

Board of Education Regular meeting

Monday, February 13, 2012 7:00 PM

PPMS Library, 1 Route 164, Preston, CT 06365

I. Call to Order	Speaker(s) : John Moulson: Chair
II. Pledge of Allegiance	Speaker(s) : John Moulson: Chair
III. Approval of Minutes	Speaker(s) : John Moulson: Chair
IV. Public Comment	Speaker(s) : John Moulson: Chair
V. Board of Education Committee and Other Reports	Speaker(s) : John Moulson: Chair
VI. Superintendent Reports, Recommendations and Goals Update	Speaker(s) : Dr. Welch: Superintendent
VII. BOE Expenditure Report/Projection Report	Speaker(s) : John Moulson: Chair
VIII. Cafeteria Report	Speaker(s) : John Moulson: Chair
IX. New Business	Speaker(s) : John Moulson: Chair
IX.A. Votes Required	Speaker(s) : John Moulson: Chair
IX.B. Discussion	Speaker(s) : John Moulson: Chair
X. Old Business	Speaker(s) : John Moulson: Chair
X.A. Votes Required	Speaker(s) : John Moulson: Chair
X.B. Discussion	Speaker(s) : John Moulson: Chair
XI. Information	Speaker(s) : John Moulson: Chair
XII. Executive Session	Speaker(s) : John Moulson: Chair
XIII. Date and Time of Next Meeting	Speaker(s) : John Moulson: Chair
XIV. Adjournment	Speaker(s) : John Moulson: Chair

Board of Education Regular Meeting

January 09, 2012 07:00PM

PVMS Library

1. Call to Order

John Moulson called the meeting to order at 7:01PM. **Other members present:** Deborah Burke-Grabarek, Jan Clancy, Charles Raymond. Dan Harris, Pauline Andruskiewicz and Sandra Gauthier were absent. **Also present:** Dr. Welch; Superintendent, Ivy Davis; Director of Curriculum, Instruction and Special Education, Bob Sirpenski; Director of Finance and School Business Operations, Gloria Homiski; Recording Secretary. **Audience:** Mr. and Mrs. Frechette, Mike House; Supervisor of Buildings and Grounds, Ray Bernier; Principal PPMS, Mike Clancy, Representative Reynolds and Senator Maynard.

2. Pledge of Allegiance

Moved, to change the order of business in order to recognize Representative Reynolds. Raymond/Burke-Grabarek. Unanimous. Motion Carries.

Representative Reynolds announced that the state is in the first year of its biennial budget. A small surplus is projected due to increase in revenue, lower state spending and smaller state work force. The surplus will be used to cover pensions and retiree health care. The next legislative session will begin on February 8th. The Governor will be focusing on education. Incentives will be made to encourage universal preK in the 30 lowest performing districts in the state as well as all day kindergarten for all students.

Representative Reynolds introduced Senator Maynard who reviewed the affect of MBR on our district and others. Senator Maynard expressed his encouragement of the Connecticut Transformation Project. The hope is that all students will be better prepared for the future.

3. Approval of Minutes

Moved, to approve the minutes of the regular meeting of 12/12/11. Burke-Grabarek/Clancy. Unanimous. Motion Carries.

4. Public Comment

Marianne Frechette addressed the Board. She congratulated new members and new officers. She welcomed Bob Sirpenski as the new Director of Finance. Mrs. Frechette explained that she took the Early Retirement Incentive that was offered last year. She selected the option of annual annuity deposits. The contract explained that these payments would be made on or before October 1st of each year the contract is in effect. Her payment was made later than October 1st and she wishes to be made whole by the Board. She is concerned that the Board Attorney was contacted. She does not want additional funds expended on the matter. Dr. Welch explained that in order to prevent this from happening in the future, retiree annuity payments will be made as close to the beginning of each fiscal year as possible. The Board asked to be apprised of any developments at their February meeting.

5. Board of Education Committee and Other Reports

Moved, to adopt the Transportation Sub Committee, the Audit Sub Committee, the Community Relations Sub Committee, the Budget Sub Committee and a BOF Representative for the next year while disbanding the School Consolidation Sub

Committee and the Legislative Point Representative for the year. Raymond/Burke-Grabarek. Unanimous. Motion Carries.

John Moulson appointed members to the committees:

Budget Sub Committee: John Moulson, Charles Raymond and Pauline Andruskiewicz
The next Budget Sub Committee meeting will take place at 7PM on 1-19-12 in the PVMS Library.

Community Relations Sub Committee: Dan Harris, Jan Clancy and Sandra Gauthier

Transportation Sub Committee: Charles Raymond and Deborah Burke-Grabarek

BOF Representative: Charles Raymond

Audit Sub Committee members must be nominated. John Moulson opened the floor to nominations. Charles Raymond nominated Sandra Gauthier. Deborah Grabarek nominated the members from last year (Moulson/Raymond/Gauthier).

Moved, to close the nominations. John Moulson, Charles Raymond and Sandra Gauthier appointed to Audit Sub Committee for another year. Burke-Grabarek/Clancy. Unanimous. Motion Carries.

6. Superintendent Reports, Recommendations and Goals Update

MEUI Negotiations: 1-10-12 and 1-17-12 at 3:15PM. Salary and Benefits to be discussed. Recommendation was made by Ovation Benefits to go out to bid for insurance. Board expects a 25% increase from current supplier.

CGS10-248a: This statute makes it possible for a Board of Education, in the discretion of a Board of Finance, to establish an education fund that does not lapse from one year to the next. Perhaps this money could be used for a capital purchase such as a generator.

7. BOE Expenditure Report/Projection Report

Bob Sirpenski reviewed his financial reports with the Board. John Moulson asked that line items not be over-expended. He asked that the Board approve transfers, whenever necessary, before bills are paid. Mr. Moulson also asked for a list of encumbrances. Mr. Sirpenski explained that it will be difficult to pull encumbrances from the current budget. He explained that it would be easier to start fresh with the next fiscal year.

Jan Clancy questioned a bill from H.C. Planning that she was asked to approve for payment. H.C. Planning is an enrollment projection consultant. The bill was for \$3200.00 and she asked that it be approved by the Board.

Moved, to approve for payment the \$3200 bill from H.C. Planning. Clancy/Burke-Grabarek. Unanimous. Motion Carries.

Dr. Welch will share the results of the report at the next meeting.

8. Cafeteria Report

None

9. New Business

9.1. Votes Required

9.2. Discussion

Dr. Welch suggested that the Board table the discussion regarding Standards Based Reporting until a complete Board is present.

Dr. Welch explained that Karin Davis, PAB Member, contacted him to let him know that she would be unable to attend the Board meeting and provide her update.

Policy 5145.15 Directory Information: This policy explains that certain directory information can be given out to those who make the request unless parents/guardians stipulate refusal in writing after receiving the school handbook outlining the process. Jan Clancy stated her concern over privacy issues. The Policy makes it possible for almost anyone to retrieve directory information. Dr. Welch explained that he would review it with the Board Attorney.

10. Old Business

10.1. Votes Required

Moved, to approve Policy 5131.911 Bullying and Regulation 5131.911 Safe School Climate Plan. Clancy/Burke-Grabarek. Unanimous. Motion Carries.

10.2. Discussion

11. Information

12. Date and Time of Next Meeting

February 13, 2012

7PM

PVMS Library

13. Adjournment

Moved, to adjourn the meeting at 9:27PM. Raymond/Clancy. Unanimous. Motion Carries.

**Preston Board of Education
FY2012 Full Year Salary Forecast - Jan YTD**

Account	Full Year	Less:	Full Year	Full Year	Full Year
	Gross Expense Forecast	Full Year Grants/Offsets*	Net Expense	Surplus (Deficit)	
111 - Certified Personnel					
Superintendent	115,257	-	115,257	-	
Director of Cir., Inst & Sped	90,000	(5,000)	85,000	(540)	IDEA
Principals	\$196,013	-	196,013	1,700	
Business Manager	\$85,999	(13,846)	72,153	15,847	Town
Regular Education Teachers	\$2,076,111	(15,000)	2,061,111	69,343	Pre K
Education Jobs Grant Offset	(181,387)	-	(181,387)	2,641	
Special Education Teachers	\$590,235	-	590,235	(2,018)	
Health Services	\$96,123	-	96,123	(3,940)	
Total Certified Personnel	\$3,068,351	(\$33,846)	\$3,034,505	\$83,033	
112 - Classified Personnel					
Instructional Assistants	350,495	(110,300)	240,195	8,224	Title I, IDEA, PreK
Central Office Staff	109,708	(2,342)	107,366	(4,454)	
Technology Staff	\$69,908	-	69,908	(841)	
School Secretaries	55,890	-	55,890	(2,763)	
Bldg & Grounds/Custodial	213,358	-	213,358	(3,833)	
Transportation Staff	436,364	-	436,364	3,405	
113 - Substitutes	106,104	-	106,104	4,196	
112 PVMS Lunch-Playground Monitors	19,680	-	19,680	560	
114 Home Bound Tutor	7,571	-	7,571	1,929	
122 Stipends	19,959	-	19,959	1,041	
Café Clearing	-	-	-	-	
Total Classified Personnel	\$1,389,037	(\$112,642)	\$1,276,395	\$7,464	
Total Salaries	\$4,457,388	(\$146,488)	\$4,310,900	\$90,497	
* Grants/Offsets include: Pre K T1					

**Preston Board of Education
FY2012 Budget Status Salary Expense
July thru January**

Account	Annual Budget	January Budget	January Expenses	January Variance	YTD July - Jan		YTD Variance (Negative)
					Budget	Expenses	
111 - Certified Personnel							
Superintendent	\$115,257	\$8,866	\$8,866	(\$0)	\$66,494	\$66,495	(\$0)
Director of Cir., Inst & Sped	84,460	6,497	6,923	(426)	\$48,727	46,923	\$1,804
Principals	197,713	15,209	15,078	131	\$114,065	\$113,085	\$981
Business Manager	88,000	6,769	6,923	(154)	\$50,769	\$47,922	\$2,847
Regular Education Teachers	2,130,454	163,881	158,296	5,585	\$983,286	\$968,039	\$15,247
Education Jobs Grant Offset	(178,746)	(44,687)	-	(44,687)	(\$134,061)	(\$135,000)	\$940
Special Education Teachers	588,217	44,632	44,617	15	\$275,931	\$277,923	(\$1,992)
Health Services	92,183	\$7,661	7,770	(109)	\$50,046	\$53,389	(\$3,343)
Total Certified Personnel	\$3,117,538	\$208,928	\$248,473	(\$39,644)	\$1,455,259	\$1,438,776	\$16,483
112 - Classified Personnel							
Instructional Assistants	248,419	\$30,046	27,312	2,734	\$137,456	\$105,239	\$32,217
Central Office Staff	102,912	7,916	8,371	(455)	\$59,372	61,348	(\$1,976)
Technology Staff	69,067	5,313	5,225	88	\$39,846	\$41,172	(\$1,325)
School Secretaries	53,127	4,620	4,683	(63)	\$27,718	\$31,625	(\$3,907)
Bldg & Grounds/Custodial	209,525	\$15,617	15,989	(372)	\$123,629	\$126,647	(\$3,019)
Transportation Staff	439,769	\$35,744	35,259	485	\$222,165	\$222,461	(\$296)
113 - Substitutes	110,300	10,073	2,007	8,066	\$51,228	\$51,636	(\$408)
112 PVMS Lunch-Playground Monitors	20,240	2,305	965	1,340	\$10,770	\$8,172	\$2,598
114 Home Bound Tutor	9,500	2,209	775	1,434	\$8,437	\$3,710	\$4,727
122 Stipends	21,000	4,885	2,448	2,437	\$18,655	\$14,907	\$3,748
Café Clearing	-	-	-	-	\$0	\$0	\$0
Total Classified Personnel	\$1,283,859	\$118,728	\$103,035	\$15,692	\$699,277	\$666,918	\$32,359
Total Salaries	\$4,401,397	\$327,556	\$351,508	(\$23,952)	\$2,154,536	\$2,105,694	\$48,842

Preston Board of Education
FY2012 Budget Status Non Salary Expense
July thru January

Account	Annual Budget	Non Salary Expenses		YTD July - Jan Expenses	Balance
		January Expenses			
212 . Health Insurance	\$938,666	\$22,387		\$573,868	\$364,798
215 . Life Insurance	\$15,400	\$1,368		\$8,915	\$6,485
220 . Social Security	\$145,000	\$11,941		\$86,649	\$58,351
250 . Tuition Reimbursement	\$7,000	\$0		\$1,480	\$5,520
260 . Unemployment Comp	\$35,000	\$4,109		\$15,956	\$19,044
270 . Workers Comp	\$58,200	\$14,551		\$29,105	\$29,095
275 . Employee Physicals	\$1,500	\$50		\$1,167	\$333
291 . Annuity Payments	\$133,101	\$1,546		\$102,405	\$30,696
295/297 . Employee Voluntary Insurances	\$0	\$423		\$1,449	(\$1,449)
Total Benefits	\$1,333,867	\$56,375		\$20,994	\$12,873
320 . Special Education Services	\$156,413	\$35,161		\$90,277	\$66,136
322 . Staff Development	\$12,600	\$6,575		\$10,506	\$2,094
330 . Professional Purchased Services	\$30,516	\$1,259		\$14,810	\$15,706
340 . Legal Services	\$40,000	\$7,641		\$19,974	\$20,026
410 . Utility Services	\$1,000	\$750		\$931	\$69
420 . Refuse Removal	\$7,280	\$246		\$3,058	\$4,222
421 . Transportation Vehicle Repairs	\$85,000	\$30,386		\$79,445	\$5,555
430 . Repairs & Maintenance	\$118,125	\$100		\$86,885	\$31,240
431 . Maintenance Equipment Repairs	\$5,000	\$0		\$1,308	\$3,692
432 . Technology Equipment Repairs	\$22,000	\$784		\$4,988	\$17,012
442 . Copier Leases	\$47,880	\$6,436		\$30,363	\$17,517
450 . Building Improvements	\$281,000	\$46		\$13,597	\$14,403
Total Purchased Services	\$553,814	\$89,384		\$356,142	\$197,672
510/512 . Spec Educ/Magnet Transportation	\$106,000	\$15,133		\$51,786	\$54,214
520 . Property/Liability Insurance	\$61,705	\$0		\$48,797	\$12,908
530 . Communications	\$35,880	\$5,244		\$23,539	\$12,341
531 . Postage	\$2,000	\$0		\$3,503	(\$1,503)
570 . Food Service Stoploss	\$50,000	\$0		\$25,000	\$25,000
580 . Travel	\$10,000	\$528		\$2,135	\$7,865
Total Other Purchased Services	\$265,585	\$20,905		\$154,759	\$110,826

Preston Board of Education
FY2012 Budget Status Non Salary Expense
July thru January

Account	Annual		Non Salary Expenses		YTD July - Jan Expenses	Balance
	Budget		January Expenses			
560 · Tuition - Designated HS	\$1,806,512		\$977,400		\$1,770,364	\$36,148
561 · Tuition - Vo-Ag, Other	\$97,216		\$0		\$52,657	\$44,559
562 · Tuition - Magnet Schools	\$20,707		\$2,706		\$52,692	(\$31,985)
563 · Tuition - Spec Ed - LEA Placed	\$1,298,189		\$236,567		\$866,761	\$431,428
564 · Tuition - Spec Ed - DCF Placed	\$26,771		\$0		\$92,106	(\$65,335)
565 · Tuition - Reg Ed - DCF Placed	\$0		\$0		\$0	\$0
Total Student Tuition	\$3,249,395		\$1,116,673		\$2,834,580	\$414,815
611/612 · Instructional/Media Supplies	\$66,382		\$376		\$31,109	\$35,273
613 · Custodial/Maintenance Supplies	\$36,800		\$642		\$30,842	\$5,958
620/621 · Heat Energy/Propane	\$120,120		\$4,414		\$42,130	\$77,990
622 · Electricity	\$140,000		\$25,299		\$72,927	\$67,073
626 · Gasoline/Diesel	\$86,000		\$2,742		\$74,856	\$11,144
641/642 · Textbooks/Workbooks/Library	\$22,500		\$141		\$13,925	\$8,575
650 · Technology Supplies	\$10,500		\$40		\$5,010	\$5,490
690 · Non-Instructional Supplies	\$12,346		\$337		\$8,559	\$3,787
Total Supplies/Commodities	\$494,648		\$33,992		\$279,358	\$215,290
730 · Instructional Equipment	\$5,000		\$449		\$449	\$4,551
733 · Non-Instructional Equipment	\$10,500		\$0		\$261	\$10,239
734 · Technology Equipment	\$82,886		\$13,437		\$60,958	\$21,928
735 · Technology Software/Licenses	\$19,000		(\$9,463)		\$13,202	\$5,798
Total Equipment	\$117,386		\$4,423		\$79,670	\$42,516
810 · Dues/Fees	\$12,500		\$643		\$18,705	(\$6,205)
Total Expense	\$6,027,195		\$1,322,396		\$4,539,408	\$1,487,787

PRESTON PLAINS MIDDLE SCHOOL • 2012-2013

Grade 6-8 Enrollment Forecast: 126

Building Capacity: 200 (approximately)

Principal: 1.0
Secretary: 1.0

|| ADMINISTRATION

Grade 6
Enrollment: 40
Teachers: 2.0
(20/20)

Grade 7/8
Enrollment: 86
Teachers: 5.0 (math, eng., sci, soc sci.)

|| REGULAR EDUCATION

Resource Room/Inclusion
Enrollment: 15
Teachers: 2
IA's: 3

Psychologist
Enrollment: 8
Psych: .6

Speech
Enrollment: 9.0
Therapist: .4 (NFA .2)

|| SPECIAL EDUCATION

Health Services Clinic
Enrollment: 126
Nurse: 1.0

|| HEALTH SERVICES

Art
Enrollment: 126
Teachers: .4

Music
Enrollment: 83
Teachers: .4

Physical Education
Enrollment: 126
Teachers: .6

|| SPECIAL SUBJECTS

Instrumental Music
Enrollment: 43
Teachers: .5

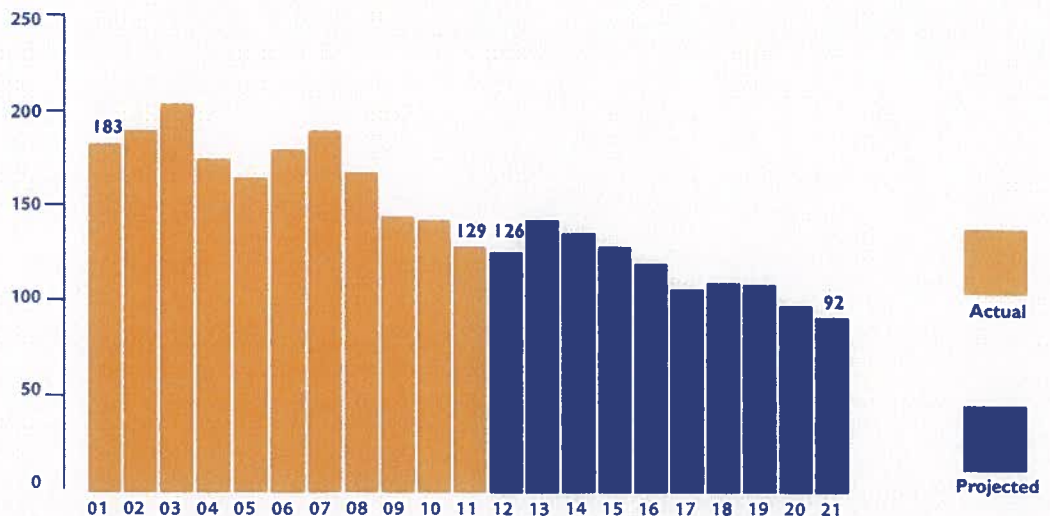
World Language
Enrollment: 126
Teachers: 1.0

Technology
Enrollment: 126
Teachers: .6

Library
Enrollment: 126
Teachers: .4

Square Footage: 39,255
Custodians: 1.0 (Day), 1.0 (Night)

|| CUSTODIAL SERVICES



|| SCHOOL ENROLLMENT • 2001 – 2021 (OCTOBER 1 OF YEAR)

PRESTON VETERANS MEMORIAL SCHOOL • 2012-2013

PK-5 Enrollment Forecast: 262

Building Capacity: 450

Principal: 1.0
Secretary: 1.0

ADMINISTRATION

Grade PK
Enrollment: 18
Teachers: 2.0
IA's: 2.0
(9/9)

Grade K
Enrollment: 39
Teachers: 2.0
(19/20)

Grade 1
Enrollment: 37
Teachers: 2.0
(18/19)

Grade 2
Enrollment: 36
Teachers: 2.0
(18/18)

REGULAR EDUCATION

Grade 3
Enrollment: 33
Teachers: 2.0
(17/16)

Grade 4
Enrollment: 50
Teachers: 3.0
(17/17/16)

Grade 5
Enrollment: 49
Teachers: 3.0
(17/16/16)

ABA
Enrollment: 3.0
Teachers: 1.0
IA's: 2.0

Resource Room/Inclusion
Enrollment: 33
Teachers: 2.0
IA's: 6.0

Psychologist
Enrollment: 10
Psych: 1.0

Speech
Enrollment: 29
Teachers: 1.2

SPECIAL EDUCATION

Health Services Clinic
Enrollment: 262
Nurse: 1.0

HEALTH SERVICES

Art
Enrollment: 262
Teachers: .6

Music
Enrollment: 262
Teachers: .6

Physical Education
Enrollment: 262
Teachers: .6

SPECIAL SUBJECTS

Instrumental Music
Enrollment: 33+
Teachers: .5

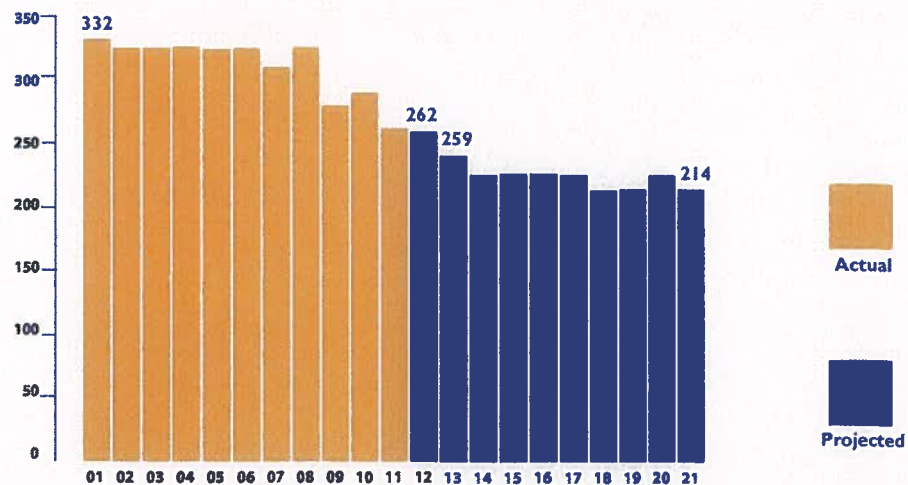
World Language
Enrollment: 244
Teachers: 1.0

Technology
Enrollment: 132
Teachers: .4

Library
Enrollment: 244
Teachers: .6

Custodial Services
Square Footage: 57,538
Custodians: 1.0 (Day), 1.0 (Night)

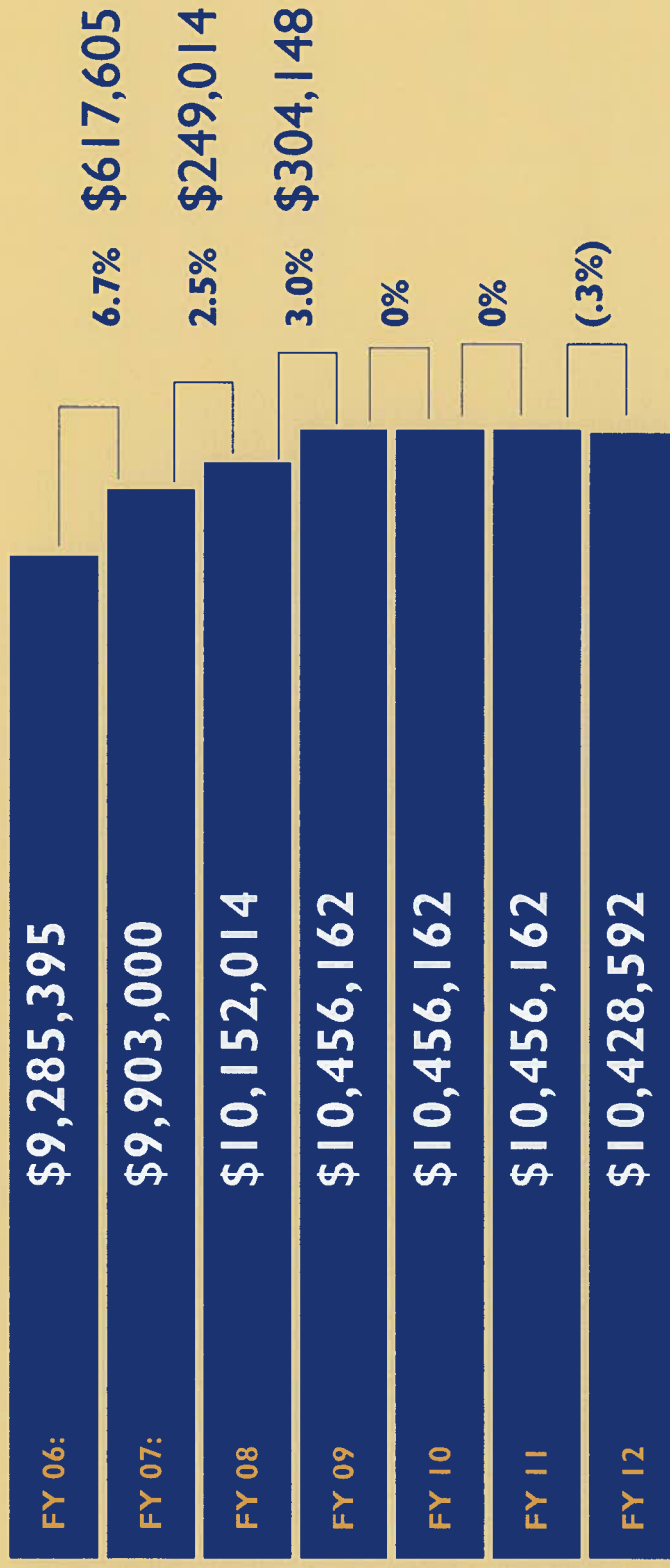
CUSTODIAL SERVICES



SCHOOL ENROLLMENT • 2001 – 2021 (OCTOBER 1 OF YEAR)

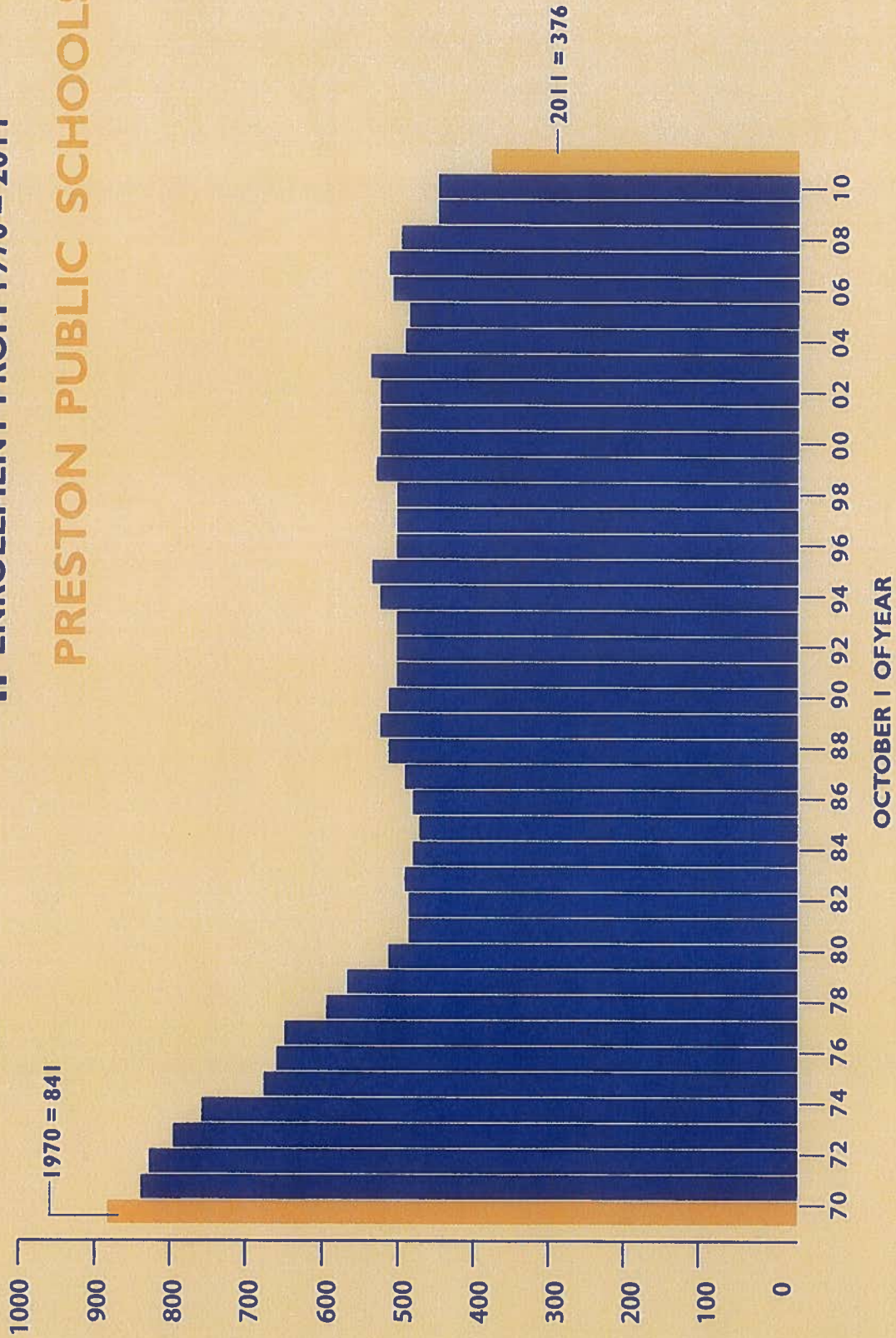
II OPERATING BUDGETS FY06 – FY12

PRESTON PUBLIC SCHOOLS



ENROLLMENT FROM 1970 - 2011

PRESTON PUBLIC SCHOOLS



SUPERINTENDENT
1.0

DIRECTOR OF CURRICULUM,
INSTRUCTION
AND SPECIAL EDUCATION
1.0

DIRECTOR OF FINANCE/
BUSINESS MANAGER
.8
(.2 Town)

EXECUTIVE ADMINISTRATIVE
ASSISTANT
1.0

ADMINISTRATIVE ASSISTANT (SPED)
1.0

PAYROLL/ACCOUNTS
PAYABLE/RECEIVABLE
.6

SUPERVISOR OF BUILDING/GROUNDS
1.0

TECHNOLOGY COORDINATOR
.8
DATA BASE MANAGER
.5

TRANSPORTATION SUPERVISOR
1.0
MECHANIC/ DRIVERS
1.0/15.0 15.0
SECRETARY .4

|| CENTRAL OFFICE ADMINISTRATION

PRESTON PUBLIC SCHOOLS

**Preston Public School
Personnel 05/06 versus 11/12**

	05/06(FTE's)	11/12(FTE's)
Superintendent	1.0	1.0
Sped Director	.5	.8
Curriculum Dir.	0	.2
Principal	2.0	2.0
Teachers	43.0	37.0
Literacy Tutors	2.0	2.0
Psych (1.0 and .6)	1.6	1.6
Speech (1.0 and .8)	1.8	1.8
OT/PT (.5 and .4)	.9	0
Tech Coordinator	.6	.8
Data Base Manager	0	.5
Business Manager	1.0	.8
Fiscal Asst	.6	.6
Super's Sec	1.0	1.0
Sp Ed Asst	1.0	1.0
Nurses	1.5	2.0
Health Aide	1.0	0
School Sec	3.0	2.0

PRESTON PUBLIC SCHOOLS • 2006-2011

Percentage of Students Meeting State Goal/Advanced CONNECTICUT MASTERY TEST

NOTES:

- Same color numbers refer to the same class of students.
- Results from 2006, 2007, 2008, 2009, 2010 and 2011 represent administrations of the 4th Generation CMT.
- Results from 2006, 2007, 2008, 2009, 2010 and 2011 include all groups of students (e.g. special education and English Language Learners).

MATH

Grade Level	2011	2010	2009	2008	2007	2006
Grade 8	77.6	72.7	62.7	49	66	54
Grade 7	85.1	80.4	67.9	64	50	75
Grade 6	80.0	93.8	83.3	68	66	53
Grade 5	63.8	72.7	80.0	78	62	56
Grade 4	72.1	55.3	66.7	82	78	55
Grade 3	64.2	63.4	62.7	72	80	65

READING

Grade Level	2011	2010	2009	2008	2007	2006
Grade 8	71.4	79.6	75.0	52	88	72
Grade 7	91.5	80.4	80.4	81	61	78
Grade 6	80.0	85.4	78.6	74	76	60
Grade 5	58.7	63.6	80.0	72	67	73
Grade 4	67.4	51.1	58.3	70	71	66
Grade 3	58.5	48.8	47.1	65	60	65

WRITING

Grade Level	2011	2010	2009	2008	2007	2006
Grade 8	83.7	72.4	66.1	50	73	72
Grade 7	83.3	60.9	56.1	64	48	46
Grade 6	71.1	90.0	59.5	58	58	50
Grade 5	68.1	73.5	72.0	70	63	64
Grade 4	79.1	58.3	62.2	76	80	63
Grade 3	56.6	43.9	46.2	72	58	78

Preston Board of Education

Policies, Regulations, and Bylaws

5145.15

Students

Directory Information

Directory information, as defined below, may be disclosed by Preston Public Schools without prior written consent unless the district is notified in writing to the contrary.

“Directory information” means one or more of the following items: student’s name, address, telephone number, date and place of birth, major field(s) of study, participation in officially recognized activities and sports, photographic, computer and/or video images, grade levels, electronic mail address, weight and height of members of athletic teams, dates of attendance, degrees and awards received, including honor roll publication, and the most recent previous public or private school attended by the student, parent’s name and/or email address.

A student’s Social Security Number or student ID number is prohibited from designation as directory information.

Any person or organization denied the rights accorded under this policy shall have the right to request a review of the decision by the Board of Education by filing a written request with the Superintendent of Schools.

Public Notice

Preston Public Schools will give annual public notice to parents/guardians of students in attendance. The notice shall identify the types of information considered to be directory information and the District’s option to release such information. Such notice will be given prior to the release of directory information.

Exclusions

Exclusions from any or all directory categories named as directory information must be submitted in writing to the Principal by the parent/guardian, within ten days of the annual public notice. (cf. 5125 - Student Records; Confidentiality)

Legal Reference:

Connecticut General Statutes

1-210 (11) Access to public records. Exempt records.

10-221b Boards of education to establish written uniform policy re treatment of recruiters.

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C. 1232g and Final Rule 34 CFR Part 99, December 9, 2008).

P.L. 106-398, 2000 H.R. 4205: The National Defense Authorization Act for Fiscal Year 2001.

P.L. 107-110 “No Child Left Behind Act” Title IX, Sec. 9528.

Policy adopted:

**NOTIFICATION TO PARENTS
Release of Certain Information
Under the "No Child Left Behind Act"**

_____200_____

Dear Parent/Guardian:

Pursuant to the federal "No Child Left Behind Act," P.L. 107-110 (Title IX, Sec. 9528), the _____ School District must disclose to military recruiters and institutions of higher learning, upon request, the names, addresses and telephone numbers of high school students.

The district must also notify parents/guardians of their right and the right of their child to request that the District not release such information without prior written consent.

Parents/guardians wishing to exercise their option to withhold their consent to the release of the above information to military recruiters and institutions of higher learning must sign this form below and return it to the Building Principal by _____.

Date

**Reservation of Consent for the Release of Certain Student
Information under the "No Child Left Behind Act"**

Please do not release the name, address and telephone number of _____

Name of Student

to military recruiters and institutions of higher learning.

Print Name of Student

School

Grade

Parent's/Guardian's Signature

Date

RECORD OF PARENT ANNUAL NOTICE

Dear Parent:

It is important that you and your child read and review the contents of this handbook. It contains notices of rights that you and your child have under law. Please sign and return this page to indicate that you have read and reviewed the handbook with your child.

I understand and consent to the responsibilities in the District's student behavior policies as outlined in this handbook. I also understand and agree that my child, _____ shall be held accountable for the
(full name)

behavior and consequences outlined in the discipline policy at school and at school-related activities, including school-sponsored travel, and for any school-related misconduct, regardless of time or location. I understand that any student who violates the rules established by the Connecticut Inter-scholastic Athletic Conference is subject to suspension from participation as described in those rules. I further understand that any student who violates the school's rules of behavior shall be subject to disciplinary action, up to and including referral for criminal prosecution for violations of law.

Regarding student records, I understand that certain information about my child is considered directory information. Directory information includes a student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, date of attendance, awards received in school and most recent previous school attended. Directory information may be released by the District to anyone who requests it unless I object in writing to the release of any or all of this information within ten school days of the time this handbook was issued to my child. I have marked through those types of directory information listed above that I wish the District to withhold.

Parent/Guardian Signature: _____ Date: _____

Please return this signed form to school.

**PERMISSION TO RELEASE CERTAIN
DIRECTORY INFORMATION WITHOUT PRIOR WRITTEN CONSENT**

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that [School District], with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, [School District] may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the [School District] to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.¹

If you do not want [School District] to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by [insert date].

[School District] has designated the following information as directory information: [Note: an LEA may, but does not have to, include all the information listed below.]

- Student's name
- Participation in officially recognized activities and sports
- Address
- Telephone listing
- Weight and height of members of athletic teams
- Electronic mail address

¹ These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

**PERMISSION TO RELEASE CERTAIN
DIRECTORY INFORMATION WITHOUT PRIOR WRITTEN CONSENT**

Degrees, honors, and awards received
Date and place of birth
Major field of study
Dates of attendance
Grade level
The most recent educational agency or institution attended

**DENIAL OF PERMISSION TO RELEASE CERTAIN
DIRECTORY INFORMATION WITHOUT PRIOR WRITTEN CONSENT**

Dear Parent/ Guardian:

Certain directory information may be released to media, colleges, civic or school-related organizations and state or governmental agencies including military recruiters, as well as published programs for the athletic, music and theater presentations of this school district.

Directory information includes the following kinds of information:

1. Name of student
2. Address of student
3. Telephone number
4. E-mail address of student
5. Major field(s) of study
6. Participation in officially recognized activities and sports
7. Height and weight of members of athletic teams
8. Dates of attendance
9. Degrees and awards received, including publication of honor roll
10. Most recent school attended
11. Date of birth, place of birth
12. Photographic, computer and/or video images
13. Videotape not used in a disciplinary manner
14. Parent's name/e-mail address

Please circle the specific categories of information, if any, listed above that you do **not** wish to be released without your specific prior written permission.

_____The release of all Directory Information is denied.

This form must be completed and returned to the school principal within ten (10) days after publication of the notice on "Directory Information."

_____	_____	_____
Name of Student	School	Grade
_____	_____	
Parent's Signature	Date	

Schools moving away from use of hallway lockers

Virtual storage space results in savings, efficiency for institutions in warmer climates

From staff and wire reports

Walk down any hallway in the new Germantown High School in Madison, Miss., and one thing stands out: You won't spot a single locker.

Lockers have served as a symbol of the American high school for decades, but with new technology—eBooks, interactive assignments, and web-based learning—they're gradually becoming a thing of the past.

It's unclear how many schools have

gone lockerless, but New York architect Peter Lippman, who serves on the American Institute of Architects' Committee on Architecture for Education, said the trend is growing.

"If you are talking about new technology—electronic textbooks, iPads, and things like that—maybe there is no need for a locker," he said. "I'm not sure every school is there yet, but it does provide some opportunities."

School officials who've gone to lock-

erless cite several benefits: less noise, fewer tardies, and an increased sense of safety. "It's all to create an environment that's student friendly," said Ronnie McGehee, interim superintendent of the Madison County, Miss., School District.

It also can cut hundreds of thousands in construction costs. Madison County saved \$200,000 by not including lockers in the new high school, McGehee said.

In addition to new schools that are built without lockers, some districts are remov-

ing them from older buildings. The Temple Independent School District in Texas removed lockers from its three middle schools last year.

"It was kind of a win all-around," district spokeswoman Regina Corley said. "I think this is just the direction things are moving. As you see more technology, including electronic textbooks, the need for the old locker of the past will decrease."

Virtual school lockers have "really helped us go paperless," said Justin Whitmer, the director of instruction and technology at Tipton-Rosemark Academy in Tennessee. The school, which operates a one-to-one computing initiative, is in the middle of its second year with School Web Lockers, a solution for online storage, cloud computing, and collaboration tools.

Tipton-Rosemark Academy plans to phase out textbooks in the next few years, Whitmer said. "I can see real lockers being gone, and only something students will need in a locker room for physical education," he said.

Students are able to plan their week at school, and teachers and administrators are able to store and retrieve documents without worrying about losing them.

Andrew Booth, a 10th-grader at Germantown High, said there are some drawbacks to not having a locker, though.

"It can make your book bag really heavy," he said. "That's the only thing I would really say is a problem with it."

Booth, 16, has four textbooks "plus notebooks and a binder" to carry to school each day. He said some teachers are accommodating: they have shelves for students to leave their heavy bags in the back of the classroom.

Others provide an extra set of textbooks in the classroom, so students don't have to lug their books from home.

Lippman said schools will have to address such concerns and find ways to give students a "sense of space."

"If you are carrying books around, it does limit your flexibility in the classrooms," he said. "Where is this stuff going?"

Lippman said he would like to see schools start to use the new free space to provide less structured learning opportunities for students, including gathering areas and learning centers.

"Designers and architects are really beginning to look at how to support different learning styles," he said. "If you think about a school with just rows and rows of lockers—there's nowhere for learning opportunities in that."

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