

NORWICH BOARD OF EDUCATION
Norwich, Connecticut

REGULAR BOARD MEETING
A G E N D A
January 14, 2020

5:30 P.M.

Kelly STEAM Magnet Middle
School Community Room

MISSION STATEMENT

"The Norwich Public Schools will provide each student a rigorous, effective teaching and learning environment where equity is the norm, excellence is the goal, student health and safety is assured."

VISION STATEMENT

To enable each child to reach his/her full potential.

I. SALUTE TO THE FLAG

II. MINUTES

- Approval of the December 10, 2019 meeting minutes

III. REPORT OF THE CHAIRPERSON~Heather Romanski

IV. PUBLIC COMMENT

V. REPORT OF THE SUPERINTENDENT (Attach. #1)

- Enrollment (Attach. #2)

ACTION ITEM:

- Possible Action to approve Griswold High School as an additional high school option for Norwich students

VI. REPORT OF THE BUSINESS ADMINISTRATOR (Attach. #3)

VII. A. COMMITTEES:

POLICY COMMITTEE

- Next Policy Committee Meeting: March 25, 2020
- Uniform Policy Discussion for input to policy committee (Attach. #4)

ACTION ITEM:

Possible Action to approve the following policies:

- Policy #1331-Smoke Free Environment/Prohibition Against Smoking
- Policy #4118.231/4218.231-Alcohol, Tobacco & Drug-Free Workplace
- Policy #5118.1-Homeless Children & Youth
- Policy #5135-Physical Activity & Student Discipline

- Policy #5136-Sunscreen Application in School

B. LIAISONS:

Otis Library Liaison~Dr. Yvette Jacaruso

Integrated Day Charter School Liaison~Christine DiStasio

NFA Liaison~Heather Romanski

Learn Liaison~Aaron Daniels

VIII. BOARD REPORTS

IX. EXECUTIVE SESSION

Pursuant to CT General Statute 1-200, members of the Board of Education move to go into Executive Session to discuss attorney client privileged written communication regarding the Norwich Free Academy contract. The Superintendent of Schools, Dr. Kristen E. Stringfellow, the Assistant Superintendent, the Business Administrator, Athena Nagel, the Director of Student Services, Jamie Bender and attorney Peter Maher may be asked to participate for some or all of the Executive Session at the request of the Board of Education.

X. ADJOURNMENT

Superintendent Report**January 14, 2020****1. Recognition Awards**

- The "Key is Me" award winner is (Tiffany Bucko, Technology Integration Teacher, Veterans)
- The "I Make a Difference" award winner is (Caycee Williams, Paraeducator, Stanton)
- The "You Inspire Me" award winner is (Michelle Dong, Grade 8, Kelly) nominated by their teacher (Brian Valente, Grade 8 Writing Teacher, Kelly)

2. BOE Sub Committees

- Policy-Staley (Chair), Jacaruso, Saythany & Daniels
- Negotiations-Kulos (Chair), Romanski, Daniels & Singh
- Residency-Jacaruso (Chair), Saythany, Staley & Kulos (Alternate)
- Disciplinary-Daniels (Chair), Kulos, Jacaruso & DiStasio
- Budget-Romanski (Chair), Charmelus, Kulos, Singh, Distasio & Jacaruso

3. BOE Liaisons

- Otis Library-Jacaruso
- NFA-Romanski
- LEARN-Daniels
- IDCS-DiStasio

4. BOE Adopted Schools

- Case St-Singh
- Bishop-Staley
- Huntington-Charmelus & Romanski
- Mahan-Charmelus
- Moriarty-Romanski
- Stanton-Staley
- Transition Academy-Kulos
- Veterans-DiStasio
- Wequonnoc-Kulos
- Kelly-Jacaruso
- Teachers Global Studies-Singh
- Adult Ed-Daniels
- Uncas-Saythany

5. Update on Norwich Public Schools Website Re-Design-I am proud to announce that our new district website is up and running. If you experience any issues in navigating the new website please contact Jessica Dolliver.**6. Revised Norwich Public Schools Calendar (Attached)****7. Residency Update**

We have investigated 38 residency cases in the last month and supported several families with chronic absenteeism. Status:

- One family whose residency is in dispute has requested a residency hearing
- 28 cases are closed
 - 1 student deemed non-resident and has transferred to Groton
 - 1 student deemed non-resident and has transferred to Montville
 - 1 student deemed non-resident and has transferred to Griswold
 - 1 student deemed non-resident and has transferred to New London Adult Education
 - 24 students deemed residents in NPS
- 9 cases are active and under investigation

8. Online Registration & Magnet Lottery for Kelly STEAM Magnet Middle School, Teachers Memorial Global Studies Magnet Middle School, Moriarty Environmental Science Magnet Elementary School and Wequonnoc Elementary Magnet STEAM School are now open!**9. NESDEC Enrollment Projection (Attached)**

As a part of the Superintendent Search process in the Norwich Public Schools, NESDEC provided

a free enrollment projection. It is a service that is provided annually to districts who are NESDEC affiliate districts.

- **HISTORICAL**

- The historical enrollment trend shows that our PK-8 enrollment over the previous decade only decreased by approximately 263 students (or approximately 25/26 students per year) which means enrollment was fairly stable, particularly for our region.
- Elementary Enrollment (PK-5) decreased by 155 students in a decade or about 15 students a year.
- Middle School Enrollment (6-8) decreased by 108 students in a decade or about 10 students a year.

- **PROJECTION** (please keep in mind that enrollment is projected based upon birth rate therefore projections after 2024 are estimated as students have not yet been born).

- Over the next decade the enrollment trend is expected to decrease by approximately 362 students (or approximately 36 students per year) which means enrollment will be fairly stable, especially for our region.
- Elementary enrollment (PK-5) is expected to decrease by 192 students or about 19 students a year.
- Middle School enrollment (6-8) is expected to decrease by 170 students or about 17 students a year.

- This information will serve to be helpful in the district facilities project.

- To receive this service in the future we would need to become a NESDEC affiliate school district. Affiliation includes free annual enrollment forecasts and special education trend analysis, research journals and discounts on executive searches, professional development, planning studies, Title IX assessments and R&D Consulting. The annual fee is \$5,000, for your information.

10. BOE Budget Sub-Committee Meetings Tentative Schedule:

- Tuesday, January 28, 3:30PM-5:00PM Kelly Community Room
- Wednesday, February 12, 3:30PM-5:00PM Kelly Community Room
- Wednesday, February 26, 3:30PM-5:00PM Kelly Community Room
- Wednesday, March 4, 3:30PM-5:00PM Kelly Community Room

11. Pre-School Students and Flu Vaccine Update

- As you know, the CT immunization regulation requires at a minimum one dose of influenza vaccine for school entry, each year (between August 1st and December 31) for preschool age students. Children who have not received the flu vaccine by December 31st must be excluded from school for the duration of influenza season (through March 31st) or until they receive at least one dose of the influenza vaccine.
- As of January 2, there were 76 pre-school (69 Bishop, 2 Mahan & 5 Case St) students unable to attend school despite our staff working since August with families on a case by case basis. School nurses have been sending reminders out to parents since September and following up consistently with students who have yet to receive the vaccine.
- As of January 9, 2020, there are still 4 students unable to attend.
- We are supporting families by coordinating with Uncas Health and area pediatricians. Our school nurses have been really on top of this and are helping parents to navigate vaccine shortage, religious exemptions and other circumstances.
- Next fall we are planning to be even more proactive. Our School Nurse Coordinator is reaching out to Uncas Health District to set up a flu clinic at Bishop in October or November.

12. Events Attended

- Instructional Rounds all day at Uncas School on December 12, 2019
- Huntington Instructional Rounds Prep December 19, 2019
- Uncas Instructional Rounds debrief on December 20, 2019
- Entry Meeting with Derrell Wilson, Norwich City Council on January 3, 2020, LEARN on January 9, 2020.

13. Events coming up

- Norwich Discovery Day, Saturday, January 25th at Otis Library

- NPSEF Meeting, Monday, January 27th
- City of Norwich Goals Session, Saturday, February 8th at NPU

14. Griswold High School Vote

This action item is the approval of Griswold High School as a high school of choice for Norwich students. Attached please find the updated contract. I am recommending that you support this opportunity for our students. Every child is unique and as such need different supports and learning environments. I think this is a great opportunity to try on a no cost or very low-cost creative transportation option. If it works in Griswold we may be able to replicate it in other existing high school partnerships. Creating a no cost transportation high school model in the future for some of our partnerships would have significant savings for the Norwich Public Schools. **This item is advertised for a potential vote this evening.**

“You Inspire Me” Student Award Recipient

January 2020

Awardee: Michelle Dong

Current Assignment: Kelly STEAM Magnet Middle
8th-grade Student

Rationale:

I'd like to share a name with you. The name is Michelle Dong. While I have only had the pleasure of knowing and having Michelle in my language arts & homeroom classes for roughly one month, she is one of the reasons I am inspired to put forth my very best at Kelly STEAM Magnet Middle each day. Mark my words, the effort she puts forth this year, will lead her to whatever high school she wishes to go to.

While being tremendously kind to her surrounding peers on a daily basis, Michelle also exhibits a love for knowledge and school in general. I've noticed in the short time I have known her that she isn't afraid to help make the classroom a welcoming place by simply contributing a kind word, or offering to allow a peer into a small group who may have been previously working alone, or sometimes it's merely presenting a kind wave in the hallway.

Michelle's manners and courteous nature are impressive, but her work in reading and writing is also noteworthy. Michelle strives to be successful each day in class. If she is unclear about the objective we are trying to accomplish, she does not hesitate to ask questions. She maintains an exemplary notebook and has been prepared to show off her work when we do our bi-weekly notebook checks.

When I think about what makes Kelly STEAM Magnet School successful, I think of students like Michelle. She is one who is engaged in class, and furthermore, engaged in the environment we have created here to help students realize their full potential.

Brian Valente - 8th Grade Writing Teacher, *Kelly STEAM Magnet Middle*

“I Make a Difference” Support Staff Award Recipient

January 2020

Awardee: Caycee Williams

Current Assignment: John B. Stanton Elementary
Paraprofessional

Rationale:

This professional...

- Creates a bond between her and her students that makes them feel special
- Provides strong direction but is very caring to her students
- Is patient and protective
- Is the person that you want near your child because she goes all out to make them feel safe and included
- Always looks out for her students while keeping them on task
- Is a great asset to the team

Specifically, Ms. Williams...

- Helped Gabby Kennedy achieve great progress in his learning
- Is amazing and an angel

As a paraprofessional, Ms. Williams goes above and beyond to support her students at John B. Stanton Elementary. She is most deserving of this award.

“The Key is ME!” Teacher Award Recipient

January 2020

Awardee: Tiffany Bucko

Current Assignment: Veterans Memorial Elementary
Teacher

Rationale:

This teacher...

- Embodies The Key is Me! mindset
- Renovated the library into a haven of learning for students
- Delivers powerful presentations to students, staff, and families by the way of kind words, sensitive demeanor, and acute professional judgment
- Establishes quick rapport with students, and during times when discipline or redirection are needed, Ms. Bucko is calm, fair, and kind to all parties.
- Exudes confidence, kindness, care, and knowledge in every situation
- Is a dedicated teacher who often works late or comes in on days off to prepare activities and learning for her students. For example, she transformed the entire library to celebrate Dr. Seuss's birthday, full of Truffula Trees, Cat and the Hat, and Sneetches. She hosts and organizes multiple afterschool nights for students and parents.
- Is committed to serving her school and her students.

As an exceptional teacher at Veterans Memorial Elementary, Ms. Bucko is an asset to any learning environment. She is most deserving of this recognition.



NORWICH PUBLIC SCHOOLS 2019-2020 CALENDAR

(Board Revised 12/10/19)

- 26 Staff PD
- 27 Staff PD
- 28 **First Day School: Grades 6-8**
- 28 Staff PD: Grades K-5
- 29 **First Day School: K-5**
- 30 **First Day School: Pre K**

AUGUST '19						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY '20						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

- 11 BOE Meeting - 5:30 pm
- 17-18 No School:
Winter Recess

- 2 No School:
Labor Day
- 10 BOE Meeting - 5:30 pm

SEPTEMBER '19						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MARCH '20						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 4-6 Early Release /
Family Conferences
- 10 BOE Meeting - 5:30 pm
- 13 No School / Staff PD

- 3 Early Release / Staff PD
- 10 BOE Meeting - 5:30 pm
- 14 No School:
Columbus Day

OCTOBER '19						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL '20						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 7 BOE Meeting - 5:30 pm
- 10 No School:
Good Friday
- 13-17 No School:
Spring Recess
- 28 No School:
Election Primaries

- 5 No School / Staff PD
- 6-8 Early Release /
Family Conferences
- 11 No School:
Veterans Day
- 12 BOE Meeting - 6:00 pm
- 27-29 No School:
Thanksgiving Recess

NOVEMBER '19						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY '20						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 7 Early Release / Staff PD
- 12 BOE Meeting - 5:30 pm
- 25 No School:
Memorial Day

- 3 No School:
Snow Day
- 10 BOE Meeting - 5:30 pm
- 11 No School:
Snow Day
- 17 No School:
Snow Day
- 23-31 No School:
Holiday Recess

DECEMBER '19						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE '20						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 9 BOE Meeting - 5:30 pm
- 17 **Last Day School (ER)** for
Grades 6-8* (180 student days)
- 18 **Last Day School (ER)** for
Grades Pre-K-5*
(180 student days)
- 18 Staff PD: Grades 6-8

*Additional days may be added

- 1 No School:
New Year's Day
- 14 BOE Meeting - 5:30 pm
- 20 No School:
Martin Luther King Day
- 21 No School / Staff PD

JANUARY '20						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Key:

BOE: Board of Education, ER: Early Release, PD: Professional Development
www.norwichpublicschools.org

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Nou tradwi tou an panyol ak chinwa.

Norwich, CT Historical Enrollment

1/6/2020

School District: Norwich, CT Revised

Note: PK-8 Historical Enrollment has been revised to match the CTSDE official enrollments for 2009-10 through 2018-19 on CTSDE website

Historical Enrollment By Grade																			
Birth Year	Births	School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-8	PK-8
2004	530	2009-10	237	383	408	387	386	375	393	386	369	396	0	0	0	0	0	3483	3720
2005	486	2010-11	227	368	376	401	386	390	361	395	384	379	0	0	0	0	0	3440	3667
2006	561	2011-12	240	375	389	373	413	388	384	352	384	382	0	0	0	0	0	3440	3680
2007	534	2012-13	285	386	387	391	368	408	393	395	362	377	0	0	0	0	0	3467	3752
2008	558	2013-14	269	382	398	377	383	366	397	384	395	354	0	0	0	0	0	3436	3705
2009	550	2014-15	282	368	375	382	375	377	350	387	382	398	0	0	0	0	0	3394	3676
2010	486	2015-16	288	377	360	361	368	379	363	338	374	381	0	0	0	0	0	3301	3589
2011	540	2016-17	285	394	368	339	367	375	385	338	346	379	0	0	0	0	0	3291	3576
2012	524	2017-18	263	386	379	373	348	375	376	321	336	354	0	0	0	0	0	3248	3511
2013	491	2018-19	247	364	380	367	374	350	389	367	336	345	0	0	0	0	0	3272	3519
2014	506	2019-20	259	338	355	385	354	377	346	349	370	324	0	0	0	0	0	3198	3457

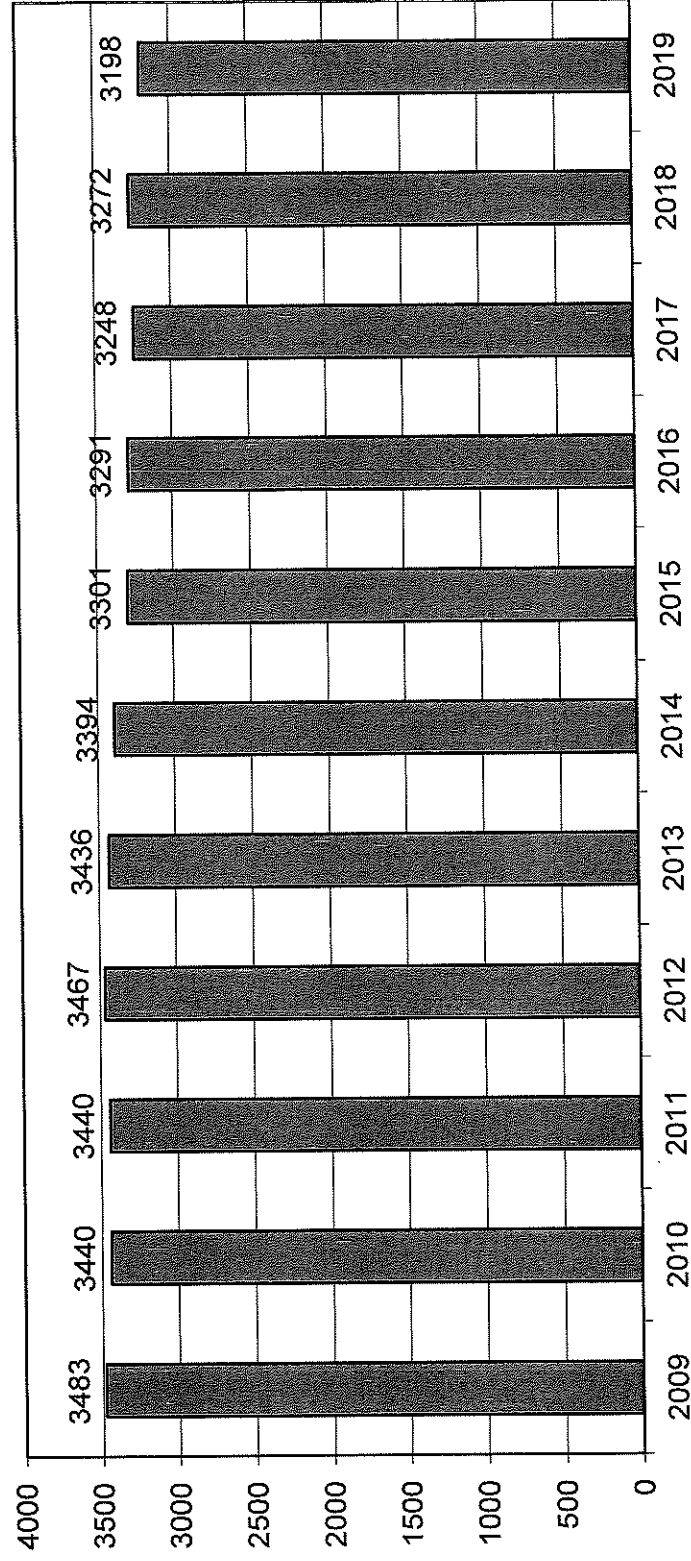
Historical Enrollment in Grade Combinations										
Year	PK-5	K-5	K-6	K-8	5-8	6-8	7-8	7-12	9-12	
2009-10	2569	2332	2718	3483	1544	1151	765	0	0	
2010-11	2509	2282	2677	3440	1519	1158	763	0	0	
2011-12	2562	2322	2674	3440	1502	1118	766	0	0	
2012-13	2618	2333	2728	3467	1527	1134	759	0	0	
2013-14	2572	2303	2687	3436	1530	1133	749	0	0	
2014-15	2509	2227	2614	3394	1517	1167	780	0	0	
2015-16	2496	2208	2546	3301	1456	1093	755	0	0	
2016-17	2513	2228	2568	3291	1448	1063	725	0	0	
2017-18	2500	2237	2558	3248	1387	1011	690	0	0	
2018-19	2471	2224	2591	3272	1437	1048	681	0	0	
2019-20	2414	2155	2504	3198	1389	1043	694	0	0	

Historical Percentage Changes			
Year	K-8	Diff.	%
2009-10	3483	0	0.0%
2010-11	3440	-43	-1.2%
2011-12	3440	0	0.0%
2012-13	3467	27	0.8%
2013-14	3436	-31	-0.9%
2014-15	3394	-42	-1.2%
2015-16	3301	-93	-2.7%
2016-17	3291	-10	-0.3%
2017-18	3248	-43	-1.3%
2018-19	3272	24	0.7%
2019-20	3198	-74	-2.3%
Change	-285		-8.2%

NESDEC

Norwich, CT Historical Enrollment

K-8, 2009-2019



Norwich, CT Projected Enrollment

1/6/2020

School District: Norwich, CT Revised

Enrollment Projections By Grade*																			
Birth Year	Births	School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-8	PK-8
2014	506	2019-20	259	338	355	385	354	377	346	349	370	324	0	0	0	0	0	3198	3457
2015	509	2020-21	261	364	329	360	384	358	381	312	355	372	0	0	0	0	0	3215	3476
2016	453	2021-22	263	324	354	334	359	389	361	344	317	357	0	0	0	0	0	3139	3402
2017	445	(prov.)	265	318	316	359	333	363	393	326	350	318	0	0	0	0	0	3076	3341
2018	427	(prov.)	267	305	310	321	358	337	366	355	331	352	0	0	0	0	0	3035	3302
2019	468	(est.)	269	335	297	315	320	362	340	330	361	333	0	0	0	0	0	2993	3262
2020	460	(est.)	271	329	328	301	314	324	365	307	335	363	0	0	0	0	0	2964	3235
2021	451	(est.)	273	322	320	331	300	318	327	329	312	337	0	0	0	0	0	2896	3169
2022	450	(est.)	275	322	314	325	330	304	321	295	334	313	0	0	0	0	0	2868	3133
2023	451	(est.)	277	323	314	319	324	334	307	290	300	336	0	0	0	0	0	2847	3124
2024	456	(est.)	279	326	315	319	318	328	337	277	295	301	0	0	0	0	0	2816	3095

Note: Ungraded students (UNGR) often are high school students whose anticipated years of graduation are unknown, or students with special needs - UNGR not included in Grade Combinations for 7-12, 9-12, etc.

Based on an estimate of births

Based on children already born

Based on students already enrolled

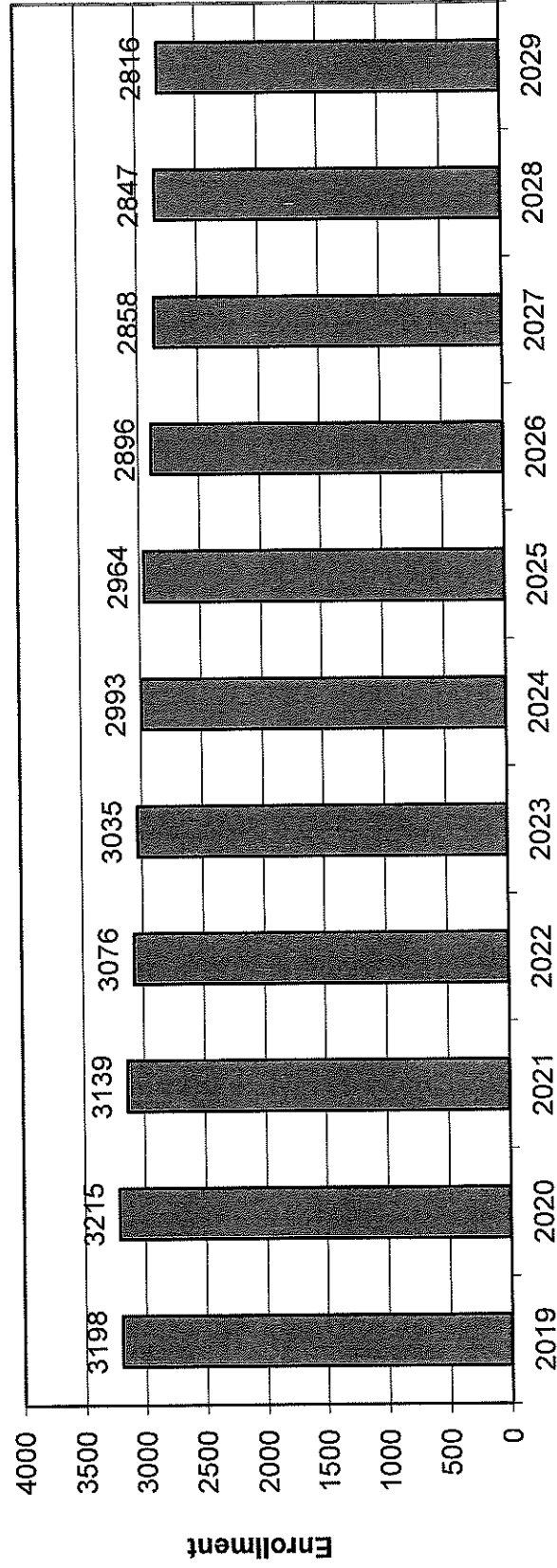
Projected Enrollment in Grade Combinations*											
Year	PK-5	K-5	K-6	K-8	5-8	6-8	7-8	7-12	9-12		
2019-20	2414	2155	2504	3198	1389	1043	694	0	0		
2020-21	2437	2176	2488	3215	1420	1039	727	0	0		
2021-22	2384	2121	2465	3139	1379	1018	674	0	0		
2022-23	2347	2082	2408	3076	1387	994	688	0	0		
2023-24	2264	1997	2352	3035	1404	1038	683	0	0		
2024-25	2238	1969	2299	2993	1364	1024	694	0	0		
2025-26	2230	1959	2266	2964	1370	1005	698	0	0		
2026-27	2191	1918	2247	2896	1305	978	649	0	0		
2027-28	2191	1916	2211	2858	1263	942	647	0	0		
2028-29	2198	1921	2211	2847	1233	926	636	0	0		
2029-30	2222	1943	2220	2816	1210	873	596	0	0		

Projected Percentage Changes			
Year	K-8	Diff.	%
2019-20	3198	0	0.0%
2020-21	3215	17	0.5%
2021-22	3139	-76	-2.4%
2022-23	3076	-63	-2.0%
2023-24	3035	-41	-1.3%
2024-25	2993	-42	-1.4%
2025-26	2964	-29	-1.0%
2026-27	2896	-68	-2.3%
2027-28	2858	-38	-1.3%
2028-29	2847	-11	-0.4%
2029-30	2816	-31	-1.1%
Change	-382		-11.9%

*Projections should be updated annually to reflect changes in in/out-migration of families, real estate sales, residential construction, births, and similar factors.

Norwich, CT Projected Enrollment

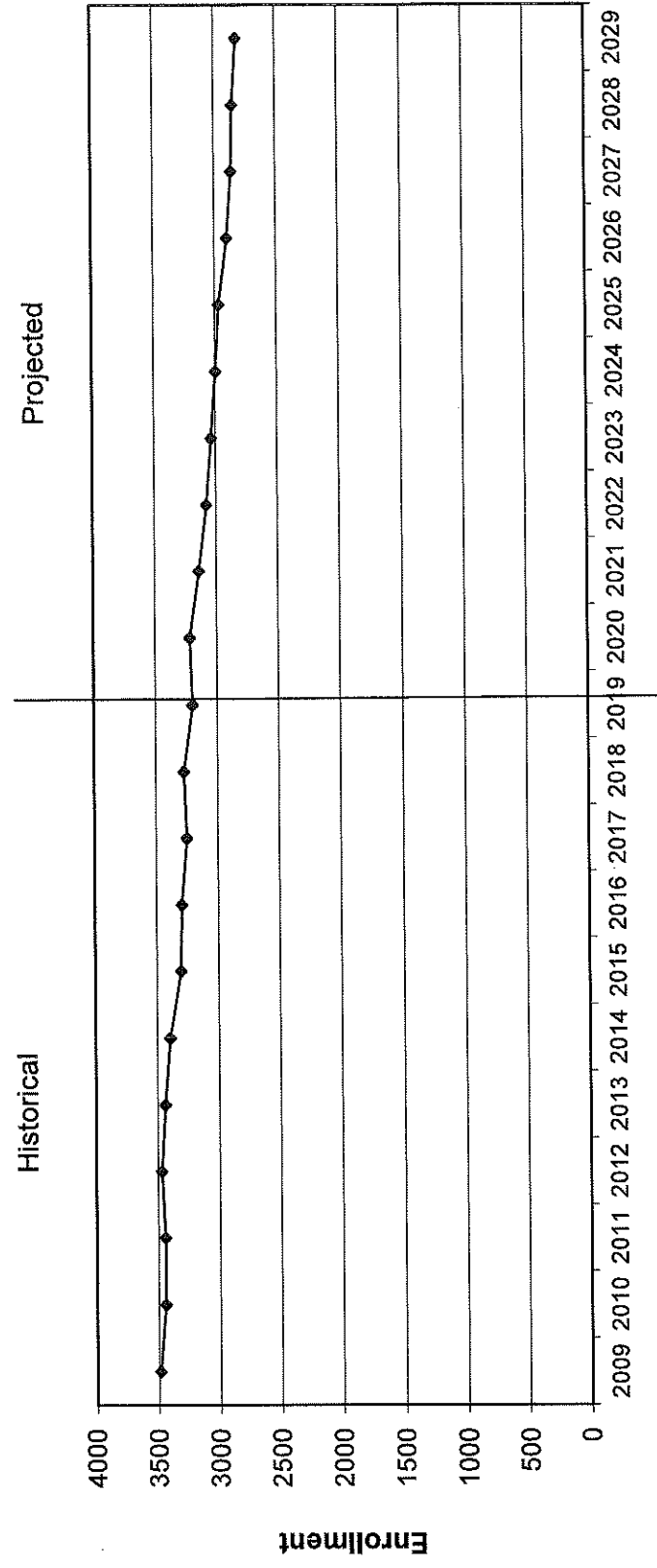
K-8 To 2029 Based On Data Through School Year 2019-20



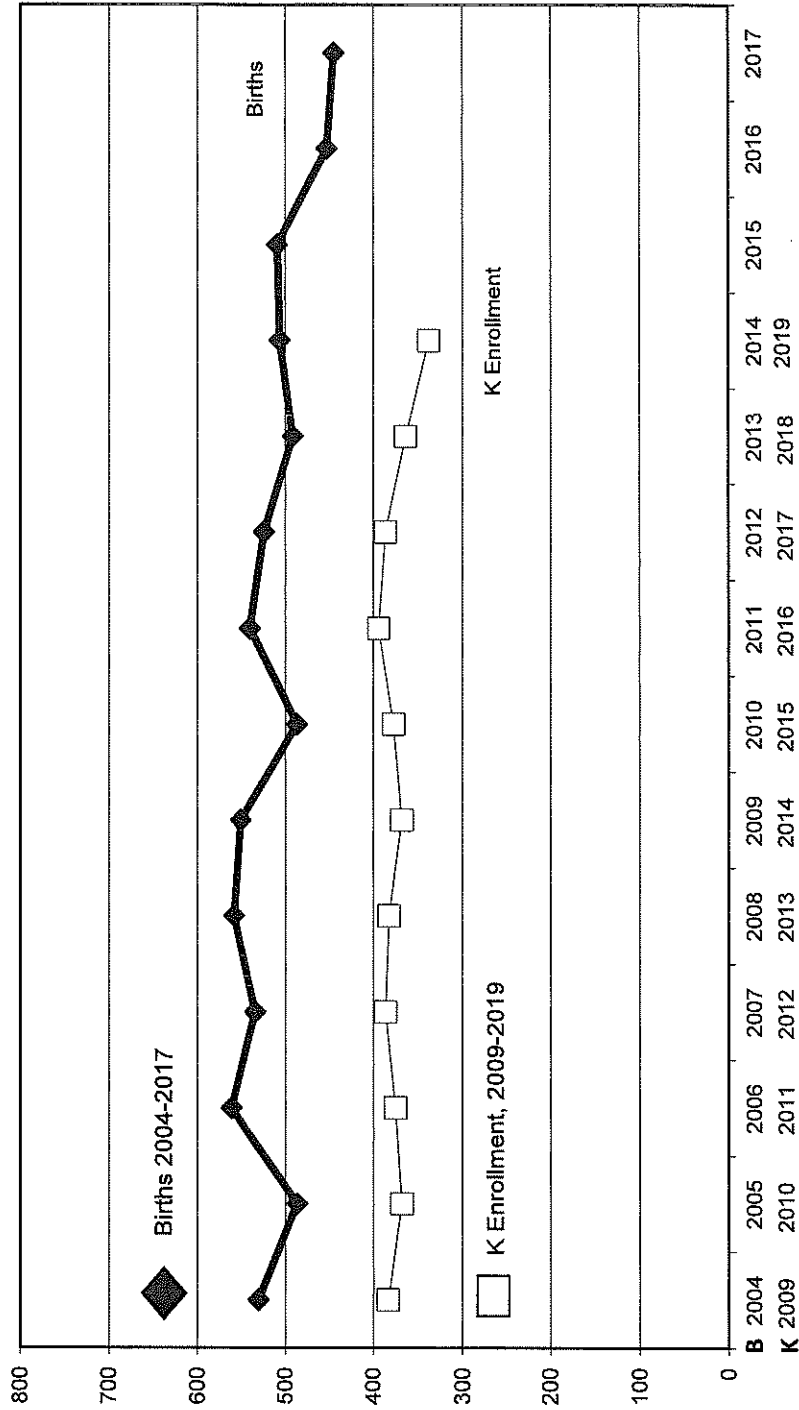


Norwich, CT Historical & Projected Enrollment

K-8, 2009-2029



Norwich, CT Birth-to-Kindergarten Relationship



Enrollment History			
Year	Career-Tech 9-12 Total	Non-Public K-12 Total	
2005-06	n/a	n/a	
2015-16	n/a	n/a	
2016-17	643	462	
2017-18	n/a	n/a	
2018-19	n/a	n/a	
2019-20	n/a	220	

Residents in Non-Public Independent and Parochial Schools (General Education)														
Enrollments as of Oct. 1	K	1	2	3	4	5	6	7	8	9	10	11	12	K-12 TOTAL
31	10	24	21	16	29	36	19	34	0	0	0	0	0	220

K-12 Tuitioned-In, Choiced-In, & Other Non-Residents	2010	
	2010	8

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NORWICH PUBLIC SCHOOLS ENROLLMENT 2019-2020

January 2020

GRAND TOTAL	202	Case St.	62	Huntington	378	Mahan	244	Moriarty	392	Stanton	317	Uncas	260	Vets	298	Weq	643	400	20	3,487
PRE-Kindergarten																				
TOTAL PRE-K	202	62				20														284
KINDERGARTEN				20		16		21		18		20		16		22				
				20		15		21		18		21		16		21				
				20				20		17				16						
TOTAL KDG.				60		31		62		53		41		48		43				338
GRADE 1				23		17		21		19		17		22		22				
				23		18		21		19		17		22		21				
				23				22		19										
MULTI GRADE 1/2												9								
TOTAL GRADE 1				69		35		64		57		43		44		43				355
GRADE 2				21		22		21		20		19		18		23				
				21		23		21		20		19		19		22				
				20				21		20				18						
MULTI GRADE 1/2												9								
TOTAL GRADE 2				62		45		63		60		47		55		45				377
GRADE 3				19		18		21		19		17		21		22				
				19		16		21		19		16		20		21				
				19				22		19		17								
TOTAL GRADE 3				57		34		64		57		50		41		43				346

NORWICH PUBLIC SCHOOLS ENROLLMENT 2019-2020

January 2020

	Bishop	Case St.	Hunt	Mahan	Moriarty	Stanton	Uncas	Vets	Weq	Kelly	TMMS	NTA	Totals
GRADE 4				21	18	22	23	23	22	25			
				21	17	23	22	22	22	25			
				22		22			21				
TOTAL GR. 4				64	35	67	45	45	65	50			371
GRADE 5				22	15	24	22	17	23	24			
				22	16	24	23	17	22	23			
				22		24							
TOTAL GR. 5				66	31	72	45	34	45	47			340
TOTAL GRADE 6											223	126	349
TOTAL GRADE 7											231	136	367
TOTAL GRADE 8											190	139	329
SPED-MAHAN					13								13
Trans. Academy												20	20
GRAND TOTAL	202	62	378	244	392	317	260	298	271	644	401	20	3,489
	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
SEPTEMBER	3,910	3,878	3,883	3,758	3,878	3,808	3,735	3,668	3,622	3,555	3,489	3,511	3,481
OCTOBER	3,991	3,920	3,867	3,792	3,819	3,793	3,762	3,689	3,640	3,582	3,510	3,508	3,484
NOVEMBER	4,016	3,901	3,873	3,853	3,803	3,786	3,754	3,701	3,630	3,575	3,525	3,529	3,486
DECEMBER	4,007	3,903	3,866	3,856	3,832	3,790	3,737	3,729	3,615	3,584	3,513	3,502	3,504
JANUARY	4,017	3,887	3,881	3,845	3,822	3,784	3,750	3,740	3,617	3,615	3,540	3,519	3,489
FEBRUARY	4,034	3,883	3,899	3,839	3,848	3,792	3,730	3,725	3,630	3,604	3,561	3,545	
MARCH	4,041	3,886	3,897	3,766	3,862	3,827	3,739	3,729	3,628	3,626	3,573	3,553	
APRIL	4,041	3,883	3,881	3,807	3,874	3,770	3,755	3,720	3,615	3,620	3,583	3,542	
MAY	4,042	3,887	3,882	3,828	3,870	3,775	3,741	3,718	3,634	3,627	3,591	3,548	
JUNE	4,034	3,887	3,883	3,849	3,868	3,772	3,738	3,697	3,630	3,626	3,570	3,566	

November IN	Bishop	Case	Hunt	Mahan	Mor	Stan	Uncas	Vets	Weq	KMS	TMMS	VLA	NTA	TOTAL
New	9	2	5	2	1	1	4	2	4	2	7	6	0	44
Intra Dist	0	1	1	1	3	3	4	1	0	2	2	1	2	18
TOTAL MOVEMENT	9	3	6	3	4	4	8	3	4	4	9	7	2	62
November OUT														
Intra Dist.	1	0	5	0	0	0	3	0	3	1	2	2	1	18
Out of District	1	2	2	4	4	4	1	2	1	0	3	2	1	23
Out of State	0	0	4	0	1	1	2	3	1	0	3	0	0	14
Parochial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Charter	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OOD	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Magnet	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Out of Country	1	0	0	1	0	0	0	0	0	0	0	0	0	2
Homeschool	0	0	0	2	0	0	0	0	0	0	0	1	1	4
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	1
TOTAL MOVEMENT	3	2	11	7	5	5	6	5	5	1	8	5	3	62
December IN	Bishop	Case	Hunt	Mahan	Mor	Stan	Uncas	Vets	Weq	KMS	TMMS	VLA	NTA	TOTAL
New	7	1	0	0	0	0	6	9	1	5	1	4	0	34
Intra Dist	0	0	0	1	1	0	0	0	1	0	1	0	1	4
TOTAL MOVEMENT	7	1	0	1	1	0	6	9	2	5	2	4	1	38

[illegible]

December 2019 Update

Food Services

December 2019:

Breakfast - 23790

Lunch - 33621

Suppers - 4649

These numbers are down from Dec 2018 - but that is easily explained. Dec 2018 we had 15 serving days and Dec 2019 we had 12 serving days and 1 delay. The daily participation is in line with what we served in Dec 2018 with the small decrease in enrollment.

We are still waiting for all of the needed equipment to come in to start the metal flatware. It will be starting at Uncas the week of 1/6/2020. Hopefully, the remaining 4 schools will start the week of 1/13/2020.

Technology

During the month of December the Norwich Public Schools Information Technology Department answered and resolved 115 technical requests.

Aside from general maintenance of the technology within our schools, the technology department focused their efforts on moving retired equipment from all locations over the winter break. This included freeing up crucial space in our network closets as we are entertaining offers from vendors for the replacement of our 4 post server racks through E-Rate funding. The technology department also focused on upgrading server software and installing crucial security updates for the migration to Windows Server 2019. The migration to 2019 is ongoing.

Facilities

Aside from regular daily maintenance and daily cleaning in our various schools, the Facilities Department has completed the following projects.

Major project - Over the holiday break the Stanton custodial staff, in an attempt to re-surface the gym/cafe floor, made a gross error in processes which has buckled the entire floor surface making it unusable for any athletic event including physical education.

We are investigating the issue and we are consulting with our insurance company and gym flooring experts to resolve. I have no more information to share at this time but I will keep you updated.

Our completed Projects are as follows:

Garland Roofing is taking samples of Stanton and Wequonnoc roofs. We are awaiting results.

Received quote from Celtic Energy Company for a comprehensive audit at Stanton School. Waiting on NPU so we can move forward.

Kone Elevator Service has serviced various elevators over holiday break and we have set up a Maintenance Control Plan.

We have re-surfaced the gym floors at Kelly and Stanton.

Custodians have cleaned and disinfected all schools over holiday break.

We have enclosed the back office at Huntington library and installed a door. This was per request of the principal.

Uncas school playground slide is on order

Repaired big holes in portable at Stanton School.

Repaired frozen pipes at Adult Ed

We had to order more ice melt as well as two snow blowers.

D.E.F. relocated security cameras at Kelly. This was a request of the Kelly Security Team.

NPU changed HVAC filters in various schools over holiday break.

Custodians painted girls bathroom at Wequonnoc School per request of principal.

Our on-going projects are as follows:

Repair exterior light poles at Kelly STEAM. (19 light poles not working).

Continuing to replace light bulbs with new L.E.D. bulbs in various schools.

Continuing to work on boiler replacement Stanton School.

Upgrade fire panels at various schools. Next budget year.

Continue with roof repairs.

We have two quotes to fence in playground area at Stanton School. We are waiting for better weather to install.

Meeting with fire sprinkler contractors for quotes.

G. Donovan is still repairing gym wall at Teachers

Working on next year's wish list

Business Office

Claims ran well this month coming in at 79% of expected. Two large claimants over \$175,000 closed this month so there are now 4 large claims over the stop loss threshold compared to 9 large claims in the prior 12 month period. This is good news for the most recent 12 months as claims are running at 82% of expected, and overall claims are trending -7% per employee per month compared to insurance industry trend of 8-10%.

Plan year to date, July through November 2019, total costs are coming in at 82.6% of budget or -\$1.5M under budget.

Students**5300****Uniform Policy****I. Statement of Policy**

The Norwich Board of Education has determined that reasonable regulation of school attire can enhance educational interests, including the following:

1. Creating a greater sense of community, school pride and respect among students.
2. Reducing distractions and loss of self-esteem caused by teasing and competition over clothing.
3. Fostering a safer school environment with easy identification of students at school activities, group gatherings and walking to and from school.
4. Reducing parental cost of school clothing.
5. Reducing peer pressure for wearing brand name apparel.
6. Enhancing school safety by making it harder to conceal weapons and contraband.
7. Creating an atmosphere reflecting seriousness of purpose about education.
8. Minimizing disruption from wearing inappropriate clothing or possessing inappropriate items in school.

II Uniform**A. Students shall wear the following during school hours:**

1. Blue or khaki colored jumpers, skirts (not more than 3" above the knee), pants or knee length shorts, sized to fit the student. Pants and shorts must be "dress" or "docker" style.
2. Blue or white shirts must be worn. Shirts must have a collar and may be button down/oxford or polo style. Shirt hems must reach to waistline when arms are raised. Sleeves may be long or short.
3. Sweaters or sweatshirts are optional, but if worn must be solid blue or white in color or contain the district/school insignia or name. Hoods may not be worn within the school building.

B. Inappropriate Attire

The following are considered inappropriate for all students to wear during regular school hours or at school-sponsored events:

1. All sweat pants, jeans, spandex or any color denim/canvas/jean material, and all cargo-style pants, shirts, shorts, or skorts.
2. Tank tops, undershirts, tee-shirts, halter tops, tube tops, bare midriffs, transparent clothing, plunging revealing or provocative

necklines (front and back), shirts containing expressive writing or pajamas.

3. Outer coats, fleece jackets, wind breakers, hats, caps, scarves, earmuffs, bandannas, sunglasses are prohibited indoors.
4. Any item of clothing or an accessory that could cause danger or distraction.
5. Clothing or items that contain messages or images that would tend to be offensive or disruptive to the educational process, including, but not limited to, items with indications of gang affiliations, racist messages, sexist messages, messages promoting drug or alcohol abuse, profane or pornographic messages or illustrations, or messages that incite violence or constitute "fighting words".
6. Bare feet, bedroom slippers, crocs or open toe shoes, shower style flip flops, slides, roller blades, roller skates, or any footwear that marks floors or has wheels, causes excessive noise, or creates a safety hazard.

III. Parental Responsibility

It is the responsibility of parents and guardians to ensure that their child's dress conforms to the requirements of this policy.

IV. Staff Responsibility

School personnel, including substitutes, will serve as role models for proper attire in the educational setting. Personnel will dress professionally during the school day.

V. Administrative Responsibility

It is the responsibility of the Administration to inform all parents and guardians of the Uniform Policy.

VI. Accommodations

1. Where the bona fide religious beliefs, health needs or with identified special needs with accommodations of a student conflict with the Uniform Policy, the schools will provide reasonable accommodation. Any student or parent or guardian desiring accommodation shall notify the school principal in writing or via a PPT of the requested accommodation and the factual basis for the request. Approved coverings worn as part of the student's bona fide religious practices or beliefs shall not be prohibited under this policy.
2. It is the policy of the Norwich Public Schools that no student will be denied an education due to a bona fide financial inability to obtain clothing that complies with the Uniform Policy. Any student or parent or guardian for whom compliance with the Uniform Policy poses a bona

fide financial burden, may submit a written request for clothing assistance to the school principal specifying the clothing needed together with a statement of financial need. Where the request is bona fide, school principals or their designees shall try to connect parents and guardians with available community resources to locate adequate clothing, and until such clothing is obtained, the student shall be excused from complying with the Uniform Policy.

3. Nothing in this policy is intended to violate Board of Education Policy 5121 (Student Non-Discrimination).

Anyone who has questions or concerns about this policy, or would like a copy of the Board's complaint procedures or complaint forms related to claims of discrimination, may contact:

**Assistant Superintendent, 90 Town Street, Norwich, CT 06360
(860) 823-6284**

Anyone who has questions or concerns about the Board's policies regarding discrimination on the basis of gender/sex may contact the Board's Title IX Coordinator:

**Assistant Superintendent, 90 Town Street, Norwich, CT 06360
(860) 823-6284**

Anyone who has questions or concerns about the Board's policies regarding discrimination on the basis of disability may contact the Board's Section 504/ADA Coordinator:

**Director of Student Services and Special Education, 90 Town Street,
Norwich, CT 06360 (860) 823-6284**

VII. Compliance

School administrators and teachers are encouraged to use positive reinforcement to obtain compliance with the requirements of the Uniform Policy. However, when a student fails to comply with the Uniform Policy, discipline is appropriate. The following disciplinary procedures shall apply:

- A. First Offense-**Administrative conference with the student and the parent/guardian.
- B. Second Offense-**Written warning and notification to parent or guardian.

C. Third and Subsequent Offenses-Disciplinary procedures including after school detention(s) will be administered.

Policy Adopted: June 9, 2009
Policy Revised: June 8, 2010
Policy Revised: December 11, 2012
Policy Revised: January 8, 2019

NORWICH PUBLIC SCHOOLS
Norwich, Connecticut

NORWICH BOARD OF EDUCATION

NON-AGENDA

January 14, 2020

REPORTS

Monthly Out of District Special Education Placement Report

Year to Date Budget Report

Special Education Contracted Services & Tuition Report

PERSONNEL

APPOINTMENTS:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>	<u>EFFECTIVE</u>
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RESIGNATIONS:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>EFFECTIVE</u>
Rosemary Scaglione	Bilingual Teacher/Hunt	Retirement	6-30-2020
Dr. Thomas Baird	Asst. Superintendent	Personal	12-31-19
John Rynkiewicz	Teacher-Pre-K	Retirement	6-30-2020
Denise Hanner	Grade 3/Stanton	Retirement	6-30-2020
Fern Cipriani	Grade 4/Huntington	Retirement	6-30-2020
Denise Amburn	Manager of Financial Srvcs.	Retirement	3-1-2020

NPS OUT OF DISTRICT PLACEMENT REPORT

January 2020

Overview

One Hundred and Fifty-four students are currently enrolled in programs out of the Norwich Public School District. In addition to these students:

Fifty-two Special Education students are enrolled at Parent Choice School programs.

Twenty Special Education students are enrolled at the Norwich Transition Academy. (Three of these are out of town tuition students).

Twenty-eight students currently have 504 Plans managed by the Special Education Department.

Special Notes: *Special Education/504 students at VLA will no longer be counted in ODD roster.*

Outside Agency placements impacting the OOD roster:

A student already attending Waterford Country School was registered with Norwich by outside agency.

NPS initiated changes to the OOD roster:

A student attending NFA/Aces has been placed at The Bradley/New London Regional Program.

A student who moved to Norwich was placed at High Roads Primary Program.

A student already attending The Learn Intensive Program moved to Norwich.

A NPS Middle School student was placed at Joshua Center/Thames Valley Program.

A NPS Elementary School student was placed at Waterford Country School.

A NPS Middle School Student was placed at VLA.

A student attending The Bradley/New London Regional Program moved to the NTA.

A NPS Elementary School student was placed at The Bradley/New London Regional Program on diagnostic basis.

A student returned to Bacon Academy from Home Schooling.

A 504 student at Bacon Academy was placed on (Medical) Homebound Instruction.

A NPS Middle School 504 student was placed at VLA.

NPS students exiting Out of District programs:

A student attending Winthrop Stem Elementary Magnet School was exited from Special Education Services.

FOR 2020 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1000 GENERAL FUND							
51111 SALARIES-CERTIFIED	18,502,487	18,502,487	5,258,338.82	2,113,849.32	.00	13,244,148.18	28.4%
51112 SALARIES-NON-CERTIFIED	7,123,678	7,123,678	2,383,939.08	851,579.85	.00	4,739,739.37	33.5%
51121 TEMP PAY CERT PERSONNEL	525,000	525,000	118,649.73	62,236.16	.00	406,350.27	22.6%
51122 TEMP PAY SUPPT PERSONNEL	254,000	254,000	128,410.15	54,101.68	.00	125,589.85	50.6%
52201 BLUE CROSS/MAJ.MEDICAL	4,705,097	4,705,097	2,201,633.95	382,806.00	6,020.00	2,497,443.05	46.9%
52203 LIFE INSURANCE	31,802	31,802	22,308.97	4,338.17	21,002.70	-11,510.00	136.2%
52204 UNEMPLOYMENT COMPENSTN	120,000	120,000	61,527.25	.00	58,472.75	.00	100.0%
52205 WORKERS' COMPENSATION	550,000	550,000	211,070.26	40,638.65	.00	338,929.74	38.4%
52206 CITY RETIREMENT PLAN	908,000	908,000	378,333.35	75,666.67	.00	529,666.65	41.7%
52207 FICA EMPLOYER'S SHARE	1,250,000	1,250,000	425,916.45	157,713.48	.00	824,083.55	34.1%
52208 SEVERANCE PAY	50,000	50,000	4,300.00	.00	.00	45,700.00	8.6%
52209 MEDICARE REIMBURSEMENT	10,000	10,000	402.00	.00	.00	9,598.00	4.0%
53323 CONTRACT.HEALTH SERVICE	1,472,000	1,472,000	255,314.61	55,840.91	71,185.82	1,145,499.57	22.2%
53330 PROFESSIONAL SERVICES	296,100	296,100	86,064.50	17,599.38	82,153.50	127,882.00	56.8%
53333 CONTR TRANS-FIRST STUDENT	4,127,654	4,127,654	959,344.83	451,674.00	3,466,073.80	-297,764.63	107.2%
54400 PROPERTY SERVICES	941,044	941,044	388,923.04	161,371.90	510,680.18	41,440.77	95.6%
54431 CONTRACT REPAIRED BLDGS.	190,955	190,955	36,467.94	1,320.05	23,311.61	131,175.45	31.3%
55510 SPED CONTRACTED TRANS	4,000,000	4,000,000	1,317,710.67	457,519.33	3,047,993.00	-365,703.67	109.1%
55520 PROPERTY INSURANCE	350,000	350,000	162,536.40	.00	157,711.43	29,752.19	91.5%
55530 COMMUNICATIONS	95,632	95,632	56,981.02	9,237.30	117,120.78	-78,469.80	182.1%
55531 ADVERTISING	2,000	2,000	.00	.00	.00	2,000.00	0%
55532 POSTAGE	19,000	19,000	13,784.37	61.30	.00	5,215.63	72.5%
55560 TUITION	34,112,850	34,112,850	11,837,625.48	161,481.24	17,272,500.06	5,002,724.46	85.3%
55580 REIMBURSABLE EXPENSES	35,975	35,975	17,327.85	6,392.15	.00	18,647.15	48.2%
55590 OTHER PURCH SERVICES	944,458	944,458	383,256.33	44,781.74	523,283.41	37,918.16	96.0%
55592 ADULT EDUCATION	201,116	201,116	201,116.00	.00	.00	.00	100.0%
55593 MAINTENANCE SERVICES	386,111	386,111	170,968.60	26,678.31	74,481.81	140,663.59	63.6%
55594 FINANCIAL SERVICES	44,500	44,500	9,096.04	6,452.94	43,933.03	35,403.96	20.4%
56611 INSTRUCTIONAL SUPPLIES	239,027	239,027	90,293.47	.00	.00	104,800.50	56.2%
56612 HEALTH SUPPLIES	12,900	12,900	5,358.94	.00	2,241.41	5,299.65	58.9%
56613 MAINTENANCE SUPPLIES	65,375	65,375	27,873.08	9,736.33	11,667.84	25,834.08	60.5%
56614 CUSTODIAL SUPPLIES	120,000	120,000	87,701.07	863.24	22,868.32	9,430.61	92.1%
56620 HEATING EXPENSES	603,946	603,946	83,656.53	67,355.26	511,246.41	9,043.06	98.5%
56627 VEHICLE FUEL	453,280	453,280	159,732.73	38,545.25	312,445.77	-18,898.50	104.2%
56641 CURRICULUM MATERIALS	20,000	20,000	1,871.80	.00	.00	18,128.20	9.4%
56642 LIBRARY SUPPLIES/MIRLS.	25,000	25,000	22,737.75	4,732.57	2,236.25	26.00	99.9%
56690 SUPPLIES-OTHER	3,000	3,000	19,785.75	432.01	.00	2,214.25	26.2%
56692 OFFICE SUPPLIES	44,132	44,132	19,881.42	5,615.63	27,504.77	-3,254.19	107.4%
56694 PROFESSIONAL MATERIALS	3,000	3,000	4,492.66	.00	.00	-1,492.66	149.8%
57720 CAPITAL PROJECTS	300,000	300,000	117,831.22	20,070.00	23,790.72	158,378.06	47.2%

FOR 2020 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
57730 INSTRUCT. EQUIP. REPAIR	3,400	3,400	.00	.00	.00	3,400.00	.0%
57731 INSTRUCTIONAL EQUIPMENT	5,000	5,000	4,200.58	.00	.00	799.42	84.0%
57734 TECHNOLOGY EQUIPMENT	30,000	30,000	.00	.00	.00	30,000.00	.0%
57735 SOFTWARE LICENSING	65,000	65,000	91,528.06	6,083.41	641.01	-27,169.07	141.8%
57736 MAINT VEH/EQUIP REPAIR	24,250	24,250	2,202.13	591.45	1,748.59	20,299.28	16.3%
57739 OTHER EQUIPMENT	32,188	32,188	23,169.06	60.00	300.00	8,718.94	72.9%
58810 DUES & SUBSCRIPTIONS	5,380	5,380	7,961.28	271.00	460.00	-3,041.28	156.5%
59920 UNDESIGNATED	-2,265,337	-2,265,337	.00	.00	.00	-2,265,337.00	.0%
TOTAL GENERAL FUND	81,039,000	81,039,000	27,842,622.22	5,297,696.68	26,393,074.97	26,803,302.81	66.9%
GRAND TOTAL	81,039,000	81,039,000	27,842,622.22	5,297,696.68	26,393,074.97	26,803,302.81	66.9%

** END OF REPORT - Generated by Denise Amburn **

SPED Contracted Services and Tuition Report

FY 2019-2020

As of January 3, 2020

Account 560	Budgeted	Expended	Projected	Credit	Difference
Tuition In-State Public	\$ 3,858,496.00	\$ 1,990,637.01	\$ 1,474,533.49	\$ -	\$ 393,325.50
Tuition In-State Non-Public	\$ 5,724,898.00	\$ 1,090,730.67	\$ 780,198.52	\$ -	\$ 3,853,968.81
Tuition Out of State Public	\$ -	\$ -	\$ -	\$ -	\$ -
Tuition Out of State Non-Public	\$ 87,988.00	\$ 8,566.82	\$ 60,351.08	\$ -	\$ 19,070.10
NFA Special ED. Tuition	\$ 4,793,946.00	\$ 1,102,253.56	\$ 3,857,887.46	\$ -	\$ (166,195.02)
Ledyard SPED Tuition	\$ 60,000.00	\$ 16,233.20	\$ (16,233.20)	\$ -	\$ 60,000.00
Ledyard VOAG SPED	\$ -	\$ -	\$ -	\$ -	\$ -
NL Science & Tech Tuition	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 70,000.00
TOTALS for Tuition	\$ 14,595,328.00	\$ 4,208,421.26	\$ 6,156,737.35	\$ -	\$ 4,230,169.39
GRAND TOTAL	\$ 15,678,328.00	\$ 4,331,143.02	\$ 6,169,647.61	\$ -	\$ 5,177,537.37

SPED Contracted Services and Tuition Report

FY 2019-2020

As of January 3, 2020

Account 323	Budgeted	Expended	Projected	Credit	Difference
Extended School Year	\$ 109,000.00	\$ -	\$ -	\$ -	\$ 109,000.00
Speech Services - Public	\$ 90,000.00	\$ 4,878.02	\$ 18,737.50	\$ -	\$ 66,384.48
Health Services - OT	\$ 200,000.00	\$ 30,526.69	\$ 38,915.13	\$ -	\$ 130,558.18
Health Services - PT	\$ 100,000.00	\$ 6,705.13	\$ 5,863.83	\$ -	\$ 88,016.04
Contract Services - Evals	\$ 483,000.00	\$ 35,335.00	\$ 62,145.00	\$ -	\$ 385,520.00
Audiological Services	\$ 50,000.00	\$ 6,300.49	\$ 4,119.99	\$ -	\$ 39,579.52
Contracted Services	\$ 85,000.00	\$ 2,543.75	\$ 5,500.00	\$ -	\$ 76,956.25
Contracted Services - IDCS	\$ 195,000.00	\$ 781.38	\$ 365.75	\$ -	\$ 193,852.87
TOTALS for Contract Serv.	\$ 1,312,000.00	\$ 87,070.46	\$ 135,647.20	\$ -	\$ 1,089,867.34