

BOE Meeting

Monday, December 5, 2016 5:45 PM

Mabelle Avery Middle School District Offices Board Room, 4 Vision Boulevard, Somers, CT 06071

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPOINTMENT OF BOARD OF EDUCATION MEMBER'S REPLACEMENT DUE TO MRS. FORMEISTER'S RESIGNATION.
The RTC has interviewed and recommended Mr. Jeremy Anderson to fill the vacancy.
4. APPROVAL OF MINUTES 3
5. AUDIENCE TO CITIZENS/STAFF/STUDENTS
6. CORRESPONDENCE
7. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
8. CONSENT AGENDA
 1. Approval of Bills 7
 2. Approval of Bill - Warrant 11/30/2016 13
Board to approve the warrant of 11/30/2016
 3. Resignation Letter - Jaclyn Soderquist 17
Jaclyn Soderquist, Speech and Language Pathology Assistant at Somers Elementary has handed in her resignation letter effective 12/23/2016.
 4. Resignation/Retirement of Peter Stone 18
Peter Stone, Systemwide AV Specialist, is retiring on December 31, 2016.
9. NEW BUSINESS
 1. First Warning Curricula: New Course Proposal at Somers High School - Technology Design and Engineering 19
The above curricula was discussed by the Curriculum Committee at their November 21, 2016 meeting and is being presented for the first warning to the Board at this meeting.
 2. First Warning of Curricula: New Progress Report Card for Pre-School 21
The above curricula was discussed by the Curriculum Committee at their November 21, 2016 meeting and is being present for the first warning to the Board at this meeting.
 3. First Warning of Curricula: New Book for Somers High School – The Road by Cormac McCarthy for College English 12 23
The above book was discussed by the Curriculum Committee at their November 28, 2016 meeting and is being presented for the first warning to the Board at this meeting.
 4. First Warning of DBS Code 5113.2 - Student Truancy 25
The Policy Committee has reviewed recommendations by CAFE at it meeting of 11/28/2016 and is recommending this new policy to replace the previous version to comply with new legislation. Second Warning/adoption will be included on 1/9/2017 agenda.
 5. First Warning of DBS Code 5114 - Student Suspension 29
The Policy Committee has reviewed recommendations by CAFE at it meeting of 11/28/2016 and is recommending this new policy to replace the previous version to comply with new legislation. Second Warning/adoption will be included on 1/9/2017 agenda.
 6. First Warning of DBS Code 5118.1 - Students - Resident Students 50
The Policy Committee has reviewed recommendations by CAFE at it meeting of 11/28/2016 and is recommending this new policy to replace the previous version to comply with new legislation. Second Warning/adoption will be included on 1/9/2017 agenda.
 7. First Warning of DBS Code 5145.14 - Student On-Campus Recruitment 52
The Policy Committee has reviewed recommendations by CAFE at it meeting of 11/28/2016 and is recommending this new policy to replace the previous version to comply with new

- legislation. Second Warning/adoption will be included on 1/9/2017 agenda.
8. First Warning of DBS Code 5145.15 - Students Directory Information 54
The Policy Committee has reviewed recommendations by CABE at its meeting of 11/28/2016 and is recommending this new policy to replace the previous version to comply with new legislation. Second Warning/adoption will be included on 1/9/2017 agenda.
 10. OLD BUSINESS
 11. ADMINISTRATIVE REPORTS
 1. Update on Superintendent Search by CABE
Dr. Suffredini will give an update on the Superintendent Search process.
 2. SHS Guidance Annual Report 56
Mr. Cotzin will present the annual report on the Somers High School Counseling and Career Center (CCC).
 3. SHS Alternative Education Program "Aspire" Update 58
Mr. Cotzin will present the Somers High School Aspire Program Update.
 4. Status Report on 2017-2018 Draft Budget
Dr. Suffredini and Mr. Boutwell will give an update on the 2017-18 draft Budget.
 12. COMMITTEE REPORTS
 1. Budget
 2. Curriculum
 3. Policy
 4. Salary & Negotiations
 5. Planning
 6. Other Committees
 13. OTHER
 14. ADJOURNMENT

SOMERS BOARD OF EDUCATION

1 Vision Boulevard
Somers, CT 06071
www.somers.k12.ct.us

MINUTES OF THE MEETING – NOVEMBER 14, 2016

Members Present: B. Devlin, D. Palmer (arrived at 7:10 p.m.), R. Lees, Jr., S. Moynihan Bollinger (arrived at 7:05 p.m.), A. Kirkpatrick, M. Marquardt (arrived at 7:30 p.m.), K. McLellan, B. Capuano
Members Absent: J. Formeister
Administrators Present: Dr. M. Suffredini, B. Boutwell, Dr. D. Messina, Dr. I. Zytka, C. Krevolin, R. Kapner
Staff Present: K. Jones, K. Regan
Citizens Present:
Students Present:
Others: M. Broderick (CABE Consultant)

1.0 CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:01 p.m. by Chairman Devlin in the Mabelle B. Avery Middle School Board of Education meeting room.

2.0 PLEDGE OF ALLEGIANCE

3.0 APPROVAL OF MINUTES

October 24, 2016 – It was **MOVED** (K. McLellan), **SECONDED** (B. Capuano) to approve the October 24, 2016 Board of Education meeting minutes as presented. **PASSED 5-0.**

4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS

5.0 CORRESPONDENCE

6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

7.0 CONSENT AGENDA

7.1. Approval of Bills

- It was **MOVED** (A. Kirkpatrick), **SECONDED** (K. McLellan) to approve the 11/14/16 bills in the amount of \$385,844.22 as presented. **PASSED 5-0.**
- It was **MOVED** (A. Kirkpatrick), **SECONDED** (K. McLellan) to approve the 11/2/16 bills in the amount of \$13,380.23 as presented. **PASSED 5-0.**

7.2. Maternity Leave – K. Giannuzzi – SHS Guidance

It was **MOVED** (A. Kirkpatrick), **SECONDED** (K. McLellan) to approve the maternity leave request from Kelly Giannuzzi, SHS Counselor, beginning in March 2017 and returning around May 8, 2017. **PASSED 5-0.**

7.3. Resignation of Patricia Agnoli, Secretary to Principal at Somers High School
It was **MOVED (A. Kirkpatrick), SECONDED (K. McLellan)** to accept the resignation of Patricia Agnoli, Secretary to Principal at Somers High School, effective immediately. **PASSED 5-0.**

7.4. Resignation – Ms. Linda Dewey – MBA Social Worker
It was **MOVED (A. Kirkpatrick), SECONDED (K. McLellan)** to accept the resignation of Ms. Linda Dewey, MBA Social Worker, effective November 23, 2016. **PASSED 5-0.**

It was **MOVED (B. Capuano), SECONDED (A. Kirkpatrick)** to move agenda item 9.1 – Presentation/Proposal by CABA Consultant, Ms. Mary Broderick, on the Superintendent Search Committee to the next agenda item. **PASSED 5-0.**

9.1. Presentation/Proposal by CABA Consultant, Ms. Mary Broderick, on the Superintendent Search Committee
Ms. M. Broderick, CABA Consultant, introduced herself to the Board, outlined her past experiences, and distributed a proposal regarding the process for a superintendent search. Ms. Broderick explained consulting would be a partnership with the BOE in order to find the right candidate who would work well with the Board as well as be an effective leader in the community. Ms. Broderick emphasized that the key to a successful search is not only having an adequate pool of candidates but developing a leadership profile based on Board and focus group input. The process of selecting a candidate is divided into three categories: framing, conducting, and finalizing the search. Framing consists of selection criteria and posting the vacancy. Focus groups are imperative components in developing the leadership profile in order to get input from the community, elected officials, school staff, and parents. A survey would be linked to the school website. A leadership profile would then be developed once the information has been obtained from the BOE and focus groups consisting of the characteristics, strengths, challenges, skills, etc. of a candidate. After posting the vacancy for six weeks, the selection process begins. Ms. Broderick would meet with every potential candidate prior to the candidates meeting the Board. Ms. Broderick would help to set up interviews, arrange for candidates to arrive for interviews, and aid in developing questions in order to provide a fair, ethical, and confidential interview process. Once the Board selects the finalists, Ms. Broderick will hire a firm to do thorough background checks. The Board will then decide on the final candidate. Ms. Broderick's proposal also included examples of CABA's recent search history, the cost of the search process, and quotations from CABA's previous clients.

It was **MOVED (D. Palmer), SECONDED (S. Bollinger)** to hire Ms. Mary Broderick, CABA Consultant, to assist in the superintendent search process. Ms. Broderick will communicate with Chairman Devlin to set up meeting dates and parameters. **PASSED 7-0.**

It was **MOVED (D. Palmer), SECONDED (K. McLellan)** to establish the Somers Board of Education as the search committee for the superintendent search process. Due to issues of confidentiality, there will be no other members on this search committee. **PASSED 7-0-1, ABSTAINED 1 (A. Kirkpatrick).**

8.0 NEW BUSINESS

8.1. CAS Exemplary Teaming Practices Status to Mabelle B. Avery Middle School
Mr. C. Krevolin, MBA Principal, and Mr. R. Kapner, MBA Assistant Principal, updated the Board on the award and recognition by CAS (CT Association of Schools) awarded to MBA for exemplary teaming practices. Only three CT schools have been recognized for this honor. CAS visited MBA last year and interviewed individuals. Mr. Krevolin explained that interdisciplinary teams have a philosophy and set objectives/goals. The teams meet daily with regular communication among special education teachers and the guidance counselor. Team leaders meet regularly with administrators, and there is a team leader consult every other week. Every six days there is a “Hands Up” activity where teachers have the opportunity to express any concerns they may have of students. Students are also actively involved in planning their learning. There is continuity across the grade level with the team. Mr. Krevolin and Mr. Kapner are working on a newsletter and email blasts to acknowledge this recognition. A banner has also been ordered to display at the school. In March 2017, MBA teachers will be attending the New England League of Middle Schools Conference in Providence, RI as a professional day. MBA received a \$5000 SEF grant to make this possible.

9.0 OLD BUSINESS

10.0 ADMINISTRATIVE REPORTS

Dr. Suffredini discussed this year’s calendar and is requesting feedback from the Board regarding the CREC recommended 2017-18 calendar. The 2017-18 calendar will be put together in January/February.

11.0 COMMITTEE REPORTS

Minutes will be taken at all subcommittee meetings.

11.1. Budget – No report.

11.2. Curriculum – No report.

11.2.1. Curriculum Update

Dr. I. Zytka, Director of Curriculum, updated the Board regarding the Literacy, English, and Technology curricula at SES, MBA, and SHS:

- **Literacy:** Mega Words is a reading and spelling program utilizing a series of books which contain multi-syllable words. Read Conn is being used at SES which is a free, state-run early literacy program for grades K-3 which helps to develop the relationship between reading and writing. In writing, MBA is using the 6+1 traits of writing as is used at SES. Each component has a rubric that enables teachers to understand and guide students’ writing. Dr. Zytka reported that there is now a sense of vertical alignment throughout literacy in the English curriculum.
- **English:** The 9th grade students have begun using a vocabulary book that was introduced by a newly hired English teacher. The rigors of the words

are in conjunction with PSAT's, SAT's, and the Common Core. The vocabulary book not only introduces new vocabulary, but students incorporate the new words in tasks that they do and learn how the words can be used in different ways in various texts. It is an inexpensive program that will be expanding to the other high school grades. The students have expressed positive feedback.

- **Technology:** Dr. Zytka reported that technology use has increased at all schools. Chromebooks are utilized at SHS. Online textbook subscriptions are trending as well versus purchasing classroom textbooks.

11.3. Policy – A. Kirkpatrick reported that the next meeting will be held on 11/28/16 at 6 p.m. Committee members are to pick up notebooks after the Board meeting on 11/14/16 in the Central Office.

11.4. Salary & Negotiations – D. Palmer and Dr. Suffredini reported that SEA negotiations will be held on 11/15/16 at 4:30 p.m.

11.5. Planning – No report.

11.6. Other Committees – None.

12.0 OTHER

13.0 ADJOURNMENT

It was **MOVED (M. Marquardt), SECONDED (B. Capuano)** to adjourn the BOE meeting at 8:15 p.m. **PASSED 8-0.**

Respectfully submitted,

Rick Lees, Jr., Secretary
Shannin Burns, Recording Secretary


These minutes are not official until approved at a subsequent meeting.

Somers Board of Education General Budget Treasury Warrant

Report # 43060

Check Batch: 15936
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP GB
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:  Date: 11/22/16
William B. Boutwell, Director of Business Services

15936	12670	11/28/2016	V02185	Allston Supply Co. Inc.	0.00	1,725.09
	12671	11/28/2016	V60790	Alternative Access Assistive Technology	0.00	280.00
	12672	11/28/2016	V52306	AmeriPride Services, Inc	0.00	438.72
	12673	11/28/2016	V60040	Anthem Life Insurance Company	0.00	2,232.55
	12674	11/28/2016	V60123	B&H Photo-Video	0.00	416.00
	12675	11/28/2016	V52478	Bart Truck Equipment LLC.	0.00	56.34
	12676	11/28/2016	E00024	Bouchard, Corinne	0.00	52.10
	12677	11/28/2016	M52866	CAPP USA	0.00	759.32
	12678	11/28/2016	V00129	Carolina Biological Supply Co.	0.00	43.21
	12679	11/28/2016	E00576	Carroll, Daniel	0.00	30.00
	12680	11/28/2016	V60226	Carson-Dellosa Publishing	0.00	131.87
	12681	11/28/2016	V00167	Colonial Flower Shop	0.00	48.00
	12682	11/28/2016	E00076	Cotzin, Gary	0.00	150.66
	12683	11/28/2016	V00204	CREC	0.00	287.00
	12684	11/28/2016	V61030	DDWS	0.00	437.75
	12685	11/28/2016	V61253	Educational STEM Solutions, LLC	0.00	659.98
	12686	11/28/2016	V61230	ENGIE Resources	0.00	13,625.29
	12687	11/28/2016	V00159	Eversource Energy	0.00	14,727.83
	12688	11/28/2016	V60951	Follett School Solutions, Inc	0.00	2,380.98
	12689	11/28/2016	V61017	Frontier Communications	0.00	1,044.18

Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	12690	11/28/2016	V61015	Frontline Technologies Group, LLC	0.00	1,637.10
	12691	11/28/2016	V61257	Garsal Industries	0.00	193.81
	12692	11/28/2016	E00020	Gowash, Tammy	0.00	22.83
	12693	11/28/2016	V54081	Graduate Pest Solutions, Inc.	0.00	158.00
	12694	11/28/2016	V53439	Group Dynamic	0.00	27.75
	12695	11/28/2016	V00407	Hartford Courant	0.00	119.15
	12696	11/28/2016	V01790	Heinemann	0.00	7,525.00
	12697	11/28/2016	V54063	HSABank	0.00	217.00
	12698	11/28/2016	V02625	K & S Distributors	0.00	2,220.50
	12699	11/28/2016	V61112	Kidblog	0.00	375.00
	12700	11/28/2016	E00176	Kipfer, Kyle	0.00	236.72
	12701	11/28/2016	E00179	Koulisis, Susan	0.00	35.00
	12702	11/28/2016	V60053	Microbac Laboratories, Inc	0.00	160.00
	12703	11/28/2016	V01013	NASCO Fort Atkinson	0.00	724.86
	12704	11/28/2016	V60743	NASP, Inc	0.00	263.00
	12705	11/28/2016	V01911	Natchaug Hospital	0.00	1,640.00
	12706	11/28/2016	V00536	NEAS&C	0.00	200.00
	12707	11/28/2016	V60568	Pediatric Services of America Inc	0.00	5,868.00
	12708	11/28/2016	V60947	PMT Associates, Inc.	0.00	360.00
	12709	11/28/2016	V60864	Pullman & Comley, LLC	0.00	4,737.10
	12710	11/28/2016	V61258	R.A. Levine Company	0.00	270.00
	12711	11/28/2016	V60925	ReadyNurse Staffing Services	0.00	945.00
	12712	11/28/2016	V53593	ReadyRefresh by Nestle	0.00	59.89
	12713	11/28/2016	V52476	River Valley Lawn Care LLC	0.00	875.19
	12714	11/28/2016	V53811	RJ Mase, LLC	0.00	140.00
	12715	11/28/2016	V61090	Salomone, Dr. Kathleen	0.00	600.00
	12716	11/28/2016	V01292	School Specialty, Inc.	0.00	913.97
	12717	11/28/2016	V60948	Scitico Equipment Repair	0.00	188.62
	12718	11/28/2016	V02890	SERC	0.00	700.00
	12719	11/28/2016	V01485	Social Studies School Services	0.00	75.94
	12720	11/28/2016	V00886	Somers Lunch Program	0.00	4.95
	12721	11/28/2016	V60616	Somers Public Schools	0.00	9,735.79
	12722	11/28/2016	V02225	Staples Credit Plan	0.00	329.49
	12723	11/28/2016	E00322	Suffredini, Dr. Maynard	0.00	29.16
	12724	11/28/2016	V60056	Supplyworks	0.00	147.34
	12725	11/28/2016	E00416	Szafir, Michael	0.00	181.25
	12726	11/28/2016	V61256	Take 2 Inc	0.00	1,390.72

Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	12727	11/28/2016	V60248	Total Protection Security Systems LLC	0.00	865.95
	12728	11/28/2016	V53987	U.S. Bancorp Equipment Finance, Inc	0.00	2,050.54
	12729	11/28/2016	V21164	Unum Life Insurance Company of America	0.00	3,831.20
	12730	11/28/2016	V61140	Van Pool Transportation LLC	0.00	16,925.00
	12731	11/28/2016	V02738	William V. MacGill & Co.	0.00	283.76
	12732	11/28/2016	V51162	Wilson Language Training Corp.	0.00	66.95
	12733	11/28/2016	V60875	Zones Inc	0.00	1,642.20
	12734	11/28/2016	E00233	Zytka, Dr. Irene	0.00	258.26
Totals:					0.00	\$108,758.86

65 Checks Listed.

Somers Board of Education General Journal Register

Report # 43059
Batch: 15910
Transaction: N/A
Show Summary Only: Yes

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
15910	\$108,758.86	Posted	Lbergamini	11/21/2016	Lbergamini	11/22/2016

General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
November, 2017						
Generated Distributions						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			102,908.83	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	102,908.83
		Total Generated Distributions			\$102,908.83	\$102,908.83
User-Entered Distributions						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	108,758.86
	10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES			239.36	0.00
	10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES			131.87	0.00
	10-100-2-2-18-220-641-01-5-00973	K-5 - MATH TEXTBOOKS		Yes	724.86	0.00
	10-100-2-3-30-242-611-01-5-00210	MA - SOCIAL STUDIES SUPPLIES			75.94	0.00
	10-100-2-4-02-242-611-01-5-00165	HS - ART SUPPLIES			99.88	0.00
	10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES			574.73	0.00
	10-100-2-4-22-242-611-01-5-00195	HS - PHYSICAL ED SUPPLIES			285.83	0.00
	10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES			43.21	0.00
	10-100-8-3-66-910-730-01-5-01335	MA - TECH ED CAPITAL OUTLAY			2,302.18	0.00
	10-120-9-9-98-242-611-01-5-00212	SP ED - K-5 SUPPLIES			66.95	0.00
	10-120-9-9-98-955-330-02-5-01117	SP ED-INDEPENDENT EVALUATIONS			0.00	0.00
	10-120-9-9-98-955-330-02-5-01142	SPED - CONSULTANT FEES			880.00	0.00
	10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES			5,868.00	0.00
	10-210-2-4-32-242-611-01-5-01677	HS - PBIS SUPPLIES			30.00	0.00
	10-212-2-5-46-243-611-02-5-00252	SW - TESTING			7,525.00	0.00
	10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES			283.76	0.00
	10-213-3-5-48-412-112-02-5-00319	SW - NURSE SUBSTITUTE		Yes	945.00	0.00
	10-221-1-2-50-251-580-05-5-00259	K-5 - TRAVEL/IN-SERVICE			360.00	0.00
	10-221-1-3-50-251-580-05-5-00263	MA - TRAVEL/IN-SERVICE			181.25	0.00
	10-221-1-4-50-251-580-05-5-00269	HS - PRINCIPAL'S TRAVEL			150.66	0.00
	10-221-2-5-50-214-111-05-5-00659	SW - PROF DEVELOPMENT/CEU			1,229.98	0.00
	10-222-2-2-52-231-642-03-5-00136	K-5 - LIBRARY BOOKS			2,380.98	0.00
	10-222-2-3-52-231-642-03-5-00142	MA - NEWSPAPERS/MAGAZINES			119.15	0.00
	10-222-2-5-14-233-611-03-5-00150	SW - COMPUTER SOFTWARE			375.00	0.00
	10-231-1-4-58-137-890-10-5-01064	NEASC ACCREDITATION			200.00	0.00

Somers Board of Education General Journal Register

Report # 43059

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
15910	\$108,758.86	Posted	Lbergamini	11/21/2016	Lbergamini	11/22/2016
10-231-1-5-74-134-330-10-5-00045		B.O.E. - OTHER PROF. SERVICES			4,737.10	0.00
10-231-1-5-74-134-590-10-5-00648		B.O.E. - COMMUNITY RELATIONS			48.00	0.00
10-231-1-5-74-134-690-10-5-00047		B.O.E. - SUPPLIES			4.95	0.00
10-232-1-5-50-137-810-05-5-00057		CO - INSTITUTIONAL DUES		Yes	287.00	0.00
10-232-1-5-72-134-540-04-5-00025		CO - ADVERTISING			1,637.10	0.00
10-232-1-5-72-134-690-04-5-00031		CO - PETTY CASH			59.89	0.00
10-232-1-5-72-251-580-05-5-00271		CO - TRAVEL/IN-SERVICE			29.16	0.00
10-232-1-5-72-258-690-04-5-00042		CO - OFFICE SUPPLIES			329.49	0.00
10-232-6-5-66-830-440-04-5-00525		CO - COPIER RENTAL			512.64	0.00
10-240-1-2-40-258-690-04-5-00301		K-5 - OFFICE SUPPLIES			52.10	0.00
10-240-6-2-66-830-440-04-5-00523		K-5 - COPIER RENTAL			512.64	0.00
10-240-6-3-66-830-440-03-5-00527		MA - COPIER RENTAL			512.64	0.00
10-240-6-4-66-830-440-04-5-00763		HS - COPIER RENTAL			512.62	0.00
10-260-5-2-62-722-430-08-5-01141		K-5 BUILDING REPAIRS			437.75	0.00
10-260-5-2-64-642-530-04-5-00363		K-5 - TELEPHONE			271.40	0.00
10-260-5-3-64-642-530-04-5-00365		MA - TELEPHONE			135.11	0.00
10-260-5-4-38-722-430-01-5-00393		HS - QUANTITY FOODS MAINT.			578.72	0.00
10-260-5-4-64-642-530-04-5-00366		HS - TELEPHONE			334.30	0.00
10-260-5-5-64-642-530-04-5-00367		CO - TELEPHONE		Yes	303.37	0.00
10-260-5-6-44-722-430-03-5-00404		SW - A.V. MAINTENANCE			416.00	0.00
10-260-5-6-62-650-613-05-5-00377		SW - CUSTODIAL SUPPLIES			2,155.19	0.00
10-260-5-6-62-722-430-08-5-00430		MA - BUILDING MAINTENANCE			270.00	0.00
10-260-5-6-62-722-430-08-5-00435		SW - THERMOSTAT/CONTROLS			354.25	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE			405.07	0.00
10-260-5-6-62-722-430-08-5-00440		SW - EQUIPMENT REPAIR			2,035.36	0.00
10-260-5-6-62-722-430-08-5-00442		SW - GROUNDS KEEP			875.19	0.00
10-260-5-6-62-722-430-08-5-00444		SW - RUBBISH REMOVAL		Yes	1,390.72	0.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR			193.81	0.00
10-260-5-6-62-722-430-08-5-00801		SW - EXTERMINATING			158.00	0.00
10-260-5-6-62-722-430-08-5-00886		SW - PLUMBING SUPPLIES			147.34	0.00
10-260-5-6-62-722-430-08-5-01646		SW - SECURITY			865.95	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY			3,565.51	0.00
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY			11,876.09	0.00
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY			12,689.91	0.00
10-260-5-6-64-641-620-05-5-00362		MAINTENANCE - ELECTRICITY		Yes	221.61	0.00
10-260-6-5-62-722-430-04-5-00452		SW - MAINTENANCE CONTRACTS			160.00	0.00
10-270-9-9-84-522-510-12-5-00332		SP ED - ADDITIONAL MILEAGE		Yes	16,925.00	0.00
10-280-6-5-82-820-200-13-5-00509		SW - FLEXIBLE SPENDING ACCT			27.75	0.00

Somers Board of Education General Journal Register

Report # 43059

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
15910	\$108,758.86	Posted	Lbergamini	11/21/2016	Lbergamini	11/22/2016
10-280-6-5-82-820-200-13-5-00512		LIFE AND AD&D INSURANCE			2,232.55	0.00
10-280-6-5-82-820-200-13-5-00513		L.T.D.			3,831.20	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT			217.00	0.00
10-320-7-4-42-880-590-06-5-00597		HS - OFFICIALS		Yes	9,735.79	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION		Yes	1,640.00	0.00
Total User-Entered Distributions					\$108,758.86	\$108,758.86
Total for November, 2017					\$211,667.69	\$211,667.69
Grand Total for Batch # 15910					\$211,667.69	\$211,667.69

201 Transactions Listed.

Somers Board of Education General Budget Treasury Warrant

Report # 43206

Check Batch: 16006
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP GB
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:  **Date:** 11/30/16
William B. Boutwell, Director of Business Services

16006	12735	12/05/2016	V02185	Allston Supply Co. Inc.	0.00	277.05
	12736	12/05/2016	V52670	SYNCB/AMAZON	0.00	2,105.90
	12738	12/05/2016	V60041	Anthem BCBS	0.00	181,374.92
	12739	12/05/2016	V00605	Electrical Wholesalers	0.00	745.48
	12740	12/05/2016	V54168	First Student, Inc	0.00	563.50
	12741	12/05/2016	V02186	Flinn Scientific, Inc.	0.00	23.46
	12742	12/05/2016	V60951	Follett School Solutions, Inc	0.00	133.09
	12743	12/05/2016	V01830	Gerry's Music Shop, Inc.	0.00	806.89
	12744	12/05/2016	V00907	Geyer Instructional Products	0.00	109.99
	12745	12/05/2016	V60804	Granite City Electric Supply	0.00	854.40
	12746	12/05/2016	V01108	Grey House Publishing	0.00	277.00
	12747	12/05/2016	V51979	Integrated Systems Services, LLC	0.00	302.47
	12748	12/05/2016	V00999	J.W. Pepper & Son, Inc.	0.00	38.85
	12749	12/05/2016	V02682	Junior Library Guild	0.00	164.50
	12750	12/05/2016	E00187	Legg, Karen	0.00	196.02
	12751	12/05/2016	V60947	PMT Associates, Inc.	0.00	120.00
	12752	12/05/2016	V61261	Ray Seraphin Ford Inc	0.00	157.66
	12753	12/05/2016	V51134	Richco Products, Inc.	0.00	160.86
	12754	12/05/2016	V61226	Shimansky, Sean	0.00	600.00
	12755	12/05/2016	V00886	Somers Lunch Program	0.00	4.95

Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	12756	12/05/2016	V60356	TPC Associates, Inc	0.00	6,412.75
	12757	12/05/2016	E00233	Zytka, Dr. Irene	0.00	28.78
Totals:					0.00	\$195,458.52

22 Checks Listed.

Somers Board of Education General Journal Register

Report # 43205
Batch: 15980
Transaction: N/A
Show Summary Only: Yes

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
15980	\$195,458.52	Posted	Lbergamini	11/28/2016	Lbergamini	11/30/2016

General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
November, 2017						
Generated Distributions						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			194,661.37	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	194,661.37
		Total Generated Distributions			\$194,661.37	\$194,661.37
User-Entered Distributions						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			302.00	0.00
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	195,760.52
	10-100-2-2-20-242-611-01-5-00169	K-5 - MUSIC SUPPLIES			238.85	0.00
	10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			563.50	0.00
	10-100-2-4-18-242-611-01-5-00191	HS - MATH SUPPLIES			109.99	0.00
	10-100-2-4-20-242-611-01-5-00168	HS - BAND SUPPLIES			453.89	0.00
	10-100-2-4-20-243-611-01-5-00247	HS - MUSIC WORKBOOKS			153.00	0.00
	10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES			219.48	0.00
	10-100-2-5-14-241-611-01-5-00873	SW - GENERAL COMPUTER SUPPLIES			811.83	0.00
	10-120-9-9-98-955-330-02-5-01142	SPED - CONSULTANT FEES			600.00	0.00
	10-221-1-2-52-231-690-05-5-00280	K-5 - PROFESSIONAL LIBRARY			133.09	0.00
	10-221-1-3-50-251-580-05-5-00263	MA - TRAVEL/IN-SERVICE			120.00	0.00
	10-221-2-5-50-251-322-01-5-00300	CURRICULUM DEVELOPMENT			28.78	0.00
	10-222-2-3-52-231-642-03-5-00138	MA - LIBRARY BOOKS			164.50	0.00
	10-222-2-4-52-231-642-03-5-00139	HS - LIBRARY BOOKS			277.00	0.00
	10-231-1-5-74-134-690-10-5-00047	B.O.E. - SUPPLIES			4.95	0.00
	10-260-5-6-44-722-430-03-5-00404	SW - A.V. MAINTENANCE			322.68	0.00
	10-260-5-6-62-650-613-05-5-00377	SW - CUSTODIAL SUPPLIES			437.91	0.00
	10-260-5-6-62-722-430-01-5-01077	SW - COMPUTER MAINTENANCE			971.39	0.00
	10-260-5-6-62-722-430-08-5-00430	MA - BUILDING MAINTENANCE			2,014.75	0.00
	10-260-5-6-62-722-430-08-5-00439	HS - BUILDING MAINTENANCE			302.47	0.00
	10-260-5-6-62-722-430-08-5-00440	SW - EQUIPMENT REPAIR			157.66	0.00
	10-260-5-6-62-722-430-08-5-00885	SW - ELECTRICAL SUPPLIES			1,901.88	0.00
	10-260-5-6-62-722-430-08-5-00885	SW - ELECTRICAL SUPPLIES			0.00	302.00
	10-260-6-5-62-722-430-04-5-00452	SW - MAINTENANCE CONTRACTS			4,398.00	0.00
	10-280-6-5-82-820-200-13-5-01228	SW - HEALTH SAVINGS ACCOUNT			181,374.92	0.00

Somers Board of Education General Journal Register

Report # 43205

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On	
15980	\$195,458.52	Posted	Lbergamini	11/28/2016	Lbergamini	11/30/2016	
					Total User-Entered Distributions	<u>\$196,062.52</u>	<u>\$196,062.52</u>
					Total for November, 2017	<u>\$390,723.89</u>	<u>\$390,723.89</u>
					Grand Total for Batch # 15980	<u>\$390,723.89</u>	<u>\$390,723.89</u>

92 Transactions Listed.

Date: November 16, 2016

Dr. Denise Messina
Director of Pupil Services
Central Office
1 Vision Boulevard
Somers, CT 06071

CC: Jennifer Oliver
Principal of Somers Elementary School
Somers Elementary School
1 Vision Boulevard
Somers, CT 06071

Dear Dr. Messina:

I would like to formally inform you of my resignation from my position as the Speech and Language Pathology Assistant at Somers Elementary School. I am requesting that my last day of employment be December 23, 2016.

I have been offered a position in the graduate program at The College of Saint Rose for Speech Pathology. I have decided to accept this position to further my education and reach my future career goals.

I have really enjoyed and learned so much from my experience here at Somers Elementary School. I will miss my job and the incredible staff I had the pleasure of working with. Thank you so much for the opportunities and experiences here at Somers Elementary School.

Sincerely,

A handwritten signature in cursive script that reads "Jaclyn Soderquist". The signature is written in black ink and is positioned above the typed name.

Jaclyn Soderquist

TO: Dr. Maynard Suffredini
Members of the Somers Board of Education

FROM: Peter Stone
K-12 AV Media Specialist

DATE: November 23, 2016

RE: My retirement

This letter is my official notification that my last day as an employee of the Somers schools will be Sunday, December 31, 2016. On that day I plan to retire – for real this time!

It has been a long run of 37 years, and I'm ready to do other things that are not constrained by school vacation dates!

We have a terrific staff in our schools, and I count many as friends. The inevitable ups and downs of the work place have been cushioned by those friendships, and I hope that the camaraderie will continue to be valued and encouraged.

If I can assist with audio visual related things that might come up periodically, I'd be happy to do so – but not before 9AM!

Sincerely,



Peter Stone
PLStone2014@Gmail.com
Home: 860-871-2794
Cell: 860-719-3056

**Somers High School
Technology Innovation Design and Engineering
New course proposal**

Course Name:
CNC Machining

Course Justification:

Over the past several years, there has been an increased emphasis on the need for qualified individuals in the manufacturing fields. Community colleges across Connecticut have added or expanded CNC (computer numeric control) machinist programs in order to meet this demand. At Somers High School, we have CNC equipment incorporated into many of the courses offered in the T.I.D.E. program. After experiences with this equipment in class, many students express a desire to study this subject further. The TIDE department feels that by offering a focused CNC Machining course, we can provide the students at Somers High School a valuable experience in a field that may offer viable career opportunity as they leave high school to pursue post-secondary options or enter the work force.

Course Description:

This course is designed to offer students a focused, in-depth experience in the field of CNC (computer numeric control) machining. Through project based learning, students will utilize MasterCam CADD/Cam software and G-Code to design products using a variety of materials. Students will learn about safe setup and operation of CNC machines including: milling center, lathe, overhead router, and plasma cutter. The students will utilize the machines to produce the parts and designs that are generated on the computer.

Prerequisite:

Completion of Engineering Graphics 1 with a final grade of C or better.

Duration:

½ Year

Class size:

12

Required Resources:

The following items have already been acquired and are operational within the T.I.D.E. Department.

- Computer lab operating Windows 7 or higher.
- MasterCam X software
- Metal fabrication lab
- Wood fabrication Lab

- CNC Lathe
- CNC VCM (mill)
- CNC Overhead Router
- CNC Plasma Cutter

The following items will need to be purchased.

- Digital Book: MasterCam X 2017 Mill (Published by: In House Solutions)
- Digital Book: MasterCam X 2017 Lathe (Published by: In House Solutions)
- Digital Book: MasterCam X 2017 Router (Published by: In House Solutions)

Budgetary Resources:

An initial cost of \$3800 would be incurred for the first year of the course. This would include textbooks. The following years the course would require an increase of \$1000 to the Instructional Supplies Account.

- | | |
|---|--------|
| • Initial Digital Book purchase: | \$2800 |
| • Increase to Instructional Supplies (Acct. #183) | \$1000 |

Why the need for a new progress report card for preschool?

- **The current Preschool Assessment Frameworks (PAF) is based on developmental benchmarks for children aged 2 ½ to 6 years of age. This does not reflect the development of children who may be at an earlier developmental stage (i.e. 18 months). Also, since children attend kindergarten if they are age five before December 31st it's not reflective of the preschool population.**
- **The Connecticut Early Childhood Developmental Standards will be rolled out officially by the state sometime later this year or possibly next year based on the discussions at the Early Childhood Council meeting Mrs. Shea attended on 9/29/16. They will be seeking out pilot districts. I have created this document which is a similar format to the current Preschool Assessment Child Profile Sheet.**
- **The CT ELDS looks at child development in 6 month increments and 1 year increments (i.e. birth to six months, six to twelve months, 4 to 5 years, etc.) This will better help us see where children are developmentally across the various areas of curriculum, especially since more than half of our 32 students have special needs with delays in various areas of development.**

- The CT ELDS breaks down subject areas more discretely by skills versus the PAF which clumps various skill sets together (making it easier to understand by staff and parents alike)
- I would prefer to start using this document now in terms of observational data for my students as it will make for an easier transition when districts are supposed to officially start using it. Currently, these are standards curriculum should be based on in addition to those set forth in the *Preschool Curriculum Framework*.

Textbook Proposal Form

Use this form to propose the purchase of new textbooks, software, or other major instructional resources for a new course, grade, or multiple grades.

Date: 11/17/2016

Person(s) submitting: Erik Serrell-Dubé

Content Area: English **Grade(s)** 12 **Course:** College English 12

Recommended Purchase:

Title or Name of Resource: *The Road* by Cormac McCarthy

Type of Resource: Novel ISBN# 9780307277923

Copyright: 2006 Vendor: Vintage

Address: New York, NY

1. Does the text address the content of the curriculum at the appropriate grade level?

Yes

No

Process used to select this curriculum resource:

Taught book in previous districts and community college courses. The novel is taught in many surrounding districts including Stafford and Regional District #8 and is well received by students.

Is this the only curriculum resource for this course? _____ If not, what other resource(s) will be used?

No. The course uses several different texts and novels throughout the year. This book will be paired with shorter texts (both fiction and nonfiction) from other countries to broaden the discussion of the genre and the thematic ideas presented in the novel.

How was this resource evaluated in terms of providing adequate instructional support for the curriculum?

The text supports CCT Standards for Language Arts in 12th grade including RL.11-12.1-RL 11-12.5, and W.11-12.1-W.11-12.5 It is a non-traditional narrative that utilizes extreme situations to discuss human experience. The novel allows for many levels of differentiated discussion, writing and comparison to other works with its allusions and imagery. In Stafford it was used for English 12 as part of a dystopian literature unit. The unit explores the use of imagery and extended metaphor to support thematic discussion. The unit culminates with a formal essay that explores the use of imagery, narrative style and extended metaphor to support theme in fiction.

Attach a standard budget sheet to detail the purchase costs.

Approximately \$600 for 40 books

STUDENTS

Elementary and Secondary – Attendance:

Truancy:

Regular student attendance in school is essential to the educational process. Responsibility for assuring that students attend school rests by statute with the student's parent or other person having control of the child.

The district's policy on student truancy shall stress early prevention and inquiry leading to remediation of absences rather than imposition of punitive measures for students. Referral to legal authorities normally shall be made only when local resources are exhausted. For purposes of implementing this policy and for reporting purposes regarding truancy, the District will utilize the State Board of Education approved definitions of "excused," "unexcused," and "disciplinary" absences.

"Truant" shall mean a student age five to eighteen, inclusive, who has four unexcused absences in any one month, or ten unexcused absences in one school year.

"In attendance" shall mean a student if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent.

"Chronically absent child" is an enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

"Absence" means an excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education or an in-school suspension that is greater than or equal to one-half of a school day.

"District chronic absenteeism rate" means the total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year.

"School chronic absenteeism rate" means the total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

Remediation of Truancy

School personnel shall seek cooperation from parents or other persons having control of such child and assist them in remedying and preventing truancy. The Somers Board of Education, through its superintendent, will adopt and maintain procedures to:

1. Notify parents annually of their obligations under the attendance policy.
2. Obtain telephone numbers for emergency record cards or other means of contacting parents or other persons having control of the child during the school day.
3. Establish a system to monitor student attendance.
4. Make a reasonable effort by telephone and by mail to notify parents or other persons having control of the child, enrolled in grades one through eight, inclusive, when a child does not arrive at school and there has been no previously approval or other indication, which indicates parents are aware of the absence. *(Note: Persons who in good faith give or fail to give notice pursuant to this section shall be immune from any liability, civil or criminal, which might otherwise be incurred or imposed and shall have immunity with respect to any judicial proceeding which results from such notice or failure to give notice.)*

~~The required mailed notice shall include a warning that two unexcused absences from school in one month or five unexcused absences in a school year may result in a complaint filed with the Superior Court alleging the belief that the acts or omissions of the child are such that the child's family is a family with service needs.~~

5. Identify a student as "truant" when the student accumulates four unexcused absences in any month or ten in a school year.
6. Identify a student as "chronically absent" when the student accumulates a total number of absences at any time during a school year that is equal to or greater than ten percent of the total number of days that such student has been enrolled at the school during the school year.
7. Appropriate school staff meet with parents of a child identified as truant or chronically absent to review and evaluate the situation, within ten days of such designation. Such meeting may involve the school or District Attendance Team.
8. ~~File a written complaint with the Superior Court, not later than fifteen calendar days after the failure of a parent/guardian to attend the meeting (item #6) or upon the failure to cooperate with the school attempting to solve the truancy problem, alleging that the acts or omissions of a child identified as "truant" are such that the student's family is a "family with service needs", if the parent or other person having control of the child fails to attend the required meeting with appropriate school personnel to evaluate why the child is truant or fails to cooperate with the school in trying to solve the child's truancy problem.~~
9. When a petition is filed, an educational evaluation of the truant student shall be done by appropriate school personnel if no such evaluation has been performed within the preceding year.
10. Provide coordination of services and refer "truants" to community agencies, which provide family services.

Chronic Absenteeism

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A District team must be established when the District's chronic absenteeism rate is 10 percent or higher.
2. A school team must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, guidance counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each attendance review team shall meet at least monthly.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available. *(SDE to develop by 1/1/16.)*

The District shall annually include in information for the strategic school profile report for each school and the District that submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

The Principal or his/her designee of any elementary or middle school located in a town/city designated as an alliance district may refer to the children's truancy clinic established by the Probate Court serving the town/city, a parent/guardian with a child defined as a truant or who is at risk of becoming a truant. (An attendance officer or a police officer shall deliver the citation and summons and a copy of the referral to the parent/guardian.)

Legal Reference: Connecticut General Statutes

10-184 Duties of parents. (as amended by PA 98-243 and PA 00-157)

10-198a Policies and procedures concerning truants (as amended by PA 00-157) and P.A. 11-136 and PA 16-147

10-199 through 10-202 Attendance, truancy in general. (Revised, 1995, PA 95-304)

10-202e-f Policy on dropout prevention and grant program.

10-221(b) Board of education to prescribe rules. *Campbell v New Milford*, 193 Conn 93 (1984).

Action taken by the State Board of Education on January 2, 2008, to define “attendance

Action taken by the State Board of Education on June 27, 2012, to define “excused” and “unexcused” absences.

Cross Reference: DBS CODE: 5113

Adopted: July 1, 1991
Revised: June 8, 2009
January 11, 2016

Students

Note: We are now using the entire policy from CABE to ensure compliance with the law.

Suspension and Expulsion/Due Process

This policy is referenced in all student handbooks as well as included in the Board of Education Policy Manual available on the district website at www.somers.k12.ct.us

It is the goal of the Board of Education to ensure the safety and welfare of all students in attendance, and to maintain an atmosphere conducive to learning. In keeping with this goal, students are expected to comply with school rules and regulations, as well as Board policies. Students may be disciplined for conduct on school grounds or at any school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board. Students may be disciplined for conduct off school grounds if such conduct is seriously disruptive of the educational process and violates a publicized policy of the Board.

In working with students, emphasis shall be placed upon developing effective self-discipline as the most effective disciplinary approach.

An authorized member of the Administrative Staff may suspend a student whose conduct endangers persons or property or is seriously disruptive of the education process, or which violates a published policy of the Board of Education. (CGS [10-233c](#))

Suspension is exclusion from regular classroom activity for no more than ten (10) consecutive school days, but not exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. Suspensions shall be in-school suspensions unless the administration determines for any student in grades three through twelve inclusive, that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student grades three through twelve inclusive shall be excluded from school during the period of suspension.

The Board of Education may expel any student whose conduct endangers persons or property or is seriously disruptive of the educational process, or violates a published policy of the Board, in accordance with CGS [10-233d](#).

Expulsion is exclusion from school privileges for any student in grades three through twelve inclusive for more than ten (10) consecutive school days and shall be deemed to include but not be limited to, exclusion from the school to which such student was assigned at the time such disciplinary action was taken, provided that assignment to a regular classroom program in a different school in the district shall not constitute a suspension or an expulsion. Such period of exclusion may extend to the school year following the school year in which the exclusion was imposed, up to one calendar year.

A. Definitions

1. **“Exclusion”** shall be defined as any denial of public school privileges to a student for disciplinary purposes.

Students

Suspension and Expulsion/Due Process

A. Definitions (continued)

2. **“Removal”** shall be defined as an exclusion from a classroom for all or a part of single class period, provided such exclusion shall not extend beyond ninety (90) minutes.
3. **“Emergency”** shall be defined as a situation under which the continued presence of the student in the school imposes such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
4. **“Days”** is defined as days when school is in session.
5. **“School-sponsored activity”** is defined as any activity sponsored, recognized or authorized by the Board of Education and includes activities conducted on or off school property.
6. **“Possess”** means to have physical possession or otherwise to exercise dominion or control over tangible property.
7. **“Deadly weapon”** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon, or metal knuckles.
8. **“Firearm”** means 1) any weapon (including a starter gun) which will or is designed to or readily be converted to expel a projectile by the action of an explosive; 2) the frame or receiver of any such weapon; 3) any firearm muffler or firearm silencer; or 4) any destructive device. Firearm does not include any antique firearm. For purposes of this definition “destructive device” means any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, missile having an explosive or incendiary charge of more than ¼ ounce, mine, or device similar to any of the weapons described herein.
9. **“Vehicle”** means a **“motor vehicle”** as defined in Section 14-1 of the Connecticut General Statutes, snow mobile, any aircraft, or any vessel equipped for propulsion by mechanical means or sail.
10. **“Martial arts weapon”** means a nunchakum kama, kasari-fundo, octagon sai, tonfa or Chinese star.

Students

Suspension and Expulsion/Due Process

A. Definitions (continued)

11. **“Dangerous Drugs and Narcotics”** is defined as any controlled drug in accordance with Connecticut General Statutes §219-240.

B. Removal from Class

1. All teachers are hereby authorized to remove a student from class when such student causes a serious disruption of the educational process within the classroom.
2. Such teacher shall send the student to a designated area and shall immediately inform the building Principal or his/her designee as to the name of the student and the reason for removal.
3. No student shall be removed from class more than six (6) times in any year nor more than twice in one week, unless such student is referred to the Building Principal or his/her designee and granted an informal hearing in accordance with the provisions of this policy, as stated in G(3).

C. Exclusion from Co-Curricular and Extra-Curricular Activities

Participation in co-curricular and extra-curricular activities is a privilege and not an entitlement. Students involved in such programs are expected to follow all school rules and demonstrate good citizenship. Failure to do so may result in partial or complete exclusion from said activities and programs. Activities include, but are not limited to, athletic programs, musical or drama productions, clubs, field trips, and school trips out-of-state and abroad.

D. Suspension and Expulsion

1. A student may be suspended in-school or suspended out-of-school or expelled (grade three to twelve, inclusive) for conduct on school property or at a school-sponsored activity that endangers persons or property, is violative of a publicized policy of the Board, or is seriously disruptive of the educational process, including but not limited to one or more of the following reasons:
 - a. Conduct causing danger to the physical well-being of himself/herself or other people that is not reasonably necessary for self-defense;
 - b. Intentionally causing or attempting to cause physical injury to another person that is not reasonably necessary for self-defense;
 - c. Intentionally causing or attempting to cause damage or school property or material belonging to staff (private property);

Students

Suspension and Expulsion/Due Process (continued)

- d. Stealing or attempting to steal private or school property or taking or attempting to take personal property or money from any other person;
- e. The use, either spoken or written on clothing, of obscene or profane language or gestures on school property or at a school-sponsored activity;
- f. Deliberate refusal to obey the directions or orders of a member of the school staff;
- g. Harassment and/or hazing/bullying on the basis of that person's race, religion, ethnic background, gender or sexual orientation;
- h. Open defiance of the authority of any teacher or person having authority over the student, including verbal abuse;
- i. Threatening in any manner, including orally, in writing, or via electronic communication, a member of the school including any teacher, a member of the school administration or any other employee, or a fellow student;
- j. Blackmailing a member of the school community, including any teacher, member of the school administration or any other employee or fellow student;
- k. Possession of a firearm, deadly weapon, dangerous instrument, or martial arts weapon, as defined in Section 53a-3, such as a pistol, knife, blackjack, etc.;
- l. Possession of any weapon or weapon facsimile, including but not limited to knife, pistol, pellet guns and/or air soft pistols;
- m. Possession, transmission, distribution, selling, use or consumption of alcoholic beverages, dangerous drugs or narcotics or intoxicant of any kind or any facsimile of a dangerous drug, narcotic or intoxicant of any kind;
- n. Knowingly being in the presence of those who are in possession of using, transmitting, or being under the influence of any dangerous drug, narcotic, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind;
- o. Participation in any unauthorized occupancy by any group of students or others of any part of any school, school premises or other building owned by any school district after having been ordered to leave said school premises or other facility by the Principal or other person then in charge of said school building or facility;
- p. Participation in any walkout from a classroom or school building by any group of students and refusing to immediately return to said classroom or school building after having been directed to do so by the Principal or other person then in charge of said classroom or school building;

Students

Suspension and Expulsion/Due Process

D. Suspension and Expulsion (continued)

- q. Intentional incitement which results in an unauthorized occupation of, or walkout from, any school building, school premises, facility or classroom by any group of students or other persons;
- r. Repeated unauthorized absence from or tardiness to school;
- s. Intentional and successful incitement of truancy by other students;
- t. The use or copying of the academic work of another and the presenting of it as one's own without proper attribution;
- u. Violation of school rules and practices or Board policy, regulation or agreement, including that dealing with conduct on school buses and the use of school district equipment;
- v. Violation of any federal or state law which would indicate that the violator presents a danger to any person in the school community or to school property;
- w. Lying, misleading or being deceitful to a school employee or person having authority over the student;
- x. Unauthorized leaving of school or school-sponsored activities;
- y. Unauthorized smoking.

E. Suspension for Conduct Off School Grounds

- 1. Students are subject to suspension for conduct off school property and outside of school-sponsored activities in accordance with law, for conduct that violates a publicized policy of the Board and is seriously disruptive of the educational process, including but not limited to the following:
 - a. Conduct leading to a violation of any federal or state law if that conduct is determined to pose a danger to the student himself/herself, other students, school employees or school property.
 - b. Adjudication as a delinquent or a youthful offender as the result of a felony if the conduct leading to the adjudication is determined to pose a danger to the student himself/herself, other students, school employees or school property.

E. Suspension for Conduct Off School Grounds

1. Students are subject to suspension for conduct off school property and outside of school-sponsored activities in accordance with law, for conduct that violates a publicized policy of the Board and is seriously disruptive of the educational process, including but not limited to the following:

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Students

Suspension and Expulsion/Due Process (continued)

- a. Conduct leading to a violation of any federal or state law if that conduct is determined to pose a danger to the student himself/herself, other students, school employees or school property.
- b. Adjudication as a delinquent or a youthful offender as the result of a felony if the conduct leading to the adjudication is determined to pose a danger to the student himself/herself, other students, school employees or school property.
2. In making a determination as to whether conduct is “seriously disruptive of the educational process,” the administration, Board of Education or impartial hearing board may consider, but such consideration shall not be limited to; (1) whether the incident occurred within close proximity of a school; (2) whether other students from the school were involved or whether there was any gang involvement; (3) whether the conduct involved violence, threats of violence or the unlawful use of a weapon as defined in Section 29-38 and whether any injuries occurred, and (4) whether the conduct involved the use of alcohol, narcotic drug, hallucinogenic drug, amphetamine, barbiturate or marijuana.

F. Mandatory Expulsion

It shall be the policy of the Board to expel a student, grades preschool, and kindergarten to twelve, inclusive, for one full calendar year if:

1. The student, on grounds or at a school-sponsored activity, was in possession of a firearm, as defined in 18 U.S.C. 921*, as amended from time to time, or deadly weapon, dangerous instrument or martial arts weapon, as defined in C.G.S. 53A-3; or the student, off school grounds, did possess such firearm in violation of C.G.S. 29-35 or did possess and use such a firearm, instrument or weapon in the commission of a crime; or the student, on or off school grounds offered for sale or distribution a controlled substance, as defined in subdivision (9) of C.G.S. 21a-240, whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under C.G.S. 21-277 and 21a-278.

*A firearm; currently defined by 18 U.S.C. 921, is any weapon that can expel a projectile by an explosive action and includes explosive devices, incendiaries, poison gases, and firearm frames, receivers, mufflers or silencers.

2. Such a student shall be expelled for one calendar year if the Board of Education or impartial hearing board finds that the student did so possess or so possess and use, as appropriate, such a weapon or firearm, instrument or weapon or did so offer for sale or distribution such a controlled substance.

3. The Board may modify the period of a mandatory expulsion on a case-by-case basis.

Students

Suspension and Expulsion/Due Process

F. Mandatory Expulsion (continued)

4. A firearm, as defined by C.G.S. 53a-3 includes any sawed-off shotgun, machine gun, rifle, shotgun, pistol, revolver, or other weapon, whether loaded or unloaded from which a shot may be discharged, or a switchblade knife, a gravity knife, billy, black jack, bludgeon or metal knuckles.
5. A student enrolled in a preschool program provided by the Board of Education, state or local charter school or inter district magnet school shall not be expelled from such school except that a student shall be expelled for one calendar year from such preschool program pursuant to the mandatory expulsion requirement in compliance with the Gun-Free School Act, as described in this section.

G. Suspension Procedure

1. The administration of each school shall have the authority to invoke suspension for a period of up to ten days or to invoke in-school suspension for a period of up to ten school days of any student for one or more of the reasons stated in paragraph C, above, in accordance with the procedure outlined in this paragraph. Suspensions shall be in-school suspensions unless the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension. The administration may also consider a student's previous disciplinary problems when deciding whether an out-of-school suspension is warranted, as long as the school previously attempted to address the problems by means other than an out-of-school suspension or an expulsion.

The administration is expected to use the guidelines developed and promulgated by the Commissioner of Education to help determine whether a student should receive an in-school or out-of-school suspension.

Students

Suspension and Expulsion/Due Process

G. Suspension Procedure (continued)

The administration shall also have the authority to suspend a student from transportation services whose conduct while awaiting or receiving transportation violates the standards set forth in paragraph C, above. The administration shall have the authority to immediately suspend from school any student when an emergency exists as that term is defined in paragraph A, above.

If an emergency situation exists, the hearing outlined in paragraph G (3) shall be held as soon as possible after the exclusion of the student.

2. In the case of suspension, the administration shall notify the student's parents and the Superintendent of Schools not later than twenty-four (24) hours of the suspension as to the name of the student who has been suspended and the reason therefore. Any student who is suspended shall be given an opportunity to complete any class work including, but not limited to, examinations which such student missed during the period of his/her suspension.
3. Except in the case of an emergency, as defined in paragraph A, above, a student shall be afforded the opportunity to meet with the administration and to respond to the stated charges prior to the effectuation of any period of suspension or in-school suspension. If, at such a meeting the student denies the stated charges, he/she may at that time present his/her version of the incident(s) upon which the proposed suspension is based. The administration shall then determine whether or not suspension or in-school suspension is warranted. In determining the length of a suspension period, the administration may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, in-school suspension, or expulsion.
4. For any student who is suspended for the first time and who has never been expelled, the school administration may shorten the length of or waive the suspension period if the student successfully completes an administration-specified program and meets any other administration-required conditions. Such program shall be at no expense to the student or his/her parents/guardians.
5. No student shall be suspended more than ten times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless a hearing as provided in paragraph H(5) is first granted.
6. No student shall be placed on in-school suspension more than fifteen times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless a hearing as provided in paragraph H(5) is first granted.

Students

Suspension and Expulsion/Due Process (continued)

H. Expulsion Procedures

1. The Board of Education may, upon recommendation of the Superintendent of Schools, expel any student for one or more of the reasons stated in this policy if in the judgment of the Board of Education, such disciplinary action is in the best interest of the school system.
2. Upon receipt of a recommendation for expulsion from the Superintendent of Schools the Board shall, after giving written notice, at least five (5) business days before such hearing, to the student and his parents or guardian, if said student is less than 18 years of age, conduct a hearing prior to taking any action on the expulsion of said student, provided however, that in the event of an emergency as defined in this policy, the student may be expelled prior to the hearing but in such case even a hearing shall be held as soon after the expulsion as possible. The notice shall include information concerning the student's and his/her parent's/guardian's legal rights and concerning legal services that are provided free of charge or at a reduced rate that are available locally (CT Legal Service a source of such services) and how to access such services. An attorney or other advocate may represent any student subject to expulsion proceedings. The parent/guardian of the student has the right to have the expulsion hearing postponed for up to one week to allow time to obtain representation, except that if an emergency exists, such hearing shall be held as soon after the expulsion as possible. (*changes effective 8/15/17*)
3. Three members of the Board of Education shall constitute a quorum for an expulsion hearing. A student may be expelled if a majority of the Board members sitting in the expulsion hearing vote to expel and provided at least three affirmative votes for expulsion are cast.
4. A special education student's handicapping conditions shall be considered before making a decision to expel. A Planning and Placement Team (PPT) meeting must be held to determine whether the behavior or student actions violative of Board of Education standards set forth in policy governing suspension and expulsion are the result of the student's handicapping condition.
5. The procedure for any hearing conducted under this paragraph shall at least include the right to:

Students

Suspension and Expulsion/Due Process

H. Expulsion Procedures (continued)

- a. Notice prior to the date of the proposed hearing which shall include a statement of the time, place and nature of the hearing and a statement of the legal jurisdiction under which the hearing is to be held and a statement that students under sixteen years old who are expelled and students between sixteen and eighteen who have been expelled for the first time and who comply with conditions set by the Board of Education, must be offered an alternative educational opportunity;
 - b. A short and plain statement of the matters asserted, if such matters have not already been provided in a statement of reasons requested by the student;
 - c. The opportunity to be heard in the student's own defense;
 - d. The opportunity to present witnesses and evidence in the student's defense;
 - e. The opportunity to cross-examine adverse witnesses;
 - f. The opportunity to be represented by counsel at the parents'/student's own expense; and
 - g. Information concerning legal services provided free of charge or at a reduced rate that are available locally and how to access such services;
 - h. The opportunity to have the services of a translator, to be provided by the Board of Education whenever the student or his/her parent or legal guardian do not speak the English language;
 - i. The prompt notification of the decision of the Board of Education, which decision shall be in writing if adverse to the student concerned.
6. The record of the hearing held in any expulsion case shall include the following:
- a. All evidence received and considered by the Board of Education;
 - b. Questions and offers of proof, objections and ruling on such objections;
 - c. The decision of the Board of Education rendered after such hearing; and
 - d. A copy of the initial letter of notice of proposed expulsion, a copy of any statement of reasons provided upon request, a statement of the notice of hearing and the official transcript, if any or if not transcribed, any recording or stenographic record of the hearing.

Students

Suspension and Expulsion/Due Process

H. Expulsion Procedures (continued)

7. Rules of evidence at expulsion hearings shall assure fairness, but shall not be controlled by the formal rules of evidence, and shall include the following:
 - a. Any oral or documentary evidence may be received by the Board of Education but, as a matter of policy, irrelevant, immaterial or unduly repetitious evidence may be excluded. In addition, other evidence of past disciplinary problems which have led to removal from a classroom, in-school suspension, suspension, or expulsion may be received for considering the length of an expulsion and the nature of the alternative educational opportunity, if any, to be offered;
 - b. The Board of Education shall give effect to the rules of privilege by law;
 - c. In order to expedite a hearing, evidence may be received in written form, provided the interest of any party is not substantially prejudiced thereby;
 - d. Documentary evidence may be received in the form of copies or excerpts;
 - e. A party to an expulsion hearing may conduct cross-examination of witnesses where examination is required for a full and accurate disclosure of the facts;
 - f. The Board of Education may take notice of judicially cognizable facts in addition to facts within the Board's specialized knowledge provided, however, the parties shall be notified either before or during the hearing of the material noticed, including any staff memoranda or data, and an opportunity shall be afforded to any party to contest the material so noticed;
 - g. A stenographic record or tape-recording of any oral proceedings before the Board of Education at an expulsion hearing shall be made provided, however, that a transcript of such proceedings shall be furnished upon request of a party with the cost of such transcript to be paid by the requesting party. Findings of fact made by the Board after an expulsion hearing shall be based exclusively upon the evidence adduced at the hearing.
 - h. Decisions shall be in writing if adverse to the student and shall include findings of fact and conclusions necessary for the decision. Findings of fact made by the Board after an expulsion hearing shall be based exclusively upon the evidence adduced at the hearing.
8. For any student expelled for the first time and who has never been suspended, except for a student who has been expelled based on possession of a firearm or deadly weapon, the Board of Education may shorten the length of or waive the expulsion period if the student successfully completes a Board specified program and meets any other conditions required by the Board. Such a Board specified program shall not require the student or the parent/guardian of such student to pay for participation in the program.

Students

Suspension and Expulsion/Due Process

H. Expulsion Procedures (continued)

I. Notification

1. All students and parents within the jurisdiction of the Board of Education shall be informed, annually, of Board Policy governing student conduct by the delivery to each said student of a written copy of said Board Policy.
2. The parents or guardian of any minor student either expelled or suspended shall be given notice of such disciplinary action no later than 24 hours of the time of the institution of the period of expulsion or suspension.
3. The notice of an expulsion hearing shall be given at least five (5) business days before such hearing to the student and his/her parents or guardians, if said student is less than 18 years of age shall include information concerning the parent's/guardian's and the student's legal rights and concerning legal services that are provided free of charge or at a reduced rate that are available and how to access such services. The notification shall include a statement that an attorney or other advocate may represent any student subject to expulsion proceedings. The parent/guardian of the student shall be notified of the right to have the expulsion hearing postponed for up to one week to allow time to obtain representation, except that if an emergency exists, such hearing shall be held as soon after the expulsion as possible. *(changes effective 8/15/17)*

J. Students with Disabilities

A special education student's IEP and/or 504 disability shall be considered before making a decision to suspend. A student with disabilities may be suspended for up to ten school days in a school year without the need for the district to provide any educational services. A disabled student may be additionally removed (suspended) for up to ten school days at a time for separate acts of misconduct as long as the removals do not constitute a pattern. During any subsequent suspension of ten days or less of a student with disabilities, the district shall provide services to the disabled student to the extent determined necessary to enable the student to appropriately advance in the general education curriculum and toward achieving his/her IEP goals. In cases involving removals for ten days or less, school personnel (school administration) in consultation with the child's special education teacher, shall make the service determination.

Students

Suspension and Expulsion/Due Process

J. Students with Disabilities (continued)

If the disabled student's suspensions beyond ten school days in a school year constitute a pattern because of factors such as the length of each removal, the total amount of time the child is removed and the proximity of the removals to one another, the IEP team (PPT) shall conduct a manifestation determination. Meetings of a student's IEP team (PPT) are required to develop a behavioral assessment plan or to review and modify as necessary one previously developed when the disabled student has been removed (suspended) from his/her current placement for more than ten school days in a school year and when commencing a removal (suspension) that constitutes a change in placement.

Whenever a student is suspended, notice of the suspension and the conduct for which the student was suspended shall be included on the student's cumulative educational record. Such notice shall be expunged from the record by the Board if the student graduates from high school.

Notwithstanding the foregoing, the following procedures shall apply to students who have been identified as having one or more disabilities under the IDEA and/or Section 504 of the Rehabilitation Act (a "student with disabilities"):

1. If a student with disabilities engages in conduct that would lead to a recommendation for expulsion, the district shall promptly convene an IEP team (PPT) meeting to determine whether the misconduct was caused by or had a direct and substantial relationship to the student's disability or if the conduct in question was the direct result of the District's failure to implement the IEP. A student may be suspended for up to ten days pending the IEP team (PPT) determination.
2. If the District, parent and relevant members of the IEP team (PPT) determine that the misconduct was not caused by the disability, the Superintendent may proceed with a recommendation for expulsion. During any period of expulsion, a student with disabilities under the IDEA shall receive an alternative educational plan consistent with the student's educational needs as determined by the IEP team (PPT) in light of such expulsion and the student's IEP. The services must continue to the extent determined necessary to enable the disabled student to appropriately advance in the general education curriculum and to advance toward achieving the goals of his/her IEP, and be provided a free appropriate public education.

Students

Suspension and Expulsion/Due Process

J. Students with Disabilities (continued)

3. If the District, parent and relevant members of the IEP team (PPT) determine that the misconduct was caused by or had a direct and substantial relationship to the disability, or the conduct in question was the direct result of the District's failure to implement the student's IEP, the Superintendent shall not proceed with the recommendation for expulsion. The IEP team (PPT) shall consider the student's misconduct and revise the IEP to prevent a recurrence of such misconduct and to provide for the safety of the other students and staff. A functional behavioral assessment shall be conducted, if not previously done, and a behavioral intervention plan implemented or revised, if in existence. The student shall be returned to the placement from which he/she was removed unless agreed otherwise by the District and parent.
4. Should a parent of a student with disabilities who is eligible for services under the IDEA (or the student himself/herself if eighteen years of age or older) file a request for a due process hearing to contest an expulsion under subparagraph (2) above or a proposed change in placement under subparagraph (3), unless the parents (or student if eighteen years of age or older) and the Board otherwise agree, the child shall stay in the interim alternate educational setting, if so placed by student authorities, pending decision in said due process hearing and any subsequent judicial review proceedings.
5. Notwithstanding the provisions of the preceding subparagraph (4), a student with disabilities may be assigned to an interim alternative educational setting for not more than forty-five (45) school days if the student brings a weapon to school or to a school function or knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function, or has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function. For purposes of this paragraph, "weapon" means a device instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, but excludes a pocket knife with a blade of less than 2 ½ inches in length. "Serious bodily injury" is defined as bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement or protracted loss or impairment of the function of a bodily member, organ or mental faculty. The interim alternative placement shall be determined by the IEP team (PPT). If a due process hearing is requested, the student shall remain in said interim alternative placement pending a decision in the due process hearing, unless the Board and the parents otherwise agree, or the Board obtains a court order.

Students

Suspension and Expulsion/Due Process

J. Students with Disabilities (continued)

6. In order for the district to unilaterally obtain a 45-day change in placement from a federal judge of Connecticut hearing officer, it must prove by substantial evidence that maintaining the current placement of the student is substantially likely to result in injury to the child or others. The school must also prove that it has made reasonable efforts to minimize the risk of harm the student presents in the current placement.

K. Alternative Educational Opportunity

The Board of Education recognizes its obligation to offer any student under the age of sixteen (16) who is expelled an alternative educational opportunity which shall be equivalent to alternative education, as defined, with an individualized learning plan, during the period of expulsion. Any parent or guardian of such student who does not choose to have his or her child enrolled in an alternative educational program shall not be subject to the provision of Section 10-184 of the Connecticut General Statutes. Any expelled student who is between the ages of sixteen (16) and eighteen (18) not previously expelled and who wishes to continue his or her education shall be offered such an alternative educational opportunity if he or she complies with conditions established by the Board of Education. Such alternative educational opportunity may include, but shall not be limited to, the assignment of a student (who is ~~sixteen~~ seventeen (17) years of age or older) to an adult education program or placement of such student in a regular classroom program of a school other than the one from which the student has been excluded. Any student participating in an adult education program during a period of expulsion shall not be required to withdraw from school under C.G.S. 10-184. In determining the nature of the alternative education opportunity to be offered under this Section, the Board of Education may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, suspension, or expulsion.

The Board of Education is not obligated to provide such alternative educational opportunity to any student eighteen years of age or older. The Board of Education is required to offer such alternative educational opportunity, as defined, to any student between the ages of sixteen and eighteen who is expelled because of conduct which endangers persons, and involved the following, on school grounds or at a school-sponsored event:

1. Possession of a firearm, deadly weapon, dangerous instrument or martial arts weapon, or
2. Offering an illegal drug for sale or distribution.

Students

Suspension and Expulsion/Due Process

K. Alternative Educational Opportunity (continued)

If the Board expels a student for the sale or distribution of a controlled substance, the Board shall refer the student to an appropriate state or local agency for rehabilitation, intervention or job training, or any combination thereof, and inform the agency of its action. If a student is expelled for possession of a firearm, ~~or~~ deadly weapon, dangerous instruments (those that can be used to cause death or serious injury) or martial arts weapons the Board shall report the violation to the local police department. (*changes effective 8/16/17*)

This provision shall not apply to students requiring special education who are described in subdivision (1) of sub-section (e) of C.G.S. 10-76a. The alternative educational opportunity for any such student shall be established by the IEP team (PPT) in accordance with the procedures described above.

L. Other Considerations

1. If a student is expelled, notice of the expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice, except for the notice of an expulsion of a student in grades nine through twelve, inclusive, based on possession of a firearm or deadly weapon, shall be expunged from the cumulative educational record by the Board if the Board determines that the student's conduct and behavior in the years following such expulsion warrants an expungement or if the student graduates from high school.
2. If a student's expulsion is shortened or the expulsion period waived based upon the fact that the student was expelled for the first time, had never been suspended, and successfully completed a Board specified program and/or met other conditions required by the Board, the notice of expulsion shall be expunged from the cumulative educational record if the student graduates from high school or, if the Board so chooses, at the time the student completes the Board specified program and meets any other conditions required by the Board.
3. If a student in grades kindergarten to eight, is expelled based on possession of a firearm or deadly weapon, the Board may expunge from the students' cumulative education record the notice of the expulsion and the conduct for which the student was expelled if the Board determines that the conduct and behavior of the student in the years following such expulsion warrants an expungement.

Students

Suspension and Expulsion/Due Process

L. Other Considerations (continued)

4. The Board may adopt the decision of a student expulsion hearing conducted by another school district provided such Board of Education held a hearing pursuant to C.G.S.10-233d(a). Adoption of such a decision shall be limited to a determination of whether the conduct which was the basis for the expulsion would also warrant expulsion under the policies of this Board. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative education opportunity in accordance with item K above.
5. Whenever a student against whom an expulsion hearing is pending withdraws from school and after notification of such hearing but before the hearing is completed and a decision rendered, (1) notice of the pending expulsion hearing shall be included on the student's cumulative educational record and (2) the Board shall complete the expulsion hearing and render a decision.
6. A student expelled for possession of a firearm, deadly weapon, dangerous instrument or martial arts weapon shall have the violation reported to the local police department.
7. The period of expulsion shall not extend beyond a period of one calendar year. A period of exclusion may extend into the next school year.
8. An expelled student may apply for early readmission to school. Such readmission shall be at the discretion of the Board of Education/Superintendent of Schools (choose which). Readmission decisions shall not be subject to appeal to Superior Court. The Board or Superintendent, as appropriate, may condition such readmission on specified criteria.
9. Any student who commits an expellable offense and is subsequently committed to a juvenile detention center, The Connecticut Juvenile Training School or any other residential placement for such offense may be expelled by the local Board of Education. The period of expulsion shall run concurrently with the period of commitment to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement.

Students

Readmission of Student from a Residential Placement

A District student who has committed an expellable offense who seeks to return to a District school, after participating in a diversionary program or having been detained in a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement, for one year or more, in lieu of expulsion from the District, shall be permitted to return to the appropriate school setting within the District. Further, the District shall not expel the student for any additional time for the offense(s).

Students and parents shall be notified of this policy annually.

Legal Reference: Connecticut General Statutes

4-176e through 4-180a. Contested Cases. Notice. Record, as amended
10-233a through 10-233f Suspension, removal and expulsion of students,
as amended by PA 95-304, PA 96-244, PA 98-139, PA 07-66, PA 07-122,
PA 08-160, PA 09-82, PA 09-6 (September Special Session), PA 10-111,
PA 11-126, PA 14-229, PA 15-96 and PA 16-147.

53a-3 Definitions.

53a-217b Possession of Firearms and Deadly Weapons on School
Grounds.

PA 94-221 An Act Concerning School Discipline and Safety.

PA 15-96 An Act Prohibiting Out-of-School Suspensions and Expulsions
for Students in Preschool and Grades Kindergarten to Two.

GOALS 2000: Educate America Act, Pub. L. 103-227.

18 U.S.C. 921 Definitions.

Title III - Amendments to the Individuals with Disabilities Education Act.
Sec. 314 (Local Control Over Violence)

Elementary and Secondary Act of 1965 as amended by the Gun Free
Schools Act of 1994

P.L. 105-17 The Individuals with Disabilities Act, Amendments of 1997.

Kyle P. Packer PPA Jane Packer v. Thomaston Board of Education.

20 U.S.C. Section 7114, No Child Left Behind Act

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

Adopted: March 10, 1980

Reviewed: March 2, 2006

Revised: May 15, 2001

July 12, 2010

December 12, 2011

September 22, 2014 (Section L. Other Considerations)

November 9, 2015

A policy is required by federal law on this topic.

DBS CODE: 5118.1

STUDENTS:

Admission of Resident Students:

Children of school age who are residents of the town of Somers may attend school without payment of tuition. For the specific purpose of determining whether a child must pay tuition to attend the public schools of Somers, a determination of the child's residence will be made as follows:

- A. The location where a child lives on a permanent or indefinite basis is his/her residence.
- B. The residence of the parents or legal guardian of the child will not be considered in determining whether the child is a resident for tuition purposes.
- C. A child who lives temporarily at a location is not a resident.
- D. In the instance where students live within the school district with persons other than natural parents or legal guardians, the Superintendent of Schools shall require completion of an affidavit which attests to the permanency of the residence and that it is provided without pay.
- E. When a child is taken out of the home and placed in a home in the district by a court or public agency, requirement of the state statutes shall be followed.

Homeless Students

Children who meet the Federal definition of "homeless" will be provided a free and appropriate public education in the same manner as all other students of the District and will not be stigmatized or segregated on the basis of their status as homeless. No homeless student will be denied enrollment based on lack of proof of residency or due to barriers such as fines, fees and absences. No Board policy, administrative regulations, or practice will be interpreted or applied in such a way as to inhibit the enrollment, attendance, or school success of homeless children.

Homeless students will be provided services comparable to other students in the District in compliance with federal and state law. Access to District programs include public preschool programs administered by the District.

The Superintendent will appoint a Liaison for Homeless Children who will perform the duties as assigned by the Superintendent and detailed in the administrative regulation accompanying this policy. Additionally, the Liaison will coordinate and collaborate with the State Coordinator for the Education of Homeless Children and Youth as well as with

community and school personnel responsible for the provision of education and related services to homeless children and youths.

Legal Reference: Connecticut General Statutes

10-253(e) School privileges for children in certain placements, non-resident children and children in temporary shelters.

17a-101 Protection of children from abuse. Reports required of certain professional persons. When child may be removed from surrounding without court order.

17a-103 Reports by others.

17a-106 Cooperation in relation to prevention, identification and treatment of child abuse and neglect.

46b-120 Definitions.

McKinney-Vento Homeless Assistance Act, (P.L. 107-110-Sec 1032) 42 U.S.C. §11431-11435, as amended by the ESSA, P.L. 114-95.

Adopted: March 10, 1986

STUDENTS

A policy is required concerning on-campus recruitment.

On-Campus Recruitment

Subject to the provisions of Subdivision (11) of Subsection (b) of Section 1-210 of the Connecticut General Statutes, the high schools of the school district shall provide the same directory information and on-campus recruiting opportunities to representatives of the armed forces of the United States of America and State Armed Services as are offered to nonmilitary recruiters, recruiters for commercial concerns and recruiters representing institutions of higher education.

The Board of Education (Board) will inform, at the middle and high school level, students and parents/guardians of the availability of (1) vocational, technical and technological education and training at technical high schools, and (2) agricultural sciences and technology education at regional agricultural science and technology education centers.

The Board shall also provide full access for the recruitment of students technical high schools, regional agricultural science and technology education centers, inter-district magnet schools, charter schools and inter-district student attendance programs, provided such recruitment is not for the purpose of interscholastic athletic competition. The Board shall also post information about these school options on its website.

Directory information or class lists of student names and/or addresses shall not be distributed without the consent of the parent or legal guardian of the student or by the student who has attained majority status.

Military recruiters or institutions of higher learning shall have access to secondary school students' names, addresses, and telephone listings unless ~~a secondary student~~ or the parent/guardian of ~~the~~ such student submits a written request that such information not be released without their prior written parental consent. A student, eighteen years of age or older, rather than his/her parent/guardian, may request in writing that such information not be released without his/her prior written permission. The Board of Education shall notify parents/guardians and students of the option to make such request and shall comply with any request received.

ESSA requires the release of the student's name, address and telephone listing unless, after giving appropriate notice to parents/guardians and students 18 years of age or older, of their right to opt-out and to require, after such opt-out, written permission to release the information.

The school administrator may make the determination of when the recruitment meetings are to take place and reserves the right to deny such meeting where the holding of such meeting will materially and substantially interfere with the proper and orderly operation of the school.

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.

Students

On-Campus Recruitment (continued)

(cf. 5125 - Student Records; Confidentiality)

Legal Reference: Connecticut General Statutes

- 1-210 (11) Access to public records. Exempt records.
- 10-220d Student recruitment by a regional and interdistrict specialized schools and programs. Recruitment of athletes prohibited (as amended by P.A. 12-116, An Act Concerning Educational Reform)
- 10-221b Boards of education to establish written uniform policy re treatment of recruiters. (as amended by PA 98-252)
- 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~~

Section 8025 of Public Law 114-95, “The Every Student Succeeds Act of 2015”

Adopted: January 27, 2003
Revised: November 26, 2012

Students

Directory Information

Directory information or class lists of student names, addresses, and telephone listings shall not be distributed without the consent of the parent or legal guardian of the student or by the student who has attained majority status.

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

A student’s Social Security Number or student ID number is prohibited from designation as directory information. However, student ID numbers, user ID, or other electronic personal identifiers used by a student to access or communicate in electronic systems may be disclosed only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticates the user’s identity such as a personal identification number (PIN), password or other factor known or possessed only by the authorized user.

Military recruiters or institutions of higher learning shall have access to secondary school students names, addresses, and telephone listings unless a secondary student eighteen years of age or older, or the parent of the student requests that such information not be released without prior written parental consent. The Board of Education shall notify parents and students of the option to make such a request and shall comply with any request received.

ESSA requires the release of the student’s name, address and telephone listing unless, after giving appropriate notice to parents/guardians and students eighteen years of age or older, of their right to opt-out and to require, after such opt-out, written permission to release the information.

Public Notice

The District will give annual public notice to parents/guardians of students in attendance and students eighteen years of age or emancipated. The notice shall identify the types of information considered to be directory information, the District’s option to release such information and the requirement that the District must, by law, release secondary students’ names, addresses and telephone numbers to military recruiters and/or institutions of higher education, unless parents/guardians or eligible students request the District withhold this information and such release would require their written permission. Such notice will be given prior to the release of 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.

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 and December 2, 2011)

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.~~

P.L. 114-95 "The Every Student Succeeds Act" Section 8025

Adopted: January 27, 2003

Somers High School Counseling and Career Center (CCC)
Executive Summary for Board of Education
11/16/16

duction in school counselors from 3 full-time to 2.5 has been especially challenging this year. As a result of that decision, we decided that Kelly Giannuzzi, our .5 counselor, would be assigned all of the freshmen and the two full-time counselors would split the 10th -12th graders. Although Kelly has counseling experience, trying to support and train her while meeting the needs of students was nearly impossible at busy start of the school year. Changing her schedule from 2 days to 3 nearly full days has helped some but she inevitably misses key team meetings and school-based meetings as a result of being part-time.

Importantly, school counselors need to be available to students when there is a need. Student crises can arise at any time. Already this year, there have been times when freshmen students needed support, and Kelly was not available. Although other counselors and/or social worker may be available to assist, the same student/counselor relationship is an essential component of counseling success. Transition to high school is a challenging time for many students and this is especially true with the current freshmen.

Immediately after the 10 day add/drop period ends, seniors and the college process become a priority. To date, 44% (33) of our seniors have submitted college applications to 4-year colleges with several acceptances thus far. Transitioning staff has processed 225 transcript packages to date. The acquisition of approximately 20 new seniors plus the loss of a counselor made the college process more time consuming and complicated. Getting to know these students both academically and personally in order to help them identify colleges, write personalized counselor letters, and apply is a more challenging.

In an effort to optimize Kelly's availability for students and without a Guidance Director, the two full time counselors are doing all of the administrative functions that were originally split by three. To date, these have included Parent Communication workshop, class ranking, School Profile and Secondary School Report revisions for the Class of 2017, Enrollment updates, PSAT 8/9 and PSAT 10 coordination with administration, Financial Aid Night, and College Fair. Kelly was out when available and did a Learning Style Inventory with all freshmen as part of our curriculum.

part-time counselor, Kelly has restricted availability for meetings, particularly PPTs & 504 meetings, which creates challenges for administrators, case managers, and parents. Accessibility to teaching staff to support students in their classrooms is also diminished. Data driven teams, such as SRBI and PBIS, require all counselors to be in attendance to effectively identify student concerns, analyze needs and generate solutions. Attendance at other school meetings including monthly CCC Team Meeting, Safe School Climate Committee and curriculum meetings as well as professional development activities. Within the scope of counselors' responsibilities, being a part of these committees that impact the school community and culture is crucial. The complete impact of this reduction in counseling staff has not been fully realized and as far as has been extremely challenging school-wide.

Somers High School
ASPIRE Program Update
BOE Executive Summary
November 2016

This is the eighth year the alternative education program, ASPIRE, is operating at the high school.

The current enrollment includes 5 full time students who complete the majority of their coursework in the Aspire program and 7 part-time students who take one or two courses on Odyessyeware and the rest of their coursework in a regular setting. Two students are dismissed at various times after 12:10 based on IEP recommendations. One-fifth year senior leaves for employment purposes. Students are either earning credit for initial coursework or credit recovery. With the restructuring of the program, all instructional delivery is via the online program, Odysseyware.

Progress monitoring meetings with students, families and support staff occur once every academic term to review each student's academic goals and adjust or affirm the delivery of instruction. Additional supports may also be discussed with the students and families during these meetings.

The school social worker provides therapeutic support by conducting a group session four times during the STRIVE rotation and focuses on emotional intelligence and life skills.