Regular Meeting - Hybrid via Zoom and In-person at Town Hall

Wednesday, January 19, 2022 6:30 PM
Regular Meeting, Town Hall, Council Chambers, Hybrid Meeting via Zoom and In-Person Please click the link below to join the webinar: https://us02web.zoom.us/j/86736441657 Or Telephone 1 646 558 8656 or 1 301 715 8592 Webinar ID: 867 3644 1657, 275 Broad Street, Windsor, CT 06095

1. **Call to Order, Pledge to the Flag, Moment of Silence**
2. **Superintendent Presents 2022-2023 Budget Proposal**
3. **Public Forum on 2022-2023 Budget (Limited to maximum of 30 minutes)**
4. **THE REGULAR MEETING WILL BEGIN IMMEDIATELY FOLLOWING THE PUBLIC FORUM AND A 5 MINUTE RECESS**
5. **Recognitions/Acknowledgements**

a. Recognition - Makhi Ettienne-Modeste, Connecticut's Kid Governor 2022
b. Recognition - Taylor Falotico, BOE Student Representative

6. **Audience to Visitors**
7. **Consent Agenda**

a. Financial Report
b. Enrollment Report
c. Food Service Report
d. Human Resources Report

8. **Approval of Minutes**

a. December 21, 2021 Special Meeting
b. December 21, 2021 Regular Meeting

9. **Student Representative Report**
10. **Board of Education**

a. President's Report
b. School Liaison Reports
1. Windsor High School
2. Sage Park Middle School
3. Clover Street School
4. John F. Kennedy School
5. Oliver Ellsworth School
6. Poquonock School

c. Discussion on Policies
1. Discussion to determine if the Board should request that wording for a new policy, or addition to an existing policy, be drawn up by the Policy Committee and/or the superintendent, which policy would prohibit the use of cellphones by students in school, which suggested policy is to be brought to the Board in future meetings this school year for first and second readings and votes of adoption. Possible Board action in the form of a motion to send the request to the Policy committee.(Tabled from 12/21/21 Regular Meeting and reworded)

d. Discussion on Vocational Track
1. Discussion of building a career path toward vocational skills starting in the Elementary Schools and continuing through Middle and High School

11. **Superintendent's Report**

a. Curriculum Development, 2nd Reading
1. Algebra I
2. Consumer Math
3. Physical Education 9

4. English 9
5. English 10
6. English Foundations

b. School Calendars 2022-2023; 2023-2024, 1st Reading (Tabled from 12/21/21 Regular Meeting)

12. **Committee Reports**
13. **Other Matters/Announcements/Regular BOE Meetings**

a. BOE Public Forum and Finance Committee Meeting is Tuesday, January 25, 2022, 6:00 PM, LPW, Board Room

b. BOE Public Forum and Finance Committee Meeting is Tuesday, February 1, 2022, 6:00 PM, LPW, Board Room

c. BOE Public Forum and Finance Committee Meeting is Thursday, February 3, 2022, 6:00 PM, LPW, Board Room

d. BOE Public Forum and Finance Committee Meeting is Tuesday, February 8, 2022, 6:00 PM, LPW, Board Room (If Needed)

e. Next BOE Regular Meeting is Tuesday, February 15, 2022, 7:00 PM, LPW, Board Room

14. **Audience to Visitors**
15. **Discussion on a Personnel Matter: Sabbatical Leave Request before taking possible action in the Regular Meeting**
16. **Adjournment**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 19, 2022

Prepared By: Terrell M. Hill, PhD **Presented By:** Terrell M. Hill, PhD

Attachments:

Subject: Public Forum on 2022-2023 Budget

Background:

The Board of Education will provide an opportunity for the general public to provide comments on the Superintendent of Schools' 2022-2023 recommended education budget.

Status:

This Public Forum will be held immediately following the presentation of the Superintendent of Schools' recommendation.

Recommendation:

1. The purpose of the Public Forum is to provide the community the opportunity to provide comments to the Board prior to the adoption of the 2022-2023 budget.

2. Each speaker is allowed 3 minutes. The Public Forum on Wednesday, January 19, 2022 is limited to a total of 30 minutes.

Dialing in by Phone Only:

Please call: 1-646-558-8656 or 1-301-715-8592

1. When prompted for participant or meeting ID, enter: 867 3644 1657 and then press #
2. You will then enter the meeting muted. During "Audience to Visitors", if you wish to speak, press ***9** to raise your hand. Please give you name and address prior to voicing your comments.

Joining in by Computer:

1. Please go to the following link: https://us02web.zoom.us/j/86736441657
2. When prompted for participant or meeting ID, enter 867 3644 1657
3. Only if your computer has a microphone for two-way communication, then during "Audience to Visitors", if you wish to speak, press **Raise Hand** in the webinar control. If you do not have a microphone, you will need to call in on a phone in order to speak. Please give you name and address prior to voicing your comments.
4. During "Audience to Visitors", if you do not wish to speak, you may type your comments into the Q&A feature as follows: name, address, comments.

3. Future opportunities for speakers to address this topic will be provided at Public Forums on Tuesday, January 25, 2022 at 6:00 PM, Tuesday, February 1, 2022 at 6:00 PM, and Thursday, February 3, 2022 at 6:00 PM as well as during the "Audience to Visitors" portion of each Finance Committee Meeting on January 25, 2022 following the Public Forum, February 1, 2022 following the Public Forum, February 3, 2022 following the Public Forum in the L.P. Wilson Board Room and on Tuesday, February 8, 2022 at 6:30 PM (if meeting is needed) in the L.P. Wilson Community Center, Board Room.

Recommended by the Superintendent: TH | SB

Agenda Item # 3.

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 19, 2022

PREPARED BY: Danielle Batchelder **PRESENTED BY:** Danielle Batchelder

ATTACHMENTS: December 31, 2021 Financial Report

SUBJECT: Financial Report

BACKGROUND:

A report of operating expenditures is prepared monthly for the Board of Education. The report details monthly and year-to-date expenditures for each site within Windsor Public Schools.

STATUS:

The attached report is for the month of December 2021

There were no inter-site transfers during the month.

RECOMMENDATION:

No action is necessary. The report is for information only.

The Secretary of the Board of Education should include the following in the minutes of this Board of Education meeting:

Expenditures for December 31, 2021	$ 5,788,956
Expenditures through December 31, 2021	$34,406,828

Reviewed by: _____ **Recommended by the Superintendent:** TH/sb

Agenda Item # 7.a.

Windsor Public Schools
Financial Report
December 31, 2021

	2021-2022 Budget	Expenditures YTD 12/31/2021	Encumbrance	Balance 6/30/2022	% Balance
Instructional Services					
Clover Street School	63,170	17,049	4,202	41,919	**66%**
John F. Kennedy School	84,950	16,956	2,012	65,982	**78%**
Oliver Ellsworth School	86,730	43,693	13,901	29,136	**34%**
Poquonock School	69,300	26,936	5,169	37,195	**54%**
Sage Park Middle School	210,935	84,420	12,213	114,302	**54%**
Windsor High School	398,069	109,326	23,042	265,701	**67%**
Windsor High School Interscholastic Sports	207,000	108,699	57,062	41,239	**20%**
Athletic Coaches	275,000	125,277	0	149,723	**54%**
WHS Career & Technical Education	59,745	11,098	14,649	33,998	**57%**
Continuing Education	70,400	36,320	3,251	30,829	**44%**
Instructional Mgt. & Curriculum Development	293,252	96,406	22,183	174,663	**60%**
Magnet School Tuition	1,460,600	191,698	36,771	1,232,131	**84%**
Technology	1,140,452	1,009,075	36,979	94,398	**8%**
Total Instructional Services	**4,419,603**	**1,876,953**	**231,434**	**2,311,216**	**52%**
Education Support Services					
Pupil Personnel Services	454,950	110,578	24,372	320,000	**70%**
Special Education	100,950	39,208	2,352	59,390	**59%**
Special Education Tuition	5,318,947	2,370,506	338,001	2,610,440	**49%**
Policy & Planning	142,350	133,151	205	8,994	**6%**
Employee Personnel Services	129,000	105,059	3,588	20,353	**16%**
Financial Management	268,340	98,397	96,109	73,834	**28%**
Financial Services	38,500	12,560	6,992	18,948	**49%**
Pupil Transportation & Safety	3,536,804	575,510	230,522	2,730,772	**77%**
Special Education Transportation	2,231,659	646,019	86,898	1,498,742	**67%**
*Physical Plant Services	1,968,850	1,037,974	927,602	3,274	**0%**
Major Maintenance	486,000	153,505	37,046	295,449	**61%**
L.P. Wilson Center	254,800	125,690	123,563	5,547	**2%**
Benefits	11,025,498	4,115,770	195,752	6,713,976	**61%**
Certified Salaries	32,748,861	15,135,715	0	17,613,146	**54%**
Non-Certified Salaries	10,068,586	5,017,875	0	5,050,711	**50%**
Regular Ed Tutor Salaries	336,700	76,778	0	259,922	**77%**
Special Ed Tutor Salaries	284,000	186,800	0	97,200	**34%**
Substitute Salaries	551,987	284,344	0	267,643	**48%**
Total Education Support Services	**69,946,782**	**30,225,439**	**2,073,002**	**37,648,341**	**54%**
Total All Sites	**$74,366,385**	**$32,102,392**	**$2,304,436**	**$39,959,557**	**54%**

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 19, 2022

PREPARED BY: Danielle Batchelder
Director of Business Services
& Human Resources

PRESENTED BY: Danielle Batchelder

ATTACHMENTS: Student Enrollment Report & Recap

SUBJECT: Student Enrollment as of January 1, 2022

BACKGROUND:

Attached are the enrollment figures as of January 1, 2022. Mrs. Batchelder will answer any questions.

STATUS:

In prior BOE enrollment reports, the enrollment report grouped all students into one category labeled "Outside Placement/Private Placement (SPED)". Beginning in September 2016, the Out Placement/Private Placement (SPED) line was separated into two categories:

1. *Out of District Placement-Special Education students*
2. *Private Placement Special Education students*

Out of District - Special Education: Those students who are placed at a Connecticut State Department of Education (CSDE) approved private special education program as recommended by a planning and placement team (PPT) as part of a student's individualized education program (IEP). Additionally, this category may include a family who moves into Windsor with a child who has a disability who has already been placed in a private special education program and/or children who are placed in Windsor foster home(s) by the Department of Children and Families (DCF) and are already enrolled in a private special education program.

Private Placement - Special Education: Those students who have been identified special education through the planning and placement team (PPT) process that have been parentally placed at a non-public school located in Windsor (i.e., St. Gabriel, Trinity Christian, Madina Academy, Praise Power & Prayer, etc.).

RECOMMENDATION:

Informational

Reviewed by: NOB **Recommended by the Superintendent:** TH | sb

Agenda Item # 7.b.

Windsor Public Schools
Student Enrollment Report
January 1, 2022

Enrollment in Windsor Public Schools

Grades PreK - 5	1,417
Grades 6-8	731
Grades 9-12	1,130
Total District Enrollment	**3,278**

Windsor Students not in District Schools

Out of District Placements (SPED)	49
Private Schools (St.Gabriels, Trinity Christian, Medina Academy; Praise, Power&Prayer)	32
CREC Montessori Hartford	5
CREC Metropolitan Learning Center (MLC)	49
CREC Miscellaneous Magnet Schools	192
Hartford Host Magnet Schools	157
Miscellaneous Magnet Schools (LEARN, Goodwin College & Global Experience)	23
A.I. Prince Technical High School	21
Howard Cheney Technical High School	12
	540
Total Students	**3,818**

Windsor Public Schools
Student Enrollment Report
January 1, 2022

GRADE	Poquonock School	Clover Street School	Oliver Ellsworth School	John F. Kennedy School	Total
PreK	53		63		116
K	99		119		218
1	79		138		217
2	94		125		219
3		107		122	229
4		89		120	209
5		78		131	209
Subtotal K-5					1,301
Total	**325**	**274**	**445**	**373**	**1,417**

GRADE	Sage Park Middle School
6	219
7	255
8	257
Total	**731**

GRADE	Windsor High School
9	302
10	292
11	278
12	258
Total	**1,130**

District Wide Enrollment	**3,278**

ENROLLMENT REPORT 2021-2022
POQUONOCK SCHOOL

Room #	Teacher	Grade	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Kindergarten											
23	Friedman			17	17	16	17	17					
2	Brown			16	16	16	16	17					
24	Eskenazi			16	16	16	16	16					
22	Roche			17	16	16	16	16					
3	Scott			16	16	16	16	16					
26	Scerra			16	17	17	17	17					
		Total	**85**	**98**	**98**	**97**	**98**	**99**	**0**	**0**	**0**	**0**	**0**
		Grade 1											
1	Kowalski			14	13	13	13	13					
12	Holke			13	13	14	14	12					
15	McCann			14	13	13	13	13					
17	Stoll			12	13	14	14	13					
16	Harrison			14	14	13	13	14					
18	Velez			14	14	14	14	14					
		Total	**81**	**81**	**80**	**81**	**81**	**79**	**0**	**0**	**0**	**0**	**0**
		Grade 2											
14	Temple			15	15	16	16	16					
11	Delskey			15	14	15	15	15					
13	Oeksiak			16	15	15	15	15					
8	Mercier			15	15	16	15	15					
18	Neals			16	16	17	17	17					
9	Parker			16	16	16	16	16					
		Total	**90**	**93**	**91**	**95**	**94**	**94**	**0**	**0**	**0**	**0**	**0**
	PK Smart Start			32	32	32	32	32					
	Sped & Peer			22	21	22	22	21					
		Total	**67**	**54**	**53**	**54**	**54**	**53**	**0**	**0**	**0**	**0**	**0**
	Poqunonock	**Totals**	**323**	**326**	**322**	**327**	**327**	**325**	**0**	**0**	**0**	**0**	**0**

ENROLLMENT REPORT 2021-2022
OLIVER ELLSWORTH SCHOOL

Room #	Teacher	Grade	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Kindergarten											
	19 Marcella			15	15	14	14	14					
	20 Butterick			15	15	15	15	15					
	21 Moreno			15	15	15	15	14					
	22 Bishop			15	15	15	15	15					
	23 Power			15	15	14	15	15					
	24 Bartholomew			15	16	16	16	15					
	25 Chapple			15	15	15	15	15					
	26 Majors			16	16	16	16	16					
		Total	**125**	**121**	**122**	**120**	**121**	**119**	**0**	**0**	**0**	**0**	**0**
		Grade 1											
	10 Strickland			19	19	19	19	20					
	11 Capizzi			20	19	19	19	19					
	12 D'Errico			19	19	19	19	19					
	13 Fleury			20	20	20	20	20					
	15 Adamski			20	20	19	20	20					
	16 Miller			20	20	20	20	20					
	17 Cook			20	20	20	20	20					
		Total	**129**	**138**	**137**	**136**	**137**	**138**	**0**	**0**	**0**	**0**	**0**
		Grade 2											
	1 Mayo			21	21	21	21	21					
	2 Coffey			21	21	21	21	21					
	3 McDonald			22	22	21	21	20					
	6 Heilman			21	21	22	21	21					
	7 Gonzalez			20	20	21	21	21					
	8 Goicochea			21	21	21	21	21					
		Total	**133**	**126**	**126**	**127**	**126**	**125**	**0**	**0**	**0**	**0**	**0**
	PK Smart Start			30	30	30	30	30					
	Sped & Peers			26	24	29	33	33					
		Total	**77**	**56**	**54**	**59**	**63**	**63**	**0**	**0**	**0**	**0**	**0**
Oliver Ellsworth		**Totals**	**464**	**441**	**439**	**442**	**447**	**445**	**0**	**0**	**0**	**0**	**0**

ENROLLMENT REPORT 2021-2022
JF KENNEDY SCHOOL

Room #	Teacher	Grade	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3											
	1 Stevens			20	20	20	20	20					
	2 Richards			20	20	20	20	20					
	3 Lamoureux			21	21	20	20	21					
	4 Filomeno			21	21	21	21	21					
	6 Schultz			21	20	20	20	20					
	8 Estelle			20	20	19	21	20					
		Total	**123**	**123**	**122**	**120**	**122**	**122**	**0**	**0**	**0**	**0**	**0**
		Grade 4											
	5 Nyuyen			20	20	19	20	20					
	7 Brown			20	19	19	20	20					
	9 Jones			20	20	19	18	18					
	10 Silliman			19	19	20	20	20					
	12 Kasavage			20	20	20	20	21					
	18 Atkins			21	20	21	21	21					
		Total	**120**	**120**	**118**	**118**	**119**	**120**	**0**	**0**	**0**	**0**	**0**
		Grade 5											
	16 DaCosta			19	19	19	19	19					
	19 Bowman			19	19	19	18	19					
	20 Paley			19	18	19	19	19					
	24 Freitas			18	18	19	19	19					
	25 Elnemr			21	20	20	20	18					
	27 Tateishi			19	19	18	18	18					
	28 Carpenter			18	17	16	19	19					
		Total	**137**	**133**	**130**	**130**	**132**	**131**	**0**	**0**	**0**	**0**	**0**
John F. Kennedy		**Totals**	**380**	**376**	**370**	**368**	**373**	**373**	**0**	**0**	**0**	**0**	**0**

ENROLLMENT REPORT 2021-2022
Clover Street School

Room #	Teacher	Grade	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3											
25	Darrell			19	19	19	19	19					
8	Dugalic			17	17	16	16	18					
26	Rivers			18	18	18	18	18					
10	Murray			18	17	17	17	17					
11	Sanchez			17	16	16	17	17					
8	Driscoll			18	18	18	18	18					
		Total	**114**	**107**	**105**	**104**	**105**	**107**	**0**	**0**	**0**	**0**	**0**
		Grade 4											
24	Comer			17	17	16	18	17					
14	Michalic			19	19	19	19	18					
26	Williams			20	18	19	18	18					
18	Keach-Longo			18	18	17	18	18					
12	Burnham			17	17	18	19	18					
		Total	**92**	**91**	**89**	**89**	**92**	**89**	**0**	**0**	**0**	**0**	**0**
		Grade 5											
12	Junious			20	19	18	18	19					
13	Grimes			19	18	19	19	19					
15	Webster/Steele			21	21	20	20	20					
16	Nowsch			20	20	20	20	20					
		Total	**75**	**80**	**78**	**77**	**77**	**78**	**0**	**0**	**0**	**0**	**0**
	Clover	**Totals**	**281**	**278**	**272**	**270**	**274**	**274**	**0**	**0**	**0**	**0**	**0**

ENROLLMENT REPORT 2021-2022
Sage Park Middle School

		Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
Grade 6												
House 1			122	116	116	115	115					
House 2			111	105	105	105	104					
	Total	**230**	**233**	**221**	**221**	**220**	**219**	**0**	**0**	**0**	**0**	**0**
Grade 7												
House 3			118	118	120	123	123					
House 4			134	132	133	132	132					
	Total	**257**	**252**	**250**	**253**	**255**	**255**	**0**	**0**	**0**	**0**	**0**
Grade 8												
House 5			132	130	129	129	129					
House 6			126	124	126	127	128					
	Total	**255**	**258**	**254**	**255**	**256**	**257**	**0**	**0**	**0**	**0**	**0**
Sage Park	**Totals**	**742**	**743**	**725**	**729**	**731**	**731**	**0**	**0**	**0**	**0**	**0**

ENROLLMENT REPORT 2021-2022
Windsor High School

	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
Grade 9	**305**	295	286	295	297	302					
Grade 10	**299**	303	297	296	296	292					
Grade 11	**279**	289	283	284	283	278					
Grade 12	**255**	257	253	248	255	258					
Windsor High Total	**1,138**	**1,144**	**1,119**	**1,123**	**1,131**	**1,130**	**0**	**0**	**0**	**0**	**0**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: Wednesday, January 19, 2022

Prepared By: Patricia Patton **Presented By:** Danielle Batchelder

Attachments: Cafeteria Operations – December 2021

Subject: Food Service Financial Report

Background: The Windsor School Food Service participates in the National School Lunch Program at each of our school facilities Saint Gabriel's and CREC's Academy of Aerospace and Engineering. We also participate in the National School Breakfast Program at our four elementary schools, Sage Park Middle School, Windsor High School and CREC AAE. We operated our Summer Food Service Program of lunch and breakfast at the following locations; Windsor High School, Oliver Ellsworth School, Clover Street School and Wilson Library during summer break. We are complying with the Healthy Food Certification again this year to send a consistent message to our students in keeping with our wellness policies.

Our annual goal is to operate with a small reserve account to offset unanticipated needs and to increase participation from students and staff in all our programs.

A monthly financial report is presented to the Board of Education. This report includes sales and financial information for the current period.

Status: Financial Report for December, 2021

Recommendation: Informational Only

Reviewed by: NOB **Recommended by the Superintendent:** TH/sb

Agenda Item # 7.c.

WIndsor School Food Service
Financial Statement
December 2021

REVENUE	December 2020	7/1/20 - YTD	December 2021	7/1/21 - YTD
SALES	$1,431.68	$13,828.76	$12,882.14	$83,035.21
REIMBURSEMENTS - STATE				87,635.02
ACCOUNTS RECEIVABLES	34,879.19	306,302.52	241,545.22	1,271,048.73
CLOC		104,700.00	0.00	112,482.00
INTEREST/FEES				
MISC. (Rebates)	7,668.86	12,902.58		
7 CENTS Certification				
REVENUE TOTALS	**$43,979.73**	**$437,733.86**	**$254,427.36**	**$1,554,200.96**
EXPENSES				
WAGES	$83,819.61	$279,827.31	$109,255.34	$358,538.37
PAYROLL TAXES	6,412.20	21,406.78	8,358.03	27,428.18
BENEFITS	11,594.21	66,009.50	12,471.83	74,830.98
FOOD/MILK/ICE CREAM	17,867.02	143,613.63	103,188.37	561,785.82
PAPER	1,258.89	9,879.11	2,787.59	35,796.05
TRUCK	33.47	1,202.61	116.35	764.11
SUPPLIES	95.00	600.72	200.11	2,455.65
EQUIPMENT	0.00	4,458.90	1,924.22	18,992.09
SERVICES	201.00	400.96	20.00	647.60
EXPENSE TOTALS	**$121,281.40**	**$527,399.52**	**$238,321.84**	**$1,081,238.85**
NET INCOME	**-$77,301.67**	**-$89,665.66**	**$16,105.52**	**$472,962.11**
INVENTORY		**$52,178.13**		**$38,921.50**
OPENING BALANCE 7/1		**$454,758.15**		**$209,503.15**
COMPUTED OPERATING POSITION		**$417,270.62**		**$721,386.76**

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 19, 2022

PREPARED BY: Danielle Batchelder
Director of Business Services
& Human Resources

PRESENTED BY: Danielle Batchelder

ATTACHMENTS: None

SUBJECT: Human Resources Report for December 1, 2021 – December 31, 2021

NEW HIRES/REAPPOINTMENTS

First Name	Last Name	Position	Location
David	Jenkerson	Strength/Conditioning Coach	WHS
Nancy	Smith	Food Service/Cashier	Sage
Addison	Koehler	.6 Occupational Therapist (LTS)	OE
Laurie	Goodhue	Substitute Custodian	District-wide
Wafaa	Haddad-Nesheiwat	SPED Paraeducator	POQ
Christine	Johnson	SPED Tutor	WHS
Denise	Meadow	Limited SPED Teacher	POQ
Rebecca	Jacobsen	PT Safety Assistant	WHS
Absa	Kane	Lunch Monitor	OE
Mary	Halek	SPED Paraeducator	Sage
Jessica	Panico	LTS Gr. 8 Language Arts Teacher	Sage
Susanne	Allan	Kindergarten Teacher (Limited)	OE
Jonathan	Butterick	Building Substitute	WHS
Ana	Del Rio	Assistant Cheerleading Coach	WHS
Derek	Gaudet	Head Custodian	WHS

RESIGNATIONS/SEPERATIONS

First Name	Last Name	Position	Location
Nancy	Nunez	Lunch Monitor	OE
Laura	Abed	Library Media Specialist	JFK
Erica	Ortiz	SPED Paraeducator	POQ
Nathaniel	Revenaugh	Grade 5 Teacher	JFK
Leanne	Morgan	Lunch Monitor	OE
Kathleen	Wziontko	Spanish Teacher	Sage
Maureen	Bilotta	Communication & Website Specialist	District-wide
Joshua	Esposito	Evening Custodian II	JFK
Ann	Mango	Job Coach	LPW/CBTA

Reviewed by: _____ **Recommended by the Superintendent:** TH/sb

Agenda Item # 7.d.

Windsor Board of Education
Special Meeting - Public Forum -Hybrid Meeting via Zoom and In-Person
Unapproved Minutes

Tuesday, December 21, 2021 6:30 PM
275 Broad Street
Windsor, CT 06095

The following are the unapproved minutes of the Tuesday, December 21, 2021 Special Meeting - Public Forum -Hybrid Meeting via Zoom and In-Person. Any additions or corrections will be made at a future meeting.

Ms. Jill Canter:	Present
Mr. David Furie:	Present
Ms. Juline Golinski:	Present
Mr. Jeremy Halek:	Present
Ms. Maryam Khan:	Present
Mr. Leonard Lockhart:	Present
Mr. Paul Panos:	Absent
Ms. Ayana Taylor:	Present
Mr. Nathan Wolliston:	Absent

Mr. Paul Panos: Present
Mr. Panos arrived at 6:39 PM.

1. Call to Order, Pledge to the Flag and Moment of Silence

   The meeting was called to order by Mr. Furie at 6:37 PM with the Pledge to the Flag and a Moment of Silence. Also in attendance was Superintendent of Schools Dr. Terrell Hill.

   Ms. Khan was the only board member participating virtually.

2. Public Forum (concentration on 2022-2023 Budget Process) (limited to 7:00 PM)

   There were no audience speakers.

3. Adjournment

   Move to adjourn at 6:44 PM. This motion, made by Mr. Paul Panos and seconded by Mr. Leonard Lockhart, Passed.

   Ms. Maryam Khan: Abstain (Without Con, Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes

   Yes: 7, No: 0, Abstain (Without Con: 1

   Ms. Khan was not able to vote due to a microphone malfunction although she was present for the vote. The meeting adjourned at 6:44 PM.

_____
Ayana K. Taylor, Secretary
Windsor Board of Education

Windsor Board of Education
Regular Meeting - Hybrid via Zoom and In-person at Town Hall
Unapproved Minutes

Tuesday, December 21, 2021 7:00 PM
Regular Meeting, Town Hall, Council Chambers
275 Broad Street
Windsor, CT 06095

The following are the unapproved minutes of the Tuesday, December 21, 2021 Regular Meeting - Hybrid via Zoom and In-person at Town Hall. Any additions or corrections will be made at a future meeting.

Ms. Jill Canter:	Present
Mr. David Furie:	Present
Ms. Juline Golinski:	Present
Mr. Jeremy Halek:	Present
Ms. Maryam Khan:	Present
Mr. Leonard Lockhart:	Present
Mr. Paul Panos:	Present
Ms. Ayana Taylor:	Present
Mr. Nathan Wolliston:	Absent

Mr. Nathan Wolliston: Present
Mr. Wolliston arrived at 7:20 PM.

1. Call to Order, Pledge to the Flag, Moment of Silence

   The meeting was called to order by Mr. Furie at 7:00 PM with the Pledge to the Flag and a Moment of Silence. Also in attendance were Superintendent of Schools Dr. Terrell Hill, Director of Business Services and Human Resources Danielle Batchelder, Assistant Superintendent for Instructional Services Dr. Santosha Oliver, and Director of Pupil and Special Education Services Kristina Wieckowski.

   Ms. Khan was the only board member participating virtually.

2. Recognitions/Acknowledgements

   None

3. Audience to Visitors

   Sharyn Donzella, 710 Blacksmith - Expressed her concerns regarding the safety of the school. She is seeking efforts to change the downward slide.

   Di Raymond-VanHouten, 31 Bent Rd - She stated that the recent issues have been hyper-dramatized by the students, media, and recordings. She suggested rewarding positive behavior versus acknowledging the few that ruin things.

   James Madison, 8 Fitzmaurice Cir - He had requested the FOI (Freedom Of Information) regarding the history of incidents in the district. He noted that, if the methods of recording have remained the same, incidents have decreased since 2019. He thanked Dr. Hill and Mr. Parker for their responses to the incidents.

   Becky Jacobsen, (virtual), 50 Lighthouse Hill Rd - She said that the district is attempting to salvage the year and she appreciates the discipline shown.

4. Consent Agenda

Move the Board of Education approve consent agenda items 4b. Enrollment Report, 4c. Food Service Report, and 4d. Human Resources Report. This motion, made by Ms. Ayana Taylor and seconded by Mr. Paul Panos, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
Yes: 9, No: 0

a. Financial Report

Expenditures for November 30, 2021 $5,880,566

Expenditures through November 30, 2021 $28,617,872

Mr Panos asked about the high percentages of line items unpaid.

Ms. Batchelder explained that the line items such as magnet school tuition and coaching staff are typically paid in December or after and the numbers provided are through November 30, 2021.

b. Enrollment Report

c. Food Service Report

d. Human Resources Report

5. Approval of Minutes

Move the Board of Education approve the minutes of the November 16, 2021 7:00 PM Regular Meeting and the December 9, 2021 4:30 PM Curriculum Committee Meeting. This motion, made by Ms. Ayana Taylor and seconded by Mr. Paul Panos, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
Yes: 9, No: 0

a. November 16, 2021 Regular Meeting

b. December 9, 2021 Curriculum Committee

6. Student Representative Report

Ms. Falotico was unable to be present.

7. Board of Education

a. President's Report

Mr. Furie attended the National Junior Honor Society induction at Sage Park Middle School, the Enrichment Expo at Windsor High School, two STEM nights at Oliver Ellsworth, high school band and choir concerts, and Dr. Hill's Coffee Talk. He announced that the high school football season ended with a game in New Britain. He also attended the CABE New Board and Leadership conference and invited Mr. Lockhart and Mr. Wolliston to share their take-aways from the event.

b. School Liaison Reports

There were no formal reports this evening but Mr. Furie invited anyone to make a statement if they wished.

Ms. Taylor recommended that anyone wishing to attend sporting events should go to the CIAC website as well as the WPS app. This will keep attendees up-to-date with safety standards and expectations. Tickets for events may be ordered online.

Mr. Furie included that due to online ticket sales and seating limitations, tickets may sell out at the door or in advance.

Ms. Canter said that there is savings for buying the tickets online.

Mr. Furie said that admission is free for attendees 65 and older.

Mr. Wolliston reflected on his experience at Windsor High School and said that the hall pass restrictions are used as a way to reset bad behavior and are never permanent.

Mr. Panos said that in response to the Tik Tok scare on Friday, December 17, Principal Mihalko invited parents to the school to walk the halls.

1. Windsor High School
2. Sage Park Middle School
3. Clover Street School
4. John F. Kennedy School
5. Oliver Ellsworth School
6. Poquonock School

c. Discussion on Policies

1. Discussion of disciplinary policies P 5114 and P 5144 to determine the need to strengthen them and to determine if the administrative regulations are sufficient to carry out the intent of the Policy. There is no Administrative Regulation (AR) for P 5114 - all procedures are contained in the Policy. There is an AR 5144 associated with policy P 5144, which may need modification to strengthen the disciplinary consequences. See AR 5144.

   The discussion of this agenda item included: strengthening the wording of the policy and/or administrative regulation, efforts to give teachers and administration more authority, enforcement of existing policies, and the pit falls of "zero tolerance."

   Mr. Furie stated that he would not send this to the Policy Committee.

   Motion to add this agenda item to the Policy Committee. This motion, made by Mr. Paul Panos and seconded by Mr. Jeremy Halek, Failed.

   Mr. David Furie: No, Ms. Maryam Khan: No, Mr. Leonard Lockhart: No, Ms. Ayana Taylor: No, Mr. Nathan Wolliston: No, Ms. Jill Canter: Yes, Ms. Juline Golinski: No, Mr. Jeremy Halek: Yes, Mr. Paul Panos: Yes
   Yes: 3, No: 6

2. Motion to revise P 5131, section 3, to add that teacher authority in matters of discipline are to be supported by the administration, in that teacher recommendations for detentions, suspensions, or expulsions will be followed. Additional motion to P 5131 Section 3 to add that the process for teachers to request an exclusion (detention, suspension, or expulsion) not require that the teachers do any more than report the incident to the administration along with their recommendation. Contacting the parents should be done by the administrator.

   Mr. Lockhart called Point of Order, as the agenda item had been worded as a motion not as discussion.

   Mr. Furie agreed and disallowed discussion on this item.

   Mr. Panos called for a vote to appeal the decision of the chair. That motion did not pass.

   Motion to appeal the decision of the Chair. This motion, made by Mr. Paul Panos and seconded by Mr. Jeremy Halek, Failed.

   Mr. David Furie: No, Ms. Maryam Khan: No, Mr. Leonard Lockhart: No, Ms. Ayana Taylor: No, Mr. Nathan Wolliston: No, Ms. Jill Canter: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Mr. Paul Panos: Yes
   Yes: 4, No: 5

3. Motion to add a Policy 5124 (Unusual Incidents) to require that all fights and Unusual Incidents be reported to the Board on a weekly or bi-weekly basis, with student names redacted. The Board Unusual Incident report should contain the location and nature of the incident, number of students involved, brief description of the incident, staff members involved, name of staff member who wrote the report. Board members are to treat the reports with discretion. Note that our policies have no P 5124. There is only an Administrative Regulation (AR) 5124 for Unusual Incidents.

   Mr. Lockhart called Point of Order, as the agenda item had been worded as a motion not as discussion.

   Mr. Furie agreed and disallowed discussion on this item.

   Mr. Panos called for a vote to appeal the decision of the chair. That motion did not pass.

   Move to appeal the decision of the Chair. This motion, made by Mr. Paul Panos and seconded by Mr. Jeremy Halek, Failed.

   Mr. David Furie: No, Ms. Maryam Khan: No, Mr. Leonard Lockhart: No, Ms. Ayana Taylor: No, Mr. Nathan Wolliston: No, Ms. Jill Canter: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Mr. Paul Panos: Yes
   Yes: 4, No: 5

   Mr. Panos then called for a two-thirds majority vote to add these items to the agenda as discussion items and not as motions. That motion did pass.

   Move to add agenda items 7.c.2 and 7.c.3 as discussion items. This motion, made by Mr. Paul Panos and seconded by Mr. Jeremy Halek, Passed.

   Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
   Yes: 9, No: 0

   The discussion of agenda item 7.c.2, after the last motion, related to the limitations on teachers disciplining students beyond detentions and the concern that teachers' discipline suggestions may be ignored by administrators.

   Mr. Furie will not send this agenda item to the Policy Committee.

   The discussion of agenda item 7.c.3, after the last motion, related to informing the board of any unusual incidents, redacted information, and information already provided to the board.

   Mr. Furie will not send this agenda item to the Policy Committee, but he requested that suggestions be offered to enhance the information already provided.

4. Add a Board policy, or an addition to Policy 5114, prohibiting the use of cellphones by students in the schools at all times during the school day, including detention hours, lunch, and passing times.

   Mr. Panos offered to table this agenda item, in the interest of time, until the January 19, 2022 Regular Meeting when it would also be reworded for the agenda as a discussion topic.

d. Discussion of creating a curriculum that will build a career path into the emergency medical services (Police, Fire, EMS/EMT)

   Mr. Lockhart requested a push, at Windsor High School, toward emergency services either as curriculum or enrichment. He requested that this agenda item be sent to the Curriculum Committee.

   Dr. Oliver said that there would be a need for staffing, student interest would need to be gauged and she suggested following up with the school to see their interest level.

   Mr. Furie recommended this agenda item be taken up by the Curriculum Committee.

8. Superintendent's Report

Dr. Hill began by thanking Carol Engleman for her supply donation coordination with the Office of Family and Community Partnership. He also thanked the Windsor Lions Club for their donation efforts. Windsor Health Department has run three COVID-19 vaccination or booster clinics in December. Coffee Talk was held on the evening of December 14, it was the best attended to date. The next Coffee Talk will be held on January 18, 2022 at the LP Wilson Senior Center. Windsor High School will come off of hall pass restrictions after winter break. There will be a parent volunteer program at Sage Park Middle School and Windsor High School called "Dads on Duty." This program is not limited to fathers and is similar to the "Watch D.O.G.S" program at the elementary schools. A notice will be sent out to families regarding this program. Currently the district has not joined the state Department of Health "Screen and Stay" program for vaccinated students, but we will participate after winter break. The district is still encouraging vaccinations and boosters. Happy holidays to staff and the community, unplug and relax.

Mr. Panos asked about mask requirements after winter break.

Dr. Hill stated that mask mandates are still in effect in all of the school buildings, even after break.

a. Budget Assumptions, 2nd Reading

Move the Board of Education approve the Budget Assumptions for FY 2022-2023. This motion, made by Ms. Ayana Taylor and seconded by Mr. Leonard Lockhart, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
Yes: 9, No: 0

b. Curriculum Development, 1st Reading

Dr. Noha Abdel-Hady and Bonnie Fineman addressed the question put forth by the board regarding the Curriculum Development.

Ms. Canter thanked Dr. Hady for the focus on Consumer Math and asked Ms. Fineman about the frequency of English class revisions. She also asked about focusing on sentence structure for students.

Mr. Lockhart left the meeting from 10:15 till 10:17 PM.

Mr. Panos asked about the structure of the Algebra curriculum and if it had not been structured this way in the past. He also asked about the need to teach making logical arguments to students regarding social justice and the environment. He mentioned the potential political nature of the arguments and teachings in these classes and was concerned that all opinions would be taught.

Move the Board of Education accept for a 1st Reading the Curriculum Development. This motion, made by Ms. Ayana Taylor and seconded by Mr. Leonard Lockhart, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
Yes: 9, No: 0

1. Algebra I

Move to extend the Regular Meeting until 11:15 PM. This motion, made by Mr. Leonard Lockhart and seconded by Mr. Paul Panos, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
Yes: 9, No: 0

2. Consumer Math

3. Physical Education 9

4. English 9

5. English 10

6. English Foundations

c. School Calendars 2022-2023; 2023-2024, 1st Reading

Move to table agenda item 8c. Proposed 2022-2023 and 2023-2024 school calendars, 1st reading. This motion, made by Mr. Leonard Lockhart and seconded by Mr. Paul Panos, Passed.
Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
Yes: 9, No: 0

This agenda item has been tabled till the January 19, 2022 Regular Meeting.

9. Committee Reports

a. Curriculum Committee

The Curriculum Committee report was covered during agenda item 8b. Curriculum Development.

Move the Board of Education move agenda item 12 after agenda item 10. This motion, made by Mr. Leonard Lockhart and seconded by Mr. Paul Panos, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
Yes: 9, No: 0

At this time agenda item 12 Audience to Visitors was moved after agenda item 10.

10. Other Matters/Announcements/Regular BOE Meetings

a. Next BOE Regular Meeting is Wednesday, January 19, 2022, 6:30 PM (Superintendent Presents Budget, Public Forum, Regular Meeting), Town Hall, Council Chambers

11. Discussion and possible action regarding collective bargaining agreement between the Board of Education and the Windsor Education Association

Move that the Board of Education move into executive session for the purpose of discussing item 11., the collective bargaining agreements between the Windsor Board of Education and the Windsor Education Association inviting Dr. Hill and Danielle Batchelder to be part of the discussion before taking possible action in open session. This motion, made by Ms. Ayana Taylor and seconded by Mr. Leonard Lockhart, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
Yes: 9, No: 0

The Board of Education entered into executive session at 10:54 PM.

The Board of Education returned to open session at 11:12 PM.

Move the Board of Education vote to ratify the Agreement between the Windsor Board of Education and the Windsor Education Association covering July 1, 2022 through June 30, 2025. This motion, made by Ms. Ayana Taylor and seconded by Mr. Leonard Lockhart, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
Yes: 9, No: 0

12. Audience to Visitors
Will Pelkey, 133 Portman - He praised Mr. Lockharts suggestion of creating a curriculum for emergency services and said it is an excellent example of how to prepare students. He wished everyone a happy holiday.

Linda Halpin, (virtual via Q&A) no address given - She requested information regarding mask usage after winter break and happy holidays to staff, keep up the good work.

13. Adjournment

Move to adjourn at 11:15 PM. This motion, made by Mr. Leonard Lockhart and seconded by Mr. Paul Panos, Passed.
Ms. Jill Canter: Yes, Mr. David Furie: Yes, Ms. Juline Golinski: Yes, Mr. Jeremy Halek: Yes, Ms. Maryam Khan: Yes, Mr. Leonard Lockhart: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes
Yes: 9, No: 0

The meeting adjourned at 11:15 PM.

_____

Ayana K. Taylor, Secretary
Windsor Board of Education

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 19, 2022

Prepared By: Terrell M. Hill, PhD **Presented By:** Paul Panos

Attachments: P/AR 5114 Student Discipline

Subject: Discussion on Policies (Tabled from the December 21, 2021 Regular Meeting)

BACKGROUND:

This item was placed on the agenda at the request of Minority Leader Paul Panos with the support of Board members Jill Canter and Jeremy Halek for the December 21, 2021 Regular Meeting. This agenda item was tabled to the January 19, 2022 Regular Meeting and re-worded with the support and Jill Canter and Jeremy Halek.

1. Discussion to determine if the Board should request that wording for a new policy, or addition to an existing policy, be drawn up by the Policy Committee and/or the superintendent, which policy would prohibit the use of cellphones by students in school, which suggested policy is to be brought to the Board in future meetings this school year for first and second readings and votes of adoption. Possible Board action in the form of a motion to send the request to the Policy committee.

RECOMMENDATION:

Recommended by the Superintendent: THIS b

Agenda Item # 10.C.

STUDENT DISCIPLINE

I. Definitions

A. **Dangerous Instrument** means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a "vehicle" or a dog that has been commanded to attack.

B. **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. A weapon such as a pellet gun and/or air soft pistol may constitute a deadly weapon if such weapon is designed for violence and is capable of inflicting death or serious bodily harm. In making such determination, the following factors should be considered: design of weapon; how weapon is typically used (e.g. hunting); type of projectile; force and velocity of discharge; method of discharge (i.e. spring v. CO2 cartridge) and potential for serious bodily harm or death.

C. **Electronic Defense Weapon** means a weapon which by electronic impulse or current is capable of immobilizing a person temporarily, but is not capable of inflicting death or serious physical injury, including a stun gun or other conductive energy device.

D. **Emergency** means a situation in which the continued presence of the student in school poses 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.

E. **Exclusion** means any denial of public school privileges to a student for disciplinary purposes.

F. **Expulsion** means the exclusion of a student from school privileges 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 pupil was assigned at the time such disciplinary action was taken. The expulsion period may not extend beyond one (1) calendar year.

G. **Firearm**, as defined in 18 U.S.C § 921, means (a) any weapon (including a starter gun) that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, (b) the frame or receiver of any such weapon, (c) a firearm muffler or silencer, or (d) any destructive device. The term firearm does not include an antique firearm. As used in this definition, a "**destructive device**" includes any explosive, incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a

propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or any other similar device; or any weapon (other than a shotgun or shotgun shell which the Attorney General finds is generally recognized as particularly suited for sporting purposes) that will, or may be readily converted to, expel a projectile by explosive or other propellant, and which has a barrel with a bore of more than ½" in diameter. The term "destructive device" also includes any combination of parts either designed or intended for use in converting any device into any destructive device and from which a destructive device may be readily assembled. A "destructive device" does not include: an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon.

H. **In-School Suspension** means an 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. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one (1) school year, whichever results in fewer days of exclusion.

I. **Martial Arts Weapon** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.

J. **Removal** is the exclusion of a student from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond ninety (90) minutes.

K. **School Days** shall mean days when school is in session for students.

L. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.

M. **Seriously Disruptive of the Educational Process**, as applied to off-campus conduct, means any conduct that markedly interrupts or severely impedes the day-to-day operation of a school.

N. **Suspension** means the exclusion of a student from school and/or transportation services for not more than ten (10) consecutive school days, provided such suspension shall not extend beyond the end of the school year in which such suspension is imposed; and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below.

O. **Weapon** means any BB gun, any blackjack, any metal or brass knuckles, any police baton or nightstick, any dirk knife or switch knife, any knife having an automatic spring release device by which a blade is released from the handle, having a blade of over one and one-half inches in length, any stiletto, any knife the edged portion of the blade of which is four inches and over in length, any martial arts weapon or electronic defense weapon, or any other dangerous or deadly weapon or instrument, unless permitted by law under Section 29-38 of the Connecticut General Statutes.

P. Notwithstanding the foregoing definitions, the reassignment of a student from one regular education classroom program in the district to another regular education classroom program in the district shall not constitute a suspension or expulsion.

II. Scope of the Student Discipline Policy

A. ***Conduct on School Grounds or at a School-Sponsored Activity:***

1. Suspension. Students may be **suspended** for conduct on school grounds or at any school-sponsored activity that **violates a publicized policy of the Board or is seriously disruptive of the educational process or endangers persons or property.**

2. Expulsion. Students may be **expelled** for conduct on school grounds or at any school-sponsored activity that either **(1) violates a publicized policy of the Board and is seriously disruptive of the educational process, or (2) endangers persons or property**.

B. ***Conduct off School Grounds:***

Discipline. Students may be disciplined, including suspension and/or expulsion, for conduct off school grounds if such conduct **violates a publicized policy of the Board and is seriously disruptive of the educational process.**

C. ***Seriously Disruptive of the Educational Process:***

In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and the Board of Education may consider, but such consideration shall not be limited to, the following factors: (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 Conn. Gen. Stat. § 29-38, and **whether any injuries occurred**; and (4) **whether the conduct involved the use of alcohol**. The

Administration and/or the Board of Education may also consider (5) **whether the off-campus conduct involved the illegal use of drugs.**

III. Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion

Conduct that is considered to violate a publicized policy of the Board of Education includes the offenses described below. Any such conduct may lead to disciplinary action (including, but not limited to, removal from class, suspension and/or expulsion in accordance with this policy):

1. Striking or assaulting a student, members of the school staff or other persons.

2. Theft.

3. The use of obscene or profane language or gestures, the possession and/or display of obscenity or pornographic images or the unauthorized or inappropriate possession and/or display of images, pictures or photographs depicting nudity.

4. Violation of smoking, dress, transportation regulations, or other regulations and/or policies governing student conduct.

5. Refusal to obey a member of the school staff, law enforcement authorities, or school volunteers, or disruptive classroom behavior.

6. Any act of harassment based on an individual's sex, sexual orientation, race, color, religion, disability, national origin, ancestry, gender identity or expression or any other characteristic protected by law.

7. Refusal by a student to identify himself/herself to a staff member when asked, misidentification of oneself to such person(s), lying to school officials or otherwise engaging in dishonest behavior.

8. Inappropriate displays of public affection of a sexual nature and/or sexual activity on school grounds or at a school-sponsored activity.

9. A walk-out from or sit-in within a classroom or school building or school grounds.

10. Blackmailing, threatening or intimidating school staff or students (or acting in a manner that could be construed to constitute blackmail, a threat, or intimidation, regardless of whether intended as a joke).

11. Possession of any weapon, weapon facsimile, deadly weapon, martial arts weapon, electronic defense weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, air pistol, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object or instrument. The possession and/or use of any object or device that has been converted or modified for use as a weapon.

12. Possession of any ammunition for any weapon described above in paragraph 11.

13. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.

14. Possession or ignition of any fireworks, combustible or other explosive materials, or ignition of any material causing a fire. Possession of any materials designed to be used in the ignition of combustible materials, including matches and lighters.

15. Possession, sale, distribution, use, or consumption of tobacco, electronic nicotine delivery systems (e.g. e-cigarettes), or vapor products, or the unlawful possession, sale, distribution, use or consumption of drugs, narcotics or alcoholic beverages (or any facsimile of tobacco, drugs, narcotics or alcoholic beverages, or any item represented to be tobacco, drugs or alcoholic beverages), including being under the influence of any such substances or aiding in the procurement of any such substances. For the purposes of this Paragraph 15, the term "electronic nicotine delivery system" shall mean an electronic device used in the delivery of nicotine or other substances to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, including, but not limited to, electronic cigarette liquid. For the purposes of Paragraph 15, the term "vapor product" shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine and is inhaled by the user of such product. For the purposes of this Paragraph 15, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law.

16. Sale, distribution, or consumption of substances contained in household items; including, but not limited to glue, paint, accelerants/propellants for aerosol canisters, and/or items such as

the aerators for whipped cream; if sold, distributed or consumed for the purpose of inducing a stimulant, depressant, hallucinogenic or mind-altering effect.

17. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (15) above. For purposes of this policy, drug paraphernalia includes any equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to items such as "bongs," pipes, "roach clips," vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possessing, distributing or selling controlled drugs or controlled substances.

18. The destruction of real, personal or school property, such as, cutting, defacing or otherwise damaging property in any way.

19. Accumulation of offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention.

20. Trespassing on school grounds while on out-of-school suspension or expulsion.

21. Making false bomb threats or other threats to the safety of students, staff members, and/or other persons.

22. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other staff members and/or law enforcement authorities.

23. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school staff.

24. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.

25. Leaving school grounds, school transportation or a school-sponsored activity without authorization.

26. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution; or any other form of academic dishonesty, cheating or plagiarism.

27. Possession and/or use of a cellular telephone, radio, portable audio player, CD player, blackberry, personal data assistant, walkie talkie, Smartphone, mobile or handheld device, or similar electronic device, on school grounds or at a school-sponsored activity in violation of Board policy and/or administrative regulations regulating the use of such devices.

28. Possession and/or use of a beeper or paging device on school grounds or at a school-sponsored activity without the written permission of the principal or his/her designee.

29. Unauthorized use of or tampering with any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for inappropriate purposes.

30. Possession and/or use of a laser pointer, unless the student possesses the laser pointer temporarily for an educational purpose while under the direct supervision of a responsible adult.

31. Hazing.

32. Bullying, defined as the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at another student attending school in the same district, or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, which:

    a. causes physical or emotional harm to such student or damage to such student's property;

    b. places such student in reasonable fear of harm to himself or herself, or of damage to his or her property;

    c. creates a hostile environment at school for such student;

    d. infringes on the rights of such student at school; or

    e. substantially disrupts the education process or the orderly operation of a school.

    Bullying includes, but is not limited to, repeated written, oral or electronic communications or physical acts or gestures based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic

status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

33. Cyberbullying, defined as any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

34. Acting in any manner that creates a health and/or safety hazard for staff members, students, or the public, regardless of whether the conduct is intended as a joke.

35. Engaging in a plan to stage or create a violent situation for the purposes of recording it by electronic means; or recording by electronic means acts of violence for purposes of later publication.

36. Engaging in a plan to stage sexual activity for the purposes of recording it by electronic means; or recording by electronic means sexual acts for purposes of later publication.

37. Using computer systems, including email, instant messaging, text messaging, blogging or the use of social networking websites, or other forms of electronic communications, to engage in any conduct prohibited by this policy.

38. Use of a privately owned electronic or technological device in violation of school rules, including the unauthorized recording (photographic or audio) of another individual without permission of the individual or a school staff member.

39. Engaging in teen dating violence, defined as any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship.

40. Any action prohibited by any Federal or State law.

41. Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.

IV. Discretionary and Mandatory Expulsions

A. A principal may consider recommendation of expulsion of a student in **grades three to twelve, inclusive**, in a case where he/she has reason to

believe the student has engaged in conduct described at Sections II.A. or II.B., above.

B. A principal must recommend expulsion proceedings in all cases against any student in **grades kindergarten to twelve, inclusive**, whom the Administration has reason to believe:

1. was in **possession on school grounds** or at a **school-sponsored activity** of a **deadly weapon, dangerous instrument, martial arts weapon**, or **firearm** as defined in 18 U.S.C. § 921 as amended from time to time; or

2. **off school grounds, possessed a firearm** as defined in 18 U.S.C. § 921, in violation of Conn. Gen. Stat. § 29-35, or **possessed and used a firearm** as defined in 18 U.S.C. § 921, a **deadly weapon**, a **dangerous instrument** or a **martial arts weapon** in the **commission of a crime** under chapter 952 of the Connecticut General Statutes; or

3. was engaged **on or off school grounds** in **offering for sale or distribution a controlled substance** (as defined in Conn. Gen. Stat. § 21a-240(9)), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Conn. Gen. Stat. §§21a-277 and 21a-278.

   The terms "**dangerous instrument**," "**deadly weapon**," **electronic defense weapon**," "**firearm**," and "**martial arts weapon**," are defined above in Section I.

C. In any preschool program provided by the Board of Education or provided by a regional educational service center or a state or local charter school pursuant to an agreement with the Board of Education, no **student enrolled in such a preschool program** shall be expelled from such preschool program, except an expulsion hearing shall be conducted by the Board of Education in accordance with Section VIII of this policy whenever the Administration has reason to believe that that a student enrolled in such preschool program was in **possession of a firearm** as defined in 18 U.S.C. § 921, as amended from time to time, on or off school grounds or at a preschool program-sponsored event. The term **"firearm"** is defined above in Section I.

D. Upon receipt of an expulsion recommendation, the Superintendent may conduct an inquiry concerning the expulsion recommendation.

If the Superintendent or his/her designee determines that a student should or must be expelled, he or she shall forward his/her recommendation to the

Board of Education so that the Board can consider and act upon this recommendation.

E. In keeping with Conn. Gen. Stat. § 10-233d and the Gun-Free Schools Act, it shall be the policy of the Board to expel a student in grades kindergarten to twelve, inclusive, for one (1) full calendar year for the conduct described in Section IV.B(1), (2) and (3) of this policy and to expel a student enrolled in a preschool program for one (1) calendar year for the conduct described in Section IV.C. For any mandatory expulsion offense, the Board may modify the term of expulsion on a case-by-case basis.

V. Procedures Governing Removal from Class

A. A student may be removed from class by a teacher or administrator if he/she deliberately causes a serious disruption of the educational process. When a student is removed, the teacher must send him/her to a designated area and notify the principal or his/her designee at once.

B. A student may not be removed from class more than six (6) times in one school year nor more than twice in one week unless the student is referred to the building principal or designee and granted an informal hearing at which the student should be informed of the reasons for the disciplinary action and given an opportunity to explain the situation.

C. The parents or guardian of any minor student removed from class shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of such removal from class.

VI. Procedures Governing Suspension

A. The principal of a school, or designee on the administrative staff of the school, shall have the right to suspend a student for breach of conduct as noted in Section II of this policy for not more than ten (10) consecutive school days. In cases where suspension is contemplated, the following procedures shall be followed.

1. Unless an emergency situation exists, no student shall be suspended prior to having an informal hearing before the principal or designee at which the student is informed of the charges and given an opportunity to respond. In the event of an emergency, the informal hearing shall be held as soon after the suspension as possible.

2. If suspended, such suspension shall be an in-school suspension, except the principal or designee may impose an out-of-school suspension on any pupil:

a. in grades three to twelve, inclusive, if, during the informal hearing, (i) the principal or designee determines that the student poses such a danger to persons or property or such a disruption of the educational process that he or should be excluded from school during the period of suspension; or (ii) the principal or designee determines that an out-of-school suspension is appropriate based on evidence of (*A*) the student's previous disciplinary problems that have led to suspensions or expulsion of such student, and (*B*) previous efforts by the Administration to address the student's disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies, or

b. in grades preschool to two, inclusive, if the principal or designee determines that an out-of-school suspension is appropriate for such pupil based on evidence that such pupil's conduct on school grounds is of a violent or sexual nature that endangers persons.

3. Evidence of past disciplinary problems that have led to removal from a classroom, suspension, or expulsion of a student who is the subject of an informal hearing may be received by the principal or designee, but only considered in the determination of the length of suspensions.

4. By telephone, the principal or designee shall make reasonable attempts to immediately notify the parent or guardian of a minor student following the suspension and to state the cause(s) leading to the suspension.

5. Whether or not telephone contact is made with the parent or guardian of such minor student, the principal or designee shall forward a letter promptly to such parent or guardian to the last address reported on school records (or to a newer address if known by the principal or designee), offering the parent or guardian an opportunity for a conference to discuss same.

6. In all cases, the parent or guardian of any minor student who has been suspended shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the suspension.

7. Not later than twenty-four (24) hours after the commencement of the suspension, the principal or designee shall also notify the Superintendent or his/her designee of the name of the student being suspended and the reason for the suspension.

8. The student shall be allowed to complete any classwork, including examinations, without penalty, which he or she missed while under suspension.

9. The school Administration may, in its discretion, shorten or waive the suspension period for a student who has not previously been suspended or expelled, if the student completes an Administration-specified program and meets any other conditions required by the Administration. Such Administration-specified program shall not require the student and/or the student's parents to pay for participation in the program.

10. Notice of the suspension shall be recorded in the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school. In cases where the student's period of suspension is shortened or waived in accordance with Section VI.A(9), above, the Administration may choose to expunge the suspension notice from the cumulative record at the time the student completes the Administration-specified program and meets any other conditions required by the Administration.

11. If the student has not previously been suspended or expelled, and the Administration chooses to expunge the suspension notice from the student's cumulative record prior to graduation, the Administration may refer to the existence of the expunged disciplinary notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspensions or expulsions by the student would constitute the student's first such offense.

12. The decision of the principal or designee with regard to disciplinary actions up to and including suspensions shall be final.

13. During any period of suspension served out of school, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school-sponsored activities, unless the principal specifically authorizes the student to enter school property for a specified purpose or to participate in a particular school-sponsored activity.

B. In cases where a student's suspension will result in the student being suspended more than ten (10) times or for a total of fifty (50) days in a school year, whichever results in fewer days of exclusion, the student shall, prior to the pending suspension, be granted a formal hearing before the Board of Education. The principal or designee shall report the student to the Superintendent or designee and request a formal Board hearing. If

an emergency situation exists, such hearing shall be held as soon after the suspension as possible.

VII. Procedures Governing In-School Suspension

A. The principal or designee may impose in-school suspension in cases where a student's conduct endangers persons or property, violates school policy or seriously disrupts the educational process as determined by the principal or designee.

B. In-school suspension may not be imposed on a student without an informal hearing by the building principal or designee.

C. In-school suspension may be served in the school that the student regularly attends or in any other school building within the jurisdiction of the Board.

D. No student shall be placed on in-school suspension more than fifteen (15) times or for a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.

E. The parents or guardian of any minor student placed on in-school suspension shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the period of the in-school suspension.

VIII. Procedures Governing Expulsion Hearing

A. ***Emergency Exception:***

Except in an emergency situation, the Board of Education shall, prior to expelling any student, conduct a hearing to be governed by the procedures outlined herein and consistent with the requirements of Conn. Gen. Stat. § 10-233d or Conn. Gen. Stat. § 10-233*l*, if applicable, as well as the applicable provisions of the Uniform Administrative Procedures Act, Conn. Gen. Stat. §§ 4-176e to 4-180a, and § 4-181a. Whenever an emergency exists, the hearing provided for herein shall be held as soon as possible after the expulsion.

B. ***Hearing Panel:***

1. Expulsion hearings conducted by the Board will be heard by any three or more Board members. A decision to expel a student must be supported by a majority of the Board members present, provided that no less than three (3) affirmative votes to expel are cast.

2. Alternatively, the Board may appoint an impartial hearing board composed of one (1) or more persons to hear and decide the expulsion matter, provided that no member of the Board may serve on such panel.

C. ***Hearing Notice and Rights of the Student and Parent(s)/Guardian(s):***

1. Written notice of the expulsion hearing must be given to the student, and, if the student is a minor, to his/her parent(s) or guardian(s) at least five (5) business days before such hearing.

2. A copy of this Board policy on student discipline shall also be given to the student, and if the student is a minor, to his/her parent(s) or guardian(s), at the time the notice is sent that an expulsion hearing will be convened.

3. The written notice of the expulsion hearing shall inform the student of the following:

   a. The date, time, place and nature of the hearing.

   b. The legal authority and jurisdiction under which the hearing is to be held, including a reference to the particular sections of the legal statutes involved.

   c. A short, plain description of the conduct alleged by the Administration.

   d. The student may present as evidence relevant testimony and documents concerning the conduct alleged and the appropriate length and conditions of expulsion; and that the expulsion hearing may be the student's sole opportunity to present such evidence.

   e. The student may cross-examine witnesses called by the Administration.

   f. The student may be represented by an attorney or other advocate of his/her choice at his/her expense or at the expense of his/her parent(s) or guardian(s).

   g. A student is entitled to the services of a translator or interpreter, to be provided by the Board of Education, whenever the student or his/her parent(s) or guardian(s) requires the services of an interpreter because he/she/they do(es) not speak the English language or is(are) disabled.

h. The conditions under which the Board is not legally required to give the student an alternative educational opportunity (if applicable).

i. Information concerning the parent's(s') or guardian's(s') and the student's legal rights about free or reduced-rate legal services and how to access such services.

j. The parent(s) or guardian(s) of the student have 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.

D. ***Hearing Procedures:***

1. The hearing will be conducted by the Presiding Officer, who will call the meeting to order, introduce the parties, Board members and counsel, briefly explain the hearing procedures, and swear in any witnesses called by the Administration or the student.

2. The hearing will be conducted in executive session. A verbatim record of the hearing will be made, either by tape recording or by a stenographer. A record of the hearing will be maintained, including the verbatim record, all written notices and documents relating to the case and all evidence received or considered at hearing.

3. The Administration shall bear the burden of production to come forward with evidence to support its case and shall bear the burden of persuasion. The standard of proof shall be a preponderance of the evidence.

4. Formal rules of evidence will not be followed. The Board has the right to accept hearsay and other evidence if it deems that evidence relevant or material to its determination. The Presiding Officer will rule on testimony or evidence as to it being immaterial or irrelevant.

5. The hearing will be conducted in two (2) parts. In the first part of the hearing, the Board will receive and consider evidence regarding the conduct alleged by the Administration.

6. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or his/her designee.

7. Each witness for the Administration will be called and sworn. After a witness has finished testifying, he/she will be subject to cross-examination by the opposite party or his/her legal counsel, by the Presiding Officer and by Board members.

8. The student shall not be compelled to testify at the hearing.

9. After the Administration has presented its case, the student will be asked if he/she has any witnesses or evidence to present concerning the charges. If so, the witnesses will be sworn, will testify, and will be subject to cross examination and to questioning by the Presiding Officer and/or by the Board. The student may also choose to make a statement at this time. If the student chooses to make a statement, he or she will be sworn and subject to cross examination and questioning by the Presiding Officer and/or by the Board. Concluding statements will be made by the Administration and then by the student and/or his or her representative.

10. In cases where the student has denied the allegation, the Board must determine whether the student committed the offense(s) as charged by the Superintendent.

11. If the Board determines that the student has committed the conduct as alleged, then the Board shall proceed with the second portion of the hearing, during which the Board will receive and consider relevant evidence regarding the length and conditions of expulsion.

12. When considering the length and conditions of expulsion, the Board may review the student's attendance, academic and past disciplinary records. The Board may not review notices of prior expulsions or suspensions which have been expunged from the student's cumulative record, except as so provided in Section VI.A (9), (10), (11), above, and Section X, below. The Board may ask the Superintendent for a recommendation as to the discipline to be imposed.

13. Evidence of past disciplinary problems which have led to removal from a classroom, suspension or expulsion of a student being considered for expulsion may be considered only during the second portion of the hearing, during which the Board is considering length of expulsion and nature of alternative educational opportunity to be offered.

14. Where administrators presented the case in support of the charges against the student, such administrative staff shall not be present during the deliberations of the Board either on questions of evidence or on the final discipline to be imposed. The Superintendent may, after reviewing the incident with

administrators, and reviewing the student's records, make a recommendation to the Board as to the appropriate discipline to be applied.

15. The Board shall make findings as to the truth of the charges, if the student has denied them; and, in all cases, the disciplinary action, if any, to be imposed. While the hearing itself is conducted in executive session, the vote regarding expulsion must be made in open session and in a manner that preserves the confidentiality of the student's name and other personally identifiable information.

16. Except for a student who has been expelled based on possession of a firearm or deadly weapon as described in subsection IV.B(1) and (2) above, the Board may, in its discretion, shorten or waive the expulsion period for a student who has not previously been suspended or expelled, if the student completes a Board-specified program and meets any other conditions required by the Board. The Board-specified program shall not require the student and/or the student's parents to pay for participation in the program.

17. The Board shall report its final decision in writing to the student, or if such student is a minor, also to the parent(s) or guardian(s), stating the reasons on which the decision is based, and the disciplinary action to be imposed. Said decision shall be based solely on evidence presented at the hearing. The parents or guardian or any minor student who has been expelled shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of the period of the expulsion.

E. ***Presence on School Grounds and Participation in School-Sponsored Activities During Expulsion:***

During the period of expulsion, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school-sponsored activities, except for the student's participation in any alternative educational opportunity provided by the district in accordance with this policy, unless the Superintendent specifically authorizes the student to enter school property for a specified purpose or to participate in a particular school-sponsored activity.

F. ***Stipulated Agreements:***

In lieu of the procedures used in this Section, the Administration and the parent(s) or legal guardian(s) of a student facing expulsion may choose to enter into a Joint Stipulation of the Facts and a Joint Recommendation to the Board concerning the length and conditions of expulsion. Such Joint Stipulation and Recommendation shall include language indicating that the parent(s) or legal guardian(s) understand their right to have an

expulsion hearing held pursuant to these procedures, and language indicating that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts and Recommendation. If the Board rejects either the Joint Stipulation of Facts or the Recommendation, an expulsion hearing shall be held pursuant to the procedures outlined herein. If the Student is eighteen years of age or older, the student shall have the authority to enter into a Joint Stipulation and Recommendation on his or her own behalf.

If the parties agree on the facts, but not on the disciplinary recommendation, the Administration and the parents (or legal guardians) of a student facing expulsion may also choose to enter into a Joint Stipulation of the Facts and submit only the Stipulation of the Facts to the Board in lieu of holding the first part of the hearing, as described above. Such Joint Stipulation shall include language indicating that the parents understand their right to have a hearing to determine whether the student engaged in the alleged misconduct and that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts. If the Board rejects the Joint Stipulation of Facts, a full expulsion hearing shall be held pursuant to the procedures outlined herein.

IX. Alternative Educational Opportunities for Expelled Students

A. *Students under sixteen (16) years of age:*

Whenever the Board of Education expels a student under sixteen (16) years of age, it shall offer any such student an alternative educational opportunity.

B. *Students sixteen (16) to eighteen (18) years of age:*

1. The Board of Education shall provide an alternative educational opportunity to a sixteen (16) to eighteen (18) year-old student expelled for the first time if he/she requests it and if he/she agrees to the conditions set by the Board of Education. Such alternative educational opportunity may include, but shall not be limited to, the placement of a pupil who is at least seventeen years of age in an adult education program. Any pupil participating in an adult education program during a period of expulsion shall not be required to withdraw from school as a condition to his/her participation in the adult education program.

2. The Board of Education is not required to offer an alternative educational opportunity to any student between the ages of sixteen (16) and eighteen (18) who is expelled for a second, or subsequent, time.

3. The Board of Education shall count the expulsion of a pupil when he/she was under sixteen (16) years of age for purposes of determining whether an alternative educational opportunity is required for such pupil when he/she is between the ages of sixteen and eighteen.

C. ***Students eighteen (18) years of age or older:***

The Board of Education is not required to offer an alternative educational opportunity to expelled students eighteen (18) years of age or older.

D. ***Content of Alternative Educational Opportunity***

1. For the purposes of Section IX, and subject to Subsection IX.E, below, any alternative educational opportunity to which an expelled student is statutorily entitled shall be (1) alternative education, as defined by Conn. Gen. Stat. § 10-74j and in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled,* adopted by the State Board of Education, with an individualized learning plan, if the Board provides such alternative education, or (2) in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted by the State Board of Education.

2. The Superintendent, or his/her designee, shall develop administrative regulations concerning alternative educational opportunities, which administrative regulations shall be in compliance with the standards adopted by the State Board of Education. Such administrative regulations shall include, but not limited to, provisions to address student placement in alternative education; individualized learning plans; monitoring of students placements and performance; and a process for transition planning.

E. ***Students identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"):***

Notwithstanding Subsections IX.A. through D. above, if the Board of Education expels a student who has been identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"), it shall offer an alternative educational opportunity to such student in accordance with the requirements of IDEA, as it may be amended from time to time, and in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted by the State Board of Education.

F. ***Students for whom an alternative educational opportunity is not required:***

The Board of Education may offer an alternative educational opportunity to a pupil for whom such alternative educational opportunity is not required by law or as described in this policy. In such cases, the Board, or if delegated by the Board, the Administration, shall determine the components, including nature, frequency and duration of such services, of any such alternative educational opportunity.

X. Notice of Student Expulsion on Cumulative Record

Notice of expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice, except for notice of an expulsion of a student in grades nine through twelve, inclusive, based upon possession of a firearm or deadly weapon, shall be expunged from the cumulative educational record by the Board if the student graduates from high school.

In cases where the student's period of expulsion is shortened or waived in accordance with Section VIII.D(14), above, the Board may choose to expunge the expulsion notice from the cumulative record at the time the student completes the Board-specified program and meets any other conditions required by the Board.

If a student's period of expulsion was not shortened or waived, the Board may choose to expunge the expulsion notice from the student's cumulative record prior to graduation if such student has demonstrated to the Board that the student's conduct and behavior in the years following such expulsion warrants an expungement. In deciding whether to expunge the expulsion notice, the Board may receive and consider evidence of any subsequent disciplinary problems that have led to removal from a classroom, suspension or expulsion of the student.

If the student has not previously been suspended or expelled, and the Administration chooses to expunge the expulsion notice from the student's cumulative record prior to graduation, the Administration may refer to the existence of the expunged notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspension or expulsion by the student would constitute the student's first such offense.

XI. Change of Residence During Expulsion Proceedings

A. ***Student moving into the school district:***

1. If a student enrolls in the district while an expulsion hearing is pending in another district, such student shall not be excluded from school pending completion of the expulsion hearing unless an emergency exists, as defined above. The Board shall retain the authority to suspend the student or to conduct its own expulsion hearing.

2. Where a student enrolls in the district during the period of expulsion from another public school district, the Board may adopt the decision of the student expulsion hearing conducted by such other school district. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative educational opportunity in accordance with statutory requirements. The Board shall make its determination based upon a hearing held by the Board, which hearing shall be limited to a determination of whether the conduct which was the basis of the previous public school district's expulsion would also warrant expulsion by the Board.

B. ***Student moving out of the school district:***

Where a student withdraws from school after having been notified that an expulsion hearing is pending, but before a decision has been rendered by the Board, the notice of the pending expulsion hearing shall be included on the student's cumulative record and the Board shall complete the expulsion hearing and render a decision. If the Board subsequently renders a decision to expel the student, a notice of the expulsion shall be included on the student's cumulative record.

XII. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Services under the Individuals with Disabilities Education Act ("IDEA")

A. ***Suspension of IDEA students:***

Notwithstanding the foregoing, if the Administration suspends a student identified as eligible for services under the IDEA (an "IDEA student") who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The Administration shall make reasonable attempts to immediately notify the parents of the student of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.

2. During the period of suspension, the school district is not required to provide any educational services to the IDEA student beyond that which is provided to all students suspended by the school district.

B. ***Expulsion and Suspensions that Constitute Changes in Placement for IDEA students:***

Notwithstanding any provision to the contrary, if the Administration recommends for expulsion an IDEA student who has violated any rule or code of conduct of the school district that applies to all students, the procedures described in this section shall apply. The procedures described in this section shall also apply for students whom the Administration has suspended in a manner that is considered under the IDEA, as it may be amended from time to time, to be a change in educational placement:

1. Upon the decision by the Administration to recommend expulsion or impose a suspension that would constitute a change in educational placement, the Administration shall promptly notify the parent(s)/guardian(s) of the student of the recommendation of expulsion or the suspension that would constitute a change in educational placement, and provide the parents(s)/guardian(s) a copy of the special education procedural safeguards either by hand-delivery or by mail (unless other means of transmission have been arranged).

2. The school district shall immediately convene the student's planning and placement team ("PPT"), but in no case later than ten (10) school days after the recommendation for expulsion or the suspension that constitutes a change in placement was made. The student's PPT shall consider the relationship between the student's disability and the behavior that led to the recommendation for expulsion or the suspension which constitutes a change in placement, in order to determine whether the student's behavior was a manifestation of his/her disability.

3. If the student's PPT finds that the behavior <u>was</u> a manifestation of the student's disability, the Administration shall not proceed with the recommendation for expulsion or the suspension that constitutes a change in placement.

4. If the student's PPT finds that the behavior <u>was not</u> a manifestation of the student's disability, the Administration may proceed with the recommended expulsion or suspension that constitutes a change in placement.

5. During any period of expulsion, or suspension of greater than ten (10) days per school year, the Administration shall provide the student with an alternative education program in accordance with the provisions of the IDEA.

6. When determining whether to recommend an expulsion or a suspension that constitutes a change in placement, the building

administrator (or his or her designee) should consider the nature of the misconduct and any relevant educational records of the student.

C. ***Removal of Special Education Students for Certain Offenses:***

1. School personnel may remove a student eligible for special education under the IDEA to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:

   a. Was in possession of a dangerous weapon, as defined in 18 U.S.C. 930(g)(2), as amended from time to time, on school grounds or at a school-sponsored activity, or

   b. Knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school or at a school-sponsored activity; or

   c. Has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function.

2. The following definitions shall be used for this subsection XII.C.:

   a. **Dangerous weapon** means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length.

   b. **Controlled substance** means a drug or other substance identified under schedules I, II, III, IV, or V in section 202(c) of the Controlled Substances Act, 21 U.S.C. 812(c).

   c. **Illegal drug** means a controlled substance but does not include a substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.

   d. **Serious bodily injury** means a bodily injury which involves: (A) a substantial risk of death; (B) extreme physical pain; (C) protracted and obvious disfigurement; or (D) protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

XIII. Procedures Governing Expulsions for Students Identified as Eligible under Section 504 of the Rehabilitation Act of 1973 ("Section 504")

A. Except as provided in subsection B below, notwithstanding any provision to the contrary, if the Administration recommends for expulsion a student identified as eligible for educational accommodations under Section 504 who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The parents of the student must be notified of the decision to recommend the student for expulsion.

2. The district shall immediately convene the student's Section 504 team ("504 team") for the purpose of reviewing the relationship between the student's disability and the behavior that led to the recommendation for expulsion. The 504 team will determine whether the student's behavior was a manifestation of his/her disability.

3. If the 504 team finds that the behavior was a manifestation of the student's disability, the Administration shall not proceed with the recommended expulsion.

4. If the 504 team finds that the behavior was not a manifestation of the student's disability, the Administration may proceed with the recommended expulsion.

B. The Board may take disciplinary action for violations pertaining to the use or possession of illegal drugs or alcohol against any student with a disability who currently is engaging in the illegal use of drugs or alcohol to the same extent that such disciplinary action is taken against nondisabled students. Thus, when a student with a disability is recommended for expulsion based solely on the illegal use or possession of drugs or alcohol, the 504 team *shall not be required to meet* to review the relationship between the student's disability and the behavior that led to the recommendation for expulsion.

XIV. Procedures Governing Expulsions for Students Placed in a Juvenile Detention Center

A. Any student who commits an expellable offense and is subsequently placed in a juvenile detention center or any other residential placement for such offense may be expelled by the Board in accordance with the provisions of this section. The period of expulsion shall run concurrently with the period of placement in or any other residential placement.

B. If a student who committed an expellable offense seeks to return to a school district after participating in a diversionary program or having been

placed in a juvenile detention center or any other residential placement and such student has not been expelled by the board of education for such offense under subdivision (A) of this subsection, the Board shall allow such student to return and may not expel the student for additional time for such offense.

XV. Early Readmission to School

An expelled student may apply for early readmission to school. The Board delegates the authority to make decisions on readmission requests to the Superintendent. Students desiring readmission to school shall direct such readmission requests to the Superintendent. The Superintendent has the discretion to approve or deny such readmission requests, and may condition readmission on specified criteria.

XVI. Dissemination of Policy

The Board of Education shall, at the beginning of each school year and at such other times as it may deem appropriate, provide for an effective means of informing all students, parent(s) and/or guardian(s) of this policy.

XVII. Compliance with Documentation and Reporting Requirements

A. The Board of Education shall include on all disciplinary reports the individual student's state-assigned student identifier (SASID).

B. The Board of Education shall report all suspensions and expulsions to the State Department of Education.

C. If the Board of Education expels a student for sale or distribution of a controlled substance, as defined in Conn. Gen. Stat. § 21a-240(9), whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with the intent to sell or dispense, offering, or administration is the subject to criminal penalties under Conn. Gen. Stat. §§ 21a-277 and 21a-278, the Board shall refer such student to an appropriate state or local agency for rehabilitation, intervention or job training and inform the agency of its action.

D. If the Board of Education expels a student for possession of a firearm, as defined in 18 U.S.C. § 921, or deadly weapon, dangerous instrument or martial arts weapon, as defined in Conn. Gen. Stat. § 53a-3, the Board shall report the violation to the local police.

Legal References:

Public Act 19-91, "An Act Concerning Various Revisions and Addition to the Education Statutes."

Public Act 19-13, "An Act Prohibiting the Sale of Cigarettes, Tobacco Products, Electronic Nicotine Delivery Systems and Vapor Products to Persons Under Age Twenty-One."

§ 10-16 Length of school year

§§ 4-176e through 4-180a and § 4-181a Uniform Administrative Procedures Act
§ 10-222d Safe school climate plans. Definitions. Safe school climate assessments
§§ 10-233a through 10-233f Suspension and expulsion of students.
§ 10-233*l* Expulsion and suspension of children in preschool programs
§ 10-253 School privileges for children in certain placements, nonresident children, children in temporary shelters, homeless children and children in juvenile detention facilities. Liaison to facilitate transitions between school districts and juvenile and criminal justice systems.
§ 21a-240 Definitions
§ 19a-342a Use of electronic nicotine delivery system or vapor product prohibited
§§ 21a-408a through 408p Palliative Use of Marijuana
§ 29-38 Weapons in vehicles
§ 53a-3 Definitions
§ 53-344b Sale and delivery of electronic nicotine delivery system or vapor products to minors
§ 53-206 Carrying of dangerous weapons prohibited.

Packer v. Board of Educ. of the Town of Thomaston, 246 Conn. 89 (1998).
State v. Hardy, 896 A.2d 755, 278 Conn. 113 (2006).
State v. Guzman, 955 A.2d 72, 2008 Conn. App. LEXIS 445 (Sept. 16, 2008).

Connecticut State Department of Education, *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted January 3, 2018.

Federal law:

Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*, as amended by the Individuals with Disabilities Education Improvement Act of 2004, Pub. L. 108-446.
Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a).
18 U.S.C. § 921 (definition of "firearm")
18 U.S.C. § 930(g)(2) (definition of "dangerous weapon")
18 U.S.C. § 1365(h)(3) (identifying "serious bodily injury")
21 U.S.C. § 812(c) (identifying "controlled substances")
34 C.F.R. § 300.530 (defining "illegal drugs")

Gun-Free Schools Act, 20 U.S.C. § 7961
Honig v. Doe, 484 U.S. 305 (1988)

Adopted policy: 9/18/07
Revised policy: 6/18/13
Revised policy: 1/20/16
Revised policy: 4/17/18
Revised policy: 9/18/18
Revised policy: 2/19/2020

Windsor Public Schools
Windsor, CT

ADMINISTRATIVE REGULATIONS REGARDING ALTERNATIVE EDUCATIONAL OPPORTUNITIES FOR EXPELLED STUDENTS

I. Applicability of these Administrative Regulations

These administrative regulations shall apply in cases when, pursuant to state law, a student in the Windsor Public Schools (the "District") is entitled to an alternative educational opportunity during a period of expulsion.

II. Responsible Personnel

The building principal of the school from which the student has been expelled, or his/her designee(s), shall maintain responsibility for compliance with these administrative regulations relative to the individual student who is being provided with the alternative educational opportunity.

III. Student Placement Procedures

A. After a student has been expelled, and unless extraordinary circumstances exist, the building principal, or his/her designee(s), will take the following steps:

1. Meet with the expelled student's parent(s)/guardian(s) prior to the student's placement in an alternative educational setting to provide information concerning the potentially appropriate alternative educational opportunities for the student and to inform the parent(s)/guardian(s) and student of the right to apply for early readmission to school in accordance with Conn. Gen. Stat. Section 10-233d(j).

2. Consult with relevant school personnel from the school from which the student was expelled, who are knowledgeable about the student, to obtain information regarding the student's academic, social, and behavioral history that will help inform the decision concerning an appropriate alternative educational opportunity. Such information may be gathered by written reports.

3. After placement options have been shared with the parent(s)/guardian(s), convene a placement meeting at which all alternative educational opportunities are explored and a placement decision is made.

B. The educational programming and placement for expelled students who are eligible to receive special education and related services under the Individuals with Disabilities Education Act ("IDEA") shall be determined by the student's Planning and Placement Team ("PPT"). In such case, Subsection A above shall not apply.

IV. Individualized Learning Plan

A. Development of the Individualized Learning Plan

After the student has been accepted into an alternative educational placement, the principal, or his/her designee, will develop an Individualized Learning Plan ("ILP") that will govern the programming for the student for the period of expulsion. To develop the ILP, the principal, or his/her designee, will collaborate with school personnel from the school from which the student was expelled, the student and the parent/guardian, and will review all relevant student records.

B. Contents of the Individualized Learning Plan

1. The ILP will reference student records with information relevant to the provision of an alternative educational opportunity. These records may include:

    a. Student success plan (for students who have a student success plan as mandated by state law, the student success plan may inform the ILP but does not replace the ILP);

    b. Individualized education program ("IEP");

    c. Section 504 Plan;

    d. Individualized health care plan or emergency care plan; and/or

    e. Other relevant academic and behavioral data.

2. The ILP will address the following:

    a. The student's academic and behavioral needs and appropriate academic and behavioral goals and interventions, including the student's core classes at the time of expulsion and the student's current placement or progress in the curriculum for those classes so that the student has an opportunity to continue to progress in the Board's academic program and earn graduation credits, if applicable;

    b. Benchmarks to measure progress towards the goals and ultimately, progress towards graduation;

    c. Provision for the timing and method for reviewing the student's progress in the alternative educational opportunity and for communicating that progress to the parent/guardian or student. For most students, monitoring and reviewing the student's progress will include monitoring the student's attendance, work completion and progress toward meeting the relevant academic standards for particular coursework, and thus progressing toward graduation, if applicable.

The student's progress and grades will be communicated to the parents/guardians or student with the same frequency as similar progress for students in the regular school environment is reported and communicated to parents/guardians or students. The student's progress and grades will also be reported to the school from which the student was expelled;

d. Provision for the timely transfer of the student's records both from the student's school to the alternative educational opportunity provider, and also from the alternative educational opportunity provider to the student's school; and

e. The possibility of early readmission to the school from which the student was expelled and the early readmission criteria, if any, established by the Board of Education or Superintendent, as applicable.

V. Review of Student's Placement in Alternative Educational Opportunity and Individualized Learning Plan

A. A review of the appropriateness of the placement must occur at least once per marking period.

B. The placement review must include:

1. Review of the ILP to (1) assess progress and make adjustments as necessary and (2) determine its alignment with the goals of the student's IEP, where applicable; and

2. Consideration of opportunities for early readmission as set forth in the ILP, as established by the Board of Education or Superintendent, as applicable.

VI. Transition Plan for Readmission

A. Before a student is readmitted to the school from which the student was expelled, relevant staff should provide an opportunity to meet with the parents/guardians and student to discuss the student's readmission. As part of the readmission process and the student's ILP, the principal, or his/her designee, should consider:

1. Efforts to readmit the student at a semester starting point (at the high school level);

2. A plan to transfer the student's credits and records back to the school from which the student was expelled:

a. The District will award an expelled high school student appropriate high school credit for work satisfactorily completed during the period the student participates in the alternative educational opportunity and will transfer relevant records back to the school from which the student was expelled;

b. The District will provide an expelled student transferring to a new school district a progress summary of all work completed during the course of the student's expulsion, and will indicate the course credit earned by the student for that work.

3. The student's need for academic and other supports upon returning to his/her school; and

4. Efforts to connect the returning student with opportunities to participate in extracurricular activities.

B. In the event the principal, or his/her designee, determines that a student's alternative educational opportunity is no longer beneficial to the student, but it remains inappropriate to return the student to the school from which the student was expelled, a plan for a different alternative educational opportunity may be developed in accordance with the procedures outlines in these Administrative Regulations.

Legal References:

Connecticut General Statutes:

Conn. Gen. Stat. § 10-233d

Federal law:

Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*, as amended by the Individuals with Disabilities Education Improvement Act of 2004, Pub. L. 108-446.

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a).

Connecticut State Department of Education, *Standards for Educational Opportunities for Students Who Have Been Expelled* (January 3, 2018).

Regulation approved: 2/19/2020

Craig A. Cooke, Ph.D.
Superintendent

Windsor Public Schools
Windsor, CT

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 19, 2022

Prepared By: Terrell M. Hill, PhD **Presented By:** Jeremy Halek

Attachments: N/A

Subject: Discussion on Vocational Track

BACKGROUND:

This item was placed on the agenda at the request of Board Member Jeremy Halek with the support of Minority Leader Paul Panos and Board Member Jill Canter.

Discussion of building a career path toward vocational skills starting in the Elementary Schools and continuing through Middle and High School.

RECOMMENDATION:

Recommended by the Superintendent: TH/sb

Agenda Item # 10.d.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 19, 2022

Prepared By: Santosha Oliver, Ph.D. **Presented By:** A. Taylor/S. Oliver

Attachments: See electronic documents attached to agenda from December 9, 2021

Subject: Curriculum Development 2nd Reading

Background:

The following curriculum was presented as a 1st reading at the BOE Regular Meeting on December 21, 2021. The Curriculum Committee is bringing this curriculum to the full board for a 2nd Reading.

- Algebra 1
- Consumer Math
- Physical Education 9
- English 9
- English 10
- English Foundations

Recommendation:

The Board approves the curriculum as a 2nd Reading.

Reviewed by: S. Oliver **Recommended by the Superintendent:** TH/sb

Agenda Item # 11.a.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 19, 2022

Prepared By: Terrell M. Hill, PhD **Presented By:** Terrell M. Hill, PhD

Attachments: Draft 2022-2023 and 2023-2024 School Calendars

Subject: Proposed 2022-2023 and 2023-2024 School Calendars, 1st Reading (Tabled from 12/21/2021)

Background:

Each year the calendar for the next school year is brought to the Board of Education for approval. Input is sought from the Windsor Education Association (WEA) and administrators. Principals, Cabinet members and the Superintendent review the input and make appropriate changes. New this year, we are bringing forward the draft school calendars for 2022-2023 and 2023-2024 which a current practice for many school districts.

Status:

The calendars for 2022-2023 and 2023-2024 are being recommended. For 2022-2023, the teacher work year would begin on August 23rd with opening day. The student school year would begin on August 29th. The last day of school would be tentatively scheduled for June 8th with an additional 8 potential snow days. There would be no February vacation. There would be an April vacation, April 10 – April 14.

For 2023-2024, the teacher work year would begin on August 22nd with opening day. The student school year would begin on August 28th. The last day of school would be tentatively scheduled for June 6th with an additional 8 potential snow days. There would be no February vacation. There would be an April vacation, April 8 – April 12.

Both calendars include 187 teacher work days and 182 instructional days. The calendar also includes 6 student early release days for the purpose of conduction teacher professional activities. The calendar also includes the traditional vacations and holidays.

Recommendation:

That the Board of Education accept the proposed 2022-2023 and 2023-2024 school calendars for a 1st Reading.

Reviewed by: _____ **Recommended by the Superintendent:** TH|sb

Agenda Item # 11.b.

Draft 12/6/24

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Windsor Public Schools
2022-2023 School Calendar

AUGUST (3)				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

SEPTEMBER (21)				
M	T	W	T	F
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5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

OCTOBER (20)				
M	T	W	T	F
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24	25	26	27	28
31				

NOVEMBER (18)				
M	T	W	T	F
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DECEMBER (17)				
M	T	W	T	F
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JANUARY (20)				
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2	3	4	5	6
9	10	11	12	13
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23	24	25	26	27
30	31			

August 2022

Aug. 17-19 New Teacher Orientation, NO SCHOOL
Aug. 23 Opening Day for Staff, NO SCHOOL
Aug. 24-26 Teacher Professional Days, NO SCHOOL
Aug. 29 FIRST DAY OF SCHOOL - FULL DAY

September 2022

Sep. 5 Labor Day, NO SCHOOL
Sep. 20 Professional Development ***(Early Dismissal)***

October 2022

Oct. 10 Indigenous Peoples Day, NO SCHOOL
Oct. 18 Professional Development ***(Early Dismissal)***
Oct. 20 ***(Early Dismissal)*** *WHS Only (Parent Teacher Conferences)*
Oct. 26-28 ***(Early Dismissal)*** *Sage Park MS Only (Parent Teacher Conferences)*

November 2022

Nov. 8 Election Day, Professional Development, NO SCHOOL
Nov. 23-25 Thanksgiving Break, NO SCHOOL, Nov. 23 Offices Open 1/2 Day
Nov. 30 (***Early Dismissal*** *) PK-5 Only (Parent Teacher Conferences)*

December 2022

Dec. 1-2 ***(Early Dismissal)*** *PK-5 Only (Parent Teacher Conferences)*
Dec. 23 ***(Early Dismissal)*** *& 26-30 Winter Break, NO SCHOOL*

January 2023

Jan. 2 New Year's Day (Observed), NO SCHOOL
Jan. 10 Professional Development ***(Early Dismissal)***
Jan. 16 Martin Luther King, Jr. Day, NO SCHOOL
Jan. 17-20 (***Early Dismissal*** *) WHS Only (Semester 1 Exams)*

February 2023

Feb. 7 Professional Development ***(Early Dismissal)***
Feb. 20-21 Presidents' Day Break, NO SCHOOL

March 2023

Mar. 7 Professional Development ***(Early Dismissal)***
Mar. 9 ***(Early Dismissal)*** *WHS Only (Parent Teacher Conferences)*
Mar. 15-17 ***(Early Dismissal)*** *PK-5 Only (Parent Teacher Conferences)*
Mar. 22-24 ***(Early Dismissal)*** *Sage Park MS Only (Parent Teacher Conferences)*

April 2023

Apr. 7 Good Friday, NO SCHOOL
Apr. 10-14 Spring Break, NO SCHOOL

May 2023

May 2 Professional Development ***(Early Dismissal)***
May 29 Memorial Day, NO SCHOOL

June 2023

June 2-7 (***Early Dismissal*** *) WHS Only (Semester 2 Exams)*
June 8 LAST DAY OF SCHOOL (Early Dismissal) Pending Snow Days
June 20 Potential Last Day of School

FEBRUARY (18)				
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MARCH (23)				
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APRIL (14)				
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MAY (22)				
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JUNE (6)				
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26	27	28	29	30

School Delay and Closing Information
www.windsorct.org, 860-687-2000 x 1180 Local radio and television stations

SCHOOL HOURS

	Hours	Early Dismissal	2 Hour Delay
High School	7:35am-2:20pm	7:35am-12:25pm	9:35am-2:20pm
Middle School	8:05am-2:50pm	8:05am-12:55pm	10:05am-2:50pm
Elementary	8:40am-3:25pm	8:40am-1:30pm	10:40am-3:25pm
Full Day PreK	9:00am-3:00pm	9:00am-1:30pm	11:00am-3:00pm
PreK AM	8:40am-11:35am	8:40am-10:50am	No AM PreK
PreK PM	12:30pm-3:25pm	11:25am-1:30pm	12:30pm-3:25pm

Student Days 182
Teacher Days 187
Board Approved:

Windsor Public Schools 2022-2023 School Calendar Windsor, CT

August 2022
17-19 New Teacher Orientation, NO SCHOOL
23 Opening Day for Staff, NO SCHOOL
24-26 Teacher Professional Days, NO SCHOOL
29 FIRST DAY OF SCHOOL - FULL DAY

September 2022
5 Labor Day, NO SCHOOL
20 Professional Development (Early Dismissal)

October 2022
10 Indigenous Peoples Day, NO SCHOOL
18 Professional Development (Early Dismissal)
20 (Early Dismissal) WHS Only (Parent Teacher Conferences)
26-28 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

November 2022
8 Election Day, Professional Development, NO SCHOOL
23-25 Thanksgiving Break, NO SCHOOL , Nov. 23 Offices Open 1/2 Day
30 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)

December 2022
1-2 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)
23 (Early Dismissal) & 26-30 Winter Break, NO SCHOOL

January 2023
2 New Year's Day (Observed), NO SCHOOL
10 Professional Development (Early Dismissal)
16 Martin Luther King, Jr. Day, NO SCHOOL
17-20 (Early Dismissal) WHS Only (Semester 1 Exams)

February 2023
7 Professional Development (Early Dismissal)
20-21 Presidents' Day Break, NO SCHOOL

March 2023
7 (Early Dismissal) WHS Only (Parent Teacher Conferences)
9 (Early Dismissal) WHS Only (Parent Teacher Conferences)
15-17 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)
22-24 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

April 2023
7 Good Friday, NO SCHOOL
10-14 Spring Break,NO SCHOOL

May 2023
2 Professional Development (Early Dismissal)
29 Memorial Day, NO SCHOOL

June 2023
2-7 (Early Dismissal) WHS Only (Semester 1 Exams)
8 LAST DAY OF SCHOOL (Early Dismissal) Pending Snow Days
20 Potential Last Day of School

School Delay and Closing Information www.windsorct.org, 860-687-2000 x 1180 Local radio and television stations

Student Days 182, Teacher Days 187
Board Approved:

Draft 12/6/24

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Windsor Public Schools
2023-2024 School Calendar

AUGUST (4)

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
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SEPTEMBER (20)

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OCTOBER (21)

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23	24	25	26	27
30	31			

NOVEMBER (18)

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13	14	15	16	17
20	21	22	23	24
27	28	29	30	

DECEMBER (16)

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

JANUARY (21)

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

August 2023

Aug. 16-18 New Teacher Orientation, NO SCHOOL
Aug. 22 Opening Day for Staff, NO SCHOOL
Aug. 22-Aug. 25 Teacher Professional Days, NO SCHOOL
Aug. 28 FIRST DAY OF SCHOOL - FULL DAY

September 2023

Sep. 4 Labor Day, NO SCHOOL
Sep. 19 Professional Development ***(Early Dismissal)***

October 2023

Oct. 9 Indigenous Peoples Day, NO SCHOOL
Oct. 12 ***(Early Dismissal)*** *WHS Only (Parent Teacher Conferences)*
Oct. 17 Professional Development ***(Early Dismissal)***
Oct. 25-27 ***(Early Dismissal)*** *Sage Park MS Only (Parent Teacher Conferences)*

November 2023

Nov. 7 Election Day, Professional Development, NO SCHOOL
Nov. 22-24 Thanksgiving Break, NO SCHOOL, Nov. 22 Offices Open 1/2 Day
Nov. 29-30 ***(Early Dismissal)*** *PK-5 Only (Parent Teacher Conferences)*

December 2023

Dec. 1 ***(Early Dismissal)*** *PK-5 Only (Parent Teacher Conferences)*
Dec. 25-29 Winter Break, NO SCHOOL

January 2024

Jan. 1 New Year's Day, NO SCHOOL (NYD)
Jan. 9 Professional Development ***(Early Dismissal)***
Jan. 15 Martin Luther King, Jr. Day, NO SCHOOL
Jan. 16-19 (***Early Dismissal*** *) WHS Only (Semester 1 Exams)*

February 2024

Feb. 6 Professional Development ***(Early Dismissal)***
Feb. 19-20 Presidents' Day Break, NO SCHOOL

March 2024

Mar. 5 Professional Development ***(Early Dismissal)***
Mar. 7 ***(Early Dismissal)*** *WHS Only (Parent Teacher Conferences)*
Mar. 13-15 ***(Early Dismissal)*** *PK-5 Only (Parent Teacher Conferences)*
Mar. 20-22 ***(Early Dismissal)*** *Sage Park MS Only (Parent Teacher Conferences)*
Mar. 29 Good Friday, NO SCHOOL

April 2024

Apr. 8-12 Spring Break, NO SCHOOL

May 2024

May 7 Professional Development ***(Early Dismissal)***
May 27 Memorial Day, NO SCHOOL
May 31 (***Early Dismissal*** *) WHS Only (Semester 2 Exams)*

June 2024

June 3-5 (***Early Dismissal*** *) WHS Only (Semester 2 Exams)*
June 6 LAST DAY OF SCHOOL (Early Dismissal) Pending Snow Days
June 18 Potential Last Day of School

FEBRUARY (19)

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	

MARCH (20)

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

APRIL (17)

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

MAY (22)

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

JUNE (4)

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

School Delay and Closing Information
www.windsorct.org,
860-687-2000 x 1180 Local radio and television stations

SCHOOL HOURS

	Hours	Early Dismissal	2 Hour Delay
High School	7:35am-2:20pm	7:35am-12:25pm	9:35am-2:20pm
Middle School	8:05am-2:50pm	8:05am-12:55pm	10:05am-2:50pm
Elementary	8:40am-3:25pm	8:40am-1:30pm	10:40am-3:25pm
Full Day PreK	9:00am-3:00pm	9:00am-1:30pm	11:00am-3:00pm
PreK AM	8:40am-11:35am	8:40am-10:50am	No AM PreK
PreK PM	12:30pm-3:25pm	11:25am-1:30pm	12:30pm-3:25pm

Student Days 182
Teacher Days 187
Board Approved:

Windsor Public Schools 2023-2024 School Calendar Windsor, CT

August 2023
16-18 New Teacher Orientation, NO SCHOOL
22 Opening Day for Staff, NO SCHOOL
22-25 Teacher Professional Days, NO SCHOOL
28 FIRST DAY OF SCHOOL - FULL DAY

September 2023
4 Labor Day, NO SCHOOL
19 Professional Development (Early Dismissal)

October 2023
9 Indigenous Peoples Day, NO SCHOOL
12 (Early Dismissal) WHS Only (Parent Teacher Conferences)
17 Professional Development (Early Dismissal)
25-27 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

November 2023
7 Election Day, Professional Development, NO SCHOOL
22-24 Thanksgiving Break, NO SCHOOL, Nov. 22 Offices Open 1/2 Day
29-30 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)

December 2023
1 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)
25-29 Winter Break, NO SCHOOL

January 2024
1 New Year's Day, NO SCHOOL
9 Professional Development (Early Dismissal)
15 Martin Luther King, Jr. Day, NO SCHOOL
16-19 (Early Dismissal) WHS Only (Semester 1 Exams)

February 2024
6 Professional Development (Early Dismissal)
19-20 Presidents' Day Break, NO SCHOOL

March 2024
5 Professional Development (Early Dismissal)
7 (Early Dismissal) WHS Only (Parent Teacher Conferences)
13-15 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)
20-22 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)
29 Good Friday, NO SCHOOL

April 2024
8-12 Spring Break, NO SCHOOL

May 2024
7 Professional Development (Early Dismissal)
27 Memorial Day, NO SCHOOL
31 (Early Dismissal) WHS Only (Semester 2 Exams)

June 2024
3-5 (Early Dismissal) WHS Only (Semester 2 Exams)
6 LAST DAY OF SCHOOL (Early Dismissal) Pending Snow Days
18 Potential Last Day of School

School Delay and Closing Information www.windsorct.org, 860-687-2000 x 1180 Local radio and television stations

Student Days 182, Teacher Days 187
Board Approved:

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 19, 2022

Prepared By: Terrell M. Hill, PhD

Presented By: Danielle Batchelder
Director of Business Services and HR

Attachments: WEA contract language for Sabbaticals (Article 14)

Subject: Sabbatical Leave Request

Background:

Members of the Windsor Education Association may be granted sabbatical leave, Under Article 14 (Sabbatical Leave – Rules and Regulations) of their contract. Such leave is subject to the approval of the Board upon the recommendation of the Superintendent of Schools. The member must have been employed at least seven consecutive years in the Windsor Public Schools.

Status:

William Spaulding submitted a formal request for sabbatical leave during the 2022-2023 school year, to Terrell M. Hill, PhD. Mr. Spaulding has been employed with Windsor Public Schools for twelve (12) consecutive years as a social studies teacher at Windsor High School. Dr. Hill met with Mr. Spaulding on November 29, 2021 to discuss his request. Dr. Hill explained that the request must be presented to the Board of Education.

Recommendation:

Provided in Executive Session. Discussion is related to a collective bargaining agreement with the Windsor Education Association.

Motion to move into executive session: "Move to enter into executive session for the purpose of discussing a personnel matter: sabbatical leave request. We invite Superintendent Dr. Hill and Director of Business Services and HR Danielle Batchelder into executive session."

Motion(s) to take action in Regular meeting: "Move the Board of Education approve the sabbatical leave request." **or** "Move that the Board of Education respectfully decline the employee's sabbatical leave request."

Reviewed by: NOB **Recommended by the Superintendent:** TH/sb

Agenda Item # 15

ARTICLE 14

SABBATICAL LEAVE - RULES AND REGULATIONS

14.1 Authorization

14.1.1 Sabbatical leave of absence may be granted to members of the group. The granting of such leave is subject to the approval of the Board upon the recommendation of the Superintendent of Schools, when in their considered judgment the professional competence of the staff member and the general welfare of the public school system will be benefited and that the costs are justified in view of the other financial obligations of the Board.

14.1.2 The rules and regulations of the Windsor Sabbatical Leave Program are made a part hereof and shall be interpreted in accordance with the following provisions:

(a) After a certified teacher has been employed at least seven consecutive years in the Windsor Public Schools, the Board may grant said teacher a sabbatical leave for professional improvement not to exceed two consecutive college semesters at any one time, provided, however, that the teacher holds a professional certificate and has earned a master's degree or has completed 32 graduate hours of which 30 must be in a planned program. During that sabbatical leave, the teacher shall continue in the employ of the said board, shall have a contract, and shall be paid compensation as provided in the rules and regulations of said Board. Said Board shall not be held liable for death, injuries or other liabilities sustained or incurred by any teacher while on sabbatical leave.

Arrangements to participate in the State Teachers Retirement System and payments to the State Teachers Retirement System while on sabbatical leave shall be solely the responsibility of the staff member on leave. The Board agrees to make a fixed monthly deduction for retirement from the teacher's sabbatical salary if the teacher requests said deduction in writing.

(b) A teacher upon return from a sabbatical leave shall be restored to his/her teacher position or to a position of like nature insofar as is possible. Said teacher shall be entitled at that time to participate in any other benefits that may be provided for by rules and regulations of the Board.

14.2 Eligibility and Qualifications

Any member of the group who meets the following qualifications shall be eligible to apply for sabbatical leave:

14.2.1 Applicant must hold a Professional Educator Certificate.

14.2.4 A maximum of one percent of the professional employees may be granted sabbatical leave each year. Insofar as possible, a proportionate division of leaves shall be made with regard to the separate professional groupings within the group.

14.2.5 A sabbatical leave may be granted for a period of not less than one full semester nor for more than two full consecutive college semesters.

14.2.6 As a condition to receiving final approval for a sabbatical leave, a staff member shall file with the Superintendent of Schools a written agreement to remain in the service of the Windsor Public School System for a period of one year immediately following the expiration of said leave.

14.3 Purpose of Sabbatical Leave

14.3.1 Sabbatical leave is given to professional personnel to permit them to improve their ability to render educational service. Such improvement is usually achieved by formal study, research and/or educational writing. Application for sabbatical leave for other types of experiences will be considered on their merits and may be approved by the Board upon the recommendations of the Superintendent.

14.3.2 The following information shall be included in the application for sabbatical leave as evidence of the teacher's intention to fulfill the purposes for which such leave shall be granted:

(a) For Formal Study:

A program of work should be outlined which will indicate as its purpose general professional improvements in relationship to staff member's present assignment. The proposed study must be part of an approved graduate level program at an accredited college or university.

(b) For Research and/or Writing:

The proposed project shall be outlined and approved in relation to the present or prospective service of the applicant in the Windsor Public Schools. The proposed project shall be approved by a graduate college or university as part of a formal program of study.

14.4 Application Requirements and Procedures

14.4.1 Application for sabbatical leave shall be filed with the Superintendent of Schools on or before November 15 of the school year prior to the requested leave, and shall set forth the benefits which such leave will have to both the school system and the employee.

14.4.2 After review of a member's application for sabbatical leave, the Superintendent will direct the request with a recommendation to the Board. The Board will notify the member of acceptance or rejection of the request by April 1 of the school year in which the application was submitted.

14.4.3 The following factors shall govern in reviewing and approving sabbatical leave applications:

(a) In recommending approval of an application, the Superintendent shall consider the following factors:

1. Date of filing application.
2. Purpose of the leave.
3. Seniority of service in the school system.
4. Professional growth of the staff member.
5. Potential benefit to the school system.
6. The expense to the school system.

(b) Granting of approval of a sabbatical leave by the Board shall be contingent upon securing an employee qualified to assume the applicant's duties.

(c) After commencement of a sabbatical leave, it shall not be terminated before the date of expiration, except as otherwise provided herein or as otherwise agreed upon by the Superintendent and the Board.

14.5 Requirements and Status While On Sabbatical Leave

14.5.1 Financial Policies:

a. The salary paid by the Board to the staff member on sabbatical leave shall be the master's degree minimum or two-thirds of the basic teacher's salary, whichever is greater in effect during the leave period and shall not include differentials, extra stipends or ratios. In the event a recipient receives cash awards or grants, the sabbatical leave salary shall be reduced if the total received exceeds the basic teacher's salary (excluding differentials, extra stipends or ratios). Such reduction shall be limited to the amount the total received exceeds said basic salary.

b. Payment of salary to a staff member on sabbatical leave shall be made in accordance with the provisions of the Board in payment of salary to other members of the professional staff. The employee on leave shall be responsible for keeping the business office notified as to his/her address.

c. The Superintendent shall be notified promptly of accident of illness. This notice shall be sent within ten days after an accident or the beginning of illness. Upon request, evidence of such accident or illness shall be provided for the Superintendent's consideration.

d. A sabbatical leave granted to a regular employee of the professional staff shall also operate as a leave of absence without pay from all other school activities.

e. While on approved sabbatical leave, the teacher will be allowed to continue participating in the health benefit plan and co-payment of benefits in effect for the other members of the unit.

f. Notwithstanding the provisions of this Article, the Board reserves the right to offer a sabbatical leave under different conditions regarding pay, benefits and duration of such leave, provided however, that any such leave shall be voluntary.

14.5.2 Reports Required While on Sabbatical Leave:

Any employee on Sabbatical Leave shall report to the Superintendent as follows:

a. The employee shall immediately request approval from the Superintendent for substantial changes in the planned program of the leave as outlined in the approved application.

b. An interim report shall be filed at the mid-point of the leave period or at any time deemed necessary by the Superintendent. This report shall contain sufficient information to enable the Superintendent to determine that the leave is being utilized in the approved manner.

c. A final report shall be filed with the Superintendent in accordance with the provisions as stated in a following section.

14.6 Requirements and Status Upon Returning From Sabbatical Leave

14.6.1 At the expiration of a sabbatical leave, the employee shall be restored to his/her position or to a position of like nature, seniority, status, and pay; provided that the employee remains eligible for reinstatement under other rules and regulations of the Board.

14.6.2 If an employee does not remain in the Windsor Public Schools for one year immediately following sabbatical leave, the employee shall rebate the compensation

for that proportion of this period he/she is not in the employ of the Board. This repayment shall be made within one year following the date service in the Windsor Public Schools terminates. However, the Board may waive this requirement or grant a grace period before the one year repayment period commences.

14.6.3 Each employee returning from sabbatical leave shall file a final written report with the Superintendent not later than a month after the day on which the employee again takes up active service. The report shall include the names of the institutions attended, program pursued, transcript of credits received, experience gained, together with the applicant's appraisal of the professional value of the activities while on leave and the manner in which the knowledge and experience gained may be applied to the benefit of the school system.

14.6.4 An employee shall not be considered as having completed the requirements of the sabbatical leave until the final report has been approved by the Superintendent. At his/her discretion, the Superintendent may require proof that the program as presented by the applicant has been followed. When approved by the Superintendent, these final reports shall be transmitted to the Board.

ARTICLE 15

CHILDBEARING LEAVE

15.1 Disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom shall be treated as temporary disabilities for all job-related purposes. (The term "temporary disability" shall be interpreted as being within the meaning of the term "sick" as used in Section 10-156 of the Connecticut General Statutes.)

15.2 Accumulated sick leave shall be available for use during periods of such disability.

15.3 Disability leave beyond any accumulated sick leave shall be available for such reasonable further period of time as a female employee is determined by her physician to be disabled from performing the duties of her job because of pregnancy or conditions attendant thereto.

15.4 Policies involving commencement and duration of leave, the availability of extensions, the accrual of seniority and other benefits and privileges, protection under health or temporary disability plans, and payment of sick leave shall be applied to disability due to pregnancy or childbirth on the same terms and conditions as they are applied to other temporary disabilities.

15.5 Pregnancy or childbirth shall not be a basis for termination of employment or compulsory resignation.