

**Regular Board of Education Meeting  
Wednesday, January 23, 2013 7:00 PM  
Central Services**

**I. Public Comment**

**II. Administrative Reports**

**A. Superintendent's Announcements**

**Rationale:** Mr. Addley will provide district updates.

**B. Student Representative Reports**

**Rationale:** Mr. Sean Goodridge, Student Representative, will report on activities taking place at the high school.

**C. Business Manager's Report**

**Rationale:** Mr. Harry Traver, Business Manager, will present the December statement of accounts.

**D. Teaching & Learning**

**Attachments:**

Elementary World Language Program 3

**Rationale:** The Board will be given an overview of the 5-6 intermediate Spanish program and students will share their learning of Spanish language and culture.

**E. FY14 Athletic Presentation**

**Attachments:**

FY14 Athletic Presentation 9

**Rationale:** Ms. Kim Chamberlain, Student Activities' Coordinator, will present the FY14 Athletic and Extracurricular Activities Presentation to the Board.

**III. Consent Agenda**

**A. Minutes**

**Attachments:**

Approved Minutes 1-2-13 18

Approved Minutes 1-9-13 21

**Rationale:** The Board will approve/amend the minutes of the January 2, 2013 Board of Education meeting and the January 9, 2013 Special Board of Education meeting.

**IV. Old Business**

**A. First Reading of Policy 6154 - Individualized Education Plan**

**Attachments:**

Draft Policy 6159 - Individualized Education Program 22

**Rationale:** The Curriculum/Policy/Technology/Communication Subcommittee recommends Policy 6154, Individualized Education Plan, to the Board for a first reading.

**B. Third Reading of Policy 1110.1 Community Relations; Policy 4118.11 Personnel - Non-Discrimination; and Policy 5145.4. Students - Non-Discrimination**

**Attachments:**

Draft Policy 1110.1 - Community Relations 24

Draft Policy 4118.11 Personnel Non-Discrimination Policy 25

Draft Policy 5145.4 - Nondiscrimination 27

**Rationale:** The Curriculum/Policy/Technology/Communication Subcommittee recommends Policy 1110.1 Community Relations; Policy 4118.11 Personnel - Non-Discrimination; and Policy 5145.4 Students - Non-Discrimination to the Board for a third and final reading and approval.

**C. FY14 Budget Update**

**Rationale:** The Board and Superintendent will discuss updates pertaining to the development of the FY14 Budget.

**V. New Business**

**A. FY14 Quality & Diversity Budget**

**Attachments:**

FY14 Q&D Memo 41

**Rationale:** Mr. Alan Addley will present the FY14 Quality and Diversity Budget to the Board.

**VI. Miscellaneous**

**A. Board Standing Committee Reports**

**1. Curriculum/Policy/Technology/Communication**

**Attachments:**

Curriculum Subcommittee Minutes 1-2-13 46

**2. Finance/Personnel/Facilities**

**B. Other Board-Related Reports**

**1. Athletic Field Project Committee**

**2. CREC/CABE**

**3. Granby Education Foundation**

**4. District Efficiency Initiatives**

**C. Calendar of Events**

**Attachments:**

Calendar of Events 47

**D. Board Member Announcements**

**VII. Executive Session/Non-Meeting**

# GRANBY EXPLORA... ¡EL ESPAÑOL!

FLES World Language Program- *Spanish*  
Elizabeth Thibodeau  
[thibodeaue@granby.k12.ct.us](mailto:thibodeaue@granby.k12.ct.us)  
January 16, 2013



# CLASES DE ESPAÑOL

## WELLS ROAD SCHOOL

- ✘ 5<sup>th</sup> Grade- 3 sections, 2x week
- ✘ 6<sup>th</sup> Grade- 4 sections, 3x week



## KELLY LANE SCHOOL

- ✘ 5<sup>th</sup> Grade- 4 sections, 2x week
- ✘ 6<sup>th</sup> Grade- 4 sections, 3x week

# THE 5CS OF WORLD LANGUAGE

## ...WHAT OUR STUDENTS DO WITH LANGUAGE...

**COMMUNICATION:** COMMUNICATE IN AT LEAST ONE LANGUAGE OTHER THAN ENGLISH.

**CULTURES:** GAIN KNOWLEDGE AND UNDERSTANDING OF CULTURES.

**CONNECTIONS:** MAKE CONNECTIONS WITH OTHER AREAS OF STUDY AND ACQUIRE INFORMATION.

**COMPARISONS:** UNDERSTAND THE NATURE OF LANGUAGE AND CULTURES THROUGH COMPARISONS.

**COMMUNITIES:** PARTICIPATE IN MULTILINGUAL COMMUNITIES WITHIN A VARIETY OF CONTEXTS.



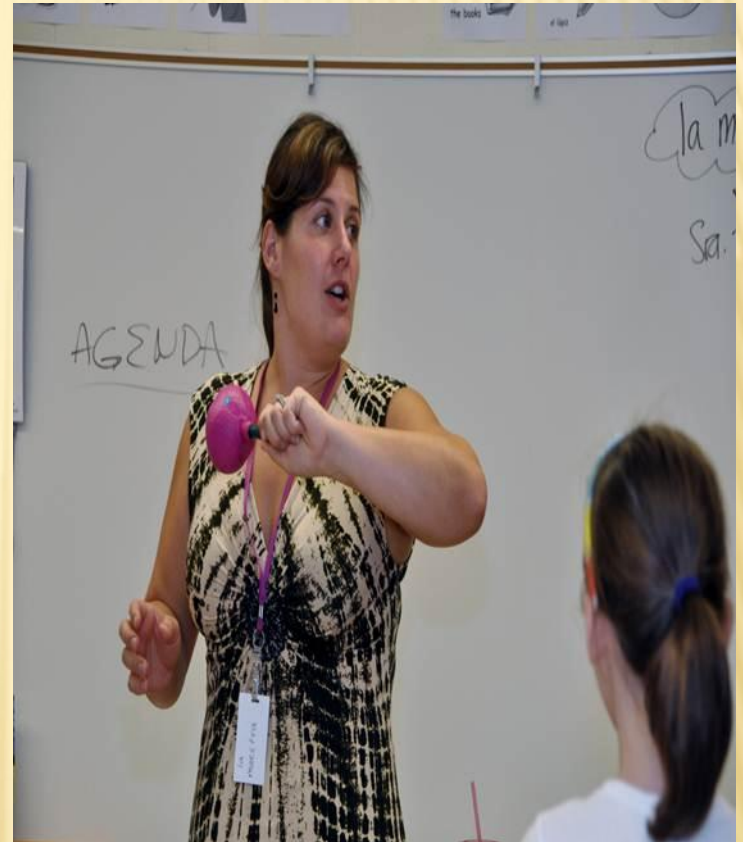
**HERE'S WHAT  
OUR STUDENTS  

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ARE DOING...**



**¡GRACIAS!  
THANK YOU!**



**COMMENTS OR QUESTIONS WELCOMED:  
[THIBODEAUE@GRANBY.K12.CT.US](mailto:THIBODEAUE@GRANBY.K12.CT.US)**

# Board of Education January 2013



Annual Administrative Recommendations for Athletics

# Fall Sports

## Girls

Varsity Field Hockey

JV Field Hockey

Fr Field Hockey

Varsity Soccer

JV Soccer

Fr Soccer

Cross Country

Varsity Volleyball

JV Volleyball



## Boys

Varsity Soccer

JV Soccer

Fr Soccer

Cross Country

Varsity Football

JV Football



# Winter Sports

## Girls

Varsity Basketball

JV Basketball

Cheerleading (Co-ed)

Indoor Track (Co-ed)

Swimming (Varsity Coed)

## Boys

Varsity Basketball

JV Basketball

Freshmen Basketball

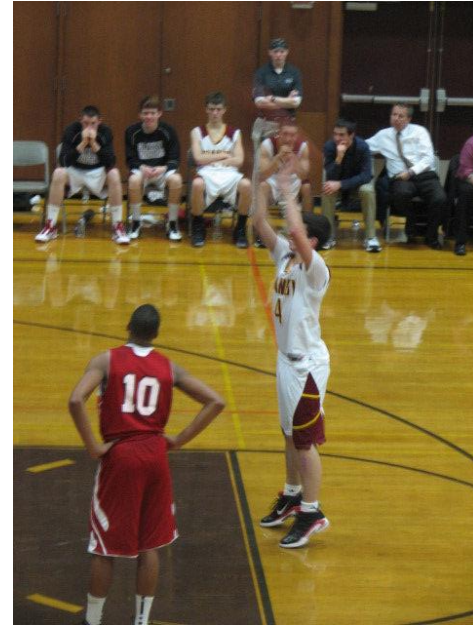
Cheerleading (Co-ed)

Wrestling

Ice Hockey (Co-op)

Indoor Track (Co-ed)

Swimming (Varsity Coed)



# Spring Sports

## Girls

Varsity Softball

JV Softball

Track

Tennis

Golf (Co-ed)

Varsity Lacrosse

JV Lacrosse



## Boys

Varsity Baseball

JV Baseball

Track

Tennis

Golf (Co-ed)

Varsity Lacrosse

JV Lacrosse



# Most Recent Participation Numbers

Spring 2012 & Fall/Winter 2012-2013

Fall - Girls	Total
Cross Country	22
Field Hockey	43
Soccer	40
Volleyball	30
Winter – Girls	Total
Basketball	26
Cheerleading (Co-ed)	19
Swimming (Co-ed)	31
Indoor Track (Co-ed)	17
Spring – Girls	Total
Track	35
Softball	31
Golf (Co-ed)	0
Tennis	21
Lacrosse	42



Fall - Boys	Total
Soccer	59
Cross Country	38
Football	41
Winter – Boys	Total
Basketball	33
Wrestling	16
Cheerleading (Co-ed)	1
Indoor Track (Co-ed)	31
Swimming (Co-ed)	9
Ice Hockey	15
Spring – Boys	Total
Baseball	31
Golf (Co-ed)	20
Lacrosse	49
Tennis	30
Track	41

# Sports Survey for 2012-2013

<b>Fall - Girls</b>	<b>10-12</b>	<b>9</b>	<b>Total</b>
Cross Country	10	6	<b>16</b>
Field Hockey	21	4	<b>25</b>
Soccer	17	5	<b>22</b>
Volleyball	8	5	<b>13</b>
<b>Winter - Girls</b>	<b>10-12</b>	<b>9</b>	<b>Total</b>
Basketball	8	8	<b>16</b>
Cheerleading (Co-ed)	3	4	<b>7</b>
Swimming (Coed)	12	3	<b>15</b>
Indoor Track (Coed)	10	3	<b>13</b>
<b>Spring - Girls</b>	<b>10-12</b>	<b>9</b>	<b>Total</b>
Track	11	3	<b>14</b>
Softball	9	4	<b>13</b>
Golf (Coed)	0	0	<b>0</b>
Tennis	12	4	<b>16</b>
Lacrosse	25	7	<b>32</b>

<b>Fall - Boys</b>	<b>10-12</b>	<b>9</b>	<b>Total</b>
Cross Country	17	11	<b>28</b>
Football	16	6	<b>22</b>
Soccer	26	5	<b>31</b>
<b>Winter - Boys</b>	<b>10-12</b>	<b>9</b>	<b>Total</b>
Basketball	13	13	<b>26</b>
Wrestling	9	1	<b>10</b>
Ice Hockey	9	0	<b>9</b>
Swimming (Coed)	4	1	<b>5</b>
Cheer. (Co-ed)	0	0	<b>0</b>
Indoor Tr. (Coed)	17	5	<b>22</b>
<b>Spring - Boys</b>	<b>10-12</b>	<b>9</b>	<b>Total</b>
Track	13	5	<b>18</b>
Baseball	17	10	<b>27</b>
Volleyball	3	1	<b>4</b>
Golf (Coed)	5	1	<b>6</b>
Tennis	14	3	<b>17</b>
Lacrosse	26	6	<b>32</b>

# Sports/Teams

	2011-2012		2012-2013	
	Sports	Teams	Sports	Teams
Boys	14	21	14	21
Girls	13	21	13	21



# Athletic Budget

<b>2006-2007 (actual)</b>	<b>\$289,455</b>	<b>PFP (\$24,000)</b>
<b>2007-2008 (actual)</b>	<b>\$328,358</b>	<b>PFP (\$27,000)</b>
<b>2008-2009 (actual)</b>	<b>\$355,801</b>	<b>PFP (\$33,815)</b>
<b>2009-2010 (actual)</b>	<b>\$360,880</b>	<b>PFP (\$50,550)</b>
<b>2010-2011 (actual)</b>	<b>\$361,397</b>	<b>PFP (\$51,100)</b>
<b>2011-2012 (actual)</b>	<b>\$377,182</b>	<b>PFP (\$49,695 )</b>
<b>2012-2013 (est)</b>	<b>\$396,262</b>	<b>PFP (\$54,509)</b>
<b>2013-2014 (budgeted)</b>	<b>\$395,885</b>	<b>PFP (approx \$54,509)</b>

# Recommendations

## **-For 2013-2014:**

- Addition of an assistant indoor track coach

## **-Future recommendations:**

- Expand cheerleading to be a Fall and Winter program.
- Additional Middle School Cross Country coach.
- Additional funding for after school study hall supervisor.

**Regular Board of Education Meeting - Approved Minutes**  
**January 2, 2013, 7:00 p.m.**  
**Central Services**

Attendance was taken at 6:31 p.m.:

Present Board Members:

Jenny Emery  
Lynn Guelzow  
Cal Heminway  
Edward Ohannessian  
Benjamin Perron  
Mr. Ronald Walther  
Rosemarie Weber  
Sean Goodridge (Student Representative)  
Lexi Grimaldi (Student Representative)

Mr. Heminway called the meeting to order at 7:00 p.m.

**I. Public Comment**

Danielle Sandridge, 38 Cone Mountain Road, West Granby. Ms. Sandridge gave the Board an update on the progress and success of the afterschool language programs. The fall semester is wrapping up next week. An additional course, Introduction to Russian, will be starting at Kearns next week. Mr. Heminway invited Ms. Sandridge back to the Board for a future discussion. Additionally, Ms. Sandridge commented on the intermediate school reconfiguration stating that she was appreciative of the effort taken to solicit parents and that she is confident the Board will make the right decision. Ms. Sandridge distributed a petition which was circulated against the reconfiguration in which 70 families participated. These families would like the Board to consider their comments.

**II. Administrative Reports**

**II.A. Superintendent's Announcements**

- Happy New Year and welcome back to school this week. Staff and students hit the platform running.
- Welcome to Kearns staff, parents and students this evening who are here for Schools in the Spotlight.
- The Board officially reached out to the Newtown community. We will keep them in our thoughts and prayers and continue to reach out to the community.
- The district has taken precautions and will continue to review safety issues. We have cameras, video entrance systems and our emergency operations plan is in full implementation this year. We have reviewed our processes since the tragedy. Funds for safety have been set aside and will be discussed as part of the plus one budget tonight.
- The topic of the intermediate school reconfiguration will come to the Board either January 23<sup>rd</sup> or February 6<sup>th</sup> and this will be communicated to all parents. Prior to the break, parents met with administrators to discuss the intermediate school reconfiguration topic. Most of the research is at our disposal and we are putting the information together.
- The search for a new middle school principal is in process. Mr. Heminway has offered to be the board representative on the search committee.
- The Board should have received this evening 4-year Ivy League college information requested from the last board meeting.

## **II.B. Student Representative Reports**

- Student representatives wished everyone a Happy New Year.
- Boys' basketball won their game against Weaver High on Friday; boys' and girls' basketball play their next games this Friday against Ellington; ice hockey plays Hall-Southington tonight; swimming has their meet on Friday at the Y against East Catholic; and, wrestling has a meet tomorrow against Canton.
- Drama Club held tryouts for the spring musical "Oklahoma".
- The annual winter concert assembly is January 9<sup>th</sup>.
- The National Honor Society's holiday stocking drive was a success and provided gifts to local children.
- The annual Holly Ball semi-formal dance will be held Saturday, January 5<sup>th</sup>.
- Junior Planning Night will be held on January 10<sup>th</sup> at 7:00 p.m.
- National Honor Society is also planning a fundraiser for Newtown.

## **II.C. Schools in the Spotlight**

Ms. Kimberly Dessert, Principal of F.M. Kearns Primary School, introduced Ms. Amber Wyzik, Media Center Specialist. Ms. Wyzik and some first and second grade students shared a video they created on bucket filling and being kind to others as well as some blogging that they have been doing.

## **III. Consent Agenda**

### **III.A. Minutes**

### **III.B. Retirements**

A motion was made by Ed Ohannessian and seconded by Ronald Walther to adopt the consent agenda. This motion passed unanimously at 7:25 p.m.

## **IV. Old Business**

### **IV.A. FY14 Budget Goals**

The FY14 budget goals were discussed at the last meeting and a slight modification was made. A motion was made by Ed Ohannessian and seconded by Rosemarie Weber to approve budget goals as presented. This motion passed unanimously at 7:27 p.m.

## **V. New Business**

### **V.A. First Reading of Policies 4118.11, Personnel - Non-Discrimination; 5145.4, Students - Non-Discrimination; and, 1110.1 Community Relations**

The Curriculum Subcommittee offered the above policies for a first reading. It was noted that Policies 4118.11 and 5145.4 should both state, "...cannot discriminate against ancestry and genetic information". This correction will be made and these policies will go to the Board for a second reading at the next meeting.

### **V.B. FY14 Plus One Budget**

Mr. Addley presented the Plus One Budget. There will be a meeting on January 22<sup>nd</sup> with the Board of Selectmen (BOS), Board of Finance (BOF) and Board of Education (BOE). The BOE has been in close communication with the BOF to work with some of the guidelines that have been set. There is a 2% guideline and the plus one budget is coming in with 2.1%. Some highlights, all subject to further discussion, include: Enrollment projected to decrease by 61 students next year; addition of an instructional coach to work with teachers in meeting the needs of our highest performing students; an increase for funding for the teacher/administrator evaluation plan as well as curriculum writing for the new common core state standards; one new bus added to the fleet; special education salaries include net reduction of \$159K from efficiencies from the special education review; and line items that are zero budgeted are textbooks, workbooks, software. Concern was raised that the district is falling behind in general upkeep (i.e., painting); therefore, a recommendation has been made to add \$25K in FY13 end-of-year spending. The Board would like to report on the Q&D budget as well as the operating budget figures. The funded and unfunded items for small capital were also discussed, with the suggestion made that any year-end surpluses be applied to these items rather than returned to the town. The Board inquired if this budget takes into account maintenance needs of the new athletic facility. Mr. Traver will look into the cost of the maintenance needs for the new athletic facility. The Board will refer any other questions on the plus one budget to Alan.

## **VI. Miscellaneous**

### **VI.A. Board Standing Committee Reports**

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

This subcommittee met tonight and discussed the Curriculum Director's report; professional development in the district; a draft policy for an individual education plan which will go forward to the Board for a first reading; a draft discipline policy which will be reviewed by subcommittee members; and, Zippslip and the expanded version as well as policy implications. The Subcommittee believes that they can offer an expanded version at the parents' option at a fee, and within the current policy. With regard to the advertising aspect of Zippslip, the subcommittee is recommending the Administration develop a pilot program and solicit feedback. The subcommittee also discussed the intermediate school reconfiguration and will bring this topic to the Board in late January/early February. Additionally, the subcommittee discussed two new text recommendations: The Glass Castle and Numbers Talk which will be put on the consent agenda at the next meeting.

#### **VI.A.2. Finance/Personnel/Facilities**

This subcommittee did not meet.

### **VI.B. Other Board-Related Reports**

#### **VI.B.1. Athletic Field Project Committee**

It was reported that initial bids all came in over the budget (20%). The committee is exploring where costs can be cut such as: eliminate field logo; downgrade turf quality; downgrade grandstands; eliminate elevator lift; change pavers to asphalt, and do not remove soil in order to change overall grade. Will send out a revised bid package and get bids back by the 17<sup>th</sup> to see if they are within budget. Priority is the athletic experience, spectator experience, and then administrative (maintenance). It was suggested that the possibility of increasing the available funding be explored with the BOS and BOF, given that other projects funded through the bond referendum may have come in below budget and the athletic facilities are a core town resource.

#### **VI.B.2. CREC/CABE**

CABE reached out to Newtown and provided coffee and donuts to the faculty upon their return to school.

#### **VI.B.3. Granby Education Foundation**

The Granby Education Foundation has not met since last reported.

#### **VI.B.4. District Efficiency Initiatives**

Granby is monitoring Suffield's re-lamping project result to understand some issues that have arisen in realizing the forecasted savings.

### **VI.C. Calendar of Events**

There is a proposal for a special meeting to discuss 1:1 computing on January 9<sup>th</sup> and at least one board member cannot attend. It was discussed and the Board agreed to hold the special meeting on January 9<sup>th</sup>. Additionally, it was suggested to move the meeting on January 16<sup>th</sup> to January 23<sup>rd</sup> due to a conflict. The Board agreed to this change.

### **VI.D. Board Member Announcements**

There were no board member announcements.

## **VII. Executive Session/Non-Meeting**

A motion was made by Ronald Walther and seconded by Rosemarie Weber to adjourn the regular meeting and enter into an Executive Session to discuss a personnel matter. This motion passed unanimously at 8:37 p.m. The Executive Session adjourned at approximately 9:00 p.m.

Respectfully submitted,

Jenny Emery, Board Secretary

Linda Powell, Board Recorder

**Special Board of Education Meeting – Approved Minutes  
January 9, 2013, 7:00 p.m.  
Central Services**

**Attendance was taken at 6:58 p.m.:**

Present Board Members:

Lynn Guelzow  
Cal Heminway  
Edward Ohannessian  
Benjamin Perron  
Mr. Ronald Walther  
Rosemarie Weber  
Sean Goodridge (Student Representative)

Absent Board Members:

Jenny Emery  
Lexi Grimaldi (Student Representative)

Mr. Heminway called the meeting to order at 7:00 p.m.

**I. Second Reading of Policy 1110.1 Community Relations; Policy 4118.11 Personnel - Non-Discrimination; and, 5145.4 Students - Non-Discrimination**

The Board noted that the definitions should read the same on both policies and all categories should be uniform. These additional corrections will be made and these policies will go to the Board for a third reading and approval at the next meeting on January 23rd.

**II. 1-to-1 Computing**

Mr. Heminway stated the Board has requested administration to come forward with a recommendation on 1-to-1 computing. He asked that the Board support 1-to-1 as it relates to philosophy and funding. Mr. Addley gave an overview of 1-to-1 computing in the district. The Board and administration reviewed details pertaining to 1-to-1 via Board-purchased devices or BYOD.

Ms. Dugas gave a presentation on the common core standards and how they relate to 1-to-1 and a few curriculum templates were given as samples. Ms. Dugas spoke about the curriculum templates and explained how they were written: Identified Standards; supporting standards; integrating standards, and evidence of learning. Examples were given for second and sixth grade science and 7<sup>th</sup> grade language arts. Sue Clark, High School Accounting Teacher, Kathy Waddington, Media Specialist, and Bruce Mullen, Middle School Science Teacher, spoke about their experiences with technology in their classes and the need for 1-to-1 computing in schools.

A motion was made by Rosemarie Weber and seconded by Ron Walther to endorse the philosophy of 1-to-1 computing and direct the superintendent to develop a pilot plan for consideration. This motion passed unanimously at 9:05 p.m.

A motion was made by Ron Walther and seconded by Rosemarie Weber to adjourn the meeting. This motion passed unanimously at 9:06 p.m.

Respectfully submitted,  
Linda Powell, Board Recorder

## **Instruction**

### **Individualized Education Program/Special Education Program**

#### Information and Resources Relating to Individualized Education Programs

Pursuant to Connecticut law, the Granby Board of Education must provide parents of students eligible for special education and related services with information and resources, created by the Connecticut State Department of Education (the “Department”), relating to individualized education programs (“IEPs”). In accordance with this requirement, the Board provides the following list of information and resources to assist parents.

- Bureau of Special Education Resources,  
<http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=320730>
- A Parent’s Guide to Special Education in Connecticut,  
[http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Special/Parents\\_Guide\\_SE.pdf](http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Special/Parents_Guide_SE.pdf)
- Individualized Education Program (IEP) Forms,  
<http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322680#IEP>
- A Tool to Assist PPTs in Addressing the Unique Communication Needs of Students Who are Deaf or Hard of Hearing, Language and Communication Plan,  
[http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Special/Language\\_Communication\\_Plan.pdf](http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Special/Language_Communication_Plan.pdf)
- Promoting School Success for Children with Disabilities:
  - Least Restrictive Environment,  
<http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Special/LRE.pdf>
  - PPT 101, <http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Special/PPT101.pdf>
  - PPT Process, [http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Special/PPT\\_Process.pdf](http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Special/PPT_Process.pdf)
- Secondary Transition, <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322676>
- Helpful CT Resources for Families,  
[http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Special/Resources\\_Families.pdf](http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Special/Resources_Families.pdf)

## **Instruction**

### **Individualized Education Program/Special Education Program (Cont'd)**

Legal Reference: Connecticut General Statutes

- 10-76a. Definitions.
- 10-76b. State supervision of special education programs and services. Regulations.
- 10-76d. Duties and powers of boards of education to provide special education programs and services.
- 10-76g. State aid for special education.
- 10-76ff. Procedures for determining if a child requires special education.
- 10-76h. Special education hearing and review procedure.

PA 06-18 An Act Concerning Special Education

State Board of Education Regulations

- 34 C.F.R. 300 et seq. Assistance to States for Education of Children with Disabilities.
- 300.22. Individualized education program.
- 300.502. Independent educational evaluation.
- 300.533. Placement during appeals.
- 300.114-120. Least restrictive environment.

P.L. 108-446. The Individuals with Disabilities Education Improvement Act of 2004

PA 12-173. An Act Concerning Individualized Education Programs and Other Issues Relating to Special Education

Policy adopted:

**GRANBY PUBLIC SCHOOLS**  
Granby, Connecticut

## **Community Relations**

### **Communications with the Public Parent Involvement**

Aligned with our district mission to foster effective collaboration, the Granby Board of Education (BOE) believes that improved student achievement is the shared responsibility and goal of the BOE, parents, teachers, the school system and the community at large. Research supports our belief that the education of our children must be a collaborative effort between families and school, and that meaningful cooperation and effective communication between home and school improve the quality of education significantly. Consistent and two-way communication and cooperation between teachers and parents, including guardians and other family members involved in supervising children's education, improves student behavior and attendance and, ultimately, achievement.

Therefore, all parents, guardians and care-givers of students in our schools are encouraged to take an active role in the education of their children, and school personnel will ensure a variety of opportunities for parents to participate in the life of the school community. The opportunities provided by each school are in no way a limit on the ways in which parents can and should be involved in their child's education. Each school will develop an annual plan to foster opportunities for parent and family involvement and participation including, but not limited to, such steps as ensuring that:

- Parents and guardians are welcome in every school and their support, assistance and input is sought in assisting student learning.
- Communication between home and school is regular, two-way, meaningful and consistent, and reflects updated and accurate information.
- Systems of communication are developed and refined to meet the needs of all our families including those from other communities.
- Conference schedules respect the needs of working families.
- Community resources are made available to strengthen school programs and student learning.
- Opportunities are provided for parents to give input regarding decisions affecting children and families.
- Opportunities for parent and community involvement foster shared responsibility for student learning.

The Superintendent will report to the Board of Education annually on parent involvement opportunities.

Legal Reference: Connecticut General Statutes  
10-221(f) Boards of Education to prescribe rule(s), policies, and procedures as amended by PA 97-290 and by P.A. 10-111, An Act Concerning Education Reform in Connecticut

Policy adopted:

GRANBY PUBLIC SCHOOLS  
Granby, Connecticut

## Personnel – Certified/Non-Certified

### Nondiscrimination

The Granby Board of Education will not make employment decisions (including decisions related to hiring, assignment, compensation, promotion, demotion, disciplinary action and termination) on the basis of race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, ancestry, genetic information, or gender identity or expression~~race, color, religion, age, sex, marital status, sexual orientation, national origin, ancestry, disability, pregnancy, genetic information, or gender identity or expression~~, except in the case of a bona fide occupational qualification.

It is the policy of the Granby Board of Education that any form of discrimination or harassment on the basis of race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, ancestry, genetic information, or gender identity or expression~~race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, or gender identity or expression~~ is prohibited, whether by students, Board employees or third parties subject to the control of the Board. The Board's prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics. It is also the policy of the Board of Education to provide for the prompt and equitable resolution of complaints alleging any discrimination on the basis of protected characteristics such as race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, ancestry, genetic information, or gender identity or expression~~race, color, religion, age, sex, sexual orientation, marital status, national origin, disability (including pregnancy), or gender identity or expression~~.

For the purposes of this policy, "genetic information" means the information about genes, gene products, or inherited characteristics that may derive from an individual or a family member. "Genetic information" may also include an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

For the purposes of this policy, "gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.

**Legal References:**

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d *et seq.*  
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.*  
Title IX of the Education Amendments of 1972, 20 USCS § 1681, *et seq.*  
Age Discrimination in Employment Act, 29 U.S.C. § 621  
Americans with Disabilities Act, 42 U.S.C. § 12101  
Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794  
Title II of the Genetic Information Nondiscrimination Act of 2008, Pub.L.110 233, 42 USC 2000ff; 34 CFR 1635  
Connecticut General Statutes § 10-153. Discrimination on basis of marital status  
Connecticut Fair Employment Practices Act, Connecticut General Statutes § 46a-60  
Connecticut General Statutes § 46a-81a Discrimination on basis of sexual orientation: Definitions  
Connecticut General Statutes § 46a-81c Sexual orientation discrimination: Employment.

Policy adopted:

GRANBY PUBLIC SCHOOLS  
Granby, Connecticut

## **Students**

### **Nondiscrimination**

The Granby Board of Education complies with all applicable federal, state and local laws prohibiting the exclusion of any person from any of its educational programs or activities, or the denial to any person of the benefits of any of its educational programs or activities because of race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, ancestry, genetic information, or gender identity or expression, subject to the conditions and limitations established by law.

It is the policy of the Board that any form of discrimination or harassment on the basis of race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, ancestry, genetic information, or gender identity or expression is prohibited, whether by students, Board employees or third parties subject to the control of the Board. The Board's prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics. It is also the policy of the Board to provide for the prompt and equitable resolution of complaints alleging any discrimination on the basis of protected characteristics such as race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, ancestry, genetic information, or gender identity or expression.

For the purposes of this policy, "gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.

For the purposes of this policy, "genetic information" means the information about genes, gene products, or inherited characteristics that may derive from an individual or a family member. "Genetic information" may also include an individuals' family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

Legal References:

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

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, *et seq.*

Americans with Disabilities Act, 42 U.S.C. § 12101, *et seq.*

Connecticut General Statutes § 10-15c and § 46a-81a, *et seq.* - Discrimination on basis of sexual orientation

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, *et seq.*

Policy adopted:

GRANBY PUBLIC SCHOOLS  
Granby, Connecticut

Draft

## **Students**

### **Nondiscrimination**

Students, parents, employees, applicants for positions and other third parties may not be denied the right to participate in a publically funded educational setting based on the following protected classes: race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, ancestry, genetic information, or gender identity or expression. ~~race, color, religion, sex, gender identification or expression, national origin, age, disability, marital status, pregnancy, and/or genetic information.~~

If you are a STUDENT, you may not be discriminated against based on the above categories, including in the following areas:

- Admission
- Use of School Facilities
- Vocational Education
- Competitive Activities
- Student Rules, Regulations and Benefits
- Financial Assistance
- School-Sponsored Extracurricular Activities
- Enrollment in Courses
- Counseling and Guidance
- Physical Education
- Graduation Requirements
- Treatment as a Married and/or Pregnant Student
- Health Services
- Most Other Aid, Benefits or Services

If you are an EMPLOYEE, you may not be discriminated against based on the above categories, including in the following areas:

- Hiring and Promotion
- Compensation
- Job Assignments
- Leave of Absence
- Fringe Benefits
- Labor Organization
- Contracts or Professional Agreements

The purpose of this procedure is to secure, at the lowest possible administrative level, timely equitable solutions to problems which may arise concerning claims of discrimination on the above bases. If you believe that you have been discriminated against, or witnessed discrimination in regard to any of the preceding policies, you may file a grievance regarding any rights believed to have been denied or violated. A report of complaint should be made within 180 days of the alleged discrimination. Grievance Forms are available from Human Resources, Compliance Coordinators, The Director of Pupil Personnel Services, Building Principals/ Administrators, and Guidance Offices. Forms may also be found on the Granby Public Schools website [www.granby.k12.ct.us](http://www.granby.k12.ct.us). If needed, assistance will be provided when filing a complaint.

## Administrative Regulations 5145.4(b)

### Students

#### Nondiscrimination (Cont'd)

Any individual who wishes to inquire or to register a complaint concerning alleged discrimination in the Granby Public Schools shall have an opportunity to bring such concerns to the attention of the Compliance Coordinator (s) who are the Human Resources Coordinator, the Title IX Coordinators, the Director of Pupil Personnel, the Building Principal/Administrator, or the Superintendent who have the authority to resolve such complaints.

- **For Student/Parent-Guardian/Employee/Applicant Complaints Involving Alleged Discrimination on the Basis of Gender [Title IX] Contact the following Compliance Coordinators:**

**Jessica Beecher**

Primary Level  
FM Kearns Primary  
860.844.3044  
beecherj@granby.k12.ct.us  
macdonaldh@granby.k12.ct.us

**Heidi MacDonald**

Intermediate Level  
Wells Road Intermediate  
860.844.3048

**Sue Vacek**

Middle School Level  
Granby Memorial Middle School  
860.844.3029  
vaceks@granby.k12.ct.us

**Sheri Barnett**

High School Level  
Granby Memorial High School  
860.844.3014  
barnetts@granby.k12.ct.us

- **For Student/Parent-Guardian/Employee/Applicant Incidents Involving Discrimination on the Basis of a Disability [Section 504] Contact:**

**Aimee Martin**

Director of Pupil Personnel Services  
Granby Board of Education Central Office  
860.844.5255  
martinad@granby.k12.ct.us

- **For Employer/Employee Incidents Involving Discrimination on the Basis of all other Protected classes, Contact:**

Karen Walther  
Human Resources Coordinator  
Granby Board of Education Central Office  
860.844.5264  
waltherk@granby.k12.ct.us

## **Students**

### **Nondiscrimination (Cont'd)**

- **For Student Incidents Involving Discrimination on the Basis of all other Protected classes, Contact:**

Building Principal

While complaints are being investigated, the safety of all parties will be ensured. Once a complaint has been received, interim measures such as counseling, stay away mechanisms, and/or ~~accommodations-academic adjustments~~ may be utilized. All proceedings shall be kept confidential as is appropriate and if discrimination is found, steps will be taken to promptly and effectively end the discrimination, prevent its recurrence, and remedy its effects. In determining if discrimination occurred, a preponderance of evidence will be used. All parties will be notified of the outcome of the investigation subject to the District's legal responsibilities to comply with the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g. Evidence of reprisal or retaliation against any party shall be viewed as an infraction of the policy and will not be tolerated.

In compliance with regulations of Title VI, Title VII of the Civil Rights Act of 1964, Title IX of Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act and the Civil Rights act of 1987, the Granby Board of Education adopts the following Equal Employment Opportunity and Equal Educational Opportunity Policies.

The following grievance procedure shall be utilized by any student, parent/guardian, employee, or applicant in making a complaint or inquiry.

#### **Level I: Early Complaint Resolution [*Informal Resolution Mechanism*]**

Early Complaint Resolution allows the parties (the complainant and the individual who caused the alleged discrimination) an opportunity to resolve the alleged discrimination quickly. If both parties are willing to try this approach, and if the Compliance Coordinator(s) determines that Early Complaint Resolution is appropriate, the Compliance Coordinator will facilitate settlement discussions between the parties and work with the parties to help them understand the legal standards and possible remedies. The Compliance Coordinator(s) will attempt to resolve the complaint within 5 school days. Any time during Early Complaint Resolution, either party can opt to move to Level II. Throughout the process, building administrator(s) will be kept apprised of developments.

Early Complaint Resolution is not appropriate in cases of sexual violence, if multiple complaints have been lodged against the same alleged discriminator, or if either party opts out of Level I in lieu of moving to Level II.

## **Students**

### **Nondiscrimination (Cont'd)**

#### **Level II: Formal Complaint**

The complainant shall, within 180 days of the alleged incident, on forms provided, put the complaint in writing and file it with the Compliance Coordinator(s). The Complainant may file the complaint orally and the Coordinator will reduce it to writing. The following are the steps involved in investigating a complaint:

- 1) The Coordinator will interview the complainant and, if different, the student victim within two school days following receipt of the complaint.
- 2) If applicable, steps will be taken to protect the complainant/victim, including developing an interim safety plan, pending the final outcome of the investigation.
- 3) After gathering information from the complainant/victim, the Coordinator will inform the accused of the charges and interview the accused within two school days following receipt of the complaint.
- 4) The Coordinator will investigate and resolve the complaint within five school days if possible, but within no more than ten school days following receipt of the complaint.
- 5) During the investigation, the Coordinator is a neutral fact-finder. Techniques used during the investigation will include reviewing documentary evidence and conducting witness interviews.
- 6) The Coordinator will use the preponderance of the evidence standard to determine whether discrimination occurred.
- 7) The Coordinator will document all efforts to gather evidence and summarize the underlying evidence in an investigative report, which will include a description of relevant facts and analysis under the appropriate legal standard(s) as well as a description of the actions to remedy harm to the victim and school community, if any.
- 8) At the end of the investigation, parties will be notified of the outcome of the complaint subject to the District's legal responsibilities to comply with the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g. If it is found that discrimination occurred steps will be taken to end the discrimination, prevent its reoccurrence and remedy its effects on those impacted.
- 9) In the case of harassment, appropriate steps to end discriminatory harassment will be taken. This may include separating the victim and harasser, providing counseling for the victim and/or harasser, and/or taking disciplinary action against the harasser. Strategies to eliminate any hostile environment will be identified and implemented. These steps should not penalize the victim. If needed, a final safety plan will be implemented for the victim.

**Students**

**Nondiscrimination (Cont'd)**

**Level III: Appeal**

Within ten school days of receiving the Coordinator's decision, either party may appeal the findings to the Superintendent. In the appeal, the party must explain why he or she believes the factual information was incomplete, the analysis of the facts was incorrect, and/or the appropriate legal standard was not applied and how this would change the District's determination in the case. The Superintendent, upon receiving a written appeal, will have ten school days to resolve the appeal of the complaint.

***Granby Public Schools  
Discrimination Grievance Form***

Any student, parent/guardian, employee or employment applicant who feels that he/she has been discriminated against or witnessed the discrimination of another student, parent/guardian, employee, or employment applicant on the basis of race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, ancestry, genetic information, or gender identity or expression ~~race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability, or genetic information~~ may discuss and/or file a grievance with the assistance of one of the individuals listed below.

**For a Student or Employee who believes that he or she has been discriminated against:**

**TO BE COMPLETED BY COMPLAINANT AND/OR COMPLIANCE COORDINATOR**

Name of Complainant \_\_\_\_\_

STUDENT \_\_\_\_ PARENT/GUARDIAN \_\_\_\_ EMPLOYEE \_\_\_\_ APPLICANT \_\_\_\_

HOME ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ DATE OF CLAIM \_\_\_\_\_ DATE OF ALLEGED INCIDENT \_\_\_\_\_

Statement of Incident: *Describe the incident(s) as clearly as possible. Include when and where the incident(s) occurred, and list any witnesses present.*

This complaint is filed based on my honest belief that \_\_\_\_\_ (person who discriminated) has unlawfully discriminated against another. I hereby certify that the information I have provided in this complaint is true, correct and complete to the best of my knowledge.

Complainant Signature \_\_\_\_\_ Date \_\_\_\_\_

Please attach any additional information/documentation necessary.

SIGNATURE OF COMPLAINANT \_\_\_\_\_

SIGNATURE OF COMPLIANCE COORDINATOR \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_

**TO BE COMPLETED BY COMPLIANCE COORDINATOR**

**LEVEL I: Early Complaint Resolution [*Informal Resolution Mechanism*]**

Early Complaint Resolution allows the parties (the complainant and the individual who caused the alleged discrimination) an opportunity to resolve the alleged discrimination quickly. If both parties are willing to try this approach, **and** if the Compliance Coordinator(s) determines that Early Complaint Resolution is appropriate, the Compliance Coordinator will facilitate settlement discussions between the parties and work with the parties to help them understand the legal standards and possible remedies. The Compliance Coordinator(s) will attempt to resolve the complaint within 5 school days. Any time during Early Complaint Resolution, either party can opt to move to Level II. Throughout the process, building administrator(s) will be kept apprised of developments.

**Early Complaint Resolution is not appropriate in cases of sexual violence, if multiple complaints have been lodged against the same alleged discriminator, or if either party opts out of Level I in lieu of moving to Level II.**

1. Name of person Filing this Complaint: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Work Telephone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

2. Name of Person Discriminated Against (if other than person filing): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Work Telephone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

3. Granby Public Schools enforces prohibiting discrimination on the basis of race, creed, color, religion, gender, gender identification or expression, national origin, age, disability, marital status, pregnancy, genetic information, or retaliation. Please indicate the basis of the complaint.

Discrimination **based on race (specify):** \_\_\_\_\_

Discrimination **based on color (specify):** \_\_\_\_\_



**LEVEL II** *The complainant shall, within 180 days of the alleged incident, on forms provided, put the complaint in writing and file it with the Compliance Coordinator(s). The Complainant may file the complaint orally and the Coordinator will reduce it to writing.*

- 1) The Coordinator will interview the complainant and, if different, the student victim within two school days following receipt of the complaint.
- 2) If applicable, steps will be taken to protect the complainant/victim, including developing an interim safety plan, pending the final outcome of the investigation.
- 3) After gathering information from the complainant/victim, the Coordinator will inform the accused of the charges and interview the accused within two school days following receipt of the complaint.
- 4) The Coordinator will investigate and resolve the complaint within five school days if possible, but within no more than ten school days following receipt of the complaint.
- 5) During the investigation, the Coordinator is a neutral fact-finder. Techniques used during the investigation will include reviewing documentary evidence and conducting witness interviews.
- 6) The Coordinator will use the preponderance of the evidence standard to determine whether discrimination occurred.
- 7) The Coordinator will document all efforts to gather evidence and summarize the underlying evidence in an investigative report, which will include a description of relevant facts and analysis under the appropriate legal standard(s) as well as a description of actions to remedy harm to the victim and school community, if any.
- 8) At the end of the investigation, parties will be notified of the outcome of the complaint. If it is found that discrimination occurred steps will be taken to end the discrimination, prevent its recurrence and remedy its effects on those impacted. In instances where it has been determined that harassment occurred [this is essentially the same thing], action will be taken to stop any harassment, prevent its recurrence, and remedy its effects on those impacted.
- 9) In the case of harassment, appropriate steps to end discriminatory harassment will be taken. This may include separating the victim and harasser, providing counseling for the victim and/or harasser, and/or taking disciplinary action against the harasser. Strategies to eliminate any hostile environment will be identified and implemented. These steps should not penalize the victim. If needed, a final safety plan will be implemented for the victim.
- 10) Within ten school days of receiving the Coordinator's decision, either party may appeal the findings to the Superintendent. In the appeal, the party must explain why he or she believes the factual information was incomplete, the analysis of the facts was incorrect, and/or the appropriate legal standard was not applied and how this would change the District's determination in the case.
- 11) The Superintendent, upon receiving a written appeal, will have ten school days to resolve the appeal of the complaint.

**Action Taken:**

\_\_\_\_\_ **The investigator believes the complainant is *satisfied* with the action taken.**

\_\_\_\_\_ **Resolution was *unsatisfactory* and a Level III complaint was filed with the Superintendent.**

\_\_\_\_\_  
**Signature of Compliance Coordinator**

\_\_\_\_\_  
**Date**

**LEVEL III** Within ten school days of receiving the Coordinator's decision, either party may appeal the findings to the Superintendent. In the appeal, the party must explain why he or she believes the factual information was incomplete, the analysis of the facts was incorrect, and/or the appropriate legal standard was not applied and how this would change the District's determination in the case. The Superintendent, upon receiving a written appeal, will have ten school days to resolve the appeal of the complaint.

**ACTION TAKEN:**

\_\_\_\_\_ **The investigator believes the complainant is *satisfied* with the action taken.**

\_\_\_\_\_ **Resolution was *unsatisfactory* and a level IV complaint was filed with the Board of Education.**

\_\_\_\_\_  
**Signature of Superintendent**

\_\_\_\_\_  
**Date**

**LEVEL IV** *The Board of Education, Superintendent and the Compliance Coordinator(s) shall proceed in accordance with appropriate state statutes.*

**ACTION TAKEN**

\_\_\_\_\_ **The investigator(s) believe the complainant is *satisfied* with the action taken.**

\_\_\_\_\_ **Resolution was *unsatisfactory* and a Level V complaint was filed with**  
\_\_\_\_\_.

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**Signature of BOE Designee**

**Date**

**LEVEL V** *If the complainant wishes to pursue the grievance, he/she shall proceed in accordance with appropriate state statutes. Contact information is as follows:*

Boston Office of Civil Rights  
US Department of Education, 8<sup>th</sup> Floor  
5 Post Office Square  
Boston, MA 02109  
617-289-01111  
OCR.Boston@ed.gov  
www.ed.gov/about/offices/list/ocr/know.html

State Title IX Compliance  
Dr. William A. Howe  
Bureau of Accountability and Improvement  
165 Capitol Avenue, Room 227  
Hartford, CT 06106  
860-713-6752  
william.howe@ct.gov

The Commission on Human Rights and Opportunities (CHRO)  
25 Sigourney Street  
Hartford, CT 06106  
860-541-3400  
www.state.ct.us/chro/

**Right to File a Separate Court Action**

The complainant may have the right to file suit in Federal court, regardless of the school districts findings. Granby Public Schools does not represent the complainant in case processing, so if the complainant wishes to file a court action, he or she must do so through his or her own attorney or on his or her own through the court's pro se clerk's office. If a complainant alleges discrimination prohibited by the Age Discrimination Act of 1975, a civil action in Federal court can be filed only after the complainant has exhausted administrative remedies. Administrative remedies are exhausted when either of the following has occurred: 1) 180 days have elapsed since the complainant filed the complaint with Granby Public Schools and Granby Public Schools has made no finding; or 2) Granby Public Schools issues a finding in favor of the recipient. If this occurs, Granby Public Schools will promptly notify the complainant and will provide additional information about the right to file for injunctive relief.

*Additional information may also be obtained by contacting:*

Boston Office of Civil Rights  
US Department of Education, 8<sup>th</sup> Floor  
5 Post Office Square  
Boston, MA 02109  
617-289-01111  
OCR.Boston@ed.gov  
[www.ed.gov/about/offices/list/ocr/know.html](http://www.ed.gov/about/offices/list/ocr/know.html)

State Title IX Compliance  
Dr. William A. Howe  
Bureau of Accountability and Improvement  
165 Capitol Avenue, Room 227  
Hartford, CT 06106  
860-713-6752  
[william.howe@ct.gov](mailto:william.howe@ct.gov)

The Commission on Human Rights and Opportunities (CHRO)  
25 Sigourney Street  
Hartford, CT 06106  
860-541-3400  
[www.state.ct.us/chro/](http://www.state.ct.us/chro/)

Draft

**To:** Granby Board of Education  
**From:** Alan Addley, Superintendent of Schools  
**Date:** January 23, 2013  
**Re:** FY14 Quality and Diversity Plan

### **Quality & Diversity (Q&D) Fund**

The Q&D fund helps Granby meet the legal requirement for Connecticut school districts to increase opportunities for their students to interact with students and teachers from diverse racial, ethnic and economic backgrounds. Connecticut State Statute requires that these funds be appropriated to the district as a supplement to any other local appropriation and, by law, each board of education is required to report activities undertaken in the school district to reduce racial, ethnic and economic isolation. Funds are deposited into a town revolving account established by the Board of Finance and are used to support direct needs of our Open Choice students, pay magnet school tuitions and support various other enrichment activities for Granby students.

Granby has actively participated in Open Choice (formerly Project Concern) since its inception over thirty years ago. We have done so because it has been the right thing to do for Hartford and Granby students. For many years, Granby has enrolled one of the highest percentages of Open Choice students in the state. The district benefits from its active participation through legislation that allocates \$10,500 per kindergarten student and \$6,000 per (grade 1-12) student attending schools in the Greater Hartford Area.

### **Board of Education Goal for Quality and Diversity**

To provide funding and support for local students to attend quality educational programs in areas of specialization not available locally, and/or new and existing programs in Granby that provide quality learning opportunities within a more diverse student population.

### **FY14 Guiding Principles/Recommendations**

1. Q&D programming should support the District mission and the Board's goals and beliefs for quality and diversity.
2. Maintain a conservative funding model that protects the Board's and town's liability for unanticipated magnet school tuition and possible changes in state legislation and funding.
3. Provide funding that will ensure students' completion of their magnet school experience.
4. Cap enrollment at ten (10) kindergarten Choice students annually at a level that we can support with class sizes along with administrative discretion to replace Hartford students that withdraw from Granby.
5. Revisit the plan on an annual basis.

### **Considerations:**

1. How to respond to the changing landscape of state funding, legislation, magnet schools (including pre-school), and local budgets?
2. How do we address the projected increase in magnet school enrollment and the associated run out costs?
3. Do any Q&D expenditures belong in the operating budget (Full-Day Kindergarten)?

### Open Choice Program Enrollment

	FY08	FY09	FY10	FY11	FY12	Actual FY13	Proj. FY14	FY15	FY16	FY17	FY18
<b>K</b>	9	9	7	8	8	10	10	10	10	10	10
<b>1</b>	7	7	8	6	7	8	9	10	10	10	10
<b>2</b>	5	5	7	9	5	7	8	9	10	10	10
<b>3</b>	7	6	5	8	9	5	7	8	9	10	10
<b>4</b>	8	5	6	4	8	9	5	7	8	9	10
<b>5</b>	8	8	5	6	4	6	9	5	7	8	9
<b>6</b>	0	7	7	5	7	3	6	9	5	7	8
<b>7</b>	6	4	7	7	5	6	3	6	9	5	7
<b>8</b>	4	6	4	6	6	6	6	3	6	9	5
<b>9</b>	7	4	4	4	6	6	6	6	3	6	9
<b>10</b>	4	8	3	4	4	5	6	6	6	3	6
<b>11</b>	3	4	7	2	4	4	5	6	6	6	3
<b>12</b>	4	3	4	7	2	4	4	5	6	6	6
<b>Total</b>	<b>72</b>	<b>76</b>	<b>74</b>	<b>76</b>	<b>75</b>	<b>79</b>	<b>84</b>	<b>90</b>	<b>95</b>	<b>99</b>	<b>103</b>
<b>%</b>	<b>3.1%</b>	<b>3.4%</b>	<b>3.3%</b>	<b>3.4%</b>	<b>3.5%</b>	<b>3.9%</b>	<b>4.1%</b>	<b>4.6%</b>	<b>5.1%</b>	<b>5.5%</b>	<b>6.0%</b>

### Magnet School/Out-of-District Student Enrollment

	FY09	FY10	FY11	FY12	Actual FY13	Proj. FY14	FY15	FY16	FY17	FY18
<b>Inter-District (CREC/Bloomfield)</b>										
GHAA (K-6; 9-12)	9	12 (1 F/T)	9	13	14 (3 F/T)	15	15	14	15	16
GHAMAS (9-12)	11	9	10	18	16	16	20	18	18	18
Great Path Academy (10-12)	3	0	1	0	0	1	1	1	1	1
Aerospace & Eng. Academy (6-12)	0	0	0	2	4	6	7	8	9	9
Metropolitan Learning Center	1	1	1	2	2	2	2	2	2	2
Public Safety Academy		1	3	3	3	4	4	4	4	4
Reggio Magnet & Others	1	0	0	1	0	0	0	1	1	1
Medical Prof. & Teacher Acad.	0	0	0	2	2	3	4	5	6	7
Global Experience Magnet (9-12) (formerly Big Picture)	1	2	0	0	2	2	1	1	1	1
<b>Totals Magnet School Tuition</b>	<b>25</b>	<b>27</b>	<b>24</b>	<b>41</b>	<b>43</b>	<b>49</b>	<b>54</b>	<b>54</b>	<b>57</b>	<b>59</b>
<b>Inter-District (Bloomfield)</b>										
Wintonbury Early Childhood (PK-K)		26	31	32	34	36	36	36	36	36
<b>Hartford Host Magnet Schools</b>										
Classical Magnet School (6-12)	1	2	2	2	2	2	2	2	2	2
Hartford Middle Magnet (6-8)	1	1	1	1	1	1	1	1	1	1
Hartford Montessori Magnet (PK-3)	1	1	2	2	2	2	2	2	2	2
Pathways to Technology		1	0	2	3	2	2	2	2	2
RJ Kinsella Magnet School (PK-8)	1	4	1	1	6	1	1	1	1	1
Sports & Medical Sciences (7-12)	1	2	2	2	2	2	2	2	2	2
University HS of Sci. & Eng. (9-12)	2	2	1	3	3	2	2	2	2	2
Mary Hooker Env. Sci. (7-12)				1	1	1	1	1	1	1
<b>Totals Non-Tuition Magnet Schools</b>	<b>8</b>	<b>41</b>	<b>40</b>	<b>46</b>	<b>56</b>	<b>51</b>	<b>51</b>	<b>51</b>	<b>51</b>	<b>51</b>
<b>Agricultural/Vocational</b>										
Oliver Wolcott Tech HS (9-12)	8	7	8	4	6	7	7	9	8	8
Suffield VoAg (9-12)	11	10	12	9	7	7	5	6	6	6
Bloomfield Harris Agriscience (9-10)				0	0	0	0	0	0	0
<b>Other</b>										
Asnuntuck Comm. College (9-12)	6	8	12	13	10	14	14	14	14	14
<b>Totals Agricultural/Vocational</b>	<b>25</b>	<b>25</b>	<b>32</b>	<b>26</b>	<b>23</b>	<b>28</b>	<b>26</b>	<b>29</b>	<b>28</b>	<b>28</b>

**Tuition**

**Inter-district Magnet Schools – CREC**

	<b>FY13</b>	<b>FY14</b>
GHAA – Greater Hartford Academy of the Arts (Full-Time)	\$4,670/student	\$4,857/student
GHAA – Greater Hartford Academy of the Arts (Part-Time)	\$4,043/student	\$4,203/student
GHAMAS – Greater Hartford Academy of Math & Science	\$4,440/student	\$4,618/student
Aerospace & Eng. (formerly GHAMAS full-time)	\$5,195/student	\$5,403/student
Great Path Academy @ MCC	\$4,950/student	\$5,148/student
Metropolitan Learning Center	\$3,890/student	\$4,045/student
Public Safety Academy	\$4,985/student	\$5,184/student
Medical Prof. and Teacher Academy	\$4,830/student	\$5,023/student
Global Experience Magnet (formerly Big Picture)	\$3,500/student	\$3,640/student

**Inter-district Magnet Schools – Bloomfield**

Wintonbury Early Childhood	<b>No Cost</b>	<b>No Cost</b>
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**Hartford Host Magnet Schools**

Breakthrough Academy	<b>No Cost</b>	<b>No Cost</b>
Classical Magnet School	<i>(Prohibited by the state from charging tuition)</i>	
Hartford Middle Magnet School		
Hartford Montessori Magnet School		
RJ Kinsella Magnet School of Performing Arts		
Sports & Medical Sciences		
University High School for Science & Engineering		

**Agricultural/Vocational Schools**

Oliver Wolcott Vocational Technical School	<b>Included in Operating Budget</b>	
Agriscience Center at Suffield High School	No Cost for Tuition plus Transportation	
Bloomfield Harris Agriscience	\$7,992/student plus Transportation	
	\$2,900/student plus Transportation	

**Other**

Asnuntuck Community College–College Connections	<b>FY13</b>	<b>FY14</b>
	\$1,600/student	\$1,664/student

**Choice Funding**

Participating districts currently receive a base grant of \$6,000 for each Open Choice student. This reflects an increase of \$3,500 over FY11. In addition, \$500,000 is prorated and allocated as a bonus to those districts where at least ten Open Choice students attend the same school. Granby's bonus for 3% is \$31,640. Revenues for FY13 & FY14 are as follows:

	<b>FY13</b>	<b>FY14</b>
Choice Tuition (K)	\$10,500	\$10,500
Choice Tuition (gr. 1-12)	\$6,000	\$6,000
Choice Bonus	\$31,640	\$26,000

**Choice Academic and Social Support Grant** (Not part of the Q&D budget)

Districts with an Open Choice enrollment greater than or equal to 3% are eligible to receive \$115,000 plus a graduated per pupil amount. Granby's FY13 allocation is \$184,670. The following resources are supported by this grant:

- A full-time intervention specialist (social worker) who provides student support, family outreach, and coordination between agencies/district. The position serves four schools, Grades K-8.
- A part-time special education behavioral consultant who provides consultation services with parents, teachers and pre-school providers.
- 3.5 FTE teaching assistants to support the implementation of full day-kindergarten.
- Attendance for Hartford students to attend summer school extended day program offered by the YMCA.
- The provision of Tier 2 and Tier 3 progress monitoring and intervention materials.
- Professional development and training for staff and students. Ongoing staff and student training is provided by the State Educational Resource Center in the area of diversity and equity.

**Cost Commitment with Current & Projected Enrollment**

	<b>FY12A</b>	<b>FY13F</b>	<b>FY14B</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>
GHAMAS	\$79,920	\$71,040	\$73,882	\$96,046	\$89,899	\$93,495	\$97,235
GHA A	\$54,175	\$61,782	\$68,843	\$71,597	\$69,496	\$77,439	\$85,905
Aero. & Eng.	\$7,000	\$20,780	\$32,417	\$39,332	\$46,749	\$54,697	\$56,885
Med. Prof. & Teachers Acad.	\$9,000	\$9,660	\$15,070	\$20,897	\$27,165	\$33,903	\$41,135
Met. Lrng. Ctr.	\$5,803	\$7,000	\$7,280	\$7,571	\$7,874	\$8,189	\$8,517
Reggio & Others	\$4,762	\$0	\$0	\$0	\$4,375	\$4,550	\$4,732
Global Exper.	0	\$7,000	\$7,280	\$3,786	\$3,937	\$4,095	\$4,258
Great Path	0	0	\$5,148	\$5,354	\$5,568	\$5,791	\$6,022
Public Safety	\$14,250	\$14,955	\$20,738	\$21,567	\$22,430	\$23,327	\$24,260
Asnuntuck	\$18,551	\$16,000	\$23,296	\$24,228	\$25,197	\$26,205	\$27,253
<b>Total Cost</b>	<b>\$193,461</b>	<b>\$208,217</b>	<b>\$253,954</b>	<b>\$290,378</b>	<b>\$302,690</b>	<b>\$331,691</b>	<b>\$356,202</b>
<b>Run-out Costs*</b>	<b>\$348,153</b>	<b>\$476,874</b>	<b>\$554,064</b>	<b>\$578,201</b>	<b>\$635,269</b>	<b>\$654,107</b>	<b>\$721,083</b>

\* With Inflation

**Budget Projections:**

	<b>FY12A</b>	<b>FY13F</b>	<b>FY14B</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>
<b>Total Expenditures</b>	\$353,598	\$653,454	\$652,250	\$700,623	\$725,245	\$766,920	\$804,490
<b>Total Revenues</b>	\$589,812	\$586,593	\$641,549	\$681,316	\$715,105	\$739,918	\$764,756
<b>Beginning Balance</b>	\$379,313	\$615,527	\$548,666	\$537,966	\$518,658	\$508,518	\$481,517
<b>Ending Balance</b>	\$615,527	\$548,666	\$537,966	\$518,658	\$508,518	\$481,517	\$441,783

**GRANBY PUBLIC SCHOOLS QUALITY & DIVERSITY GRANT BUDGET AND PROJECTION**

	Actual FY12	Budget FY13	Forecast FY13	Budget FY14	Projection FY15	Projection FY16	Projection FY17	Projection FY18
Tuition - Learning Corridor	134,095	141,224	132,822	<b>142,724</b>	167,643	159,395	170,934	183,140
Tuition - College Connections	18,551	27,720	16,000	<b>23,296</b>	24,228	25,197	26,205	27,253
Tuition- Other	<u>40,815</u>	<u>46,437</u>	<u>59,395</u>	<b><u>87,932</u></b>	<u>98,507</u>	<u>118,099</u>	<u>134,551</u>	<u>145,809</u>
Subtotal Tuition	193,461	215,381	208,217	<b>253,952</b>	290,377	302,691	331,690	356,203
Transportation - Learning Corridor	23,916	24,805	24,805	<b>25,549</b>	26,316	27,105	27,918	28,756
Full Day/Ext Day Kindergarten Sal & Ben.	39,335	284,674	284,674	<b>292,798</b>	301,582	310,629	319,948	329,547
Full Day K Supplies & Curriculum		43,750	25,000	-				
Summer School Programs	27,991	32,500	33,438	<b>33,475</b>	34,479	35,514	36,579	37,676
Chinese Language Teacher	30,000	46,320	33,820	-	-	-	-	-
International Ed & Diversity Training	-	-	-	-	-	-	-	-
Enrichment Clubs	<u>6,596</u>	<u>11,000</u>	<u>11,000</u>	<b><u>13,000</u></b>	<u>13,390</u>	<u>13,792</u>	<u>14,205</u>	<u>14,632</u>
Subtotal Enrichment Items	103,922	418,244	387,932	<b>339,273</b>	349,451	359,935	370,733	381,855
District Outreach Coordinator	7,838	-	-	-	-	-	-	-
Choice Student Support	14,461	22,500	22,500	<b>23,175</b>	23,870	24,586	25,324	26,084
Choice Intervention Specialist	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<b><u>10,300</u></b>	<u>10,609</u>	<u>10,927</u>	<u>11,255</u>	<u>11,593</u>
Subtotal Choice Support	32,299	32,500	32,500	<b>33,475</b>	34,479	35,514	36,579	37,676
<b>Total Expenditures</b>	<b>353,598</b>	<b>690,930</b>	<b>653,454</b>	<b>652,250</b>	<b>700,623</b>	<b>725,245</b>	<b>766,920</b>	<b>804,490</b>
<b># Choice Students</b>	<b>74</b>	<b>83</b>	<b>79</b>	<b>84</b>	<b>90</b>	<b>95</b>	<b>99</b>	<b>103</b>
<b>Choice Stipend</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
<b>Forecasted Revenues</b>								
Choice Early Beginnings @\$4500/ea.	31,500	45,000	45,000	<b>45,000</b>	45,000	45,000	45,000	45,000
Choice Bonus	25,788	31,640	25,788	<b>26,000</b>	26,000	26,000	26,000	26,000
Choice Tuition	444,000	498,000	474,000	<b>504,000</b>	540,000	570,000	594,000	618,000
Learning Corridor Transportation	35,300	24,805	24,805	<b>25,549</b>	26,316	27,105	27,918	28,756
Summer School Tuition	24,880	17,000	17,000	<b>17,000</b>	17,000	17,000	17,000	17,000
Extended Kindergarten Tuition	28,344	-	-	-	-	-	-	-
Pre K Tuition				<b>24,000</b>	27,000	30,000	30,000	30,000
Other	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>589,812</b>	<b>616,445</b>	<b>586,593</b>	<b>641,549</b>	<b>681,316</b>	<b>715,105</b>	<b>739,918</b>	<b>764,756</b>
Beginning Balance	379,313	615,527	615,527	<b>548,666</b>	537,966	518,658	508,518	481,517
Ending Balance	615,527	541,042	548,666	<b>537,966</b>	518,658	508,518	481,517	441,783
Run out with inflation	348,153	363,455	476,874	<b>554,064</b>	578,201	635,269	654,107	721,083

**Curriculum/Policy/Technology/Communications Subcommittee Meeting Minutes  
January 2, 2013, 5:30 p.m.  
Central Services**

Present:

Alan Addley  
Diane Dugas  
Jenny Emery  
Bob Gilbert  
Lynn Guelzow  
Ben Perron  
Rosemarie Weber

Meeting commenced at: 5:45 p.m.

Meeting adjourned at: 7:00 p.m.

- I. Curriculum Director's Monthly Report: Reviewed professional development ongoing in the district. Committee work for teacher evaluation procedures and policies are moving forward as well as language arts and developmental guidance. Naviance rolled out with students and parents.
- II. Policies: Community outreach policy. IEP policy moves forward to the BOE (Jenny Emery moved; Ben Perron seconded). Subcommittee reviewing discipline policy.
- III. Zippslip/Policy Discussion: Policy 1325 does not require change to expand Zippslip. Recommend to BOE to expand options to parents for a fee. Pilot program to use Zippslip to advertise and generate revenue. Policy 1330 does not require modifications. Administration will gather proposals regarding possible use and implications.
- IV. Intermediate School Update: Administration met with parents, conducted survey, met with focus group. Administration to address issues globally to entire BOE. Scheduling TBD either end of January or beginning of February.
- V. New Texts: Recommend Glass Castles and Numbers Talk.

January 21	Martin Luther King - No School		Offices Closed
January 22	Three-Board Meeting	7:30 p.m.	Granby Senior Center
January 22-25	HS Exams – Early Release		
January 23	KL Winter Concert (All Ensembles)	7:00 p.m.	KL Gymnasium
January 23	Curriculum Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Services Central Services
January 24	Professional Development Early Release – All Schools		
January 31	GMMS Winter Band Concert	7:00 p.m.	HS Auditorium
February 6	Curriculum Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Services Granby Senior Center & Youth Services Bldg.
February 18-19	February Break – No School		Offices Closed on 2/18 only
February 20	Finance Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Services Central Services
February 22	Middle School Dance	6:30-8:30 p.m.	MS Gymnasium