (PPT) determine that the misconduct was not caused by the disability, the Superintendent may proceed with a recommendation for expulsion. During any period of expulsion, a student with disabilities under the IDEA shall receive an alternative educational plan consistent with the student's educational needs as determined by the IEP team (PPT) in light of such expulsion and the student's IEP. The services must continue to the extent determined necessary to enable the disabled student to appropriately advance in the general education curriculum and to advance toward achieving the goals of his/her IEP, and be provided a free appropriate public education.
3. If the District, parent and relevant members of the IEP team (PPT) determine that the misconduct was caused by or had a direct and substantial relationship to the disability, or the conduct in question was the direct result of the District's failure to implement the student's IEP, the Superintendent shall not proceed with the recommendation for expulsion. The IEP team (PPT) shall consider the student's misconduct and revise the IEP to prevent a recurrence of such misconduct and to provide for the safety of the other students and staff. A functional behavioral assessment shall be conducted, if not previously done, and a behavioral intervention plan implemented or revised, if in existence. The student shall be returned to the placement from which he/she was removed unless agreed otherwise by the District and parent.
4. Should a parent of a student with disabilities who is eligible for services under the IDEA (or the student himself/herself if eighteen years of age or older) file a request for a due process hearing to contest an expulsion under subparagraph (2) above or a proposed change in placement under subparagraph (3), unless the parents (or student if eighteen years of age or older) and the Board otherwise agree, the child shall stay in the interim alternate educational setting, if so placed by student authorities, pending decision in said due process hearing and any subsequent judicial review proceedings.
5. Notwithstanding the provisions of the preceding subparagraph (4), a student with disabilities may be assigned to an interim alternative educational setting for not more than forty-five (45) school days if the student brings a weapon to school or to a school function or knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function, or has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function. For purposes of this paragraph, "weapon" means a device instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, but excludes a pocket knife with a blade of less than 2 ½ inches in length. "Serious bodily injury" is defined as bodily injury which involves a substantial risk of death, extreme physical

Students

Suspension and Expulsion/Due Process

J. Students with Disabilities (continued)

pain, protracted and obvious disfigurement or protracted loss or impairment of the function of a bodily member, organ or mental faculty. The interim alternative placement shall be determined by the IEP team (PPT). If a due process hearing is requested, the student shall remain in said interim alternative placement pending a decision in the due process hearing, unless the Board and the parents otherwise agree, or the Board obtains a court order.

6. In order for the district to unilaterally obtain a 45 day change in placement from a federal judge of Connecticut hearing officer, it must prove by substantial evidence that maintaining the current placement of the student is substantially likely to result in injury to the child or others. The school must also prove that it has made reasonable efforts to minimize the risk of harm the student presents in the current placement.

K. Alternative Educational Opportunity

The Board of Education recognizes its obligation to offer any student under the age of sixteen (16) who is expelled an alternative educational opportunity during the period of expulsion. Any parent or guardian of such student who does not choose to have his or her child enrolled in an alternative educational program shall not be subject to the provision of Section 10-184 of the Connecticut General Statutes. Any expelled student who is between the ages of sixteen (16) and eighteen (18) not previously expelled and who wishes to continue his or her education shall be offered an alternative educational opportunity if he or she complies with conditions established by the Board of Education. Such alternative educational opportunity may include, but shall not be limited to, the assignment of a student (who is sixteen years of age or older) to an adult education program or placement of such student in a regular classroom program of a school other than the one from which the student has been excluded. In determining the nature of the alternative education opportunity to be offered under this Section, the Board of Education may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, suspension, or expulsion.

The Board of Education is not obligated to provide such alternative educational opportunity to any student eighteen years of age or older. The Board of Education is not required to offer such alternative educational opportunity to any student between the ages of sixteen and eighteen who is expelled because of conduct which endangers person, if it was determined at the expulsion hearing that the conduct for which the student was expelled involved (a) carrying on or introducing onto school property a firearm, deadly weapon or dangerous instrument as defined in C.G.S. 53a-3 or (b) offering for sale or distribution on school property or at a school sponsored activity a controlled substance, as defined in subdivision (8) of C.G.S. 21a-240, whose manufacture, distribution, sale, prescription, dispensing, transporting, or possessing with the intent to sell or dispense, offering, or administration is subject to criminal penalties under C.G.S. 21a-277 and 21a-278. If the Board expels a

Students

Suspension and Expulsion/Due Process

K. Alternative Educational Opportunity (continued)

student for the sale or distribution of such a controlled substance, the Board shall refer the student to an appropriate state or local agency for rehabilitation, intervention or job training, or any combination thereof, and inform the agency of its action. If a student is expelled for possession of a firearm or deadly weapon, the Board shall report the violation to the local police department.

This provision shall not apply to students requiring special education who are described in subdivision (1) of sub-section (e) of C.G.S. 10-76a. The alternative educational opportunity for any such student shall be established by the IEP team (PPT) in accordance with the procedures described above.

Whenever the Board notifies a student between the ages of sixteen and eighteen or the parents/guardians of such student, that an expulsion hearing will be held, the notification shall include a statement that the Board is not required to offer an alternative educational opportunity to any student who is found to have engaged in conduct including possession of a martial arts weapon, firearms, deadly weapons or dangerous instruments on school property or at a school function.

L. Other Considerations

1. If a student is expelled, notice of the expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record by the Board if the student graduates from high school unless the expulsion notice is based on possession of a firearm or deadly weapon.
2. If a student's expulsion is shortened or the expulsion period waived based upon the fact that the student was expelled for the first time, had never been suspended, and successfully completed a Board specified program and/or met other conditions required by the Board, the notice of expulsion shall be expunged from the cumulative educational record if the student graduates from high school or, if the Board so chooses, at the time the student completes the Board specified program and meets any other conditions required by the Board.
3. The Board may adopt the decision of a student expulsion hearing conducted by another school district provided such Board of Education held a hearing pursuant to C.G.S.10-233d(a). Adoption of such a decision shall be limited to a determination of whether the conduct which was the basis for the expulsion would also warrant expulsion under the policies of this Board. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative education opportunity in accordance with item K above.

Students

Suspension and Expulsion/Due Process

L. Other Considerations

4. Whenever a student against whom a expulsion hearing is pending withdraws from school and after notification of such hearing but before the hearing is completed and a decision rendered, (1) notice of the pending expulsion hearing shall be included on the student's cumulative educational record and (2) the Board shall completed the expulsion hearing and render a decision.
5. A student expelled for possession of a firearm or deadly weapon shall have the violation reported to the local police department.
6. The period of expulsion shall not extend beyond a period of one calendar year. A period of exclusion may extend into the next school year.
7. An expelled student may apply for early readmission to school. Such readmission shall be at the discretion of the Superintendent of Schools. Readmission decisions shall not be subject to appeal to Superior Court. The Superintendent, as appropriate, may condition such readmission on specified criteria.

Legal Reference: Connecticut General Statutes
4-176e through 4-180a. Contested Cases. Notice. Record. As amended.
10-233a through 10-233f. Suspension, removal and expulsion of students, as amended by PA 95-304, PA 96-244, **PA 98-139, PA 07-66 and PA 07-122**
53a-3 Definitions.
53a-217b Possession of Firearms and Deadly Weapons on School Grounds.
PA 94-221 An Act Concerning School Discipline and Safety.
GOALS 2000: Educate America Act, Pub. L. 103-227.
18 U.S.C. 921 Definitions.
Title III - Amendments to the Individuals with Disabilities Education Act.
Sec. 314 (Local Control Over Violence)
Elementary and Secondary Act of 1965 as amended by the Gun Free Schools Act of 1994.
P.L. 105-17 The Individuals with Disabilities Act, Amendment of 1997.
Kyle P. Packer PPA Jane Packer v. Thomaston Board of Education.
20 U.S.C. Section 7114, No Child Left Behind Act
P.L. 108-446 Individuals with Disabilities Education Improvement Act of 2004
State v. Hardy, 896 A.2d 755, 278 Conn 113 (2006)

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Bristol Board of Education
Bristol, Connecticut

Students

Suspension and Expulsion/Due Process

Suspension

When the Principal or designee has determined that there is cause for suspension of a student, the following procedures shall be observed:

1. The student shall be given a hearing before the Principal or designee, at which time the charges against the student will be stated and the student will be given an opportunity to respond to the charge. This hearing must be granted except when an emergency situation exists, in which case the hearing must be held as soon after the suspension as possible. Nothing in the informal hearing shall be taken to prevent a more formal hearing from being held if the circumstances warrant.
2. The Principal or designee may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, suspension or expulsion of the student.
3. The Principal or designee shall make every possible attempt to reach the parent or guardian of the student stating the charges against the student and the terms and conditions of the suspension.
4. Whether the telephone contact is made or not the Principal or designee shall forward a letter to the parent or guardian at the last known address according to school records (unless a newer address is determined) not later than twenty four hours of the suspension, and offering the parent or guardian the opportunity for a conference to discuss the suspension.
5. Notice of the suspension shall be transmitted by the Principal to the Superintendent of Schools by the close of the school day following the commencement of the suspension, but no later than twenty four hours of the commencement of the suspension.
6. If a student is eighteen or older, any notice required by Board policy and this regulation shall be given to the student.
7. Textbooks and homework are to be provided each student for the duration of the suspension period and the student shall be allowed to complete any class work, including examinations, without penalty, which was missed during suspension.
8. The Superintendent shall report any unusually serious cases of student suspension to the Board of Education at the first meeting following such action.

Students

Suspension and Expulsion/Due Process (continued)

9. Notice of a suspension for conduct endangering persons or property or seriously disruptive of the educational process and a description of the conduct leading to such suspension shall be included on the student's cumulative educational record. Such notice shall be expunged from the cumulative record by the Board if the student graduates from high school, except if such notice of expulsion is based on possession of a firearm or deadly weapon.
10. The effective date of in-school suspensions has been determined by the Connecticut General Statutes Section 10-233(a) through 10-233(f). Suspensions shall be in-school suspensions unless 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.
11. For any student who is suspended for the first time and who has never been expelled, the school administration may shorten the length of or waive the suspension period if the student successfully completes an administration-specified program and meets any other administration-required conditions. Such program shall be at no expense to the student or his/her parents/guardians

The foregoing procedure will be followed unless the student has had a total of ten (10) suspensions during the current school year, or has been suspended for a total of fifty (50) days during the current school year. If the student's proposed suspension would exceed either figure the suspension shall not take effect until so ordered by the Board of Education after a formal hearing such as that required for expulsion. If the Principal has reason to believe that the student's conduct endangers persons or property, is seriously disruptive of the educational process or is in violation of a Board policy, expulsion may be recommended.

Expulsion

The Board of Education or an impartial hearing board, as defined in C.G.S. 10-233d, may expel any student whose conduct on school grounds or at a school sponsored activity endangers persons or property or whose conduct is seriously disruptive of the educational process, or is violative of the publicized policies of the Board of Education. A student's conduct off school grounds may be considered for expulsion if such conduct is seriously disruptive of the educational process and violative of a publicized Board policy.

In making a determination as to whether conduct is "seriously disruptive of the educational process," the administration, Board of Education or impartial hearing board may consider, but such consideration shall not be limited to; (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 29-38 and whether any injuries occurred, and (4) whether the conduct involved the use of alcohol.

Students

Suspension and Expulsion/Due Process (continued)

The procedures leading to expulsion are as follows:

1. Requests for expulsion are to be directed to the Board of Education through the Superintendent of Schools.
2. Upon receipt of an expulsion request the Superintendent will conduct an inquiry within two (2) school days.
3. If after the inquiry the Superintendent or designee determines that the student ought to be expelled, the Superintendent shall forward such request to the Board of Education within five days after receipt of the request to expel.
4. Except in an emergency situation requiring the student's immediate removal, the Board shall conduct a hearing to be governed by the following procedures:
 - A. The student and parent or legal guardian must be given notice at least five days prior to the date of the hearing.
 - B. The notice shall contain:
 1. The date, time and place of the scheduled hearing.
 2. The details of the grounds for the expulsion, including a narrative of the events leading to the expulsion, the names of any witnesses against the student, copies of any statements or affidavits of those witnesses, a detailed summary of any other information to be used in support of expulsion, including any record of past offenses or misbehavior, and whether any prior warnings or suspensions have been given, and the proposed penalty.
 3. A statement of the student's rights.
 4. A statement that the Board is not required to offer an alternative educational opportunity to any student between 16 and 18 who was previously expelled or who has been expelled for conduct endangering persons which involved (1) carrying a dangerous instrument or weapon including a martial arts weapon on, or introducing a dangerous instrument or weapon on to school property or at a school-sponsored activity or (2) offering for sale or distribution on school property or at a school-sponsored activity a controlled substance, as defined in Section 21a-240(9) of the Connecticut General Statutes.

Students

Suspension and Expulsion/Due Process (continued)

Expulsion (continued)

- C. At the hearing the student shall have the right to testify and produce witnesses and other evidence in his/her defense and shall have the right to demand that any witnesses against him/her appear in person to answer questions.

In exceptional circumstances the Board or the impartial hearing panel may refuse to allow a witness against the accused student to appear, when the Board or panel believes that fear on the part of the witness would prevent the giving of accurate testimony. In such cases a verbatim statement of the witness's testimony must be given to the student.

A witness's unsubstantiated desire to remain anonymous is not such an exceptional circumstance as to justify dispensing with confrontation and questioning by the student.

- D. A student may be represented by any third party of his/her choice, including an attorney.
- E. A student is entitled to the services of a translator, to be provided by the Board of Education, whenever the student or his/her parent or legal guardian do not speak the English language.
- F. The Board or impartial hearing panel shall keep verbatim record of the hearing and the student or his/her parent or legal guardian shall be entitled to a copy of that record at his/her own expense.
- G. The Board or impartial hearing panel shall report its final decision in writing to the student, stating the reasons on which the decision is based, and the penalty to be imposed. Said decision shall be based on evidence produced and derived at the hearing.
- H. Except under unusual circumstances the parent or a minor student shall be notified of the Board action within twenty-four hours.
- I. Whenever an emergency exists, the hearing provided for the above procedure shall be held as soon as possible after the expulsion.

Students

Suspension and Expulsion/Due Process (continued)

Expulsion (continued)

5. Whenever the Board of Education or impartial hearing panel expels a student it shall offer an alternative education program to students under the age of sixteen. The parent or guardian of such student has the legal right to reject such a program without being subject to the truancy law. The Board of Education shall make provisions for an alternative educational opportunity to expelled students between the ages of sixteen and eighteen, conditional upon the desire of the student to continue his/her education and compliance with conditions established by the Board. A student age 16 or older may be placed in an adult education program as an alternative educational opportunity. However, the Board is not required to offer such alternative to any student between the ages of sixteen and eighteen who is expelled because of conduct which endangers persons, and it was determined at the expulsion hearing that the conduct for which the student was expelled involved carrying on or introducing on to school property, on school transportation, or at a school-sponsored activity, a dangerous instrument or weapon including a martial arts weapon or offering for sale or distribution on school property or at a school sponsored activity a controlled substance, as defined in Section 21a-240(9) of the Connecticut General Statutes. Any special education student expelled for a misconduct not caused by the student's disability must be offered an alternative educational opportunity consistent with the student's needs during the period of expulsion.
6. If the Board expels a student for the sale or distribution of a controlled substance, the Board shall refer the student to an appropriate state or local agency for rehabilitation, intervention or job training, or any combination thereof, and shall inform the agency of its action.
7. Notice of the expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record by the Board if the student graduates from high school, unless the expulsion notice is based on possession of a firearm or deadly weapon.
8. The Board may adopt the decision of a student expulsion hearing conducted by another school district provided such Board of Education held a hearing pursuant to C.G.S. 10-233d(a). Adoption of such a decision shall be limited to a determination of whether the conduct which was the basis for the expulsion would also warrant expulsion under the policies of this Board. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative education opportunity in accordance with the provisions of 5 and 6 above.

Students

Suspension and Expulsion/Due Process (continued)

Expulsion (continued)

9. Whenever a student against whom an expulsion hearing is pending withdraws from school and after notification of such hearing but before the hearing is completed and a decision rendered, (1) notice of the pending expulsion hearing shall be included on the student's cumulative educational record and (2) the Board shall completed the expulsion hearing and render a decision.
10. The Superintendent shall recommend an expulsion hearing if there is reason to believe a student possessed a firearm or other dangerous instrument in or on real property, comprising any public school or at any school activity as defined in C.G.S. 10-233a or in conduct displayed off school grounds.
11. If a student is found to have possessed a firearm, dangerous instrument, dangerous weapon or martial arts weapon in or on the real property or a school or at any school function as defined in Section 10-233a, or on or off school property offered for sale of distribution a dangerous drug, he or she must be expelled for one calendar year. The expulsion period may be modified on a case by case basis by the Board of Education or hearing board.
12. A student expelled for possession of a firearm or deadly weapon shall have the violation reported to the local police department or State Police if the student is enrolled in a regional vocational-technical school.
13. The Board will report annually to the Commission of Education, as prescribed, information pertaining to expulsions for weapons and/or dangerous instruments.
14. An expelled student may apply for early readmission to school. Such readmission shall be at the discretion of the Board of Education. Readmission decisions shall not be subject to appeal to Superior Court. The Board or Superintendent, as appropriate, may condition such readmission on specified criteria.
15. For any student expelled for the first time and who has never been suspended, the Board of Education may shorten the length of or waive the expulsion period if the student successfully completes a Board specified program and meets any other conditions required by the Board. Such a Board specified program shall not require the student or the parent/guardian of such student to pay for participation in the program.
16. If a student's expulsion is shortened or the expulsion period waived based upon the fact that the student was expelled for the first time, had never been suspended, and successfully completed a Board specified program and/or met other conditions required by the Board, the notice of expulsion shall be expunged from the cumulative educational record if the student graduates from high school or, if the Board so chooses, at the time the student completes the Board specified program and meets any other conditions required by the Board.

Students

Suspension and Expulsion/Due Process (continued)

Expulsion (continued)

Prior Notice

The Superintendent shall provide for an effective means of informing all students and their parents or guardians of the Board's policy and this regulation at the beginning of each school year, or when the student enrolls or transfers during the school year.

Legal Reference: Connecticut General Statutes

4-176e through 4-185 Uniform Administrative Procedure Act, as amended.

10-233a through 10-233f Suspension and expulsion of students (as amended by PA 95-304, PA 96-244, PA 98-139, PA 07-66 and PA 07-122)

53a-3 Firearm and deadly weapons

53a - 217b Possession of firearm and deadly weapons on school grounds.

PA 94-221 An Act Concerning School Discipline and Security.

Legal Reference: Connecticut General Statutes (continued)

GOALS 2000: Educate America Act Pub. L. 103-227.

18 U.S.C. 921 Definitions.

Title III - Amendments to the Individuals with Disabilities Education Act
Sec. 314 (Local Control Over Violence)

Elementary and Secondary, Education Act of 1965 as amended by the Gun
Free Schools Act of 1994.

Kyle P. Packer PPA Jane Packer v. Thomaston Board of Education.

20 U.S.C. Section 7114, No Child Left Behind Act

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Bristol Board of Education
Bristol, Connecticut