

**Curriculum Subcommittee Meeting
Wednesday, March 4, 2020 5:30 PM
Central Services**

I. Public Comment

II. Assistant Superintendent's Monthly Report

Attachments:

BOE March 2020 Monthly Report 2

III. Teaching & Learning Committee Updates

IV. Policies:

Attachments:

Draft Policy 5122 Teacher and Class Assignments 3

Granby 5141.21 - Administering Medication (Rev. Feb. 2020) 5

Rationale:

- Policy 5122 - Teacher and Class Assignments
- Policy 5141.21 - Administering Medication

V. Approval of New Text

Attachments:

New Text - Comprehensive Vocabulary Program 4-12+ 12

Rationale:

- Townsend Press Comprehensive Vocabulary Program

VI. Other



<p>Provide a rigorous and diverse 21st Century Curriculum</p>	<ul style="list-style-type: none"> • Met with representatives from the Farmington Valley Health District to discuss programming to support social and emotional learning needs of students. • Participated in a virtual meeting to establish EduPlanet21 Curriculum network for area users. • Began processes for summer curriculum writing. • Worked with math teachers, coaches, and administration to discuss curriculum strategies that will address concerns related to math performance. • Discussed strings programming options and curriculum planning with representatives from the music department. • Supported continuous efforts to complete curriculum writing/revision for ELA K-8 and Wellness.
<p>Invest in the professional capital of the staff</p>	<ul style="list-style-type: none"> • Began transitioning interim assistant superintendent. • Celebrated new staff at annual new teacher midyear celebration. • Created plan for May professional development. • Launched 2020-2021 Teacher of the Year process. • Met with TEAM Collaborating Committee (TCC) to review new teacher progress in TEAM and to discuss new teacher orientation.
<p>Influence local and state educational policy</p>	<ul style="list-style-type: none"> • Participated in meeting of CAPSS Assessment and Accountability subcommittee with members of the CSDE. • Served members of CAPSS Board of Directors as the Executive District Leader representative.
<p>Promote positive engagement and communication with the community</p>	<ul style="list-style-type: none"> • Began planning for Summer Enrichment Academy to provide learning opportunities for students connected to academic skills and extended learning. • Continued work with The Connecticut Center for School Change regarding equity practices. • Facilitated Wellness committee and continued planning for Farm to school initiatives. • Conferenced with Panorama to discuss release of annual family, student, and faculty surveys. • Met with social workers to discuss inclusion strategies for non-resident students participation in community programming outside of GPS. • Participated in regular meeting of the Minority Teacher Recruitment (MTR) consortium.
<p>Explore opportunities for alternate revenue sources</p>	<ul style="list-style-type: none"> • Managed local and federal grants. • Applied for supplemental grant to support programming for the Open Choice program.

Students

Teacher and Class Assignments

Assigning Students to a Teacher and Classes in Grades K-12

Each building principal will have the responsibility and the authority for assignment of each student to their teacher(s) and class(es) with the best interests of the child in mind. The parent(s)/guardian(s) is/are encouraged to consult with their principal or designee in the spring prior to classroom assignments concerning the child's learning style, specialties and difficulties, and particular needs, personal or educational. The parent(s)/guardian(s) is/are also encouraged to discuss with the building principal the child's progress in the fall once classes are under way. However, the principal will make the final determination in placing all children.

Students transferring from a school accredited by a State Department of Education will enroll at the grade level and with the course credits indicated by the records of the previous school. Students transferring from a school that is non-accredited will be accepted for enrollment at the level school records indicate, but the level of mastery and the quality of their previous class work must be validated against the District's performance standards and benchmarks.

Grades 9-12

Transfer from an Accredited School

A student transferring from an accredited school must earn a minimum of six (6) credits during the senior year to receive a Granby Memorial High School diploma. Students must complete all graduation requirements in order to participate in the commencement exercises. Any transferred second-semester senior may arrange with his/her former school to receive a diploma.

Transfer from a Non-accredited School (Including Home-Schooling)

Previous high school work will be validated for a 9-12 student by successfully completing a placement assessment for every unit/course completed in a non-accredited high school or home-schooling, i.e. successful completion of the placement assessment of mathematics would validate the mathematics credit being transferred. If the placement assessment does not validate the credit, similar or equivalent work will be evaluated at the discretion of the principal. Students transferring from non-accredited schools or home-schooling may transfer a maximum of six (6) equivalent units per school year. Ordinarily, students from non-accredited high schools or from home-schooling will not be eligible to graduate from Granby Memorial High School with less than one year of full-time attendance.

Students

Assigning Students to a Teacher and Classes in Grades K-12 (continued)

(cf. 5122.3 – Assignment of Former Home-Schooled Students to Classes)

(cf. 5123 – Promotion/Retention)

(cf. 6146 – Graduation Requirements)

Legal Reference: Connecticut General Statutes

10-221(b) Boards of Education to prescribe rules

Students

Administering Medication

The purpose of this policy is for the Board of Education (Board) to determine who shall administer medications in a school and the circumstances under which self-administration of medication by students shall be permitted.

The Board of Education allows students to self-administer medication and school personnel to administer medication to students in accordance with the established procedures and applicable state regulations. In order to provide immunity afforded to school personnel who administer medication, the Board of Education, along with the School Medical Advisor and the school nurse supervisor, shall review and/or revise this policy and regulations as required. The District's School Medical Advisor will approve this policy and its regulations.

Definitions

Administration of medication means any one of the following activities: handling, storing, preparing or pouring of medication; conveying it to the student according to the medication order; observing the student inhale, apply, swallow, or self-inject the medication, when applicable; documenting that the medication was administered; and counting remaining doses to verify proper administration and use of the medication.

Authorized prescriber means a physician, dentist, optometrist, advanced practice registered nurse or physician assistant and for interscholastic and intramural athletic events only, a podiatrist.

Carrier means [any school district, educational institution, or person, firm or corporation under contract to such district or institution engaged in the business of transporting students. \(C.G.S. 14-212 \(2\)\).](#)

Cartridge injector means an automatic prefilled cartridge injector or similar automatic injectable equipment used to deliver epinephrine in a standard dose for emergency first aid response to allergic reaction.

Controlled drugs means those drugs as defined in Connecticut General Statutes.

Cumulative health record means the cumulative health record of a student mandated by Connecticut General Statutes Section 10-206.

Error means:

- (1) the failure to do any of the following as ordered:
 - (a) administer a medication to a student;
 - (b) administer medication within the time designated by the prescribing physician;

- (c) administer the specific medication prescribed for a student;
- (d) administer the correct dosage of medication;
- (e) administer medication by the proper route; and/or
- (f) administer the medication according to generally accepted standards of practice; or

**Policy
5141.21(b)**

Students

Administering Medication

Definitions (Cont'd)

- (2) the administration of medication to a student which is not ordered by an authorized prescriber, or which is not authorized in writing by the parent or guardian of such student.

Investigational drug means any medication with an approved investigational new drug (IND) application on file with the Food and Drug Administration (FDA), which is being scientifically tested and clinically evaluated to determine its efficacy, safety and side effects and which has not yet received FDA approval.

Medication means any medicinal preparation including over-the-counter, prescription and controlled drugs, as defined in Connecticut General Statutes Section 21a-240. This definition includes Aspirin, Ibuprofen or Aspirin substitutes containing Acetaminophen.

Medication plan means a documented plan established by the school nurse in conjunction with the parent and student regarding the administration of medication in school. Such plan may be a stand-alone plan, part of an individualized health care plan, an emergency care plan or a medication administration form.

Medication order means the written direction by an authorized prescriber for the administration of medication to a student which shall include the name of the student, the name and generic name of the medication, the dosage of the medication, the route of administration, the time of administration, the frequency of administration, the indications for medication, any potential side effects including overdose or missed dose of the medication, the start and termination dates not to exceed a 12-month period, and the written signature of the prescriber.

Qualified personnel for schools means (a) a full time employee who meets state certification requirements as a principal, teacher, occupational therapist or physical therapist and has been trained in the administration of medication by the school nurse; (b) a coach and licensed athletic trainer who has been trained in the administration of medication by the school nurse; and (c) a paraprofessional who has been trained in the administration of medication pursuant to Section 10-212a-9 of these regulations.

Self-administration of medication means the control of the medication by the student at all times and is self-managed by the student according to the individual medication plan.

School bus driver means any person who holds a commercial driver's license with a public passenger endorsement to operate a school bus pursuant to subsection (a) of C.G.C. 14-44.

**Policy
5141.21(c)**

Students

Administering Medication

General Policies on Administration of Medication

A child with diabetes may test his/her own blood glucose level per the written order of a physician or advanced practice nurse stating the need and the capacity of such child to conduct self-testing, along with authorization of the parent/guardian and approval of the school nurse. Such self-testing shall be pursuant to guidelines promulgated by the Commissioner of Education.

The school nurse or school principal shall select a qualified school personnel to, under certain conditions, give a glucagon injection to a student with diabetes who may require prompt treatment to protect him/her from serious harm or death. The nurse or principal must have the written authority from the student's parent/guardian and a written order from the student's Connecticut-licensed physician. The authorization shall be limited to situations when the school nurse is absent or unavailable. No qualified school employee shall administer this medication unless he/she has annually completed any training required by the school nurse and school medical advisor in the administration of medication with injectable equipment used to administer glucagon, the school nurse and school medical advisor must attest that the qualified school employee has completed such training and the qualified school employee voluntarily agrees to serve as a qualified school employee. The injections are to be given through an injector or injectable equipment used to deliver an appropriate dose of glucagon as emergency first aid response to diabetes.

With written permission from a Licensed Medical Professional, A child diagnosed with asthma or a diagnosed life-threatening allergic condition, pursuant to State Board of Education regulations, may possess, and self-administer medicine through the use of an -carry an inhalerasthmatic inhaler or an epipen-EpiPen or similar device while in the school at all times or while receiving school transportation services. if he/she is under the care of a physician, physician assistant, or advanced practice registered nurse (APRN) and such practitioner certifies in writing to the school nurse hat the child needs to keep an asthmatic inhaler or epipen at all times to ensure prompt treatment of the child's asthma or allergic condition and protect the child against serious harm or death. A written authorization of the parent/guardian is also required.

With written authorization of a student's parent/guardian, and pursuant to the written order of a physician, a school nurse (and a school medical advisor, if any), shall select and provide general supervision to a qualified school employee, who voluntarily agrees to serve as a qualified school

employee, to administer anti-epileptic medication, including by rectal syringe, to a specific student with a medically diagnosed epileptic condition that requires prompt treatment in accordance with the student's individual seizure action plan. Such authorization is limited to situations when the school nurse is absent or unavailable. No qualified school employee shall administer such medication unless he/she annually completed the training program developed by the State Department of Education, in consultation with the School Nurse Advisory Council.

In addition the school nurse (and school medical advisor, if any), shall attest, in writing, that such qualified school employee has completed the required training. The qualified school employee shall also receive monthly reviews by the school nurse to confirm his/her competency to

**Policy
5141.21(d)**

Students

Administering Medication

General Policies on Administration of Medication (Cont'd)

administer anti-epileptic medication. For purposes of the administration of anti-epileptic medication, a 'qualified school employee' means a principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by the District, coach or school paraprofessional.

A school nurse may administer medication to any student pursuant to the written authorization of an authorized prescriber (physician, dentist, optometrist, an advanced practiced registered nurse, or a physician assistant and for interscholastic and intramural athletic events only, a podiatrist), the written authorization of a parent or guardian of such child or eligible student and the written permission of the parent/guardian for the exchange of information between the prescriber and the school nurse necessary to ensure the safe administration of such medication.

The parent/guardian of a student who does not have a physician's order for epinephrine may submit, in writing, to the school nurse and school medical advisor, if any, that epinephrine shall not be administered to his/her child.

In the absence of a school nurse, any nurse employed by and/or providing services under the direction of the Board of Education at a school-based clinic, school sponsored activity, and /or extracurricular activity and only qualified personnel for schools who have been properly trained may administer medications to students as delegated by the school nurse upon the successful completion of specific training in administration of medication and satisfactory completion of the required criminal history check.

Medications with a cartridge injector may be administered by qualified personnel for schools to a student with a medically diagnosed allergic condition which may require prompt treatment to protect the student against serious harm or death. Qualified personnel for schools, as defined, may administer oral, topical, intranasal, or inhalant medication in the absence of a licensed nurse. Investigational drugs or research or study medications may not be administered by qualified personnel for schools. [This also includes school bus drivers as indicated in policy 4212.42.](#)

A school nurse or, in the absence of a school nurse, a qualified school employee shall maintain epinephrine in cartridge injectors for the purpose of emergency first aid to students who experience allergic reactions and do not have a prior written authorization of a parent or guardian or a prior written order of a qualified medical professional for the administration of epinephrine. A school nurse or a school principal shall select qualified school employees to administer such epinephrine under this subdivision, and there shall be at least one such qualified school employee on the grounds of the school during regular school hours in the absence of a school nurse. A school nurse or, in the absence of such school nurse, such qualified school employee may administer such epinephrine under this subdivision, provided such administration of epinephrine is in accordance with policies and procedures pursuant to Section 10-212a of the Connecticut

**Policy
5141.21(e)**

Students

Administering Medication

General Policies on Administration of Medication (Cont'd)

General Statutes. Such administration of epinephrine by a qualified school employee shall be limited to situations when the school nurse is absent or unavailable. No qualified school employee shall administer such epinephrine under this subdivision unless such qualified school employee annually completes the training program as specified by Public Act No. 14-176.

Coaches and licensed athletic trainers during intramural and interscholastic events may administer medications as described in this policy and administrative regulations

In compliance with all applicable state statutes and regulations, parents/guardians may administer medications to their own children on school grounds.

Administration of Medication by Paraprofessionals

Paraprofessionals May administer medications, including medication administered with a cartridge injector to a specific student with a medically diagnosed allergic condition that may require prompt treatment in order to protect the student against serious harm or death pursuant to Section 10-212a-9 of the Regulations of Connecticut State Agencies.

Administration of Medication by Coaches and Licensed Athletic Trainers during Intramural and Interscholastic Events

During intramural and interscholastic athletic events, a coach or licensed athletic trainer who has been trained in the general principles of medication administration applicable to receiving, storing, and assisting with inhalant medications or cartridge injector medications and documentation, may administer medication for select students for whom self-administration plans are not viable options as determined by the school nurse. The medication which may be administered is limited to: (1) inhalant medications prescribed to treat respiratory conditions and (2) medication administered with a cartridge injector for students with a medically diagnosed allergic condition which may require prompt treatment to protect the student against serious harm or death.

The school nurse is responsible for the student's individualized medication plan and shall provide the coach with a copy of the authorized prescriber's order and the parental/guardian permission form. Parents are responsible for providing the medication, such as the inhaler or cartridge injector, to the coach or licensed athletic trainer, which shall be kept separate from the medication stored in the school health office during the school day.

Medications to be used in athletic events shall be stored in containers for the exclusive use of holding medications; in locations that preserve the integrity of the medication; under the general

**Policy
5141.21(f)**

Students

Administering Medication

Administration of Medication by Coaches and Licensed Athletic Trainers during Intramural and Interscholastic Events (Cont'd)

supervision of the coach or licensed athletic trainer trained in the administration of medication; and in a locked secure cabinet when not in use at athletic events.

The agreement of the coach or licensed athletic trainer is necessary for the administration of emergency medication and the implementation of the emergency care plan.

Coaches and athletic trainers are required to fulfill the documentation requirements as outlined in the administrative regulations accompanying this policy. If the school nurse is not available, a report may be submitted by the coach or licensed athletic trainer to the school nurse on the next school day.

(cf. 4112.5/4212.5 – Security Check/Fingerprinting)

(cf. 5141 – Student Health Services)

(cf. 5141.23 – Students with Special Health Care Needs)

Legal Reference: Connecticut General Statutes

10-206 Health Assessment

10-212 School nurses and nurse practitioners. Administration of medications by parents or guardians on school grounds. Criminal history; records check.

10-212a Administration of medications in schools. (as amended by PA 99-2, and June Special Session and PA 03-211, PA 04-181, PA 07-241, PA 07-252 and PA 09-155, PA 12-198, PA 14-176, PA 15-215)

19a-900 Use of cartridge injector by staff member of before- or after-school program, day camp or day care facility.

21a-240 Definitions

29-17a Criminal history checks. Procedure. Fees.

52-557b Immunity from liability for emergency medical assistance first aid or medication by injection. School personnel not required to administer or render. (as amended by PA 05-144, An Act Concerning the Emergency Use of Cartridge Injectors)

Connecticut Regulations of State Agencies 10-212a-1 through 10-212a-10, inclusive

Code of Federal Regulations: Title 21 Part 1307.2

20-12d Medical functions performed by physician assistants. Prescription authority.

20-94a Licensure as advanced practice registered nurse.

**Policy
5141.21(g)**

Students

Administering Medication

~~[PA 07-241 An Act Concerning Minor Changes to the Education Statutes](#)~~

29-17a Criminal history checks. Procedure. Fees.

PA 14-176 An Act Concerning the Storage and Administration of Epinephrine at Public Schools.

[PA 18-185 An Act Concerning the Recommendations of the Task Force on Life-Threatening Food Allergies in Schools.](#)

Policy adopted: September 3, 1997
Revision of Policy Adopted: October 3, 2001
Revision of Policy Adopted: December 1, 2004
Revision of Policy Adopted: September 5, 2012
Revision of Policy Adopted: June 18, 2014
Revision of Policy Adopted: November 19, 2014
Revision of Policy Adopted: November 18, 2015

**GRANBY PUBLIC SCHOOLS
Granby, Connecticut**



**GRANBY PUBLIC SCHOOLS
GRANBY, CONNECTICUT
RECOMMENDATION FOR A NEW TEXTBOOK
BOE CURRICULUM SUBCOMMITTEE**

Page 1: overview

Course:	English 9-11, AP 12		
Title of Book:	Townsend Press Comprehensive Vocabulary Program 4-12+		
Publisher:	Townsend Press	Author(s):	ELiza Comodromos, Paul Langan
Copyright date:	2019	Edition:	5th Edition
Cost per student edition:	\$4935.1 year site license	Quantity:	470
Cost per teacher edition:	N/A	Quantity:	Included w/site license
Budgeted item:	Will replace <i>Power Plus for College & Career Readiness</i> vocab program		
Staff Endorsements: :	Linda Touchette, John Crand, Lauren Shafer, Kim Quinn		

Other texts reviewed:

Title	Publisher	Copyright
PowerPlus for College & Career Readiness	Prestwick House	2014
Vocabulary from Latin & Greek Roots	PH	2018
Vocabulary Workshop	Sadlier	2018

Reason a new text is requested: PP for CCR, has become outmoded and does NOT offer-Townsend

Press' web-based program offers differentiated instruction and practice for every student and aligns

Perfectly w/vocabulary in text reading and comprehension found in PSAT and SAT tests. The program allows for co-teaching and furnished in-depth data regarding student work, success, struggles. TP's

Program nearly eliminates the need for special education teachers to modify vocab assignments; as students work at their own pace and level.

Reasons for this text selection: See above. As well, included in the program is student and teacher access to traditional e-book, additional practices, teachers editions, powerpoint presentations for instruction.

It also offers pre-post-tests which provides appropriate challenge for strongest vocab students. It may be necessary for request access code. Please note attached documents for review.

	0	1	2	3	4	5
To what extent do you agree with the following statements?						
Text focuses on major objectives of course.	0	1	2	3	4	5
Text reflects key concepts/big ideas from CT Frameworks/Curriculum.	0	1	2	3	4	5
Subject matter is geared to interest, ability, and needs of students.	0	1	2	3	4	5
Text utilizes grade appropriate ideas, concepts, skills, and vocabulary.	0	1	2	3	4	5
Critical thinking and problem solving strategies are evident.	0	1	2	3	4	5
Text suggests a variety of activities for multiple intelligences/learning styles	0	1	2	3	4	5
Suggested activities inspire creativity & extension where possible	0	1	2	3	4	5
Suggested activities encourage collaboration with other students.	0	1	2	3	4	5
Allows for ancillary exercises to develop mastery of concepts/skills.	0	1	2	3	4	5
Text, or support materials, include suggestions for both remediation and enrichment.	0	1	2	3	4	5
Text features improve and enhance clarity.	0	1	2	3	4	5
Text includes useful supports for students in appendix, glossary, or resource section.	0	1	2	3	4	5
Incorporates the use of technology for extension.	0	1	2	3	4	5
Written and pictorial content reflect the pluralistic, multi-ethnic nature or our society, both past and present.	0	1	2	3	4	5
Diversity and equity are represented throughout the text.	0	1	2	3	4	5
Content is relevant over a period of years (not quickly outdated).	0	1	2	3	4	5
Overall, this text will serve as a valuable resource to teachers and students.	0	1	2	3	4	5

GRANBY PUBLIC SCHOOLS
GRANBY, CT

APPROVAL OF A NEW TEXT

Date _____

This text _____
Has been authorized by the parties who have signed below to be used in

(Course title, grade, or subject)

Assistant Superintendent Date _____

Chair of the Curriculum Subcommittee Date _____

Chair of the Board of Education (final approval) Date _____