

Board of Education Regular Meeting 2022

Thursday, April 7, 2022 7:00 PM

BOE Meeting Access: BOE (4/7/22 at 7 p.m.) Web: <https://zoom.us/j/98673729156>

Dial In: (929) 205-6099 Meeting ID: 986 7372 9156, 3 Brush Hill Road, New Fairfield, CT 06812

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE MINUTES

III.A. March 17, 2022 - Regular

IV. APPROVAL OF THE AGENDA

- V. **PUBLIC PARTICIPATION** - *The Board welcomes public participation. Pursuant to our Board Policy, public participation is limited to no more than three (3) minutes per speaker and a total of no more than thirty (30) minutes total for the entire meeting. Individuals who wish to speak longer are encouraged to attend any and all related subcommittee meetings where most of the board's groundwork is done. We value your input, but due to these time limitations, we ask you to be concise and to observe the rules of common courtesy. [9320(a) of Board Bylaws]*

VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS

VI.A. Chairman's Report

VI.B. Superintendent's Report

VI.C. Student Representatives' Report

VI.D. Committee Reports

VI.D.1. Curriculum (*Stephanie Strazza*)

VI.D.2. Policy (*Samantha Mannion*)

VI.D.3. Special Education Ad Hoc (*Stephanie Strazza*)

VI.D.4. Field Fees (*Ed Sbordone*)

VI.E. Liaison Reports

VI.E.1. Board of Finance (*Ed Sbordone*)

VI.E.2. Parks and Recreation Committee (*K. LaTourette, G. Flanagan*)

VI.E.3. School Security and Safety Committee (*Samantha Mannion*)

VII. INFORMATION ITEMS

VII.A. Fine Arts Update

VII.B. Board of Education Policies (*First Reading*)

VII.B.1. Policy 4118.11/4218.11 – Nondiscrimination

VII.B.2. Policy 6146.11 - Grade Weighting and Class Rank

VII.B.3. Bylaw 9327 - Electronic Communications Among Board Members

VII.C. New Fairfield High School/Consolidated School Building Project Update

VII.D. 2022-23 Budget

VIII. **ACTION ITEMS**

VIII.A. Personnel Report

VIII.B. New Fairfield Public Schools 2021-22 Revised Calendar

VIII.C. International Field Trip

VIII.C.1. Canada

VIII.D. Acceptance of Donation

VIII.D.1. Old Timers Athletic Association of Greater Danbury

VIII.E. Board of Education Policy - Suspension of the Rules [referring to Policy 0524]

VIII.E.1. Policy 0524 – Hate Crimes and Bias Incidents in Schools

VIII.F. Paraprofessional Leave of Absence Requests (*To be voted on after Executive Session*)

VIII.F.1. Request #1

VIII.F.2. Request #2

VIII.F.3. Request #3

VIII.F.4. Request #4

VIII.G. Paraprofessional Grievance (*It is anticipated the Board will enter into Executive Session.*)

IX. PUBLIC PARTICIPATION - *The Board welcomes public participation. Pursuant to our Board Policy, public participation is limited to no more than three (3) minutes per speaker and a total of no more than thirty (30) minutes total for the entire meeting. Individuals who wish to speak longer are encouraged to attend any and all related subcommittee meetings where most of the board's groundwork is done. We value your input, but due to these time limitations, we ask you*

*to be concise and to observe the rules of common courtesy.
[9320(a) of Board Bylaws]*

X. **FUTURE AGENDA ITEMS**

XI. **BOARD MEMBER COMMENTS**

XII. **EXECUTIVE SESSION FOR THE PURPOSE OF
DISCUSSING PARAPROFESSIONAL LEAVE OF
ABSENCE REQUESTS**

XIII. **EXECUTIVE SESSION FOR THE PURPOSE
OF DISCUSSING PARAPROFESSIONAL
GRIEVANCE**

XIV. **ADJOURNMENT**

**NEW FAIRFIELD BOARD OF EDUCATION
NEW FAIRFIELD, CT**

The New Fairfield Board of Education held a regular meeting on Thursday, March 17, 2022, at 7:00 p.m. via Zoom.

MINUTES – March 17, 2022

PRESENT: Dominic Cipollone (Chairman), Kathy Baker, Tim Blair, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

ABSENT: None

ALSO PRESENT: Superintendent of Schools Dr. Pat Cosentino, Director of Business and Operations Dr. Richard Sanzo, Assistant Superintendent of Schools Julie Luby, Director of Instructional Technology and Communications Dr. Karen Fildes, Pupil Personnel Director Katherine Matz, High School Principal James D’Amico, Middle School Principal Christine Baldelli, Meeting House Hill School Principal James Mandracchia, Meeting House Hill School Assistant Principal Allyson Story, Consolidated School Principal Rob Spino, Consolidated School Assistant Principal Karen Gruetzner, Director of Curriculum Alyce Misuraca, Special Education Supervisor Melissa Busnel, First Selectman Pat Del Monaco and Selectman Khris Hall

Director of Business and Operations Dr. Rich Sanzo explained the procedure for the virtual meeting and noted that this virtual meeting is available to everyone including members of the public.

I. CALL TO ORDER: Chairman Dominic Cipollone called the meeting to order at 7:01 p.m.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

- A. February 24, 2022 - Special meeting - approved by consensus
- B. March 3, 2022 - Regular meeting - approved by consensus

IV. APPROVAL OF AGENDA - approve by consensus

V. MEETING HOUSE HILL SCHOOL CHORUS PRESENTATION - Students from MHHS sang for the BOE in honor of BOE Member Appreciation month.

VI. PUBLIC PARTICIPATION

Joliset Miller spoke of concerns of students bullying and making racist comments to students of color especially at the high school. She asked the BOE members to take this seriously and investigate incidents.

VII. BOARD AND ADMINISTRATIVE COMMUNICATIONS

A. Chairman’s Report - Dominic Cipollone spoke of the following:

- Thanked Mrs. Miller for her public comments and assured her that the Board has zero tolerance for racism and bullying in the district. He spoke of the need to continue to educate students on this issue.

- Spoke of the 2022-2023 budget and encouraged the public to speak out in support of the budget.
 - Noted that the Board is starting the process to look for a new Superintendent of Schools.
- B. Superintendent's Report - Superintendent of Schools Dr. Pat Cosentino spoke of the following:
- Wished Board of Education members a happy BOE Member Appreciation month.
 - Assured the public that issues regarding bullying and racism in the schools will not be tolerated.
 - *Seussical the Musical* will be held at the high school on March 25th - March 27th.
 - Encouraged everyone to get involved in the budget process. She reminded everyone that the BOF meets every Wednesday at 7:30 p.m. via Zoom.
- C. Student Representative Report
Senior Representative Cayden Walker
- *Seussical the Musical* will be held next weekend.
 - Juniors will take the SATs digitally next week.
 - SEE Projects proposals have started. This will be held the last three weeks of school.
 - College acceptances are starting to come in.
- D. Committee Reports
1. Business Operations/Resource Management
- Greg Flanagan noted that this committee met on March 17th and discussed the budget. They spoke of field fees for the resurfacing of the turf fields.
- E. Liaison Reports
1. Board of Finance - Ed Sbordone noted that the BOF recently had three meetings:
- March 5th - The BOE and BOS presented their respective budgets.
 - March 9th - The BOF discussed the budget and the debt premium. They spoke of possible cuts to each budget but there were no definitive decisions made regarding these cuts.
 - March 16th - Many residents asked the BOF to send the budget to the voters as presented. There was a presentation by the Medical consultant but no decision was made regarding medical. There was a discussion of the possibility of excluding the medical contribution from the budget and to fund it out of a trust. Medical will be discussed further on the March 23rd. There was a review of the Technology budget with a presentation from Dr. Karen Fildes. They also discussed ARPA funds.
 - Mr. Sbordone spoke of an erroneous comment by a BOF member at their March 16th meeting which cited an approximate 11% budget increase. It was noted that this number was not accurate and was derived by the BOF member in error. This was also brought up during public comment in which some members of the public explained the percentage increase and what the correct number should be. The current percentage increase for the budgets is 4.8%.
 - The BOF will meet again on March 23rd and March 30th and do the final mark-up of the budget on April 6th.
2. School Security and Safety Committee - Samantha Mannion noted that the March 7th meeting was cancelled and was rescheduled for Monday, March 28th at 7:00 p.m.

VIII. INFORMATION ITEMS

A. Inclusive Strategies to Promote Positive School Climate

Dr. Patricia Cosentino spoke of Responsive Classrooms as one way to address racism and discrimination in the district. She spoke of programs and strategies that have already been put in place regarding this. She noted that Consolidated School and Meeting House Hill School have enacted Responsive Classroom and there is a possibility of bringing this program to the Middle School.

High School Principal James D'Amico spoke of strategies being done at the high school to combat racism and bullying. He spoke of professional development for the staff specifically Adult Allies Training for the staff on how to support students. He spoke of changes to the curriculum that will give students opportunities to learn about addressing racism and ways to become more inclusive.

There was a brief discussion of consequences for students. This will be discussed further at the BOE Policy meeting on March 23rd.

B. Summary of Budget vs. Projected Year-End Expenditure/Encumbrances Report for Fiscal Year 2021-2022 at February 28, 2022

Dr. Rich Sanzo spoke of the budget for 2021-2022 and a possible deficit to the budget due to unanticipated Special Education expenses, especially transportation expenses. This potential deficit is approximately \$445,000. He spoke of options to lessen this projected deficit including \$125,000 set aside in the BOE non-lapsing account for unanticipated Special Education expenses. There will also be \$140,000 in Excess Cost reimbursement that the Town will receive due to additional Special Education expenses in the district. Dr. Sanzo spoke of factors that will have to be monitored in the near future that may affect this number in either direction.

Dr. Sanzo spoke of the statute that does not allow for the BOE to overspend its budget. He noted that there are three options to take if the deficit does occur. The first option would be to request an additional appropriation from the BOF which would ultimately need to be brought to the Town for a vote. The second option would be to reallocate funds from the non-lapsing account that is currently set aside for capital projects. The third option would be to utilize IDEA grant funding ahead of schedule. It was noted that if the option for the IDEA grant is a one-time use only and could not be used again in the future.

Dr. Sanzo noted that the Business Operations/Resource Management subcommittee will continue to monitor this issue and will report back to the BOE in the near future regarding this issue. Dominic Cipollone thanked Dr. Sanzo for this report and his close attention to this matter. Mr. Cipollone spoke of his desire to have BOF members attend the BOE meetings so they are aware of such issues and the district's close monitoring of potential deficits. There was a suggestion of asking the BOF to appoint a liaison to attend BOE meetings.

C. New Fairfield High School/Consolidated School Building Project Update

Dr. Sanzo noted that the Town has received the first reimbursement check in the amount of \$1.6 million for the CELA project. They are continuing to work with the State regarding the filing for the high school reimbursement. The approval to go out to bid for Furniture, Fixtures and Equipment for the CELA project was received. It is hopeful that the approval to go out to bid for the Technology package for the CELA project will be received soon. The administrative team has been meeting with the design team regarding the playgrounds at the MHHS/CELA campus.

Dr. Sanzo spoke of a notification that the district received from the Department of Administrative Services for School Grants regarding Meeting House Hill School. He noted that the work being done at MHHS was identified under existing legislation as not being eligible for reimbursement. He noted that DAS recognizes the intention of the work being done at MHHS and is working with the administration to correct this component of eligibility. Dr. Sanzo thanked First Selectman Pat Del Monaco, State Representative Patrick Callahan, State Representative Ken Gucker and State Senator Julie Kushner for their help in getting this legislation before the General Assembly. There is a follow-up meeting with DAS on Monday, March 21st.

D. 2022-2023 Budget - The Board is still waiting for direction from the Board of Finance.

IX. ACTION ITEMS

A. Personnel Report

MOTION: Kathy Baker made a motion to recommend to the full Board the approval of the Personnel Report for March 10, 2022, as recommended by the administration. Ed Sbordone seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

B. Retirement Incentive

MOTION: Kimberly LaTourette made a motion to recommend to the full Board approval to award the retirement settlement bonus per Article 48 for those eligible teachers who, by Friday, April 1, 2022, tender their resignation to be effective at the end of this school year. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

C. New Course Approval - Suspension of the Rues (referring to New Course Adoption)

1. Reading for Content

MOTION: Kathy Baker made a motion to suspend the rules referring to the approval of a new course, Reading for Content, to be acted upon at this regularly scheduled BOE meeting. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Kathy Baker made a motion to recommend to the full Board the approval of the new course, Reading for Content, to be offered beginning with the 2022-2023 school year at New Fairfield High School. Samantha Mannion seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

D. Paraprofessional Leave of Absence Request - Executive Session

E. Superintendent Search Consulting Services - Executive Session

F. Superintendent Search Committee

Dominic Cipollone noted that he is appointing Dominic Cipollone, Samantha Mannion and Greg Flanagan as the three-person steering committee for the Superintendent Search.

MOTION: Kimberly LaTourette made a motion to recommend to the full Board that the Board operate as a Committee of the Whole in regard to the superintendent search. Samantha Mannion seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

X. PUBLIC PARTICIPATION

Joliset Miller spoke of previous comments regarding racism and noted that high school students are well aware of what they are saying when making racist comments. She noted that the consequences of racist behavior should be made public. She further gave a brief history of "Black History Month."

Don Kellogg thanked the BOE, Dr. Sanzo and Dr. Cosentino for all their work with the BOF. He further spoke of the need to publicize the consequences for any racist acts or comments.

Samantha Mannion spoke of the process of putting together a policy regarding zero tolerance and encouraged anyone interested to attend the Policy meeting on Wednesday, March 23rd at 6 p.m.

XI. FUTURE AGENDA ITEMS - None

XII. BOARD MEMBER COMMENTS

Ed Sbordone encouraged everyone to attend the BOF meetings of March 23, March 30, and April 6 at 7:30 p.m. and to support the budget.

Tim Blair spoke of student achievement and metrics that should be addressed when presenting the budget.

Stephanie Strazza thanked BOE Chairman Dominic Cipollone for attending the BOF meeting and spoke of the importance of collaborating with the BOF.

Dr. Pat Cosentino spoke of policies regarding bullying and racism and clarified that there is currently a zero tolerance policy. The purpose of the new policy is to zone in on specific actions.

XIII. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PARAPROFESSIONAL LEAVE OF ABSENCE REQUEST

MOTION: Dominic Cipollone made a motion to go into Executive Session at 8:40 p.m. to discuss a Paraprofessional Leave of Absence request and to invite Dr. Pat Cosentino into the Executive Session. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Ed Sbordone made a motion to come out of Executive Session at 8:42 p.m. Samantha Mannion seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Ed Sbordone made a motion to recommend to the full Board of Education the approval of Mei-Chih Chen's request for an unpaid leave of absence from June 7, 2022 through the end of the 2021-22 school year, with a return to work at the beginning of the 2022-23 school year. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

XIV. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING SUPERINTENDENT SEARCH CONSULTING SERVICES CONTRACT NEGOTIATIONS

MOTION: Dominic Cipollone made a motion to go into Executive Session at 8:45 p.m. for the purpose of discussing the contract for the Superintendent Search Consulting Services and to invite Chip Dumais and David Erwin from CES Consulting Firm into the Executive Session. Kimberly LaTourette seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Dominic Cipollone made a motion to come out of Executive Session at 9:40 p.m. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Samantha Mannion made a motion to recommend to the full BOE that the Board enter into contract with CES for the superintendent search for an amount not to exceed \$20,000.00, inclusive of advertising. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

XV. ADJOURNMENT

MOTION: Dominic Cipollone made a motion to adjourn the meeting at 9:42 p.m. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

Respectfully submitted,
Suzanne Kloos

Existing policy with required revision.

Personnel - Certified/Non-Certified

Nondiscrimination

The conditions or privileges of employment in the school district, including the wages, hours, terms and benefits, shall be applied without regard to race, color, religion, sex, age, natural origin, ancestry, marital status, Veteran status, pregnancy, sexual orientation, gender identity or expression, disability, or genetic information, except in the case of a bona fide occupational qualification. The Board of Education seeks to extend the advantages of public education with full equality of educational opportunity to all students and personnel. For purposes of this policy, “genetic information” means the information about genes, gene products, or inherited characteristics that may derive from an individual or family member.

“Race” is inclusive of ethnic traits historically associated with race, including, but not limited to, hair texture and protective hairstyles. “Protective hairstyles” includes, but is not limited to, wigs, headwraps and hairstyles such as individual braids, cornrows, locs, twists, Bantu knots, afros and afro puffs.

Association Membership

No employee shall suffer any professional disadvantage by reason of the employee's membership in an employee association or participation in its lawful activities.

Grievances

No employee, employee association representative, member of any employee organization or any other participant in a grievance procedure shall suffer reprisals in any other way or suffer any professional disadvantage by reason of their opposition to any unfair labor practices or because of participation in the processing of any grievance. The Superintendent will provide procedures for alleged violations of Board policies, administrative regulations, and school district operations in general when not otherwise covered in employee organization agreements.

The District recognizes that it is a discriminatory practice to request or require, on an initial employment application, a prospective employee's age, date of birth, dates of attendance at or date of graduation from an educational institution on an initial employment application, unless requesting or requiring such information is based on a bona fide occupational qualification or need, or when such information is required to comply with any provision of state or federal law.

(cf. 4111 - Recruitment and Selection)

(cf. 4111.1 - Affirmative Action)

(cf. 4118.112/4218.112 - Sexual Harassment)

(cf. 4135 - Organizations/Units)

Personnel - Certified/Non-Certified

Nondiscrimination

Legal References: Connecticut General Statutes

46a-60 Discriminatory employment practices prohibited. (as amended by PA 17-127 and PA 21-69)

46a-81a Discrimination on the basis of sexual orientation

10-15c Discrimination in public schools prohibited. School attendance by five-year olds (as amended by PA 21-2 §441.)

P.A. 11-55 An Act Concerning Discrimination

10-153 Discrimination on account of marital status.

10-153a Rights concerning professional organization and regulations.

Public Act 07-62 An Act Concerning the Deprivation of Rights on Account of Sexual Orientation

Public Act 07-245 An Act Concerning Family and Medical Leave for Municipal Employees and the Applicability of Certain Statutory Provisions to Civil Union Status

Federal Law:

Title VI of the Civil Rights Acts of 1964, 42 USC 2000d, et seq.

Title VII of the Civil Rights Acts of 1964, 42 USC 2000e et seq.

Title IX of the Educational Amendments of 1972, 20 USC 1681, et seq.

Age Discrimination in Employment Act, 29 USC 621

Americans with Disabilities Act, 42 USC 12101, as amended

Section 504 of the Rehabilitation Act of 1973, 29 USC 794

Policy adopted: June 1, 2006
Policy revised: August 19, 2010
Policy revised: November 17, 2011
Policy revised: March 1, 2018
Policy revised: November 4, 2021
Policy revised:

NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut

Appropriate as written.

Personnel - Certified/Non-Certified

Nondiscrimination

It is the express policy of the New Fairfield 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, color, religion, sex, age, natural origin, ancestry, marital status, Veteran status, pregnancy, sexual orientation, gender identity or expression, disability, or genetic information. In order to facilitate the timely resolution of such complaints and/or grievances, any employee who feels that he/she has been discriminated against on the basis of these protected characteristics should file a written complaint with:

Office of the Superintendent of Schools
New Fairfield Board of Education
3 Brush Hill Road
New Fairfield, CT 06812

Preferably, complaints should be filed within thirty (30) days of the alleged occurrence. Timely reporting of complaints and/or grievances facilitates the investigation and resolution of such complaints and/or grievances.

Complaints and/or grievances will be investigated promptly and corrective action will be taken when allegations are verified.

Specifically, upon receipt of a written complaint of discrimination, the Superintendent and/or his or her designee should:

1. offer to meet with the complainant to discuss the nature of his/her complaint;
2. provide the complainant with a copy of the Board's anti-discrimination policy and accompanying regulations;
3. investigate the factual basis of the complaint, including, as applicable, conducting interviews with individuals deemed relevant to the complaint;
4. conduct the investigation in a confidential manner, to the extent practicable, adhering to the requirements of state and federal law;
5. communicate the findings and/or results of any investigation to the complainant;
and
6. take appropriate corrective and disciplinary action, as deemed appropriate by the Superintendent and/or his or her designee.

Personnel - Certified/Non-Certified

Nondiscrimination

If the complaint involves an allegation of discrimination based on disability or sex, the complainant should be referred to the Board's policies and procedures related to Section 504 of the Rehabilitation Act (for claims of discrimination and/or harassment based on disability) and Sex Discrimination/Sexual Harassment. (for claims of discrimination and/or harassment based on sex).

For allegations pertaining to race, color or national origin discrimination, at any stage in this complaint procedure, the complainant has the right to file formal complaints regarding such matters with:

Boston Office
Office of Civil Rights
U.S. Department of Education
8th Floor
5 Post Office Square
Boston, MA 02109-3921
Tel. (617) 289-0111

If a complaint is filed with the Office of Civil Rights, it must be filed in writing no later than one hundred eighty (180) days after the occurrence of the alleged discrimination.

A complainant may also file a complaint with the Connecticut Commission on Human Rights and Opportunities, 1229 Albany Avenue, Hartford, CT 06112 (860 566-7710) and/or the Equal Employment Opportunity Commission, Boston Area Office, John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203 (617-565-3200).

(cf. 4118.112 – Sexual Harassment)
(cf. 5145.4 – Nondiscrimination on the Basis of Disability)
(cf. 5145.5 – Exploitation: Sexual Harassment)

Regulation approved: August 19, 2010
Regulation revised: November 17, 2011
Regulation revised: March 1, 2018
Regulation reviewed: November 4, 2021

NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut

**NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut 06312**

DISCRIMINATION COMPLAINT FORM

(For Complaints Based on race, color, religion, sex, age, natural origin, ancestry, marital status, Veteran status, pregnancy, sexual orientation, gender identity or expression, disability, or genetic information)

Name of the complainant _____

Date of the complaint _____

Date of the alleged discrimination/harassment _____

Name or names of the discriminator(s) or harasser(s) _____

Location where such discrimination/harassment occurred _____

Name(s) of any witness(es) to the discrimination/harassment. _____

Detailed statement of the circumstances constituting the alleged discrimination or harassment

Existing policy with modification based on P.A. 21-199.

Instruction

Grade Weighting and Class Rank

The New Fairfield School System believes it is necessary and important to provide differentiated quality points for the purpose of weighting its academic course offerings at the high school. Quality points are the weights that are assigned to courses in order to communicate their differing academic challenge. Calculation of the quality points assigned to academic courses multiplied by the grades a student achieves determines a student's Grade Point Average (GPA).

Weights assigned to academic courses communicate the level of academic challenge inherent in each course to students and their parents; therefore, the weights assigned help students to make more appropriate course selections. Additional weights assigned to college preparatory courses recognize that more challenging courses require advanced levels of work; therefore, advanced courses have higher course weights and impact the Grade Point Average accordingly.

Parents/guardians shall be advised as to whether a grade in an honors class, advanced placement class, International Baccalaureate program, Cambridge International program, dual enrollment, dual credit or early college is or is not given added weight for purposes of calculating grade point average and determining class rank. The grading system developed by the administration, subject to Board approval, shall reflect this.

Parents/Guardians and students shall be notified annually of the Board's position via the parent/student handbook and/or the high school's website.

New Fairfield High School has a two-tiered method for calculating students' Grade Point Averages (GPA). The first tier is the Academic Grade Point Average, which includes all grades earned in English, world languages, mathematics, science, social studies, and any honors or Advanced Placement courses. The second tier is the Overall Grade Point Average, which includes unweighted grades in all courses. Academic and Overall Grade Point Averages (GPA) are important ways to communicate a student's academic standing, and all colleges request GPA as part of the college acceptance process.

Advanced Placement courses will be distinguished from honors courses with higher weights, and honors courses will be distinguished from other college preparatory courses with higher weights for the determination of Grade Point Average and class rank. In order to qualify for the higher weight in Advance Placement courses, students must take the appropriate AP test; in addition, students enrolled in semester AP courses are required to complete successfully a teacher-assigned packet prior to the exam to qualify for the higher weight.

Academic Grade Point Average

Academic Grade Point Average is based on the arithmetic average (total grade points divided by credits taken) of grades earned in English, world languages, mathematics, science, social studies, and any honors or Advanced Placement courses.

Instruction

Grade Weighting and Class Rank

Academic Grade Point Average (continued)

<i>Instructional Level</i>	WT	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
AP with Exam	5.00	5.00	4.67	4.33	4.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	0
Honors/AP without Exam	4.00	4.67	4.33	4.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00	0
Level III	3.00	4.33	4.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00	0.67	0
Level II	2.00	4.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00	0.67	0.33	0
Level I	1.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00	0.67	0.33	0.16	0

Independent Study courses are assigned weight after students present their projects to a committee of teachers for assessment. This committee determines how successfully each of the independent Study objectives was met, and a grade and weight are determined at that time, according to standard guidelines and rubrics.

Any students who transfer into the district during high school will have their transcripts evaluated by the guidance department. This evaluation will assign comparable course weights to all transferred courses so that students will not be penalized or advantaged in class rank.

Overall Grade Point Average

An overall GPA will also be calculated based on the unweighted arithmetic average of grades in all courses, using numerical grade values as follows:

A+ = 4.33	B+ = 3.33	C+ = 2.33	D+ = 1.33	F = 0.00
A = 4.0	B = 3.0	C = 2.0	D = 1.0	
A- = 3.67	B- = 2.67	C- = 1.67	D- = 0.67	

Class Rank

New Fairfield High School will report Class Rank annually in deciles (tenths) instead of exact standing Class Rank. Students and colleges will receive Academic and Overall Grade point averages, and a decile rank. Salutatorian and valedictorian will be calculated at the completion of senior year using the Academic Grade point average as criteria.

Legal Reference: Connecticut General Statutes
~~P.A. 99-81 An Act Concerning Weighted Grading for Honors Classes~~
 10-220g Policy on weighted grades for honors and advanced placement classes (as amended by PA 21-199)

Policy adopted: June 11, 2001
 Policy revised: November 7, 2002
 Policy revised: December 4, 2008
 Policy revised: October 4, 2018
 Policy revised:

NEW FAIRFIELD PUBLIC SCHOOLS
 New Fairfield, Connecticut

A new bylaw to consider.

Bylaws of the Board

Meetings

Electronic Communications Among Board Members

The Board of Education believes that electronic communication among its members and the administration is an efficient and convenient way to disseminate information, but must not be misused to deliberate issues that are appropriately discussed only in a public meeting. Therefore, Board members and administrators shall exercise caution when communicating between and among themselves via electronic messaging services including but not limited to email, internet web forums and internet chat rooms. Electronic messaging communication shall conform to the same standards of judgment, propriety and ethics as other forms of board-related communication (committee meetings, telephone calls, etc.). Board members shall adhere to the following guidelines when communicating electronically:

1. Board members shall not use email or any other electronic messaging service as a substitute for deliberations at Board meetings. (A Board member may discuss District business in person or by electronic means with only one other Board member at a time. However, a Board member should not facilitate interactive communication by discussing District business in a series of visits with, or use of emails or telephone calls to, Board members individually.)
2. Board members shall be aware that email and email attachments received or prepared for use in Board business may be considered public records that may be open to public disclosure, upon request.
3. Board members shall avoid reference to confidential information about employees, students, or to others in email communications because of the risk of improper disclosure.
4. Board members shall adhere to the District's "acceptable use" policy in all email communications and refrain from sending inappropriate, profane, harassing or abusive emails.
5. The Superintendent or designee is permitted to email information to Board members. This can include Board meeting agendas and supporting information. When responding to a single Board member's request, the Superintendent should copy all other Board members and include a "do not reply/forward" alert to the group, such as "*BOARD MEMBER ALERT: This email is in response to a request. Do not reply or forward to the group but only to the sender.*"
6. Board members are permitted to provide information to each other, whether in person or by electronic means, that is non-deliberative and non-substantive. Examples of this type of communication include scheduling meetings and confirming receipt of information.

Bylaws of the Board

Meetings

Electronic Communications Among Board Members (continued)

7. A Board member should include a “do not reply/forward” alert when emailing a message concerning District business to more than one other Board member. The following is an example of such an alert: *“BOARD MEMBER ALERT: This email is not for interactive discussion purposes. The recipient should not reply to it or forward it to any other individual.”*
8. Board members are permitted to discuss any matter except District business with each other, whether in person or by electronic means, regardless of the number of members participating in the discussion. (For example, they may discuss league sports, work, current events, etc.)
9. IF BOARD MEMBERS ARE NETWORKED TO THE DISTRICT SYSTEM, THE FOLLOWING MAY BE APPROPRIATE:
 Board members shall not reveal their passwords to others in the network or to anyone outside of it, except to the system administrator. If any Board member has reason to believe a password has been lost or stolen, or that email is being accessed by someone without authorization, he/she shall notify the Superintendent of Schools immediately.
10. In the use of paperless Board meetings (**CABE BoardBook**), a type of electronic communication among its members and the administration that is an efficient and convenient way to exchange information pertaining to the meeting of the Board, care must be exercised to not misuse the process to deliberate issues that are appropriately discussed only in a public meeting.

The following guidelines should be considered regarding the conducting of a survey on an issue among Board members using electronic means:

1. Board members shall not use surveys, email or any other electronic messaging service as a substitute for deliberations at Board meetings.
2. Surveying will not be used for topics referring to confidential information about employees, students or others in email communications because of the risk of improper disclosure.
3. The district will avoid the appearance of conducting Board discussion or actions, in which opinions are exchanged among a quorum of Board members through repeated survey questions and answers, outside an open public meeting.

The Board shall annually review its electronic communication policy and practices with the Board attorney.

Bylaws of the Board

Meetings

Electronic Communications Among Board Members (continued)

Some additional language to consider included in the policy:

- ~~1. If the Board decides to conduct a meeting utilizing some form of instantaneous electronic communication, the meeting shall be posted along with the means by which members of the general public may access the meeting. At a minimum, this access shall include providing access to a computer or computer monitor to view the meeting as it is conducted.~~
1. The Board shall have no expectation of privacy for any messages sent, stored, or received electronically. Messages that have been deleted may still be accessible on a District storage device. Messages deleted or otherwise, may be subject to disclosure under the Freedom of Information Act, unless an exemption would apply.
2. District email addresses of all Board members who choose to have an account shall be published on the District website. Board members who choose not to forward and reply to messages via the District email system accept personal responsibility for compliance with the Freedom of Information Act.
- ~~3. All emails received or sent from a personal email address that pertains to Board business shall be immediately forwarded to a designated District account for archiving purposes.~~
3. Members of the Board shall not communicate among themselves by the use of any form of communication (*e.g.*, personal intermediaries, email, or other technological device) in order to reach a collective concurrence regarding any item that is within the subject matter jurisdiction of the Board.

Legal Reference: Connecticut General Statutes
 The Freedom of Information Act.
 1-200 Definitions.
 1-210 Access to public records. Exempt records.
 1-211 Disclosure of computer-stored public records.

Bylaw adopted by the Board:

cps 11/10

NEW FAIRFIELD PUBLIC SCHOOLS - 2021-2022 Calendar *Revised*

August (2)				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

24-25 23 - New Teacher Orientation
 26 24 - First Day for Teachers
 27 25, 26, 27 - Professional Development Days
 30 - First Day for Students

September (19)				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

6 - Labor Day
 16 - Yom Kippur
 17 - Professional Development

October (20)				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	*29

11 - Columbus Day
 29 - Data Day - *Early Dismissal

November (18)				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

2 - Election Day
 Professional Development Day
 11 - Veterans Day (full day of school)
 24-26 - Thanksgiving Recess

December (17)				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	*23	24
27	28	29	30	31

23 - *Early Dismissal
 24-31 - Holiday Vacation

January (20)				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	*28
31				

17 - Martin Luther King Day
 28 - Data Day - *Early Dismissal

February (18)				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

21 - Presidents' Day
 22 - Winter Break

March (22)				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

4 - Professional Development Day

April (15)				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

15 - Good Friday
 18-22 - Spring Vacation

May (21)				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	*27
30	31			

27 - Data Day - *Early Dismissal
 30 - Memorial Day

June (8)				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
◆*13	◆*14	◆*15	◆*16	◆*17
◆*20	◆*21	◆*22	◆*23	24
27	28	29	30	

◆13 - ◆23 - Snow/emergency days
 ◆16, ◆17 - *Early Dismissal for students
 ◆20 - Last Day for Students (as of 4/7/22)
 *Early Dismissal for Students
 ◆*23 - Last Day for Students (includes 9 snow/emergency days) *Early Dismissal
 24 - Last Day for Teachers

If 8 or more snow/emergency days are used on or prior to February 18th, schools will be in session on February 22nd, then February 21st as needed. Additional snow/emergency days will be taken in the following order: June 23rd, then from spring vacation beginning with April 22nd. The last day for students is expected to be no later than June 23rd. Students will not be in school more than 180 days.

Data Days – If the opening of school is delayed on a Data Day, the Data Day is cancelled, and students will be in school until regular dismissal time.

Approved by the Board of Education:
 Dec. 3, 2020; rev. 5/6/21; rev 4/7/22

**New Fairfield Public Schools
Notification of Field Trip**

Consolidated
 Meeting House
 Middle School
 High School

Today's Date: 3/22/2022

Teacher in charge: Heidi Edel

Destination: Quebec City, Quebec Canada Date of Trip: Feb. 17-20, 2023

Location (city/state): Quebec City, Canada

Specific Group or class attending: High School French Students Number of students: 25 Minimum

Type of transportation: Bus # of students per bus: 50 Maximum

of buses required: 1

Cost per person: \$890-\$1120 Time of Departure: 6:00 AM Time of Return: 11:00 PM

Explanation of cost: Cost depends on number of participants.

Names of faculty chaperone(s):

Names of non-faculty chaperone(s):

Heidi Edel	N/A	<i>[Signature]</i>	
HS Chaperone TBD		MAR 22 2022	
Possibly third chaperone, tbd			

SUPERINTENDENT OF SCHOOLS

Brief description of the educational purpose of the trip and its connection to the district/school mission statement:

This four day trip to Quebec City is full of adventures and opportunities to increase students' global awareness. The focus of the trip is both linguistic and cultural, including a variety of learning activities that will also allow students to build relationships with each other.

Trip Objectives and Connection to Course Curriculum:
(If being offered for enrichment, indicate in objectives)

The trip will be open to all students who have studied French in high school. If offered in the future, it could be extended to 8th grade in order to sustain an every other year approach. Students are encouraged to participate regardless of financial ability as scholarships will be sought out in the community and through grants.

If available, the trip will include a home stay rather than a hotel. Students will stay with families in groups of 2-3 so that they can experience daily life in Quebec.

Describe how student learning will be assessed during/after the trip, and any follow-up activities that are planned:

This trip offers a variety of formative assessment opportunities, but students will come back with an experience and memories that will last them throughout their lives. While there will be discussion of the cultural components of the trip within the framework of the curriculum (French in Canada & the culture of Quebec), there will be no direct assessment since it is unlikely that all students will participate.

Teacher In Charge:

Complete all of the below prior to submission to the Principal for approval:

- I have read Board of Education Policy 6153 and understand proper pre/during/post procedures
- I understand that a complete list of attendees must be sent to the staff no later than two weeks prior to the trip
- I have met with the school nurse regarding potential hazards and procedures for administering student medications on this trip
- I have taken travel time into consideration, and attest that the purpose of this trip is sufficiently meaningful to justify the time my students will be missing other classes

Signature of teacher in charge: Heidi Edgel H. Edgel Date: 3/22/2022

Adm. Approved: [Signature] Date: 3/22/22

Supt. Approved: [Signature] Date: 3/22/22

Instructions:

- Complete and submit this form for administrative approval at least two weeks prior to the date of the trip.
- Send home Field Trip Permission Slip after all approvals on this notification are granted.
- Collect monies for any field trip only after the signed parental permission form (attached) for each student going on the trip has been returned.
- Follow all school requirements for office/registrar/nurse notification regarding field trips.
- Adhere to state law regarding occupancy number for buses. Please check with the bus company you choose regarding the number of students allowed.

Prométour

EDUCATIONAL TOURS 

USA: 1-800-304-9446 CAN: 1-800-657-7754 INFO@PROMETOUR.COM

QUEBEC CITY WINTER WONDERLAND Family Stay Program

New Fairfield Schools
February 17 - 20, 2023
4 DAYS

Jennifer Page
Tour Consultant
✉ jennifer.page@prometour.com

Estimated Travel Time: New Fairfield (CT) to Quebec City (QC) = 490 miles, 8h00

Be prepared for WINTER WEATHER; dress in layers and bring mittens, a tuque, waterproof jacket, snow pants & boots

DAY 1: TRAVEL TO QUEBEC CITY

Friday 17-Feb-2023



Departure from New Fairfield, CT to La Belle Province

Meet your **Quebecois Prométour Tour Director** upon arrival, he/she will remain with your group for the entire duration of your stay

With quiz sheet in hand and your own digital camera, set off in teams on a **Photo Rally Game** through Vieux Quebec

Meet your **Quebecois Host Families** as they welcome you and take you to their home to settle in and then get to know each other over dinner followed by overnight accommodation

Your Group Leaders & Tour Director will be accommodated at a Quebec City hotel

DAY 2: QUEBEC CITY

Saturday 18-Feb-2023



• Dog Sledding

Enjoy breakfast with your host families (students)

Your host families will drive you to the pre-established meeting point, where you'll meet your Prométour Tour Director and teachers

Embark on a **dog sledding adventure!** Start with a visit of the huskies followed by an introduction to basic techniques & safety before embarking on a ride through wooded trails. Between turns, practice walking on snow, with the help of snow shoes of course!

Live the Quebecois tradition of "sugaring off" at a **Cabane a Sucre**; tour the sugar shack, enjoy a lumberjack meal & learn traditional dances and folk songs

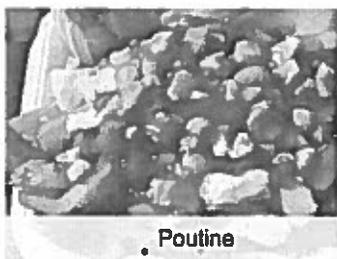
Visit the **Copper Museum**, watch a demonstration of "Repoussé" work and then live the experience of an artisan by working on your own copper piece that you can bring home

Explore the magnificent **Parc de la Chute Montmorency**, with its falls higher than those of Niagara Falls, maybe you'll see ice climbers trying to climb the sheet of ice that covers the waterfalls in winter

Return to your host family, have dinner followed by overnight accommodation (students)

DAY 3: QUEBEC CITY

Sunday 19-Feb-2023



• Poutine

Enjoy breakfast with your host families (students)

Your host families will drive you to the pre-established meeting point, where you'll meet your Prométour Tour Director and teachers

At the **Musee de la Civilisation**, have a guided visit of the exhibit **People of Quebec...Then and Now**; it's a journey into the heart of Québec's history and rich culture

Wander through the enchanting **Quartier Petit Champlain**, don't miss the famous "Escalier Casse-cou"

Have **Poutine** for lunch, a Quebec specialty, it's more than just French fries, cheese & sauce

Tour the incredible **Hôtel de Glace / Ice Hotel**; made of ice and snow, the architecture and design changes each year, making this hotel truly unique

Experience winter thrills and laughs while snow rafting, sliding on inner tubes and crazy carpets at **Village Vacances Valcartier**

Return to your host family, have dinner followed by overnight accommodation (students)



Quartier Petit Champlain

Enjoy breakfast with your host families (students)

Your host families will drive you to the pre-established meeting point, where you'll meet your Prométour Tour Director and teachers, then take time to say a fond *Merci* to your host families

Head to the Plains of Abraham Museum and partake in "The Military"; under the command of generals Wolfe & Montcalm, re-enact the 1759 battle on the Plains of Abraham

Say a fond *Au Revoir* to your Quebecois Prométour Tour Director

After a fun-filled trip, board your motor coach and depart for the USA

PRICE PER PERSON SHEET

This is a privately operated tour - you will not be combined with another group

35+ participants : 890 USD

30 to 34 participants : 940 USD

25 to 29 participants : 1 000 USD

20 to 24 participants : 1 090 USD

18 to 19 participants : 1 120 USD

SUPPLEMENTS

Adult Insurance Premium \$ 15 per day, per person
Adult Activity Supplement \$ 15 per day, per person
Twin Room Supplement \$ 45 per night, per person
Single Room Supplement \$ 90 per night, per person

This trip is quoted as a student tour, prices are subject to increase if number of adults exceeds 30% of group size.

PAYMENT SCHEDULE

Based on Dates of Travel
15-Oct-2022 \$ 250 pp
30-Nov-2022 \$ 350 pp
05-Jan-2023 Balance (determined by final group size)

Monthly installments available at time of online registration
Please check with your credit card company and/or financial institution for any extra applicable fees

PRICE INCLUDES

PROMETOUR PEACE OF MIND PROGRAM
Student Group Insurance Program covering group dates of travel, Coverage includes:
Trip Cancellation, Interruption and Delay
Cancel for Any Reason up to 75% of prepaid, forfeited, non-refundable payments or deposits
Baggage & Personal Effects; Damage Loss & Delay
Emergency Medical & Dental Expenses
Emergency Evacuation/Repatriation
24 hour Accidental Death & Dismemberment
Travel Assistance & Concierge

Transportation
Round trip motor coach transportation
Associated ground transportation costs while in destination

Accommodation
Students: 3 nights' accommodation with carefully selected Host Families (2 & 3 students per family)
Chaperones: 3 nights' accommodation at a Quebec City hotel (2 per room according to gender, single beds guaranteed + 1 single room guarantee for Group Leader)

Meals
Family Meals: 3 Breakfast / 3 Dinners
Restaurant Meals: 1 Poutine Lunch + 1 Cabane a Sucre Lunch
Restaurant meals are group menu with 1 non-alcoholic beverage + vegetarian option

Activities/ Sightseeing
All aforementioned visits, activities, tours and admissions

Tour Guides

PRICE DOES NOT INCLUDE

Meals that are not indicated in the daily program

Tips – these are standard guidelines
Tour Director: \$3 USD per day, per person
Bus Drivers: \$2 USD per day, per person

Personal spending money

Costs associated with travel documents, visas, medical testing, vaccinations, or other as required by your destination(s) or home country

Costs associated with changes to itinerary due to unforeseen circumstances including but not limited to: pandemics, epidemics, natural disasters, or other

Any applicable Prometour processing fees

Service of a bilingual Quebecois Tour Director for duration of visit
Locality / activity guides as indicated in the program

Complimentary Tips

18-19 full paying participants = 2 complimentary trips
20+ full paying participants = 1:8 complimentary trip ratio

Other

\$ 100 Student Scholarship x 1
\$ 200 Family Discount x 1
Applicable service fees, taxes and FICAV contribution

Prométour reserves the right to alter your itinerary before or during your tour for reasons including but not limited to: severe weather conditions, government restrictions, holidays, special events, or other unforeseen circumstances. When a scheduled activity or tourist site is not possible, we will make every effort to minimize inconvenience by adjusting the itinerary or replacing the item with a similar item of equal standard and value.

New Green Initiative!

Prométour's target is to be a 100% carbon neutral company by 2023. Complimentary CO2 offsetting is now included on all tours with bus or air transportation.

EXCHANGE RATE Prométour has quoted this package at an exchange of 1 CAD = 0.80 USD

Useful Information

Going Green - Prométour's Carbon Offset program with TAKING ROOT

TERMS & CONDITIONS

PROTECTION PLAN / PEACE OF MIND 2020

SAFETY PROTOCOL

Prométour Educational Tours
339 rue Saint-Paul East, Montreal, Quebec, H2Y 1H3, Canada
www.prometour.com
info@prometour.com
USA: 1-800-304-9446 / CAN: 1-800-657-7754



**NEW FAIRFIELD PUBLIC SCHOOLS
NEW FAIRFIELD, CT**

GIFTS AND DONATIONS

This form must be completed and submitted for all in-kind and monetary donations to a school or the district. Donations valued at \$1,000 or more require BOE approval before acceptance of the donation or depositing of funds. A letter of acceptance will be sent by the appropriate staff member with a copy to the superintendent's office.

DATE: March 23, 2022

SCHOOL: New Fairfield High School

TYPE OF DONATION AND QUANTITY: Monetary – Check #1703

CONDITION/AGE OF ITEM DONATED: N/A

DONOR: Old Timers Athletic Association of Greater Danbury

SCHOOL'S PLAN FOR USE OF ITEM(S): Athletic equipment or other as needed

APPROXIMATE VALUE: \$3,000

The approximate value denoted above has been supplied by the donor. The New Fairfield Public Schools does not attest to the accuracy of this value. It is the donor's responsibility for documentation to support this valuation for tax or any other purposes.

OLD TIMERS ATHLETIC ASSOCIATION OF
GREATER DANBURY
P.O. BOX 1113
DANBURY CT 06813

1703

81-7224/2211

3

3/21/22

Date

Pay to the
Order of

New Fairfield High Athletic Dept

\$ 3000.⁰⁰-

Three Thousand and 00/100⁰⁰ Dollars



Security Features on Back

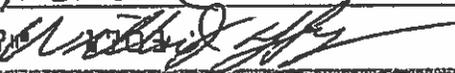
 **Union**
Savings Bank

For

Equipment

Theodore L Lucas

⑆ 221 17224 1⑆ 752 071 127



An optional policy to consider.

Mission – Goals – Objectives

Hate Crimes and Bias Incidents in Schools

~~The _____ Board of Education (Board) is committed to providing a safe and healthy environment for all children in the school district. The commission of hate crimes and bias incidents committed on school grounds or at school related activities can lead to further violence and retaliation. Hate crimes and bias incidents are a direct attack upon the racial, religious and ethnic heritage of the school community and will not be tolerated by or within the school district. The school district employees will work closely with local law enforcement and the county prosecutor's office to report or eliminate the commission of hate crimes and bias incidents.~~

Alternate introductory paragraph:

The **New Fairfield** School District is committed to providing a safe learning and working environment that is free from discrimination, harassment, intimidation and/or bullying. District policy requires all schools and personnel to promote mutual respect, tolerance, and acceptance among students and staff. Hate-motivated incidents and crimes or actions motivated by bias/prejudice/bigotry jeopardize both the safety and well-being of all students and staff. The District will not tolerate hate-motivated incidents/crimes based on actual or perceived characteristics, of actual or perceived sex, sexual orientation, gender, gender identity, gender expression, race or ethnicity, ethnic group identification, ancestry, nationality, national origin, religion, color, mental or physical disability, age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity it conducts or to which it provides significant assistance or retaliation in any form for reporting such incidents or crimes.

Definitions

- ~~1. — A “**hate crime**” is any criminal offense or unlawful act which is directed at or occurs to a person, private property, or public property on the basis of religion, national origin, alienage, color, sex, gender identity or expression, sexual orientation, blindness, or mental or physical disability. An offense is bias based and thus constitutes a hate crime if the motive for the commission of the offense or unlawful act is racial, religious, ethnic or pertains to sexual orientation. The designated bias incident offenses include such acts as murder, manslaughter, rape, robbery, aggravated assault, burglary, simple assault, fear of bodily violence, arson, criminal mischief, damage to property, weapons offenses, sex offenses, terroristic threats, trespass, disorderly conduct, harassment and desecration of venerated objects.~~
1. ***Alternate definition:*** A “**hate crime**” is a crime motivated by hatred, bias, or prejudice, or where the victim is targeted or selected for the crime at least in part because of his/her actual or perceived race, color, ethnicity, national origin, religion, sexual orientation, gender identity or expression age, disability or sex. A hate crime may involve a physical attack, threat of bodily harm, physical intimidation, or damage to another's property.

Mission – Goals – Objectives

Hate Crimes and Bias Incidents in Schools

Definitions (continued)

2. A **“bias incident”** is any suspected or confirmed offense or unlawful act which is directed at or occurs to a person, private property, or public property on the basis of race, color, religion, sexual orientation or ethnicity. An act is bias-based and thus constitutes a bias incident if the motive for the commission of the act or unlawful act is racial, religious, ethnic or pertains to sexual orientation, including gender identity or expression.
3. A **“bias-related act”** is an act directed at a group of persons, private property, or public property that is motivated in whole or part by racial, gender, disability, religion, sexual orientation, gender identity or expression, or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense. All hate crimes are also bias-related acts, but not all bias-related acts will constitute a hate crime.
4. A **“hate-motivated incident”** is a noncriminal act or attempted act that constitutes an expression of hostility, bias, or bigotry against a person, property, or institution because of the target’s actual or perceived protected characteristics as set forth above. This may include using insults, taunts and slurs, distributing or posting hate group literature or posters, defacing, removing, or destroying posted materials or announcements, posting or circulating demeaning jokes or leaflets, or sending insulting or threatening messages by phone, e-mail, websites or any other electronic or written communication.
5. A **“hate-motivated crime”** is a “hate-motivated incident that has been determined by law enforcement to be criminal conduct that was primarily motivated by bias or prejudice against a targeted group. This includes any criminal action that manifests evidence of hostility towards the target because of his or her actual or perceived characteristics set forth above. Such action includes, but is not limited to, threatening telephone calls, hate mail, physical assault, vandalism, cross burning, destruction of religious symbols and fire bombings. This also includes threats and hate messages sent by electronic communication.
6. **“Retaliation”** is any form of intimidation, reprisal, or harassment by a student directed against any student, staff or other individual for reporting or filing a complaint, for aiding or encouraging the filing of a report or complaint, for cooperating in an investigation under this policy, or for taking action consistent with this policy.

Interference with, intimidation of, and/or retaliation against any individual, including a student, parent, or guardian, for filing a complaint, filing a grievance, or opposition discrimination is strictly prohibited and shall be treated as an actionable, wrongful act in and of itself.

Mission – Goals – Objectives

Hate Crimes and Bias Incidents in Schools

Definitions (continued)

7. **“Disability”** includes mental and/or physical impairments.
8. **“Electronic”** communications, acts, postings refers to conduct perpetrated through, but not limited to the following: internet, social networking sites, spyware or global positioning system tracking technology, telephone or cellular telephone, instant or text messages, email, blogs, websites, forums and mailing lists.
9. **“Gender”** means sex, and includes a person’s gender identity and gender expression.
10. **“Gender expression”** means a person’s gender-related appearance and behavior whether or not stereotypically associated with the person’s assigned sex at birth.
11. **“Harassment”** occurs when a target is subjected to unwelcome conduct related to a protected category and can result in a hostile environment when the harassment is subjectively offensive to the target and would be offensive to a reasonable person of the same age and characteristics under the same circumstances and is sufficiently severe, pervasive, or persistent so as to interfere with or limit an individual’s ability to participate in or benefit from the services, activities, or opportunities offered by the District.
12. **“In whole or in part because of”** means that the bias motivation must be a cause of the offense, whether or not other causes also exist. When multiple motives exist, bias must be a substantial factor. There is no requirement that bias be a main factor, or that the crime would not have been committed but for the actual or perceived protected characteristic.
13. **“Nationality”** includes citizenship, country of origin and national origin.
14. **“Race or ethnicity”** includes ancestry, color and ethnic background.
15. **“Religion”** includes all aspects of religious belief, observance and practice, including agnosticism and atheism.
16. **“Sexual orientation”** means heterosexuality, homosexuality or bisexuality, or any other aspect of human sexuality including gender and gender expression.
17. **“Target”** means an individual alleged to have experienced acts in violation of this policy, sometimes referred to as “victim.”

Mission – Goals – Objectives

Hate Crimes and Bias Incidents in Schools (continued)

Hate Prevention Program

The Board believes that a comprehensive hate-prevention program involving all staff and students will permit the expression of diverse viewpoints, but will help to prevent hate crimes and bias-related incidents in district schools and in the community.

1. Training shall be provided to all district staff in order to increase their awareness of the various manifestations of hate and bias-related incidents. The training will include anti-bias and conflict resolution methods; procedures for identifying and reporting incidents of racial, religious, and sexual harassment, discrimination, and hate crime; strategies for preventing such incidents from occurring; and resources available to assist in dealing with these incidents.
2. All students shall receive hate prevention training through age-appropriate classroom activities, assemblies, and school-related activities. The Board believes that prejudice and discrimination are learned attitudes and behaviors. Teaching children that even subtle forms of hate such as ethnic slurs or epithets, negative or offensive name-calling, stereotyping, and exclusion are hurtful and inherently wrong can help to prevent more extreme, violent manifestations of hate. Structured classroom activities and programs will help children to develop empathy, while practicing the critical thinking and conflict resolution skills needed to recognize and respond to various manifestations of hate and bias-related behavior.
3. The District will develop partnerships with families, community organizations, and law enforcement agencies. These partnerships help identify resources available to school personnel to address hate incidents, raise community awareness of the issue, ensure appropriate responses to hate incidents, and ensure that youth receive a consistent message that hate-motivated and/or bias-related behavior will not be tolerated.
4. This policy shall be distributed annually to all students, their families and to all District personnel. The purpose of this policy is to promote a school climate in which racial, religious, ethnic, gender and other differences, as well as freedom of thought and expression, are respected and appreciated. The policy should have the input of parents, students, teachers, community members, and school administrators. It should respect diverse viewpoints, freedom of thought, and freedom of expression.
5. A range of corrective actions for those who violate school hate-prevention policies shall be used. The District will take a firm position against all injurious manifestations of hate, from ethnic slurs, racial epithets, and taunts, to graffiti, vandalism, discrimination, harassment, intimidation, and violence. A wide range of nondisciplinary corrective actions to respond to incidents, including counseling, parent conferences, community service, awareness training, or completion of a research paper on an issue related to hate, as well as disciplinary actions such as in-school suspension or expulsion shall be utilized. School officials shall contact local, state or federal civil rights officials to respond to more serious incidents and, in cases involving criminal activity or threat of criminal activity, should call the police.

Mission – Goals – Objectives

Hate Crimes and Bias Incidents in Schools

Hate Prevention Program (continued)

6. Data is to be collected to focus district-wide hate prevention efforts. Collection of data on the occurrence of school-based hate or bias-related incidents or crimes will assist administrators and teachers to identify patterns and to more effectively implement hate prevention policies and programs.

Required Actions

Whenever any school employee in the course of his/her employment has reason to believe that:

1. a hate crime has been committed or is about to be committed on school property, or has been or is about to be committed by any student, whether on or off school property and whether or not such offense was or is about to be committed during operating school hours, or
2. ~~that~~ a student enrolled in the school has been or is about to become the victim of a hate crime, whether committed on school property or during school hours, the school employee shall immediately notify the building ~~principal~~ **Principal** and Superintendent, who in turn shall notify the **New Fairfield** Police Department. The Principal shall notify the **New Fairfield** Police Department immediately if there is reason to believe the act of violence has been or is about to be committed against a student or there is reason to believe that a life has been or will be threatened.

Whenever any school employee in the course of ~~his/her~~ **their** employment has reason to believe that a bias incident has been committed or is about to be committed on school property, or has been or is about to be committed by any student, whether on or off school property, and whether or not such bias incident was or is to be committed during school hours, the school employee ~~should immediately~~ **will promptly** notify the building ~~principal~~ **Principal** and Superintendent, ~~who in turn will decide whether or not to notify the New Fairfield Police Department.~~ ~~should promptly notify the New Fairfield Police Department.~~ Any student charged with a hate crime or bias incident will be disciplined in accordance with the student conduct code or policies pertaining to discipline and student conduct.

In deciding whether to refer the matter of a bias incident to the Police Department, the building ~~principal~~ **Principal** and the Superintendent, should consider the nature and seriousness of the conduct and the risk that the conduct posed to the health, safety and well-being of any student, school employee or member of the general public. The building ~~principal~~ **Principal** and Superintendent should consider the possibility that the suspected incident could escalate or result in some form of retaliation which might occur within or outside school property.

It is understood a referral to the Police Department is only a request to conduct an investigation and nothing more than the transmittal of information which might be pertinent to any such law enforcement investigation. A referral is not an accusation or formal charge.

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Hate Crimes and Bias Incidents in Schools

Hate Prevention Program (continued)

Unless the Police Department requests otherwise, the school district will continue to investigate a suspected hate crime or bias incident occurring on school property and may take such actions as necessary and appropriate to redress and remediate any such acts.

School officials will secure and preserve any such graffiti or other evidence of a suspected hate crime or bias incident pending the arrival of the Police Department. The school officials, when feasible, will cover or conceal such evidence until the arrival of the Police Department.

- (cf. 0521 – Nondiscrimination)
- (cf. 0523 – Equity and Diversity)
- (cf. 4111.1/4211.1 – Affirmative Action)
- (cf. 4118.11 – Nondiscrimination)
- (cf. 4118.113/4218.113 – Harassment)
- (cf. 4131 – Staff Development)
- (cf. 5114 – Suspension/Expulsion)
- (cf. 5118.1 – Homeless Students)
- (cf. 5131 – Student Conduct)
- (cf. 5131.911 – Bullying/Safe School Climate Plans)
- (cf. 5144 – Discipline)
- (cf. 5145.4 – Nondiscrimination)
- (cf. 5145.5 – Sexual Harassment)
- (cf. 5145.51 – Peer Sexual Harassment)
- (cf. 5145.52 – Harassment)
- (cf. 5145.53 – Transgender and Non-Conforming Youth)
- (cf. 5145.6 – Student Grievance Procedure)
- (cf. 6115 – Ceremonies and Observances)
- (cf. 6121 – Nondiscrimination)
- (cf. 6121.1 – Equal Educational Opportunity)
- (cf. 6141.21 – Religions in the Public Schools)
- (cf. 6141.22 – Religious Accommodations)

- Legal Reference: Connecticut General Statutes
- 10-15c Discrimination in public schools prohibited. School attendance by five-year olds. (Amended by P.A. 97-247 to include “sexual orientation” and P.A. 11-55 to include “gender identity or expression”)
 - 10-153 Discrimination on account of marital status.
 - 29-7m(a) Classification of crimes motivated by bias
 - 29-7m(b) Report of crime motivated by bias.
 - 46a-60 Discriminatory employment practices prohibited.
 - 53a-181i Intimidation based on bigotry or bias: Definitions.

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Hate Crimes and Bias Incidents in Schools

Legal Reference: Connecticut General Statutes (continued)
3A-181i j, k, l Intimidation based on bigotry in the first, second, or third degree.
17a-101 Protection of children from abuse.
Connecticut State Board of Education “Position Statement on Culturally Responsive Education,” adopted May 4, 2011
P.A. 17-111 An Act Concerning Hate Crimes
Title VII, Civil Rights Act, 42 U.S.C. 2000e, et seq.
29 CFR 1604.11, EEOC Guidelines on Sex Discrimination.
Title IX of the Educational Amendments of 1972, 20 U.S.C. 1681 et seq.
34 CFR Section 106.8(b), OCR Guidelines for Title IX.
Definitions, OCR Guidelines on Sexual Harassment, Fed. Reg. Vol 62, #49, 29 CFR Sec. 1606.8 (a0 62 Fed Reg. 12033 (March 13, 1997) and 66 Fed. Reg. 5512 (January 19, 2001)
20 U.S.C. 7905 (Boy Scouts of America Equal Access Act)
Meritor Savings Bank. FSB v. Vinson, 477 U.S. 57 (1986)
Faragher v. City of Boca Raton, No. 97-282 (U.S. Supreme Court, June 26, 1998)
Gebbs v. Lago Vista Indiana School District, No. 99-1866, (U.S. Supreme Court, June 26, 1998)
Davis v. Monroe County Board of Education, No. 97-843, (U.S. Supreme Court, May 24, 1999.)
The Vietnam Era Veterans’ Readjustment Act of 1974, as amended, 38 U.S.C. §4212
Title II of the Genetic Information Nondiscrimination Act of 2008
The Americans with Disabilities Act as amended by the ADA Amendments Act of 2008
Public Law 111-256
Meacham v. Knolls Atomic Power Laboratory 128 S.Ct. 2395, 76 U.S.L.W. 4488 (2008)
Federal Express Corporation v. Holowecki 128 S.Ct. 1147, 76 U.S.L.W. 4110 (2008)
Kentucky Retirement Systems v. EEOC 128 S.Ct. 2361, 76 U.S.L.W. 4503 (2008)
Sprint/United Management Co. v. Mendelsohn 128 S.Ct. 1140, 76 U.S.L.W. 4107 (2008)

Policy adopted:

cps 1/18

An administrative regulation to consider.

Mission – Goals – Objectives

Hate Crimes and Bias Incidents in Schools

The **New Fairfield** School District is committed to providing a safe learning and working environment that is free from discrimination, harassment, intimidation and/or bullying. District policy requires all schools and personnel to promote mutual respect, tolerance, and acceptance among students and staff. Hate-motivated incidents and crimes or actions motivated by bias/prejudice/bigotry jeopardize both the safety and well-being of all students and staff. The following procedures provide the manner in which policy #0524 is to be implemented.

Staff Responsibilities

Employees shall:

- Share responsibility for modeling appropriate behavior and creating an environment where students and staff know that bias and hate motivated incidents/crimes are inappropriate and will not be tolerated.
- Support the District's efforts to prevent bias and hate-motivated incidents/crimes by learning to recognize the indicators of such conduct and effectively taking steps to intervene immediately when such conduct occurs.
- Promote an appreciation and respect of diversity, appropriate interactions and social norms and discourage the development of potentially prejudicial conduct, discriminatory attitudes/practices or hate violence that prevents pupils from achieving their full potential.
- Understand their individual responsibility to report bias and hate-motivated incidents to the administrator and/or Title IX/Bullying Complaint Manager.
- Assist students alleging that ~~he or she is~~ **they are** a target of, or a witness to, a hate-motivated incident/crime to report such an incident.
- Cooperate in any investigation of a bias or hate-motivated incident/crime.
- Guard against any actions that could be considered retaliatory against anyone who has made a report or is participating in an investigation of a bias or hate-motivated incident/crime.

Student Responsibilities

Each student is responsible for:

- Complying with this Policy;
- Ensuring that ~~(s)he does~~ **they do** not harass or discriminate against another person on school grounds or in a school-related function, event or activity because of that person's race, color, religion, national origin, ethnicity, sex, sexual orientation, sexual identity or expression, age, or disability;
- Ensuring that ~~he or she does~~ **they do** not bully another person on school grounds or at a school-related function, event or activity;

Mission – Goals – Objectives

Hate Crimes and Bias Incidents in Schools

Student Responsibilities (continued)

- Ensuring that ~~he or she does~~ **they do** not retaliate against any other person for reporting or filing a complaint, for aiding or encouraging the filing of a report or complaint, or for cooperating in an investigation of harassment, bullying, discrimination, bias-related incident or a hate crime; and
- Cooperating in the investigation of reports or complaints of harassment, bullying, discrimination, retaliation, or a hate crime.

Students shall be informed that:

- They share a responsibility for creating a safe school environment and that they can do that by treating others with mutual respect and acceptance, and by being sensitive as to how others might perceive their actions and/or words.
- They are not to engage in or contribute to bias or hate-motivated conduct.
- Students who may be a witness to or a target of a bias or hate-motivated incident/crime have the responsibility to report such an incident to a school administrator.
- They are never to engage in retaliatory behavior or ask of, encourage, or consent to anyone taking retaliatory actions on their behalf.

Protection against Retaliation

The **New Fairfield** Public Schools will take appropriate steps to protect students from retaliation when they report, file a complaint of, or cooperate in an investigation of a violation of this Policy. Threats or acts of retaliation, whether person-to-person, by electronic means, or through third parties, are serious offenses that will subject the violator to significant disciplinary and other corrective action, including short or long-term suspension, or expulsion.

Designated Officials for Reporting

The Principal or ~~his/her~~ **their** designee is responsible for receiving reports and complaints of violations of this Policy.

Reporting Procedures

1. Any student who becomes aware or has a reasonable belief that harassment, bullying, discrimination, retaliation, or a hate crime has occurred or may have occurred on school property or in a school-related activity should promptly report the incident(s) to the Principal or ~~his/her~~ **their** designee. In situations where a student or other person does not feel comfortable reporting the incident to a designated official, ~~he/she~~ **they** may report it to a trusted school employee, who must promptly transmit the report to the Principal or ~~his/her~~ **their** designee.

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Hate Crimes and Bias Incidents in Schools

Reporting Procedures (continued)

2. All complaints or reports about a violation of this Policy must be documented in writing.

If a complainant or reporter is either unwilling or unable to complete the District's ~~document the occurrence in writing~~ **incident reporting form**, the official who receives the oral complaint or report will promptly prepare a written report using, to the extent practicable, the reporter's or complainant's own words to describe the potential violation.
3. Oral reports made by or to a staff member shall be recorded in writing. A school or District staff member is required to report immediately to the Principal or ~~his/her~~ **their** designee.
4. Reports made by students, parents or guardians, or other individuals who are not school or District staff members, may be made anonymously. The school or District will utilize a variety of reporting resources, **including, but not limited to, an Incident Reporting Form,** ~~a voicemail box, a dedicated mailing address, and an email address.~~ No disciplinary action will be taken against an alleged aggressor solely on the basis of an anonymous report.
5. Through the District's ~~Memorandum of Understanding~~ **relationship** with the Police Department, the District may share any and all information with regard to student safety or possible illegal activity with the School Resource Officer.

Investigation Procedures

~~The goal of the investigation is to obtain an accurate and complete account of all incidents and circumstances deemed relevant to the allegations of the complaint.~~

~~The Principal or his/her designee, upon receipt of a viable report of bullying, hate crime or bias-related incident shall promptly contact the parents or guardians of a student who has been the alleged target and the alleged perpetrator of the incident. The actions being taken to prevent such further acts shall be discussed.~~

Emergencies

~~The Principal or his/her designee will immediately call 911 in a case of a threat of imminent physical harm or actual physical harm to a school community member or where police, fire, medical, or other emergency assistance is needed.~~

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Hate Crimes and Bias Incidents in Schools

Investigation Procedures: (continued)

~~Informal Resolution Procedure~~

~~It may be possible to resolve a complaint through a voluntary informal process. Both the complainant and the alleged perpetrator will meet separately in a timely manner with the Principal or designee who will explain the informal process, the nature of the complaint, explain the prohibition against retaliation, and determine the needed corrective action the complainant seeks.~~

~~After adequate investigation, the designated official will propose a resolution. If the complainant and the alleged offender agree with the proposed resolution, the designated official will write down the resolution, and *the* complainant and the subject of the complaint will sign it, and each person will receive a copy. At the meeting, the designated official will again explain the prohibition against retaliation. Parents of both the complainant and alleged offender will be notified of the process being followed.~~

~~A designated school official will monitor the situation, and will follow up with the complainant to determine whether there are further incidents or concerns. The designated official will maintain a written record of the follow up. At any time, either party may choose to forego the informal process and commence the formal procedure.~~

Formal Procedure

~~STEP ONE~~

~~The Principal or his/her designee will separately meet in a timely manner with the complainant and the subject of the complaint to tell them about the formal process, explain the prohibition against retaliation, and determine the remedy the complainant seeks.~~

~~STEP TWO~~

~~The Principal or his/her designee will conduct an investigation in accordance with the procedures of this policy. Parents of both the complainant and alleged offender will be notified of the complaint and the process being followed.~~

~~STEP THREE~~

~~The Principal or his/her designee will determine whether the allegations have been substantiated, and whether this Policy and/or the Code of Conduct have been violated. If the complaint is substantiated, the designated official will decide based on the investigative findings, on the appropriate course of action. The Principal or his/her designee will prepare a written report that includes the investigative findings.~~

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Hate Crimes and Bias Incidents in Schools

Formal Procedure (continued)

STEP FOUR

~~The designated official will promptly notify the complainant and the subject of the complaint to let them know whether the complaint has been substantiated. If the complaint is substantiated, the designated official will meet with the offender to describe, consistent with the Code of Conduct, the disciplinary and/or corrective action recommended, the school's expectations for future behavior and the potential consequences for retaliation or future violation of the Policy.~~

~~If a complaint is substantiated, a report of the incident will be placed in the offender's student records.~~

~~**File Retention:** The Principal or his/her designee will maintain a separate confidential file containing the original written complaint, investigatory interview notes and reports, findings made, the results of the investigation, including any decision for action, and other relevant investigatory materials.~~

~~Any disciplinary or corrective action against a student must conform to the due process requirements of federal and state law.~~

STEP FIVE

~~The Principal or his/her designee will monitor the situation, and will follow up with the complainant at least weekly for two months to determine whether there are further incidents or concerns, and whether the corrective action and/or disciplinary action(s) imposed has/had been effective. The designated official will maintain a written record of the follow up.~~

~~Disciplinary sanctions and corrective actions may include, but are not limited to, one or more of the following:~~

- ~~• A written warning;~~
- ~~• Parent conferences;~~
- ~~• An apology to the victim;~~
- ~~• Limiting or denying student access to a part or an area of the school;~~
- ~~• Adult supervision on school premises;~~
- ~~• Exclusion from participation in school sponsored functions, after school programs, and/or extracurricular activities;~~
- ~~• Classroom transfer;~~
- ~~• Awareness training (to help students understand the impact of their behavior);~~
- ~~• Participation in cultural diversity, anti-harassment, anti-bullying or intergroup relations program;~~
- ~~• Specific recommendations, (i.e. anger management, medical assessment, counseling, etc.);~~
- ~~• Suspension;~~
- ~~• Expulsion;~~
- ~~• Any other action consistent with the Code of Conduct/Disciplinary policies.~~

Mission – Goals – Objectives

Hate Crimes and Bias Incidents in Schools

Investigation Procedures: (continued)

Alternate Procedures for Formal Investigation:

Investigations for Formal Proceedings

Prompt and Thorough Investigations: When the Principal or his/her **their** designee determines that a formal proceeding is appropriate, the school will promptly investigate all reports or complaints of an alleged violation of this Policy.

Investigative Procedure

The Principal or his/her **their** designee investigating the incident will gather and preserve evidence and identify all involved parties and witnesses. If the incident involves physical injury, destruction of public property, or acts of a serious criminal nature, the designated official will confer with the local police department prior to gathering or preserving evidence.

Communication During Investigation

Throughout the investigatory and complaint resolution process, the Principal or his/her **their** designee will make reasonable efforts to regularly inform the complainant and the subject of the complaint and their parent(s) or guardian(s) of the status of the complaint, the anticipated timing for concluding the investigation, and determination of discipline and/or corrective action(s).

Time for Investigations

The Principal or his/her **their** designee will complete his/her **the** investigation as soon as practicable, but not to exceed **14 ten (10)** school days once the report has been received. **In the rare instance when an investigation is delayed, parents will be notified of the delay.** The Principal or his/her **their** designee will expedite the investigation of any claim involving physical violence or serious threats of harm.

Ensuring Safety During Investigation

The Principal or his/her **their** designee will take any step ~~he/she determines~~ **they determine** is necessary and/or advisable to protect, to the extent practicable, the complainant, witnesses, and other individuals from further incidents or from retaliation pending the outcome of the investigation.

Victim Assistance

The Principal or his/her **their** designee will make appropriate referrals for victim assistance, including counseling and crisis intervention, if requested, or as needed.

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Hate Crimes and Bias Incidents in Schools

Investigation Procedures: (continued)

Confidentiality

The District will respect the privacy of the complainant, the subject(s) of the complaint, and the witnesses to the extent possible consistent with its obligations under federal and state law and regulations and the Policy to investigate, report, and take appropriate disciplinary and corrective action, and consistent with applicable confidentiality laws and student record regulations.

Imposing Disciplinary Action or Corrective Action

If the Principal or his/her **their** designee concludes that the subject of the complaint has violated this Policy, the District will impose disciplinary measures and/or corrective action reasonably calculated to end the conduct cited in the complaint, deter future conduct, and protect the complainant(s) and other similarly situated individuals.

Frivolous Complaints

When a complaint is unfounded, frivolous, or maliciously fabricated, the complainant shall be subject to a range of disciplinary and correction actions consistent with the Code of Conduct/Discipline policies.

Regulation approved:

cps 1/18