

Regular Board Meeting
Wednesday, April 14, 2010 7:00 PM
Regular Board Meeting

I. Public Comment

II. Administrative Reports

A. Superintendent's Announcements

Rationale: Mr. Addley will provide district updates.

B. Student Representative Reports

Rationale: Ms. Sara Miltenberger and Mr. Raymond Haack will report on activities taking place at the high school.

C. Business Manager's Reports

Attachments:

March Statement of Accounts

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Rationale: Mr. Harry Traver, Business Manager, will report on the March Statement of Accounts and other business office matters.

D. Schools in the Spotlight

Rationale: Kelly Lane's "students in the spotlight" will feature a presentation on a new and exciting enrichment activity, Destination ImagiNation, which was piloted this winter. Sarah Chapple, staff facilitator/liaison, parent leaders Donna Snyder and Marianne Curling, and student representatives Cole Goodrow, Richard Hall, Bridget Snyder and Georgia Snyder will be on hand to explain the program they were involved in and show a DVD of their activities and projects.

III. Consent Agenda

A. Minutes

Attachments:

Approved Minutes 3-17-10

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Rationale: The Board will amend/approve the minutes from the March 17, 2010 Board Meeting.

B. Graduation

Rationale: The Board establishes the date for high school graduation at their first meeting in April. The 180th day for students is Monday, June 21, 2010. By law, graduation cannot be scheduled prior to the 180th day of school. The Superintendent recommends that Monday, June 21, 2010 be established as the graduation date.

C. Healthy Food Certification Statement for FY11

Attachments:

Healthy Food Certification

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Rationale: The Board is required to vote on the Connecticut State Department of Education Healthy Food Certification Statement.

IV. Old Business

A. Second Reading of Policy 5145.6, Student Grievance Procedures

Attachments:

Policy 5145.6 Student Grievance Procedures

15

Rationale: The Curriculum/Policy/Technology/Communication Subcommittee will recommend adoption of this policy.

B. NEAS&C Report

Attachments:

NEAS&C Letter	18
NEAS&C PowerPoint Presentation	21

Rationale: Mr. James Bowe, Principal of Granby Memorial High School, will share feedback from NEAS&C on the high school's two-year progress report.

C. Race to the Top

Attachments:

Race to the Top PowerPoint	26
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Rationale: The Board will consider the state's second round application for Race to the Top.

D. FY11 Budget

Rationale: The Board will continue to discuss the FY11 budget, pending its approval on Monday, April 12, 2010.

V. New Business

A. First Reading of Policy 5141.4, Reports of Suspected Abuse or Neglect of Children

Attachments:

Policy 5141.4, Reports of Suspected Abuse or Neglect of Children	42
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Rationale: The Curriculum/Policy/Technology/Communication Subcommittee has recommended a revision of this policy for a first reading.

B. Local Prevention Council Update

Attachments:

Granby Prevention Council Update	49
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Rationale: Dr. Patricia Law, Director of Secondary Education, will provide an update to the Board on the activities of the Local Prevention Council.

C. Proposed Calendar Guidelines

Attachments:

Proposed Calendar Guidelines	56
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Rationale: The Board will discuss the calendar guidelines as recommended by the Curriculum/Policy/Technology/Communication Subcommittee.

D. Proposed FY11 School Calendar

Attachments:

Proposed FY11 School Calendar	57
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Rationale: The Board will discuss the proposed school calendar for 2010-2011.

E. Preliminary FY12 School Calendar

Attachments:

2011-2012 Preliminary Calendar	58
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Rationale: The Board will discuss the preliminary school calendar for the 2011-2012 school year.

F. Bus Bid Award

Rationale: The Finance/Personnel/Facilities Subcommittee will recommend awarding the purchase of two new school buses.

VI. Miscellaneous

A. Board Standing Committee Reports

1. Curriculum/Policy/Technology/Communication Attachments:

Curriculum Subcommittee Minutes 3-17-10

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2. Finance/Personnel/Facilities

B. Other Board-Related Reports

1. CPPAC

2. CREC/CABE

3. Granby Education Foundation

4. Energy-Saving Initiatives

C. Board Member Announcements

D. Calendar of Events

Attachments:

Calendar of Events

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VII. Executive Session/Non-Meeting

GRANBY PUBLIC SCHOOLS
 FY 2009-10 FINANCIAL STATEMENT OF ACC
 FOR PERIOD JULY 1, 2009 - March 31, 2

Description	Original Budget	Net Budget Transfers	Revised Budget	Expended
Certified Salaries:				
Administration	1,505,921	-	1,505,921	1,202,722
Regular Education	9,917,578	-	9,917,578	6,133,264
Special Education	<u>1,457,666</u>	<u>(141,454)</u>	<u>1,316,212</u>	<u>817,605</u>
Total	12,881,165	(141,454)	12,739,711	8,153,591
Substitute/Tutor/Support Salaries				
Substitutes	126,994	-	126,994	95,140
Sped Support (O.T. & P.T.)	112,755	141,454	254,209	169,976
Tech Support	196,481	(21,538)	174,943	130,570
Tutors - Regular Education	128,693	25,854	154,547	105,114
Tutors - Special Education	<u>193,652</u>	<u>-</u>	<u>193,652</u>	<u>109,361</u>
Total	758,575	145,770	904,345	610,161
Teaching Assistant Salaries:				
Regular Education	466,148	-	466,148	295,226
Special Education	<u>818,396</u>	<u>-</u>	<u>818,396</u>	<u>586,145</u>
Total	1,284,544	-	1,284,544	881,371
School Secretaries' Salaries	521,360	-	521,360	367,318
Central Office Salaries	324,479	2,100	326,579	248,457
Custodial & Maintenance Salaries	1,198,855	-	1,198,855	871,357
Purchased Services:				
Instructional	259,465	(16,185)	243,280	130,269
Administration	366,320	3,100	369,420	224,444
Maintenance	<u>100,185</u>	<u>(13,750)</u>	<u>86,435</u>	<u>71,160</u>
Total	725,970	(26,835)	699,135	425,873
Legal Services	65,000	-	65,000	26,834
Repairs & Maintenance:				
Instructional	63,900	21,009	84,909	59,376
Administration	8,500	-	8,500	698
Maintenance	<u>213,693</u>	<u>11,400</u>	<u>225,093</u>	<u>189,533</u>
Total	286,093	32,409	318,502	249,607
Transportation:				
Regular Education	744,515	-	744,515	572,214
Special Education	351,249	-	351,249	155,352
Vocational-Tech	<u>41,178</u>	<u>-</u>	<u>41,178</u>	<u>27,165</u>
Total	1,136,942	-	1,136,942	754,731

Insurance - Property & Liability	92,672	-	92,672	73,738
Communications	128,115	(12,500)	115,615	54,353
Tuition:				
Vocational	72,165	-	72,165	52,421
Special Education	738,951	(3,563)	735,388	318,318
Adult Education	9,000	-	9,000	8,355
Total	820,116	(3,563)	816,553	379,094
Conference & Travel Expense	55,315	500	55,815	21,657
General Supplies:				
Regular Education	302,355	529	302,884	222,693
Special Education	26,300	-	26,300	21,422
Administration	77,330	413	77,743	44,830
Maintenance	148,500	-	148,500	92,568
Total	554,485	942	555,427	381,513
Electricity	615,000	-	615,000	376,056
Fuel	313,460	-	313,460	139,764
Textbooks/Workbooks	202,970	(2,017)	200,953	122,731
Library/Media Center	66,966	-	66,966	51,884
Software	114,963	-	114,963	59,852
Dues & Fees	35,394	-	35,394	34,503
Replacement Equipment:				
Instructional	4,000	-	4,000	453
Administration	2,500	-	2,500	1,856
Maintenance	4,000	-	4,000	-
Total	10,500	-	10,500	2,309
New Equipment:				
Instructional	-	-	-	545
Administration	-	-	-	-
Maintenance	-	-	-	679
Total	-	-	-	1,224
Student Activities	556,194	4,648	560,842	308,174
Employee Benefits	3,918,461	-	3,918,461	1,484,021
Total Budget	26,667,594	-	26,667,594	16,080,173

GRANBY BOARD OF EDUCATION
 FINANCIAL STATEMENT OF ACCOUNTS
 FOR PERIOD JULY 1, 2009-MARCH 31, 2010
 Selected Revenue and Special Education Accounts

I. Revenue	<u>FY2009-10 Budget</u>	<u>Currently Anticipated</u>	<u>Received To Date</u>	<u>VB\$ vs. Frcst</u>
Reg. Tuition from other Towns	627,298	632,286	306,207	4,988
SPED Tuition from other Towns	63,500	151,941	18,858	88,441
SDE Excess Cost Reimbursement @90%	362,058	114,432	-	(247,626)
Rental Fees	80,000	75,000	60,586	(5,000)
Pay for Participation*	48,500	48,500	30,050	-
Sub Total	1,181,356	1,022,159	415,701	(159,197)

II. Expenditures	<u>FY2009-10 Adj Budget</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Balance</u>
Legal Expense	50,000	15,600	24,400	10,000
Teacher Assistants	466,148	295,226	0	170,922
Special Education Tutors	193,652	109,361	0	84,291
Evaluation & Therapy Services	79,580	23,461	15,248	40,871
Special Ed transportation	351,249	155,352	102,797	93,100
Tuition -Private Schools	405,288	201,641	164,892	38,755
Tuition - Public Schools	330,100	116,677	186,360	27,063
Total Tuition	735,388	318,318	351,252	65,818
Total Above	1,876,017	917,318	493,697	465,002

COUNTS Mar. 31, 2010
2010

Encumbered	Balance	Balance%	Forecast
353,999	(50,800)	-3.40%	-50,800
3,687,449	96,865	1.00%	40,000
488,566	<u>10,041</u>	<u>0.80%</u>	7,500
4,530,014	56,106	0.40%	
-	31,854	25.10%	-12,000
84,233	-	0.00%	
40,175	4,198	2.40%	
-	49,433	32.00%	-
-	<u>84,291</u>	<u>43.50%</u>	25,500
124,408	169,776	18.80%	
-	170,922	36.70%	13,000
-	<u>232,251</u>	<u>28.40%</u>	-20,000
-	403,173	31.40%	
146,001	8,041	1.50%	8,041
90,737	(12,615)	-3.90%	-12,615
281,527	45,971	3.80%	32,000
64,076	48,935	20.10%	-
111,983	32,993	8.90%	-
<u>2,651</u>	<u>12,624</u>	<u>14.60%</u>	-
183,999	89,263	12.80%	
25,000	13,166	20.30%	10,000
6,808	18,725	22.10%	
-	7,802	91.80%	
<u>35,812</u>	<u>(252)</u>	<u>-0.10%</u>	-8,000
42,620	26,275 #	8.20%	
170,277	2,024	0.30%	4,000
102,797	93,100	26.50%	93,000
<u>13,142</u>	<u>871</u>	<u>2.10%</u>	
286,216	95,995	8.40%	

16,468	2,466	2.70%	
	-		
38,082	23,180	20.00%	
3,524	16,220	22.50%	16,220
351,252	65,818	9.00%	50,000
-	645	7.20%	645
<u>354,776</u>	<u>82,683</u>	<u>10.10%</u>	
4,239	29,919	53.60%	
24,316	55,875	18.40%	
1,601	3,277	12.50%	
6,627	26,286	33.80%	
<u>32,385</u>	<u>23,547</u>	<u>15.90%</u>	-10,000
64,929	108,985	19.60%	
-	238,944	38.90%	-9,000
138,871	34,825	11.10%	-
44,456	33,766	16.80%	23,146
3,363	11,719	17.50%	
55,111	-	0.00%	
-	891	2.50%	
-	3,547	88.70%	
-	644	25.80%	
-	<u>4,000</u>	<u>100.00%</u>	
-	8,191	78.00%	
-	(545)		-545
-	-		
-	<u>(679)</u>		-679
-	(1,224)		
188,693	63,975	11.40%	-
2,413,217	21,223	0.50%	-28,641
9,032,727	1,554,694	5.80%	170,772

Regular Board Meeting – Approved Minutes
March 17, 2010, 7:00 p.m.
Central Services

Attendance Taken at 7:00 PM:

Present Board Members:

Cal Heminway
Marie Nicholls
John O'Connor
Edward Ohannessian
Deborah Torgersen
Ronald Walther
Matthew Wutka

I. Public Comment

Ms. Lydia Tedone from the Board of Education in Simsbury presented the CABE award for excellence in communication which was given for the Vision publications.

II. Administrative Reports

II.A. Superintendent's Announcements

- Happy St. Patrick's Day - thank you to Steve Moore for playing the bagpipes for high school students today.
- Congratulations to Christine Nelson and her husband David on the birth of their son, Elliott Xavier on Monday!
- Congratulations to the executive board members of the Granby PTO (Michele Favolise, Deb Ranicar, Lindsay Sessions, and Peter Nowak) for being recognized at the CAS Volunteer Recognition Banquet which was held last night.
- Congratulations to the Granby High School cheerleaders for coming in first place at the 2010 Spirit Fest!
- First round interviews for the Wells Road Principal are underway with second round interviews scheduled for Monday, March 22nd. A total of 13 applicants are being interviewed.
- Committee members and a timeline should be finalized this week for the high school principal position with first round interviews beginning the end of March/early April.
- March 24-26 will be early release days for all elementary schools for parent-teacher conferences. The secondary schools will have an early release for parent-teacher conferences on March 25th only.
- A reminder that the budget will be presented to the Board of Finance on March 29th in the Senior Center with the BOF Public Hearing on April 12th in the GMHS Auditorium and the Annual Town Budget Meeting and Vote on April 26th also in the GMHS Auditorium.
- Both Cal Heminway and I testified Monday evening in support of increased funding for Choice students.
- A conflict has arisen for the April 7th BOE Meeting. The Board will discuss this in Executive Session tonight.

II.B. Student Representative Reports

- With regard to the budget, there seems to be positive feedback from the students - glad that swimming is (hopefully) back. There are no negative comments being made about the budget.
- The play, "Anything Goes" will be held this week. It is the only play this year that has tap dancing - a really great show.
- Dodge Ball tournament will be held on April 1st.
- Quarter 3 will be over in a week and a half.
- Pi Day last week where students could throw a whip cream pie at a favorite teacher money raised went towards a math and science scholarship;

- A Bridges meeting was held which is comprised of students and role models to change the culture of the community in the school and reduce prejudices - not sure if it will be just the high school or K-12.
- Cultural Day - joint presentation with the world language societies - performances, food, etc. This will hopefully take place next year. Sara has been nominated for chair of the committee.
- Golf sports start next week.
- Boys' basketball team lost in the quarterfinals.

II.C. Teaching and Learning

Dr. Patricia Law, Director of Secondary Education, presented the purpose and practices of Classroom Walkthroughs and Principal Seminars to the Board. Dr. Law stated that administrators meet monthly at a different school each month and the process lasts approximately 2-1/2 hours. Teams visit 2 classrooms for about 20 minutes and collect data related to the problem of practice. Teams get together as small groups and then again as a whole group. The principal then gets the "next steps" from the group and starts to address the next steps. Other principals give feedback of their walkthrough at other schools to their own faculty. Mr. Addley stated that this has been done for a couple of years and we can see the progress that is being made.

III. Consent Agenda

III.A. Minutes

Minutes from the 3/13 and 3/10 meetings were presented for approval.

Primary Motion Passed: That the Granby Board of Education will adopt the Consent Agenda. passed with a motion by Edward Ohannessian and a second by John O'Connor. Passed unanimously at 7:30 p.m.

Cal Heminway	Yes
Marie Nicholls	Abstain (from vote on minutes from 3/3/10)
John O'Connor	Yes
Edward Ohannessian	Yes
Deborah Torgersen	Abstain (from vote on minutes from 3/3/10)
Ronald Walther	Yes
Matthew Wutka	Abstain (from vote on minutes from 3/10/10)

IV. Old Business

IV.A. FY11 Budget

The budget discussions focused on athletic programs. Mr. Addley stated that volleyball is in place at the varsity and junior varsity level. With regard to the swimming program, Mr. Addley stated that swimming could remain if we reduce the salaries of the swim and volleyball coach. He also stated that close to \$1,000 has been built in for volleyball for supplies, etc. Mr. Addley stated that the Board could make a contribution right now of \$4,800 for swimming. He said that we are still paying over \$4,800 for pool fees. The balance total per athlete is \$475 + 200 + 75. The following are possible ways to decrease the amount to families: increase the number of swimmers and co-op swimmers; fundraising by the families; or raise the pay-for-participation fee by \$10 or the Board could decide to raise it to \$12-15. Mr. Addley stated that swimming is the most expensive sport per athlete and that ultimately the program is going to have to increase the numbers in order to exist long-term. Mr. Addley asked if Mr. John Fede, parent, had any comments or questions. Mr. Fede thanked the Board for the time. He stated that this is exactly what he had discussed with Mr. Addley and thanked the Board for meeting them halfway. Mr. O'Connor inquired that if we raise the pay-for-participation fee to \$10, where would that position us in the Farmington Valley. Lydia Tedone, Simsbury Board Representative, stated that Simsbury's fees are \$150 per sport. Mr. Wutka stated that if we were to look at opening up the policy, he would like to consider fees for middle school sports and clubs. Ms. Torgersen inquired about transportation costs. Mr. Addley stated that he did not touch transportation because he is uncomfortable with changing it. Mr. Fede inquired how the increase in pay-for-participation fees would impact the middle school. Mr. Heminway stated that pay-for-participation is currently for the high school only and that if the Board would like to spread these fees across to the middle school and also to

clubs that the Board would not probably support \$10 to solely support swimming and would like to open it up and look at the entire policy again. Mr. Fede asked that if there was any other "loose change" that occurs during the year if that could find its way to support swimming. He said that he appreciates everything that the Board is doing for them and they will do everything they can do to hold up their end of the bargain. Mr. Heminway asked if this was an acceptable position as far as the Board is concerned. Mr. Ohannessian said that he would propose to go with the top numbers and top 3 bullet points on Mr. Addley's slide. Mr. Heminway agreed. The Board talked about transportation and the fact that golf and hockey currently transport themselves and that we should be consistent across the board. The Board agreed that this subject does need to be on the table for discussion at some point.

IV.B. E-Meeting

Mr. Heminway asked Ms. Powell and Mr. Addley how they felt the e-meeting software was working. They both agreed that this saves a considerable amount of time since Ms. Powell does not have to copy Board packets on Friday evening and deliver to the police station. Mr. Addley asked if any Board members would be interested in having a laptop on meeting nights to be able to open up attachments and view along with the meeting. Both Ms. Torgersen and Mr. Heminway would like to do this. Ms. Powell stated that she does not mind making copies available on Wednesday evenings but suggested that Board members go on-line to at least view the documents she posts and that not everything necessarily needs to be printed out.

IV.C. Calendar Guidelines

This item has been tabled to the next meeting.

V. New Business

V.A. First Reading of Policy 5145.6 Student Grievance Procedures

Mr. Walther stated that this was one of the policies missing as stated in the CABA audit and asked if there were any questions. Mr. Ohannessian suggested that instead of the wording, "...Board of Education to designate an individual as the responsible employee" that it should be changed to the "...the Superintendent shall designate an individual as the responsible employee." The Board agreed and this change will be reflected for the second reading of this policy at the next Board meeting.

V.B. Student Performance

Mr. Ed Lyman, Technology Consultant, presented programmatic and achievement data for Hartland students that attend Granby Memorial High School. Mr. O'Connor stated that he would like to know the percentage of students that attend GMHS. Mr. Lyman said that he can get that data. Mr. Ohannessian questioned the percentage of Granby students with discipline referrals. Mr. Lyman stated that the discipline referrals range from lateness to school/class to more serious offenses. Ms. Torgersen asked if there was a way to drill into this number. Mr. Addley stated that yes there was. Mr. Lyman stated that Hartland students scored slightly higher in SAT scores; however, almost 90% percent of Granby students that take the SAT are significantly higher. Mr. Wutka asked if we can get information as to how Hartland does on the CMTs. Mr. Addley stated that we can look at their SSP to get that information. Mr. Addley stated that we will continue to do this type of report to track programs, practices and policies that result in equity of outcomes of for all of our students.

VI. Miscellaneous

VI.A. Board Standing Committee Reports

VI.A.1. Curriculum/Policy/Technology/Communication

Mr. Walther stated that this committee met this evening. He said that the calendar guidelines have been modified and he will send them to the Board for the next Board Meeting. He also stated that a revision of an existing policy, Reporting Child Abuse, will be coming to the Board for a first reading at the next meeting. Mr. Walther stated that additionally the School Improvement Plan template was discussed and the committee thought it looked pretty good. Mr. Heminway asked if it was coming to the Board. Mr. Addley stated that it will go to administration first and then will come back to the Board.

VI.A.2. Finance/Personnel/Facilities

This committee has not met.

VI.B. Other Board-Related Reports

VI.B.1. CPPAC

This committee has not met.

VI.B.2. CREC/CABE

Mr. Heminway reported that the CREC Council met today. He stated that the major concern is what is going on (or not going on) at the legislature. Mr. Heminway stated that there was also discussion of the school bus bill, a mandate where starting in 2012 every new bus purchased will have 3 point seatbelts. Mr. Heminway stated that he and Mr. Addley were at the Capitol on Monday to testify on Bill 458 which would provide increased levels of grant entitlement to districts who provided more seats for choice students from \$2500 to \$9,000.

Mr. Heminway stated that with regard to CABE, the Executive Committee is looking for new approaches with regard to how CABE manages itself and charges for its services as well as the services they provide.

VI.B.3. Granby Education Foundation

The GranBee will be held on Friday April 9th.

VI.B.4. Energy-Saving Initiatives

Mr. Harry Traver stated that he received a quote including a rebate from Connecticut Clean Energy Fund for a hot water system at Wells Road School. Savings would only be \$500 per year and the payback would be 18 years. Mr. Traver also stated that samples of new lights will be installed in a few classrooms to see how well they are liked.

VI.C. Board Member Announcements

Ms. Torgersen announced that she will be in *Godspell* with Will Percival from Granby. Performances will be held at the South Congregational Church on March 31st and April 1, 2, and 3rd. The cost is \$12 per ticket.

VII. Executive Session/Non-Meeting

A motion was made by Deb Torgersen and seconded by Ron Walther to go into executive session for a student discipline matter. Passed unanimously at 8:34 p.m.

The executive session adjourned at 8:50 p.m.

Respectfully submitted,

Linda Powell
Recording Secretary

**Connecticut State Department of Education
Addendum to Agreement for Child Nutrition Programs (ED-099)
Healthy Food Certification Statement**

Section 1 – Background

Section 10-215e of the Connecticut General Statutes directs the Connecticut State Department of Education (CSDE) to develop and publish nutrition standards for food items offered for sale to students at school separately from reimbursable meals sold as part of the National School Lunch Program and School Breakfast Program. Section 10-215f requires that participants in the National School Lunch Program, including each local and regional board of education, regional educational service center, the Connecticut Technical High School System and the governing authority for each state charter school, interdistrict magnet school and endowed academy, must certify each year in its annual application to the CSDE whether all food items made available for sale to students will meet the nutrition standards. Section 10-215b further provides additional funding to National School Lunch Program participants who annually certify compliance with the Connecticut Nutrition Standards.

Section 2 – Certification Statement

► ***Must be completed by all Connecticut public school districts that participate in the National School Lunch Program.***

On behalf of the Granby Board of Education and
(Name of the Board of Education or Governing Authority)

pursuant to section 10-215f of the Connecticut General Statutes, I hereby certify that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, *(select appropriate box)*

will *(must complete Sections 3 and 4 on page 2)*

will not *(sign below and return form)*

meet said standards during the period of **July 1, 2010 through June 30, 2011**. Such certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored.

**Local or Regional Board of Education or
Governing Authority**

Signature: Alan Addley
(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*
Superintendent of Schools
Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

Section 3 – Exemption Statement

► *To be completed only by districts opting for the healthy food certification, i.e., those districts that checked “will” in Section 2.*

Pursuant to section 10-215f of the Connecticut General Statutes, I hereby acknowledge that the board of education or governing authority, (*select appropriate box*)

will

will not

exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.

Section 4 – Amendment to Agreement for Child Nutrition Programs (ED-099)

► *To be completed only by districts opting for the healthy food certification, i.e., those districts that checked “will” in Section 2.*

Pursuant to section 10-215f of the Connecticut General Statutes, the Agreement for Child Nutrition Programs (ED-099) with

(Name of the Board of Education or Governing Authority)

is hereby amended to include the above certification statement of compliance with the Connecticut Nutrition Standards and application for funding related to those standards. This addendum covers the period from **July 1, 2010 through June 30, 2011.**

**Local or Regional Board of Education or
Governing Authority**

Signature: _____
(Signature of the Authorized Representative) (Printed Name of the Authorized Representative)

Title (Superintendent of Schools, President or Chairperson of the Board) Date of Authorization

FOR STATE USE ONLY • DO NOT SIGN BELOW THIS LINE

Connecticut State Department of Education

Signature: _____ **Brian Mahoney** _____
(Signature of State Agency Representative) (Printed Name of State Agency Representative)

Chief Financial Officer
Title

Date

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons and does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, national origin, sex, disability, age, religion or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Inquiries regarding the Department of Education's nondiscrimination policies should be directed to the Equal Employment Opportunity Manager, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101.

Students

Student Grievance Procedures (Equity/Title IX/504)

Designation of Responsible Employee

The Superintendent shall designate an individual as the responsible employee to coordinate school district compliance with Equal Education Opportunity, Title IX, 504 and its administrative regulations.

The designee and/or District's Coordinator, shall formulate procedures for carrying out the policies in this statement and shall be responsible for continuing surveillance of district educational programs and activities with regard to compliance with Equal Education Opportunity, Title IX /504 and its administrative regulations.

The designee shall, upon adoption of this policy and once each academic year thereafter, notify all students of the name, office address and telephone number of the designee. Notification shall be by posting and/or other means sufficient to reasonably advise all students.

Grievance Procedure

Any student shall have a ready means of resolving any claim of discrimination on the basis of race, color, age, national origin, sex or handicap in the educational programs or activities of the district. Grievance procedures are set forth in administrative regulations.

Dissemination of Policy

The Superintendent or his/her designee shall annually inform students that the district does not discriminate on the basis of sex in the educational programs or activities which it operates and that it is required by law and its administrative regulations not to discriminate in such a manner. The notification shall be made in the form and manner required by law or regulation.

Legal Reference: 20 U.S.C. 1681 – Title IX of the Educational Amendments of 1972

34 C.F.R. Part 106 – Title IX of the Educational Amendments of 1972

Policy adopted:

GRANBY PUBLIC SCHOOLS
Granby, CT

Students

Student Grievance Procedures

Any student may bring a grievance forward using the following procedures:

Purpose of Student Grievance Procedures

1. To provide students with a safe and supportive process for making a grievance.
2. To define the correct procedure for students to follow in resolving grievances.
3. To secure at the lowest possible level an equitable solution to the problem for those parties involved with the grievance.

General Conditions

1. Procedures described herein do not limit the right of any student reporting and resolving a problem without making a formal grievance complaint.
2. Students should submit a written complaint within forty (40) days of the alleged event or occurrence. Timely reporting of complaints facilitates the investigation and resolution of such complaints.
3. This procedure shall be used only when direct negotiation between parties involved would aggravate existing relationships.
4. Failure at any level of a school Compliance Coordinator, district administrator, Superintendent or the Board of Education to submit a written decision within the specified time limits shall permit the aggrieved student to take said grievance to the next level.

Failure by the student to take the grievance to the next level within the specified time limit shall be considered acceptance of the decision rendered at the particular level.
5. Days indicated at each level should be considered as maximum, and every effort should be made to expedite the grievance process. Specified time limits may be extended by mutual written agreement of involved parties.
6. Formal grievances should be submitted using the district grievance form. Responses/decisions shall be in writing.
7. In the event a grievance is filed after June 1 of any year and this procedure will not allow for settlement prior to completion of the school year, all parties shall attempt to resolve the grievance within ten (10) weekdays of the event or occurrence.

Students

Student Grievance Procedures (continued)

Procedures

Level One. The student shall discuss the alleged discriminatory act or practice with the Compliance Coordinator or the administrative supervisor of the individual who has caused the alleged discrimination. Both the Compliance Coordinator and administrative supervisor will jointly gather facts including, but not limited to, interviewing witnesses including the involved parties. The Compliance office must notify the student in writing within ten (10) business days of the appeal. If this resolution is unsatisfactory to the student then the procedures outlined in Levels II through V should be followed. If the resolution is unsatisfactory to the party alleged to have discriminated, the Compliance Coordinator, administrative supervisor or the student should request in writing a meeting with the Superintendent of Schools.

Level Two. The student shall, within forty calendar days of the alleged incident, on forms provided, put the complaint in writing and file it with the Compliance Coordinators. Within five (5) business days following the conference, the complaint must be resolved to the satisfaction of both parties or referred to the Superintendent. The Compliance Coordinator must notify the student within ten (10) business days of the appeal. The Board will be apprised by the Superintendent of any grievance reaching Level II.

Level Three. Within ten working days after receipt of such complaint, the Superintendent must hold a hearing and within five working days of the hearing resolve the complaint, negotiate a long term solution, or refer the matter to the Board of Education for consideration. Following the hearing the Superintendent shall render a written decision within ten (10) business days of the appeal.

Level Four. If the student is not satisfied with the decision at level three, within five (5) business days of receiving the written decision, he/she may appeal to the Board of Education. Within one (1) calendar month of receiving the appeal, the grievance shall be placed on the agenda of a Board meeting and all involved parties notified of the meeting at which the grievance will be discussed. The student may choose a representative of the committee to assist him/her in discussion. Following the discussion and consideration, the Board of Education shall render a decision in writing to all parties involved.

Level Five. If the student and/or the student's parents wish to pursue the grievance, he/she shall proceed in accordance with appropriate state statutes.

Legal Reference: U.S.O.E. Title IX (Final Title IX Regulation Implementing Education Amendments of 1972 Prohibiting Sex Discrimination in Education, eff. date 7/21/75 20 U.S.C. @ 1681 et seq.)

Regulations approved:



Founded in 1885

NEW ENGLAND ASSOCIATION OF SCHOOLS & COLLEGES, INC.
COMMISSION ON PUBLIC SECONDARY SCHOOLS

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direct line (781) 541-5418
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dswilson@neasc.org

March 8, 2010

James Bowe
Principal
Granby Memorial High School
315 Salmon Brook Street
Granby, CT 06035

Dear Mr. Bowe:

The Commission on Public Secondary Schools, at its January 24-25, 2010 meeting, reviewed the Two-Year Progress Report of Granby Memorial High School and continued the school's accreditation.

The Commission was pleased to learn of the school's progress, specifically citing the following:

- the meaningful steps taken to embed the mission and expectations for student learning across all practices in the school
- the use of a common curriculum template to add a critical dimension of consistency in the curriculum cycle process
- the use of the Peer-Sharing program to integrate curricular areas
- the employment of Marzano's Best Instruction Practices by content areas across the school and the resulting analysis of data regarding their effectiveness
- the steps taken to increase vertical articulation between the middle school and the high school
- the use of weekly PLC meetings to share best practices across learning areas
- the use of the PLC's to review student work
- the programs utilized to integrate diverse student groups into the school community
- the establishment of a faculty advisory committee to afford teachers leadership opportunities and a voice in the decision-making process
- the increased access to computers for students and teachers in order to support instruction

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James Bowe
March 8, 2010
Page Two

All accredited schools are asked to submit a required Five-Year Progress Report, which in the case of Granby Memorial High School is due on March 1, 2012. The report should provide detailed responses to the following highlighted recommendations:

- submit a few recently updated, representative curriculum documents from the core areas
- provide a copy of the curriculum revision timeline which articulates processes and times for full-scale curriculum evaluation, review, and revision
- report the results of the review and revision of the school-wide rubrics in order that they are useful to students and teachers and submit the revised rubrics
- submit a sample student report card which communicates individual student progress of achievement of the academic expectations to students and their families
- submit the aggregate results of the school's achievement of the civic and social expectations along with the performance criteria used to assess this achievement
- provide an executive summary of the Office of Civil Rights findings and report how the school has addressed each issue regarding handicapped accessibility

School officials are reminded that all valid recommendations in the evaluation report should have been completed or be in the final stages of implementation when the school submits its Five-Year Progress Report. Inadequate progress to complete valid recommendations could result in a request for additional Progress Reports, a warning, or probationary status for the school. The Commission requests that it be kept apprised of any substantive changes in the school before that date. For your convenience, we have enclosed a copy of the Substantive Change Policy. As well, please notify the Commission office immediately of any changes in the names of the principal and/or superintendent along with their corresponding e-mail addresses by submitting this information electronically to cpss-air@neasc.org.

The Commission will review the school's accreditation status when it considers the Five-Year Progress Report. Consistent with the Commission's follow-up procedures, the report should include an electronic signature of the principal and chair of the Follow-Up Committee and be sent electronically to the Commission office at the following address: cpssreports@neasc.org.

Sincerely,



Ann L. Ashworth

ALA/mv
Enclosure

cc: Alan Addley, Superintendent, Granby Public Schools
J. Callendar Heminway, Chairman, Granby Board of Education
Victor D. Mercurio, Chair, Commission on Public Secondary Schools



Founded in 1885

NEW ENGLAND ASSOCIATION OF SCHOOLS & COLLEGES, INC.
COMMISSION ON PUBLIC SECONDARY SCHOOLS

SUBSTANTIVE CHANGE POLICY

Principals of member schools must report to the Commission within sixty (60) days of occurrence any substantive change in the school which has a *negative impact* on the school's ability to meet any of the Commission's Standards for Accreditation. The report of a substantive change must describe the change itself as well as detail the impact on the school's ability to meet the Standards. The following are potential areas where there might be negative substantive changes which must be reported:

- elimination of fine arts, practical arts and student activities
- diminished upkeep and maintenance of facilities
- significantly decreased funding
- cuts in the level of administrative and supervisory staffing
- cuts in the number of teachers and/or guidance counselors
- grade level responsibilities of the principal
- cuts in the number of support staff
- decreases in student services
- cuts in the educational media staffing
- increases in student enrollment that cannot be accommodated
- takeover by the state
- inordinate user fees
- changes in the student population that warrant program or staffing modification(s) that cannot be accommodated, e.g., the number of special needs students or vocational students or students with limited English proficiency

(9/08)

NEAS&C Commission on Public Secondary Schools

Two-Year Progress Report Review

NEAS&C Commission

- Site visit conducted in May 2007
- GMHS was charged with submitting a 2-Year Follow Up Report due in October 2009 that addressed our progress toward the 7 standards and 29 recommendations they listed in their report that were to be completed or in progress by 2012

GMHS Progress

- The Commission is pleased with the progress in several areas including, but not limited to:
 - Embedding the mission and expectations for student learning across all practices in the school
 - The use of Peer Sharing to integrate curricular ideas
 - Using best instructional practices across content areas
 - The use of weekly PLC meetings to share best practices across learning areas
 - The use of PLC's to collect data and review student work

Next Steps

- Continue to meet with the NEAS&C Follow Up Committee to review current status, set timelines, and put procedures into place to address the recommendations for the 5-Year Report
- Share this info w/CAS and Faculty
- Continue school-wide practices that support the recommendations

Commendations

- GMHS continues to be accredited by NEAS&C
- NEAS&C has recognized GMHS for providing:
 - clear focus and strong emphasis on high expectations and student achievement
 - safe and comfortable environment for students
 - high community-wide support and satisfaction with the quality of GMHS

Connecticut's Race to the Top
Phase II Application



Stakeholders' Meeting

Superintendents; Local Board of Education Chairs; and
Local Union Presidents

CONNECTICUT STATE DEPARTMENT OF EDUCATION
MARCH 31, 2010



Welcome
and
Introductions

*Robert Santy, President and CEO
Connecticut Economic Resource Center*

Purpose of the Day



1. Present a New Roadmap and Vision for Connecticut's Public Schools
2. Offer Connecticut's Direction for RTTT Phase II: Restructure Priorities
3. Provide Overview of the Elementary and Secondary Education Act (ESEA) Reauthorization
4. Re-engage the Memorandum of Understanding (MOU) Process
5. Provide Context for the Facilitated Breakout Discussions
 - o Brief overview of federal requirements;
 - o CT's Phase I application;
 - o Analysis of Finalists/Winners Applications; and,
 - o USDOE Reviewer Critiques of Phase I application
6. Gather Input from Stakeholders

Academic and Personal Success for Every Student



A Roadmap for Connecticut's Public Schools

Commissioner Mark McQuillan

The New Roadmap and Vision for CT

Every child ready for kindergarten, academically and socially prepared for high school, and upon graduation, able to enter college or the workforce with the skills knowledge, and competencies needed for individual, interpersonal, and economic success.

Features of The New Roadmap and Vision for CT

- A P-20 focus: Comprehensive, systemic changes that embrace early childhood education, college and career readiness, and the workplace
- Data-driven, based on continuous improvement processes
- Eight-year planning cycle, linked to new ESEA
- Six strategic initiatives that will help integrate and consolidate what's underway with what must now be done
- Six new implementation committees and structures designed to support and expand the SDE's capacity
- Bringing CALI to all school districts by 2015

in 4 years.

Connecticut's Direction for RTTT Phase II



Restructure Priorities

Resubmitting for Phase II: What must be done?



1. Expand the number of participating districts to reach every community in CT
2. Increase focus and go deeper rather than wider with major reforms
3. Establish new partnerships, particularly from the business community, to secure financial sustainability of reforms
4. Engage higher education more fully
5. Develop new supporting legislation
6. Develop a new roadmap for education reform in CT—one that integrates the past with the present, and with the new realities and assurances required in ESEA

What's in the new ESEA Blueprint?

- Budget request for \$49.7B and increase of 7.5% over fiscal year 2010
- Maintenance of all major entitlement programs (Title I, Title II, Title III, etc.) with new dollars funding competitive grants
- Elimination of AYP but continued focus on subgroup performance
- Common standards and summative examinations for all states
- New focus on lowest performing schools through expanded School Improvement Grants
- Financial Incentives for states and schools with strong records of performance

Current Initiatives and What Must Be Created

What's Underway in CT?

- *Ready by Five, Fine by Nine*
- Connecticut Accountability for Learning Initiative (CALI)
- *The Connecticut Plan*
- Scientific, Research-based Interventions
- Longitudinal Data Systems
- Teacher Education and Mentoring (T.E.A.M)
- New Teacher Certification Regulations
- *Sheff* Implementation

What Must be Created?

- New standards and curriculum frameworks for Mathematics and Reading
- New assessments to match Common Standards
- Development of a new model to measure and evaluate students' academic growth
- New evaluation systems for measuring teacher and principal effectiveness
- New systems for bringing effective teachers into shortage areas and disadvantaged communities
- New ways to expand charter and innovation schools throughout the state
- New systems for intervening in Connecticut's lowest performing schools

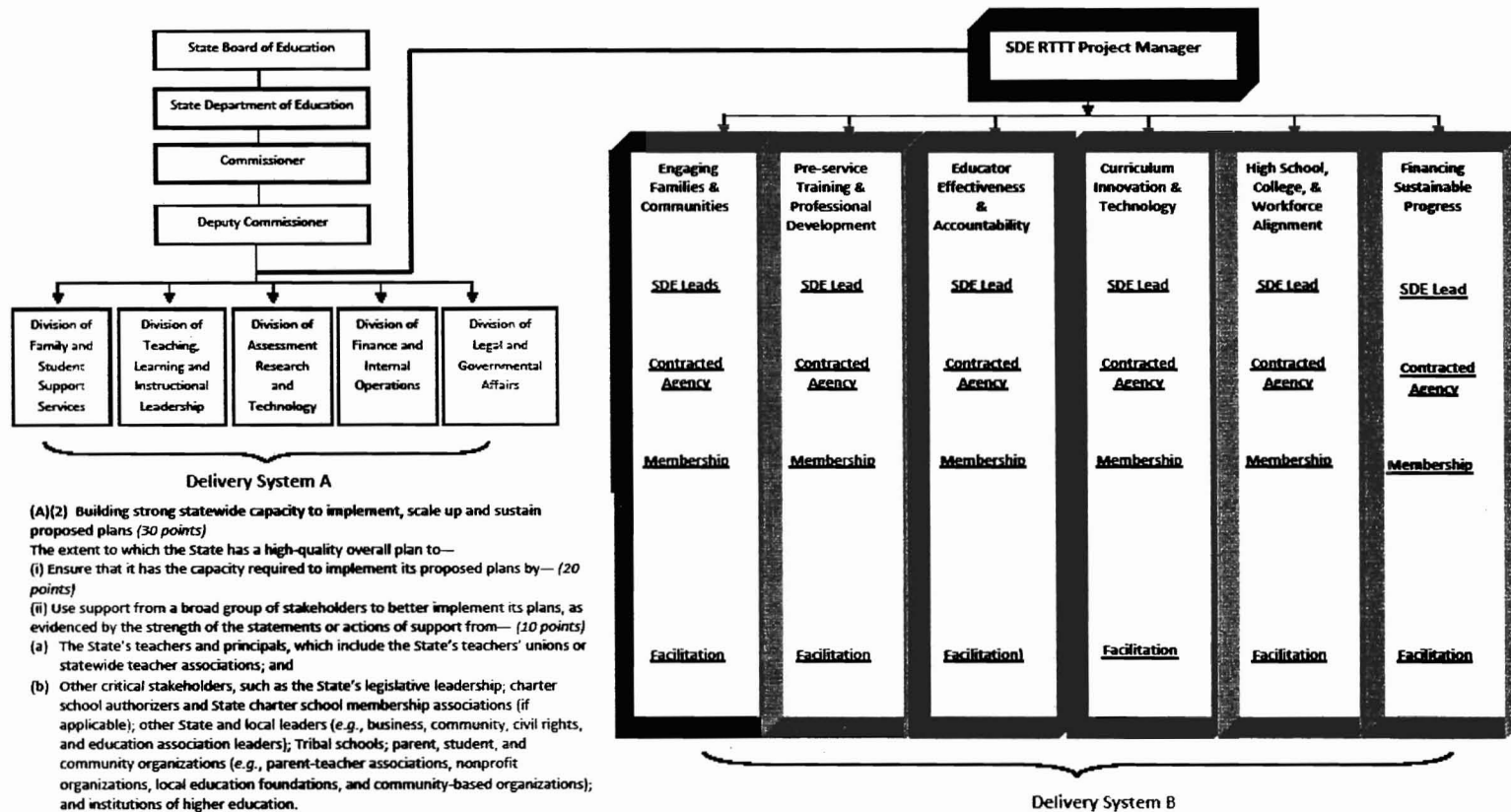
Six Strategic Initiatives Designed to Focus our Work

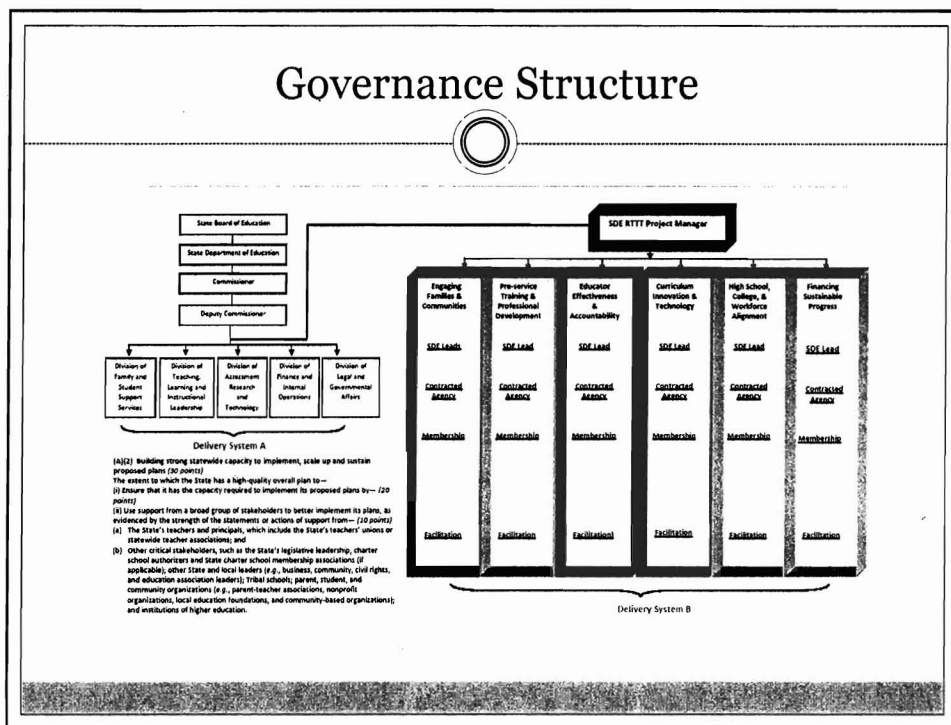
1. Engaging Families and Communities
2. Pre-service Training and Professional Development
3. Educator Effectiveness and Accountability
4. Curriculum Innovation and Technology
5. High School, Workforce and College Transitions
6. Financing Sustainable Progress

Governance

- Implementing Strategies via Six Statewide Planning and Advisory Committees, an RTTT Management Team and a RTTT Management Council
- Membership of Committees:
SDE Leads, External Partners, Consultant Groups, Professional Organizations, Facilitators and Service Providers

Governance Structure





Re-engage the Memorandum of Understanding (MOU)

- Scaled Down MOU for Phase II
- Timelines:
 - On or before April 15, 2010: MOU Distributed to LEAs
 - May 7, 2010: Signed MOU's Due Back to CSDE
 - From April 16, 2010 – May 5, 2010: Conference Call Series on Phase II application development and MOU

Context for the Facilitated Breakout Discussions

Brief Review of Federal Race to the Top Requirements and Connecticut's Phase I Application

George A. Coleman, Deputy Commissioner

About Race to the Top

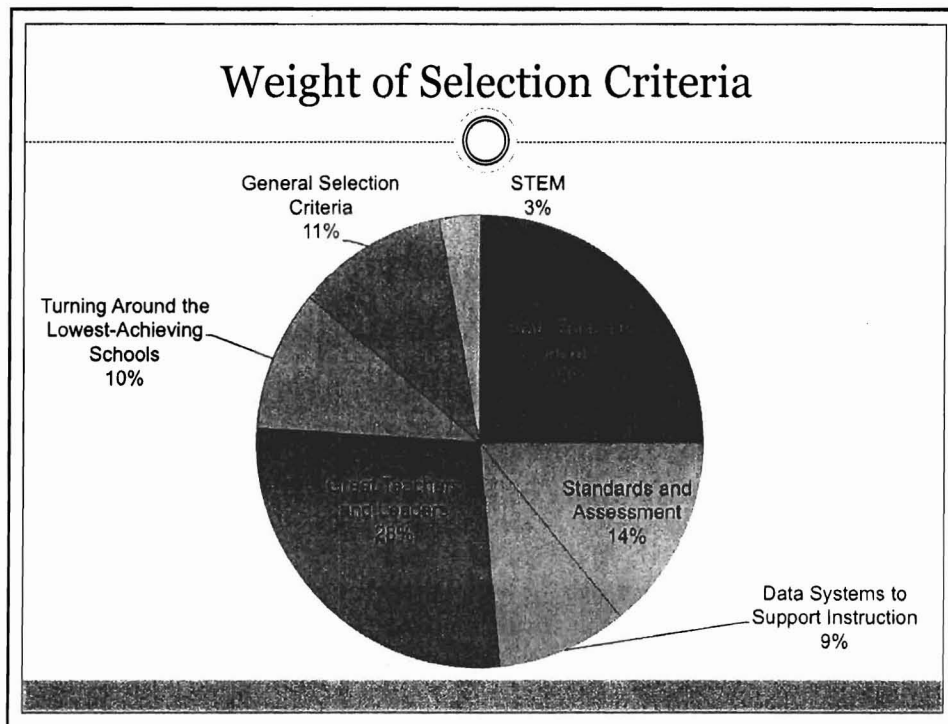
- \$4.35B competitive grant to encourage and reward states implementing comprehensive reforms across four key areas:
 - Adopting standards and assessments that prepare students to succeed in college and the workplace
 - Building data systems that measure student success and inform teachers and principals about how they can improve instruction
 - Recruiting, rewarding, and retaining effective teachers and principals
 - Turning around the lowest-achieving schools
- With an overarching goal of:
 - Driving substantial gains in student achievement
 - Improving high school graduation and college enrollment
 - Narrowing achievement gaps

Timing

- Phase II Applications Due: June 1, 2010
- Awards Announced: No later than September 30, 2010
- The grant term for RTTT is four years: 2010-2014 school years to spend down funds

Funding Levels for Phase II

- U.S. Dept. of Education is now requiring budgets for Phase II to be within the following ranges for each state, based on population. They will not accept applications that exceed the top of the state's range.
 - **CATEGORY 1 – \$350-700 million**
 - ✦ California, Texas, New York, Florida
 - **CATEGORY 2 – \$200-400 million**
 - ✦ Illinois, Pennsylvania, Ohio, Georgia, Michigan, North Carolina, New Jersey
 - **CATEGORY 3 – \$150-250 million**
 - ✦ Virginia, Arizona, Indiana, Washington, Tennessee, Massachusetts, Missouri, Maryland, Wisconsin
 - **CATEGORY 4 – \$60-175 million**
 - ✦ Minnesota, Colorado, Alabama, Louisiana, South Carolina, Puerto Rico, Kentucky, Oklahoma, Oregon, Connecticut, Utah, Mississippi, Iowa, Arkansas, Kansas, Nevada
 - **CATEGORY 5 – \$20-75 million**
 - ✦ New Mexico, Nebraska, Idaho, West Virginia, New Hampshire, Maine, Hawaii, Rhode Island, Montana, Delaware, South Dakota, Alaska, North Dakota, Vermont, Wyoming, District of Columbia



Context for the Facilitated Breakout Discussions

Comparative Analysis of Finalists' and Winners' Applications

Commissioner Mark McQuillan

Elements of the Two Winning RTTT Proposals

- Strong Stakeholder Support
- Brought student achievement to an entirely different level and bringing it to scale
- Build a statewide comprehensive plan that affected “every single child” in those states

Common Attributes of 16 RTTT Finalists: Strong, Bold & Innovative

State Success Factors: Clear articulation of vision for reform as well as implementation and sustainability plan and a track record of closing achievement gaps

Standards and Assessments: Commitment to implement the Common Core standards as well as plans to implement aligned formative, interim and summative assessments

Data Systems: Expansion of longitudinal data systems to include p-20 data, use of data to drive district and classroom decisions, and revision to data websites etc. to ensure data accessibility

Common Attributes of 16 RTTT Finalists:
Strong, Bold & Innovative




Great Teachers and Leaders: Development and implementation of new principal and teacher evaluation systems that include student growth as a “significant factor” and the use of data to serve as a primary factor in human capital decisions; such as staffing, tenure, retention, and compensation

Turn Around Schools: The development or expansion of “partnerships” of low performing schools as a way to provide greater oversight in turnaround efforts

Context for the Facilitated Breakout
Discussions



USDOE Reviewer Critiques of
Phase I application



Questions and Answers



Overview of Facilitated Breakout
Discussions and Next Steps

Robert Santy

Overview of Facilitated Breakout Discussions and Next Steps

- Incorporation of stakeholder input
- Response to the general question (*With what you now know about the state's application and scoring requirements, what do you think is the single most important thing CT can do (or can include or modify) to improve its RTTT application?*)
- Additional feedback after today's meeting via email at RTTT@ct.gov
- Major themes from stakeholder groups will be summarized and posted online
- Overview of Facilitated Breakout Discussions

Facilitated Breakout Sessions

- Common Standards and Assessments
- Longitudinal Data Systems
- Great Teachers and Leaders: Comprehensive Evaluation System Plan
- Great Teachers and Leaders: Teacher and Principal Preparation and Equitable Distribution
- Turn-Around Schools
- State Success Factors: Building and Sustaining Strong Statewide Capacity
- Public School Choice

Reports of Suspected Abuse or Neglect of Children

Connecticut General Statutes Section 17a-101 et seq. requires certain educational personnel (school teachers, school administrators, school superintendents, school guidance counselors, school coaches and paraprofessionals) as well as registered and licensed practical nurses, psychologists, social workers, mental health professionals, physical therapists and certain professional counselors who have reasonable cause to suspect or believe that a child has been abused or neglected to report such abuse and/or neglect. In furtherance of this statute and its purpose, it is the policy of the Board of Education to require ALL EMPLOYEES of the Board of Education to report suspected abuse and/or neglect, in accordance with the procedures set forth below. For purposes of this policy, school employees also include any person who, under a contract with the Board, and in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in a public elementary, middle or high school.

1. Scope of Policy

This policy applies not only to employees who are required by law to report suspected child abuse and/or neglect, but to ALL EMPLOYEES of the Board of Education.

2. Definitions

For the purposes of this policy:

"Abused" means that a child (a) has had physical injury or injuries inflicted upon him or her other than by accidental means, or (b) has injuries which are at variance with the history given of them, or (c) is in a condition which is the result of maltreatment, such as, but not limited to, malnutrition, sexual molestation or exploitation, deprivation of necessities, emotional maltreatment or cruel punishment.

"Neglected" means that a child (a) has been abandoned, or (b) is being denied proper care and attention, physically, educationally, emotionally or morally, or (c) is being permitted to live under conditions, circumstances or associations injurious to his well-being, or (d) has been abused.

"Statutory mandated reporter" means an individual required by Conn. Gen. Stat. Section 17a-101 to report suspected abuse and/or neglect of children. In the public school context, the term "statutory mandated reporter" includes teachers, school administrators, school superintendents, school guidance counselors, school coaches, paraprofessionals, registered and licensed practical nurses,

psychologists, social workers, mental health professionals, certified alcohol and drug counselors, physical therapists and any other licensed professional counselor.

3. What Must Be Reported

A report must be made when any employee of the Board of Education in the ordinary course of such person's employment or profession has reasonable cause to suspect or believe that a child under the age of eighteen:

- a) has been abused or neglected;
- b) has had non-accidental physical injury, or injury which is at variance with the history given for such injury, inflicted upon him/her; or
- c) is placed at imminent risk of serious harm.

4. Reporting Procedures for Statutory Mandated Reporters

The following procedures apply only to statutory mandated reporters, as defined above.

When an employee of the Board of Education who is a statutory mandated reporter and who, in the ordinary course of the person's employment, has reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm, the following steps shall be taken.

- (1) The employee shall immediately, upon having reasonable cause to suspect or believe that a child has been abused, neglected, or placed in imminent danger of serious harm, notify the Building Principal or his/her designee.
- (2) The employee shall make an oral report as soon as practicable, but not later than twelve hours after having reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm. Such oral report shall be made by telephone or in person to the Commissioner of Children and Families or the local law enforcement agency.

**Policy
5141.4 (c)**

- (3) The Building Principal or his/her designee shall make an oral report as soon as practicable to the Superintendent or the Superintendent's designee.
- (4) In cases involving suspected or believed abuse or neglect by a school employee, the Superintendent or his/her designee shall immediately notify the child's parent or guardian that such a report has been made.
- (5) Within 48 hours of making an oral report the employee shall submit a written report to the Commissioner of Children and Families or his/her representative containing all of the required information.
- (6) The employee shall immediately submit a copy of the written report to the Superintendent or the Superintendent's designee.
- (7) If the report concerns suspected abuse or neglect by a school employee holding a certificate, authorization or permit issued by the State Department of Education, the Superintendent shall submit a copy of the written report to the Commissioner of Education or his/her representative.

5. Reporting Procedures for Employees Other Than Statutory Mandated Reporters

The following procedures apply only to employees who are not statutory mandated reporters, as defined above.

- a) When an employee who is not a statutory mandated reporter and who, in the ordinary course of the person's employment or profession, has reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm, the following steps shall be taken.
 - (1) The employee shall make an oral report as soon as practicable, but not later than twelve hours after the employee has reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm. Such oral report shall be made by telephone or in person to the Superintendent of Schools or his/her designee (Building Principal), to be followed by an immediate written report to the Superintendent or his/her designee.

- (2) If the Superintendent or his/her designee determines that there is reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm, he/she shall cause reports to be made in accordance with the procedures set forth for statutory mandated reporters.
- b) Nothing in this policy shall be construed to preclude an employee reporting suspected child abuse and/or neglect from reporting the same directly to the Commissioner of Children and Families.

6. Contents of Reports

Any oral or written report made pursuant to this policy shall contain the following information, if known:

- a) The names and addresses of the child and his/her parents or other person responsible for his/her care;
- b) the age of the child;
- c) the gender of the child;
- d) the nature and extent of the child's injury or injuries, maltreatment or neglect;
- e) the approximate date and time the injury or injuries, maltreatment or neglect occurred;
- f) information concerning any previous injury or injuries to, or maltreatment or neglect of the child or his/her siblings;
- g) the circumstances in which the injury or injuries, maltreatment or neglect came to be known to the reporter;
- h) the name of the person or persons suspected to be responsible for causing such injury or injuries, maltreatment or neglect; and
- i) whatever action, if any, was taken to treat, provide shelter or otherwise assist the child.

7. Investigation of the Report

If the suspected abuser is a school employee, the Superintendent shall thoroughly investigate the report. Recognizing the fact that the Department of Children and Families (“DCF”) is the lead agency for the investigation of child abuse and neglect reports, the Superintendent's investigation shall be coordinated with DCF and/or the police in order to minimize the number of interviews of any child and to share information with other persons authorized to conduct an investigation of child abuse and neglect. When investigating a report, the Superintendent shall endeavor to obtain, when possible, the consent of parents or guardians or other persons responsible for the care of the child to an interview with a child, except in those cases in which there is reason to believe that the parents or guardians or other persons responsible for the care of such child are the perpetrators of the alleged abuse, or where DCF has indicated that obtaining such consent will interfere with its investigation.

The investigation shall include an opportunity for the suspected abuser to be heard with respect to the allegations contained within the report. During the course of an investigation of suspected abuse by a school employee, the Superintendent may suspend the employee with pay or may place the employee on administrative leave with pay, pending the outcome of the investigation.

- a) Evidence of Abuse by a School Employee Holding a Certificate, Authorization or Permit Issued by the State Department of Education

If, upon completion of the investigation by the Commissioner of Children and Families (“Commissioner”), the Superintendent has received a report from the Commissioner that he or she has reasonable cause to believe that a child has been abused by a school employee who holds a certificate, permit, or authorization issued by the State Department of Education, and that the Commissioner has recommended that such employee be placed on the child abuse and neglect registry, the Superintendent shall make a written request to the Commissioner that he or she provide all records, whether or not created by DCF, concerning such investigation to the

Superintendent. In addition, the Superintendent shall suspend the employee, if not previously suspended, with pay and without diminution or termination of benefits.

**Policy
5141.4 (f)**

Within seventy-two (72) hours after such suspension the Superintendent shall notify the Board of Education and the Commissioner of Education, or his or her representative, of the reasons for and the conditions of the suspension. The Superintendent shall disclose records received from DCF to the Commissioner of Education and the Board of Education or its attorney for purposes of review of employment status or the status of such employee's certificate, permit or authorization. For certified personnel, such suspension shall remain in effect until the Board of Education acts pursuant to the provisions of Conn. Gen. Stat. Section 10-151.

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

If the contract of employment of such certified school employee is terminated as a result of an investigation into reports of child abuse and neglect, the Superintendent shall notify the Commissioner of Education, or his or her representative, within seventy-two (72) hours after such termination.

b) Evidence of Abuse by Other School Staff

If the investigation by the Superintendent and/or the Commissioner of Children and Families produces evidence that a child has been abused by a non-certified school staff member, the Superintendent and/or the Board, as appropriate, may take disciplinary action, up to and including termination of employment.

8. Delegation of Authority by Superintendent

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

**Policy
5141.4 (g)**

9. Disciplinary Action for Failure to Follow Policy

Except as provided in Section 10 below, any employee who fails to comply with the requirements of this policy shall be subject to discipline, up to and including termination of employment.

10. Non-discrimination Policy

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

Legal References:

Connecticut General Statutes:

Section 10-151

Section 17a-101 et seq.

Section 17a-103

Public Act 09-242, "An Act Concerning Sexual Activity between School Workers and Students and Including School Superintendents as Mandated Reporters of Child Abuse or Neglect"

Policy Adopted:

**GRANBY PUBLIC SCHOOLS
Granby, CT**

Granby Board of Education

April 14, 2010

GRANBY PREVENTION COUNCIL UPDATE

What is the Granby Prevention Council?

- ⦿ Community Coalition
 - Union of people and organizations working to influence outcomes on a specific problem
 - Collaborative response to support a community in responding to broad issues/concerns

- ⦿ Response to the Granby Youth Asset Survey from November 2008

What is the Granby Prevention Council?

- Goal – Create a Strategic Plan to respond to the Asset Survey and support ALL youth in Granby
- Working with consultant John Daviau; off shoot of Granby Youth Services
- Met for half day retreat in January
- Meet twice a month
- Current Council consists of 15-20 community members:
 - 3 school representatives
 - a variety of middle school and high school students

Granby Prevention Council Vision and Mission

● Vision

- *All Granby youth will attain the life skills and access the support systems necessary to feel valued and be empowered to grow into healthy, productive adults.*

● Mission

- *The Granby Prevention Council is a community coalition whose mission is to actively engage the youth and adults of Granby in developing and implementing initiatives to increase thriving indicators and decrease substance abuse and other risky behaviors among youth.*

Granby Prevention Council Goals

- ◎ **Goal #1: Engage the youth and adults of Granby in a community wide effort to build youth developmental assets**
 - Objective 1: Recruit new members to the GPC representative of the diversity of the Granby community, including ensuring all twelve community sectors are represented and sustained on GPC
 - Objective 2: Build a town-wide comprehensive asset-building approach evidenced by a minimum of four new community sector partnerships
 - Objective 3: Engage X# of parents of children aged 0-5 yrs, 6-10 yrs, 11-13 yrs & 14-18 yrs old in related asset building discussions while providing information on the risks and harms of youth substance abuse
 - Objective 4: Engage X# of youth in related asset building discussions while providing information on the risks and harms of youth substance abuse.

Granby Prevention Council Goals

- **Goal #2: Using the 40 youth developmental asset model, advance the number of Granby youth reporting increases in developmental assets and thriving indicators as well as decreases in risky behaviors**
 - **Objective 5: Increase by 10% the number of Granby youth reporting the four targeted Youth Developmental Assets by the fall of 2012**
 - Positive Family Communication
 - Community values youth
 - Adult Role Models (High School students as well as Middle School students)
 - Resistance Skill
 - **Objective 6: Increase by 10% the number of Granby youth reporting the four targeted Thriving Indicators as measured by the Search Institute survey by the fall of 2012**
 - Resists Danger
 - Delays Gratification
 - Values Diversity
 - Maintains Good Health
 - **Objective 7: Reduce by 10% the number of youth reporting the four targeted Risky Behaviors as measured by the Search Institute survey by the fall of 2012**
 - Attending underage drinking parties
 - Drinking and driving or riding with a driver who has consumed alcohol
 - 30-day marijuana use
 - Sexual behaviors

Next Steps

- ① Develop action steps to support each objective
- ① Begin implementing the objectives and measuring effectiveness of actions
 - Give the Asset Survey again to MS and HS students
 - Other measures as indicted in strategic plan

Granby School Calendar Guidelines

PROPOSAL

1. School calendar design will support the academic program
2. School year will begin on a **Tuesday** no later than September 5th
3. School year will end by **June 15th** (not including snow days)
4. School calendar, policies and practices will be respectful of religious holidays
5. Schedule a mid-winter vacation (duration TBD)
6. Maintain a 1 week Spring vacation respectful of host and hosted student district schedules
7. Adopt a two year calendar
8. School calendar will be reviewed by Curriculum/Policy/Technology sub-committee prior to being presented to the BOE for approval

School Year Start Date Projection

		Mon	Tue	Wed	Thu	Fri	Sat	Sun	Labor Day	Mon	Tue
	School Year										
K	2010 - 2011	30	31	1	2	3	4	5	6	7	
1	2011 - 2012		30	31	1	2	3	4	5	6	
2	2012 - 2013				30	31	1	2	3	4	
3	2013 - 2014					30	31	1	2	3	
4	2014 - 2015						30	31	1	2	
5	2015 - 2016	31	1	2	3	4	5	6	7	8	
6	2016 - 2017		30	31	1	2	3	4	5	6	
7	2017 - 2018			30	31	1	2	3	4	5	
8	2018 - 2019				30	31	1	2	3	4	
9	2019 - 2020					30	31	1	2	3	
10	2020 - 2021	31	1	2	3	4	5	6	7	8	
11	2021 - 2022	30	31	1	2	3	4	5	6	7	
12	2022 - 2023		30	31	1	2	3	4	5	6	
	2023 - 2024			30	31	1	2	3	4	5	
	2024 - 2025					30	31	1	2	3	
	2025 - 2026						30	31	1	2	

**GRANBY PUBLIC SCHOOLS
PROPOSED 2010-2011 SCHOOL CALENDAR**

AUG/SEPT (21 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
23	24PD	25PD	26PD	27
30	31☉	1	2	3
6H	7	8	9H	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

JANUARY (20 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
3	4	5	6	7
10	11	12	13	14
17H	18	19	20	21
24	25	26	27	28
31				

MAY (20 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30H	31PD			

OCTOBER (20 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
				1
4	5	6	7	8
11H	12	13	14	15
18	19	20	21	22
25	26	27	28	29

FEBRUARY (18 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21H	22V	23	24	25
28				

JUNE (7 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
		1	2	3
6	7	8	9☉	10+
13+	14+	15+	16+	17
20	21	22	23	24
27	28	29	30	

NOVEMBER (18 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
1	2PD	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24H	25H	26H
29	30			

MARCH (23 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

LEGEND:

- ☉ First/Last Day of School
- H Holiday - No School
- PD Prof. Dev. - No School
- V Vacation - No School
- + Emergency Days

DECEMBER (17 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23*	24V
27V	28V	29V	30V	31V

APRIL (16 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
				1
4	5	6	7	8
11	12	13	14	15
18V	19V	20V	21V	22H
25	26	27	28	29

VACATIONS: DECEMBER 24, 2010-DECEMBER 31, 2010 APRIL 18-22, 2011

KINDERGARTEN PARENTS PLEASE NOTE – If school is released early due to weather, afternoon kindergarten will automatically be cancelled and morning kindergarten will be shortened to 10:20 a.m.

High School graduation will take place no later than the 185th day of school. The date will be confirmed at the first BOE meeting following April 1.

<u>SCHOOL HOURS</u>	<u>STUDENT REGULAR HOURS</u>	<u>TEACHER REGULAR HOURS</u>	<u>EARLY RELEASE</u>	<u>DELAYED OPENING</u>
Middle School/High School	7:35 - 2:20	7:30 - 2:45	7:35 - 12:00	9:10 - 2:20
Kelly Lane & Wells Road	8:20 - 3:05	8:05 - 3:20	8:20 - 12:45	9:50 - 3:05
Kearns Primary School	8:35 - 3:20	8:20 - 3:35	8:35 - 1:00	10:05 - 3:05
Kindergarten a.m.	8:35 - 11:30		8:35 - 10:20	10:05 - 11:50
Kindergarten p.m.	12:25 - 3:20		11:00 - 1:00	12:25 - 3:20

PRELIMINARY CALENDAR WITH AUGUST 30th START DATE

**GRANBY PUBLIC SCHOOLS
PRELIMINARY 2011-2012 SCHOOL CALENDAR**

AUG/SEPT (22 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
22	23	24	25	26
29	30☼	31	1	2
5H	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29H	30

JANUARY (21 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
2	3	4	5	6
9	10	11	12	13
16H	17	18	19	20
23	24	25	26	27
30	31			

MAY (21 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28H	29PD	30	31	

OCTOBER (20 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
3	4	5	6	7
10H	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

FEBRUARY (19 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
		1	2	3
6	7	8	9	10
13	14	15	16	17
20H	21V	22	23	24
27	28	29		

JUNE (5 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
				1
4	5	6	7☼	8+
11+	12+	13+	14+	15
18	19	20	21	22
25	26	27	28	29

NOVEMBER (18 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
	1	2	3	4
7	8PD	9	10	11
14	15	16	17	18
21	22	23H	24H	25H
28	29	30		

MARCH (22 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

LEGEND:

- ☼ First/Last Day of School
- H Holiday - No School
- PD Prof. Dev. - No School
- V Vacation - No School
- + Emergency Days

DECEMBER (17 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23*
26V	27V	28V	29V	30V

APRIL (15 days)

<u>M</u>	<u>T</u>	<u>W</u>	<u>TH</u>	<u>F</u>
2	3	4	5	6H
9	10	11	12	13
16V	17V	18V	19V	20V
23	24	25	26	27
30				

VACATIONS: DECEMBER 26, 2011-DECEMBER 30, 2011 APRIL 16-20, 2011

KINDERGARTEN PARENTS PLEASE NOTE – If school is released early due to weather, afternoon kindergarten will automatically be cancelled and morning kindergarten will be shortened to 10:20 a.m.

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Kearns Primary School	8:35 - 3:20	8:20 - 3:35	8:35 - 1:00	10:05 - 3:05
Kindergarten a.m.	8:35 - 11:30		8:35 - 10:20	10:05 - 11:50
Kindergarten p.m.	12:25 - 3:20		11:00 - 1:00	12:25 - 3:20

Curriculum/Policy/Technology/Communication Subcommittee Meeting Minutes

March 17, 2010

5:30 p.m.

Attendance:

Ronald Walther	Present	Alan Addley	Present
Deb Torgersen	Present	Pat Law	Present
John O'Connor	Present		

Meeting commenced at: 5:35 p.m.

Meeting adjourned at: 6:55 p.m.

1. Elementary and Secondary Education Reports (Attached) – Discussion with Dr. Law on district activities.

2. Calendar – Calendar guidelines modified. Will be forwarded to Board for discussion at next meeting.

3. Policies – Reviewed update to “Reporting Child Abuse and Reporting” policy. This policy will go to the Board for a first reading at the next meeting.

4. Other

- School Improvement Plan Template – Reviewed proposed template. The subcommittee is in agreement with direction taken.

cc: BOE Members

April 9	GranBee	7:00 p.m.	HS Auditorium
April 9-10	The Glass Slipper – Kelly Lane Drama	7:00 p.m.	Cafetorium
April 10	Hypnotist Show	7:00 p.m.	HS Auditorium
April 12	Budget Meeting	7:00 p.m.	HS Auditorium
April 14	Finance/Personnel/Facilities Subcommittee Meeting BOE Meeting	5:30 p.m. 7:00 p.m.	Central Services Central Services
April 19-23	April Vacation		Offices Open
April 26	Town-Wide Budget Vote	7:00 p.m.	HS Auditorium
April 28	Curriculum/Policy/Technology/Comm Subcommittee Meeting BOE Meeting	5:30 p.m. 7:00 p.m.	Central Services Central Services
April 29	Wells Road Choral Concert	7:00 p.m.	Cafetorium
April 30	Spring Parents' Day		Middle School
May 4	Wells Road Band Concert	7:00 p.m.	Cafetorium
May 5	Finance/Personnel/Facilities Subcommittee Meeting BOE Meeting	5:30 p.m. 7:00 p.m.	Central Services Central Services
May 7	Concert of Hope	7:00 p.m.	HS Auditorium
May 14	Second Grade Music Program	10:00 & 1:30	Kearns
May 19	Curriculum/Policy/Technology/Comm Subcommittee Meeting BOE Meeting	5:30 p.m. 7:00 p.m.	Central Services Central Services
May 20	Kelly Lane Art Show and Band/Chorus Concert	6:30 p.m.	Cafetorium
May 21	Senior Prom	6-11 p.m.	Riverview
May 31	Memorial Day – No School		Offices Closed
June 1	Professional Development – No School		Offices Open