

Board of Education  
Darien, Connecticut

**TUESDAY, JULY 26, 2022**

**SPECIAL MEETING OF THE BOARD OF EDUCATION**

**PLACE:**  
**DARIEN PUBLIC SCHOOLS'**  
**ADMINISTRATIVE OFFICES**  
**MEETING ROOM**  
**7:00 p.m.**

**AGENDA**

1. Call to order
2. Proposed Adjournment to Executive Session for the purpose of discussion of negotiations pursuant to Connecticut General Statute 1-200(6)(B)
3. Reconvene in public session.
4. Adjournment

**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**TUESDAY, JULY 26, 2022**

**PLACE:**  
**DARIEN PUBLIC SCHOOLS'**  
**ADMINISTRATIVE OFFICES**  
**MEETING ROOM**  
**7:30 P.M.**

**TENTATIVE AGENDA**

- |                                 |                  |           |
|---------------------------------|------------------|-----------|
| 1. Call to Order.....           | Mr. David Dineen | 7:30 p.m. |
| 2. Chairperson's Report.....    | Mr. David Dineen |           |
| 3. Public Comment*.....         | Mr. David Dineen |           |
| 4. Superintendent's Report..... | Dr. Alan Addley  |           |

**REGULAR MEETING OF THE BOARD OF EDUCATION  
TUESDAY, JULY 26, 2022**

- 5. Approval of Minutes..... Board of Education
- 6. Board Committee Reports..... Mr. David Dineen
- 7. Presentations/Discussions
  - a. Further Discussion and Possible... Dr. Alan Addley  
Action on Proposed Board Goals  
for 2022-2023
  - b. Discussion and Possible Action.... Ms. Colleen Thompson  
on Proposed Music Department  
Field Trips
  - c. Update on Enrollment for the... Mr. Richard Rudl  
2022-2023 School Year and  
Possible Action on Setting  
Elementary Class Sections
  - d. First Reading and Discussion of.. Mrs. Tara Ochman  
Proposed Revisions to Board Ms. Marjorie Cion  
Policies (Series 5000 – Students):  
5240, Hazing; 5260, Use of  
Reasonable Physical Force;  
5350, Immunizations; 5710,  
Non-Discrimination of Students;  
and Proposed New Board Policy  
1320, Civility and Respectful  
Conduct
  - e. Further Discussion and Possible. Dr. Alan Addley  
Action on Proposed Schedule of  
2022-2023 Regular Board of  
Education Meetings and  
Subcommittee Meetings
  - f. Personnel Report..... Ms. Marjorie Cion  
(including Appointments/  
Resignations/Retirements)

**REGULAR MEETING OF THE BOARD OF EDUCATION  
TUESDAY, JULY 26, 2022**

8. Action Items.....
- a. Motion for the Board of Education.. Dr. Alan Addley  
to Accept upon Receipt of the  
Temporary Certificate of Occupancy  
for the New Ox Ridge School
  - b. Motion to Establish a Board..... Mr. David Dineen  
Communications Committee
9. Public Comment\*..... Mr. David Dineen
10. Adjournment..... Mr. David Dineen

AA:nv

**\* The Board of Education meeting will be available to the public in person and via Zoom. Wearing of masks is optional and seating is limited by room capacity. Doors open at 6:45 p.m. for the 7:00 p.m. meeting. The Board will move to adjourn into executive session and reconvene into public session at 7:30 p.m.**

**Those members of the community wishing to participate in public comment may join the meeting via Zoom:**

**<https://darienps.zoom.us/j/94526854586>**

**Those members of the community wishing to view only, should do so through the Darien Youtube link: <https://www.youtube.com/channel/UCUnnvYKBfFrTWQRuoB6OZA>**

**In order to reduce audio interference, members of the community are requested not to simultaneously view by Youtube while participating on Zoom.**

**APPROVED**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**TUESDAY, JUNE 14, 2022**

**PLACE:**  
**DARIEN HIGH SCHOOL AUDITORIUM**  
**VIA ZOOM**  
**7:30 P.M.**

**Board Members Present:**

	Best	Brown	Dineen	McCammon	Maroney	Ochman	Parent	Sini	Wurm
Present	x	x	x	x	x	x	x	x	x
Absent									

**Administration Present:**

Dr. Addley, Dr. Tranberg, Ms. Klein, Ms. Cion and Mr. Rudl

**Audience:** Meeting held in Board of Education office and via You Tube / Zoom

1. Call to Order  
Mr. David Dineen, Board Chair  
At 7:43 p.m. (0:00)
2. Superintendent's Award Recipients  
Dr. Alan Addley, Superintendent  
At 7:45 p.m. (0:02)
3. Chairperson's Report  
Mr. David Dineen  
At 8:11 p.m. (0:28)
4. Public Comment  
Mr. David Dineen  
At 8:15 p.m. (0:32)  
  

Jake Dansker  
Patrick Jeffers  
Francesca Perfumo  
Emma Quayle  
Jonathan Dunn

DHS Student  
DHS Student  
DHS Student  
DHS Student  
175 Raymond Street
5. Superintendent's Report  
Dr. Alan Addley  
At 8:31 p.m. (0:48)
6. Student Representative Reports  
Dr. Alan Addley  
At 8:34 p.m. (0:51)
7. Approval of Minutes  
Mr. David Dineen  
At 8:38 p.m. (0:55)

**Motion to approve Minutes of the Special Meeting and Regular Meeting held on May 24, 2022; Minutes of the Special Meeting held on June 7, 2022:**

**1<sup>st</sup> Mr. Maroney**

**2<sup>ND</sup> Ms. Best**

	Best	Brown	Dineen	McCammon	Maroney	Ochman	Parent	Sini	Wurm
Yes	x	x	x	x	x	x	x	x	x
No									
Abstain									

**RESULT - MOTION PASSED (9-0-0)**

**8. Board Committee Reports**

Mr. David Dineen  
At 8:39 p.m. (0:56)

**9. Appointment of Director of Facilities**

Mr. David Dineen  
At 8:42 p.m. (0:59)

**Motion to appoint Kevin Munrett as Director of Facilities:**

**1<sup>st</sup> Ms. McCammon**

**2<sup>ND</sup> Mr. Maroney**

	Best	Brown	Dineen	McCammon	Maroney	Ochman	Parent	Sini	Wurm
Yes	x	x	x	x	x	x	x	x	x
No									
Abstain									

**RESULT - MOTION PASSED (9-0-0)**

**PRESENTATIONS AND DISCUSSIONS**

**10. Presentations/Discussions:**

**a. Darien Public Schools Status Update**

Dr. Alan Addley  
At 8:43 p.m. (1:00)

**b. Report on High School College Acceptances  
And Awards; Internships; Profile on High  
School Class of 2022 and Post High School  
Plan**

Mrs. Ellen Dunn  
Ms. Meghan Emanuelson  
At 8:45 p.m. (1:02)

**c. Report on School Security**

Dr. Alan Addley  
At 8:56 p.m. (1:13)

**d. Mental Health and Wellness Update**

Dr. Alan Addley

Dr. Scott McCarthy  
At 8:59 p.m. (1:16)

- e. Discussion of Proposed Dates and Times for High School Learning Communities for 2022-2023 School Year

Dr. Alan Addley  
At 9:37 p.m. (1:54)

- f. Update on District Strategic Plan

Dr. Alan Addley  
Dr. Christopher Tranberg  
At 9:39 p.m. (1:56)

- g. First Reading and Discussion on Proposed Revisions to Board of Education Policies – Series 5000, Students: 5225, Drug and Alcohol Use by Students; 5230, Illegal Substances and Tobacco Policy for Student Athletes and Students Participating in Extracurricular Activities; 5255, Search and Seizure; 5265, Confidentiality and Access to Education Records; 5235, Student Privacy; 5270, Pledge of Allegiance and Flag Displays; 5235, Conduct on School Buses; 5025, Management Plan and Guidelines for Students with Food Allergies and/or Glycogen Storage Disease; 5430, Physical Examinations and Screenings; 5320, Health Services and Requirements; 5330, Health Records

Mrs. Tara Ochman  
Ms. Marjorie Cion  
At 9:49 p.m. (2:06)

- h. Further Discussion and Action on 2023 - 2024 School Calendar.

Dr. Alan Addley  
At 9:52 p.m. (2:09)

**Motion to Approve the 2023-2024 School Calendar, as presented:**

**1<sup>st</sup> Ms. Best**

**2<sup>ND</sup> Mr. Maroney**

	Best	Brown	Dineen	McCammon	Maroney	Ochman	Parent	Sini	Wurm
Yes	x	x	x	x	x	x	x	x	
No									
Abstain									

**RESULT - MOTION PASSED (8-0-0)**

**11. Action Items**

- a. Personnel Items  
i. Appointments  
ii. Resignations/Retirements

Ms. Marjorie Cion  
At 9:53 p.m. (2:10)

**Motion to Approve the Personnel Items as Detailed in the Personnel Action Report**

**Dated June 14, 2022:**

**1<sup>st</sup> Ms. Ochman**

**2<sup>ND</sup> Mr. Sini**

	Best	Brown	Dineen	McCammon	Maroney	Ochman	Parent	Sini	Wurm
Yes	x	x	x	x	x	x	x	x	x
No									
Abstain									

**RESULT - MOTION PASSED (9-0-0)**

**12. Public Comment**

Mr. David Dineen  
At 9:54 pm. (2:11)

Julie Punishill 23 Fitch Avenue  
Carolina McGoeys 28 Kensett Lane

**13. Proposed Adjournment to Executive Session for the purpose of discussion of: negotiations pursuant to Connecticut General Statute 1-200(6)(B); non-affiliated employees' salaries pursuant to Connecticut General Statute 1-200(6)(A);**

Mr. David Dineen  
At 9:56 p.m. (2:13)

**Motion to Adjourn to Executive Session for the purpose of discussion of non-affiliated employees' salaries pursuant to Connecticut General Statute 1-200(6)(A);**

**1<sup>st</sup> Ms. McCammon**

**2<sup>ND</sup> Ms. Ochman**

	Best	Brown	Dineen	McCammon	Maroney	Ochman	Parent	Sini	Wurm
Yes	x	x	x	x	x	x	x	x	x
No									
Abstain									

**RESULT - MOTION PASSED (9-0-0)**

**12. Adjournment**

Mr. David Dineen  
At 10:25 p.m. (2:42)

**MOTION TO ADJOURN:**

**1<sup>st</sup> Mr. Brown**

**2<sup>ND</sup> Ms. Wurm**

	Best	Brown	Dineen	McCammon	Maroney	Ochman	Parent	Sini	Wurm
Yes	x	x	x	x	x	x	x	x	x
No									
Abstain									

**RESULT - MOTION PASSED (9-0-0)**

Meeting adjourned at 10:25 p.m. (2:42)

Respectfully Submitted,

Sara Parent  
Secretary

APPROVED



To: Darien Board of Education  
 From: Dr. Alan Addley, Superintendent of Schools  
 Subject: Draft Education Goals 2022 - 2023  
 Date: July 26, 2022

The draft 2022-2023 Board of Education Goals include suggested strategies and measurements that complement the District's Strategic Plan. Quarterly updates will be provided over the course of the school year.

Goal 1	Strategic Work	Measures
Evaluate and maximize safety and security practices for students and staff.	<ul style="list-style-type: none"> <li>● Review current practices and infrastructure across the District.</li> <li>● Initiate a security audit and implement findings to refine and update school safety and security measures.</li> <li>● Maintain partnerships with public safety officials.</li> <li>● Enhance crisis communication plans.</li> <li>● Provide additional training for administrators, teachers, staff regarding violence prevention, security, and emergency practices.</li> </ul>	<ul style="list-style-type: none"> <li>● Completed external safety audit.</li> <li>● Updated policies and practices.</li> <li>● Updated Emergency Response Plan.</li> <li>● Utilization of various technologies for communication.</li> <li>● Completed and implemented identified training.</li> <li>● Funding for safety improvements for students and staff.</li> </ul>
Goal 2	Strategic Work	Measures
Support systems and practices to address the mental health and wellness needs of students and staff.	<ul style="list-style-type: none"> <li>● Provide a monthly mental health and wellness update to the Board.</li> <li>● Partner with Darien's Mental Health Task Force and Postvention Team members to provide proactive measures to support student, staff, and family wellness.</li> <li>● Promote social and emotional learning Pre-K -12+ to support wellness.</li> <li>● Provide resources to support mental health needs across the District.</li> <li>● Support District participation in the State Pilot of SEL Screening.</li> </ul>	<ul style="list-style-type: none"> <li>● Board of Education updates.</li> <li>● Annual update from District mental health providers.</li> <li>● Completed CSDE SEL Screening Pilot participation.</li> <li>● Administrative recommendations/interventions to support wellness and mental health of students and staff.</li> </ul>

Goal 3	Strategic Work	Measures
Oversee the Year 2 implementation of the Strategic Plan.	<ul style="list-style-type: none"> <li>● Provide governance and support for Year 2 strategies.</li> <li>● Utilize the Strategic Plan to guide policies and decision making.</li> <li>● Revise Strategic Plan to meet District needs.</li> <li>● Provide financial resources through the budget development process.</li> <li>● Establish Superintendent goals that support the Strategic Plan.</li> </ul>	<ul style="list-style-type: none"> <li>● Implemented Year 2 strategies and actions in the Strategic Plan.</li> <li>● Approved FY24 Budget that supports the goals of the Strategic Plan</li> <li>● Provided quarterly updates to the Board in tandem with BOE Goals update.</li> </ul>

Goal 4	Strategic Work	Measures
Enhance Board and District communications.	<ul style="list-style-type: none"> <li>● Establish a BOE Communications Committee.</li> <li>● Provide continuity of meetings and engagement with the community.</li> <li>● Audit current communication systems.</li> <li>● Survey stakeholders to identify preferred means of communication.</li> <li>● Celebrate student and staff achievements.</li> <li>● Provide communication on the Strategic Plan.</li> <li>● Collaborate on shared communication with administration.</li> <li>● Work collaboratively with the Policy Committee to identify policies and procedures to support and enhance District communications.</li> </ul>	<ul style="list-style-type: none"> <li>● Established communications committee.</li> <li>● Community presence and voice in meetings.</li> <li>● Increased quality and variety of communications.</li> <li>● Published joint communications with the Board and Administration.</li> <li>● Updated communication methods based on survey results.</li> <li>● Developed media package that includes logs, template and standards for District communications.</li> </ul>

	<b>DARIEN PUBLIC SCHOOLS</b> <b>SPECIAL FIELD TRIP</b> <b>REQUEST FORM</b> Trips Beyond 500 Miles, or Outside the U.S. (Board of Education Policy 6710)	<b>F2</b>
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Note: This is a Type-On form. Click in information cells and type or print and fill in with a pen.

<b>Planning Requirements:</b> Written application must be submitted first to the school Principal, then to the Assistant Superintendent, according to administrative procedures. This form <b>MUST</b> be submitted to the Central Office for approval before final plans or commitments are begun. All such trips must be approved by the Board of Education. Formal announcement of special trips can be made only after Board approval has been obtained.					
<input type="checkbox"/> <b>Special Trips</b> (beyond 500 mile radius, overnight, or outside Continental U.S.) – The request must be submitted at least 60 days in advance of the departure date and no later than October 15 <sup>th</sup> . It must contain detailed written information about arrangements, which at a minimum, must specify the following:					
<b>a.</b> Names of the Darien Public School staff initiating the proposal and responsible for the trip					
Jane Minnis					
<b>b.</b> Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.					
Date:		Friday, March 24, 2023		Sunday, March 26, 2023	
				Destination: Washington, DC	
Affected school time:					
		Friday, March 24, 2023 (all day)			
<b>c.</b> A description of the rationale for the trip, with special emphasis on the educational value of the experience.					
A performance tour builds a positive bond between the students in an ensemble, helping them to work better as a team once they return to the regular classroom. In March 2023, the DHS Orchestras propose to travel to Washington DC for the Worldstrides Heritage Festival. Students will also be participating in a clinic with James Allen Anderson at the University of Delaware and have a performance at Union Station in Washington.					
<b>d.</b> An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.					
All interested students and parents will meet multiple times before the trip to outline the expectations for long distance, overnight travel. In school, all Orchestra students will be involved in the preparation of concert music for the clinic, Festival and concert. Following the trip, students will assess their performances.					
<b>e.</b> The exact modes and times of travel, as well as the exact housing arrangements.					
The students and chaperones will be traveling to Washington, DC by coach bus. All participants will be housed in a Washington DC-area hotel in quad occupancy. Double occupancy options will also be available. CT					

	<b>DARIEN PUBLIC SCHOOLS</b> <b>SPECIAL FIELD TRIP</b> <b>REQUEST FORM</b> Trips Beyond 500 Miles, or Outside the U.S. (Board of Education Policy 6710)	<b>F2</b>
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Note: This is a Type-On form. Click in information cells and type or print and fill in with a pen.

<b>f.</b>	Detailed daily time schedules of the agenda of activities.												
	See attached proposal from Performing Arts Consultants.												
<b>g.</b>	Precise overall financial information with a breakdown by categories of expenses. Include any staffing transportation, accommodations or unique modifications for students with disabilities.												
	Transportation by coach bus: \$8,499.00 Performance trip: \$579/student (quad occupancy) \$625/student (double occupancy)												
<b>h.</b>	Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.												
	Fundraising opportunities will be available to interested students. Accommodations will be made for those students in need of assistance.												
<b>i.</b>	Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.												
	There will be no expected costs to the Darien Public Schools.												
<b>x</b>	Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.												
<b>x</b>	The submission of a trip request, does <u>not</u> , in-and-of-itself, constitute any explicit or implied approval.												
<b>x</b>	No trip is considered authorized until formally approved in writing in accordance with the aforementioned procedures.												
<b>x</b>	The field trip organizer <u>must</u> notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.												
<table border="1"> <tr> <td><i>Jane Murnin</i></td> <td>6-10-2022</td> <td><i>Ellen Dunn</i></td> <td>7/11/22</td> </tr> <tr> <td>Signature of Trip Organizer</td> <td>Date</td> <td>Signature of Principal</td> <td>Date</td> </tr> </table>		<i>Jane Murnin</i>	6-10-2022	<i>Ellen Dunn</i>	7/11/22	Signature of Trip Organizer	Date	Signature of Principal	Date				
<i>Jane Murnin</i>	6-10-2022	<i>Ellen Dunn</i>	7/11/22										
Signature of Trip Organizer	Date	Signature of Principal	Date										
<table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>Approved</td> <td><input type="checkbox"/></td> <td>Not approved</td> <td><i>John Delella</i></td> <td>7/20/22</td> </tr> <tr> <td colspan="4"></td> <td>Signature of Superintendent/Designee</td> <td>Date</td> </tr> </table>		<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved	<i>John Delella</i>	7/20/22					Signature of Superintendent/Designee	Date
<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved	<i>John Delella</i>	7/20/22								
				Signature of Superintendent/Designee	Date								
<i>Cullen Thompson</i> 6-13-2022													



### **Friday, March 24, 2023**

- 5:00am Students and chaperones will meet at Darien High School.  
**located at:** 80 High School Ln, Darien, CT 06820
- 6:00am Depart for **University of Delaware for your Orchestra Clinics.**  
(Approx. 4.5 hr. drive without rest stops)  
**located at:** 210 S. College Avenue, Newark, DE
- 11:00am Arrive at **University of Delaware** for clinics in the Loudis Recital Hall.  
Room 118 is also available for warm up.
- 11:30am Begin 1 hr. Clinics for Orchestra.
- 12:30pm 30-minute lunch break. Boxed lunches will be delivered for the group.
- 1:00pm Depart **University of Delaware** for hotel.
- 3:15pm Arrive and check-in at the **Sheraton Pentagon City Hotel** (or similar).  
**located at:** 900 S Orme St, Arlington, VA 22204
- 6:00pm Depart hotel for **Buca di Beppo**
- 6:30pm Arrive at **Buca di Beppo** for dinner  
**located at:** 1825 Connecticut Ave., Washington, DC - (202) 232-8466
- 8:00pm Meet your **Step-on Tour Guides**, provided by the Guide Service of Washington outside of the restaurant - (202) 628-2842. Enjoy a fascinating tour of the city's monuments from the comfort of your motorcoaches! Your group will also be treated to walking tours to several of the monuments, including the Lincoln Memorial, Vietnam Memorial, and more.
- 10:00pm Drop off Step on guide and depart for your hotel.
- 10:15pm Arrive at your hotel.
- 11:00pm Lights out.

### **Saturday, March 25, 2023**

- 8:00am Breakfast at the hotel.
- 9:00am Depart for your festival performance at **Rock Ridge High School.**
- TBD Performance times TBA.
- TBD Following your performances, depart for **Union Station** (or similar) for performance.
- 1:00pm Arrive at the **Union Station** (or similar). Set-up and warm up for performance.
- 2:00pm **Darien High School** 1-hour performance!
- 3:00pm After performance, use your **meal voucher** for lunch at Union Station.  
pack-up equipment on motorcoaches.
- 4:45pm After lunch board your motorcoach transportation and depart for your hotel to freshen up for tonight's events.
- 5:30pm Depart for your **Awards Ceremony** at the **National Conference Center.**
- 6:30pm Arrive for your **Presidential Ball Awards Ceremony** at the **National Conference Center!** Group will get ready to dance the night away at your exclusive Presidential Ball Awards Ceremony, dinner and dance!

10:00pm Following your awards ceremony, return to the hotel.  
11:00pm Lights out.

**Sunday, March 26, 2023**

8:00am Breakfast at the hotel.  
9:30am Check-out of hotel and load motorcoaches.  
10:00am Depart for the **National Gallery of Art.**  
**located at:** Constitution Ave NW, Washington, DC 20565  
11:00am Arrive at **National Gallery of Art.** Following the Tour, have **lunch on your own in the cafeteria.**  
2:00pm Depart for your performance in Annapolis, MD!  
3:00pm Arrive for possible performance at a local school in Annapolis, MD.  
4:00pm Depart for home. (approx. 5-hour drive.)  
10:00pm Approximate arrival home!

***HAPPY MEMORIES***  
***...and Thank You for once again traveling with***  
***Performing Arts Consultants!!!***

## Your 2023 Washington, D.C. Performance Tour Package includes:

- ♪ 2 nights' deluxe accommodations at the **Sheraton Pentagon City Hotel** (or similar).
- ♪ **Full American Breakfast Buffet** each morning at your hotel.
- ♪ **Clinics at University of Delaware** (or similar, Pending Scheduling).
- ♪ **Dinner at Buca di Beppo Italian Restaurant.**
- ♪ **Step on Guided Tour of Washington, D.C.**
- ♪ **Admission to the National Gallery of Art.**
- ♪ **Participation in the Washington DC Music Festival** held at **Rock Ridge High School** (or similar).
- ♪ **Awards Ceremony Presidential Ball** held at the **National Conference Center** (or similar).
- ♪ **Performance** at a local school in Annapolis.
- ♪ **Performance at the Union Station** (Pending Scheduling)
- ♪ **Lunch Meal Voucher at Union Station.**
- ♪ **Box Lunches at the University of Delaware.**
- ♪ **One FREE package** (in double occupancy) for every 20 paying travelers.
- ♪ **Performing Arts Consultants Escort** to accompany your group.
- ♪ **Souvenir Gift** for each traveler.
- ♪ Rates are inclusive of all taxes and gratuities.
- ♪ **\$3,000,000.00** in liability insurance coverage.
- ♪ **Director's Manual and Gift.**

**\$579.00** per person quad occupancy

Should you have fewer than four persons per hotel room the following price(s) will be charged for those persons:

**Triple: \$609.00**

**Double: \$675.00**


**Single: \$859.00**

**\*\*PLEASE NOTE:** The above listed rates DO NOT include charter bus transportation.

**Motorcoach Transportation:** **\$8,499.00** is the cost for each 54-passenger motorcoach and is inclusive of all taxes, driver's room, and gratuities and services required. Miscellaneous fees such as tolls, and bus parking are the group's responsibility.

**Please note:**


- ✓ Prices above do not include a onetime \$100.00 Performing Arts Consultants Application Fee.
- ✓ All activities are not confirmed until your application is received, and your reservations are made.
- ✓ Above pricing is based on 40 paying travelers. If this number changes, the package price may be subject to change.

	<b>DARIEN</b>  <b>SPECIAL</b>  <b>FORM</b>  <b>Trips Beyond 500 Miles, or Outside the U.S.</b> (Board of Education Policy 6710)	 <b>PUBLIC SCHOOLS</b> <b>FIELD TRIP</b> <b>REQUEST</b>	<b>F2</b>
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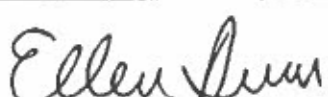

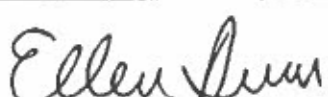

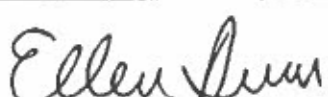
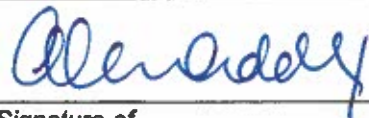
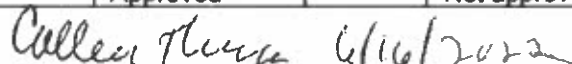
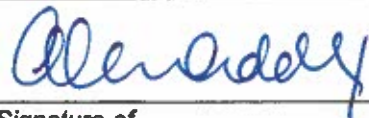
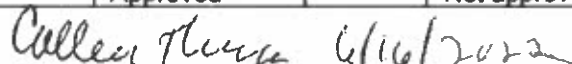
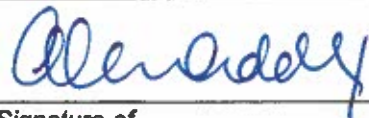
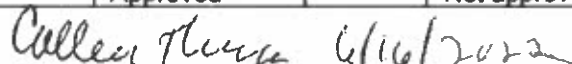
Note: This is a Type-On form. Click in information cells and type or print and fill in with pen.

<b>Planning Requirements:</b> Written application must be submitted first to the school Principal, then to the Assistant Superintendent, according to administrative procedures. <b>This form MUST be submitted to Central Office for approval before final plans or commitments are begun.</b> All such trips must be approved by the Board of Education. Formal announcement of special trips can be made only after Board approval has been obtained.					
<input type="checkbox"/>	<b>Special Trips</b> (beyond 500 mile radius, overnight, or outside Continental U.S.) – The request must be submitted at least 60 days in advance of the departure date and no later than October 15 <sup>th</sup> . It must contain detailed written information about arrangements, which at a minimum, must specify the following:				
a.	Names of the Darien Public School staff initiating the proposal and responsible for the trip				
	Christopher Andrade				
b.	Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.				
	Date:	Thursday, 4/20/23- Sunday, 4/23/23		Depart early AM Thursday; return late PM Sunday	Destination : Disney World and Universal theme parks, Orlando, FL
	Affected school time:		Thursday and Friday, April 20 & 21. All students are expected to make prior arrangements with teachers to cover/make up work missed, and are expected to be present in school the Monday after we return.		
c.	A description of the rationale for the trip, with special emphasis on the educational value of the experience.				
	Students will prepare a variety of high-level choral music for performance in prominent public venues. Additionally, they will participate in an adjudicated festival, receive feedback and coaching on their performance from trained professionals, and will participate in an intensive workshop focused on real-world professional performance tasks.				
d.	An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.				
	Students will learn and rehearse repertoire ahead of the trip as part of their choir classes. Post-trip, classes will review adjudicator's comments and instructions and incorporate those into subsequent rehearsals and class activities to continue to improve for school concert performances.				
	The trip is open to all students enrolled in the Concert Choir and Chamber Choir classes.				
e.	The exact modes and times of travel, as well as the exact housing arrangements.				
	Families are responsible for transportation to and from Westchester/White Plains airport; air travel via JetBlue to and from Orlando; chartered coach bus transportation arranged by travel company while in Orlando.				
	Accommodations are at a hotel arranged by travel company; quad occupancy.				
	(Please refer to attached itinerary/proposal package for details.)				



	<b>DARIEN</b> <b>SPECIAL</b>  <b>FORM</b> <b>Trips Beyond 500 Miles, or Outside the U.S.</b> (Board of Education Policy 6710)	<b>PUBLIC</b> <b>SCHOOLS</b> <b>FIELD TRIP</b> <b>REQUEST</b>	<b>F2</b>
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Note: This is a Type-On form. Click in information cells and type or print and fill in with pen.

<b>f.</b>	Detailed daily time schedules of the agenda of activities.  (Please refer to attached itinerary/proposal package for details.)												
<b>g.</b>	Precise overall financial information with a break down by categories of expenses. Include any staffing transportation, accommodations or unique modifications for students with disabilities.  (Please refer to attached itinerary/proposal package for details.)												
<b>h.</b>	Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.  Students/families are responsible for trip costs. Several fundraising opportunities will be provided to defray these costs, including: <ul style="list-style-type: none"> <li>• Paid public holiday performances and donation collections at these performances</li> <li>• Class fundraisers, possibly to include catalog sales of Carousel Cakes/Pies and Munson's Chocolates</li> </ul>												
<b>i.</b>	Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.  Substitute coverage for two days - since it is assumed that the majority of students in the large ensemble classes will be traveling, it may be possible to provide partial coverage in-house for smaller elective classes and remaining ensemble students.												
<input type="checkbox"/>	Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.												
<input type="checkbox"/>	The submission of a trip request, does <u>not</u> , in-and-of-itself, constitute any explicit or implied approval.												
<input type="checkbox"/>	No trip is considered authorized until formally approved in writing in accordance with the aforementioned procedures.												
<input type="checkbox"/>	The field trip organizer <u>must</u> notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.												
<table border="1"> <tr> <td></td> <td>06/14/2022</td> <td></td> <td>7/11/22</td> </tr> <tr> <td>Signature of Trip Organizer</td> <td>Date</td> <td>Signature of Principal</td> <td>Date</td> </tr> </table>			06/14/2022		7/11/22	Signature of Trip Organizer	Date	Signature of Principal	Date				
	06/14/2022		7/11/22										
Signature of Trip Organizer	Date	Signature of Principal	Date										
<table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>Approved</td> <td><input type="checkbox"/></td> <td>Not approved</td> <td></td> <td>7/20/22</td> </tr> <tr> <td colspan="4"></td> <td>Signature of Superintendent/Designee</td> <td>Date</td> </tr> </table>		<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved		7/20/22					Signature of Superintendent/Designee	Date
<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved		7/20/22								
				Signature of Superintendent/Designee	Date								

# Academic and Performance Travel

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Specializing in Student Travel  
June 8, 2022

Mr. Andrade  
**Darien High School**  
80 High School Lane  
Darien, CT 06820

**Orlando Performance Trip**  
Exact Date: April 20-23, 2023

**Thurs., April 20**

**ARRIVAL DAY/Disney Work Shop "Disney Sings"/EPCOT**

9:00 a.m.

**Arrive Orlando International Airport**

**Meet GLOBAL ENDEAVORS Representative at Airport**

**Transfer to Disney Work Shop "Disney Sings"**

**"Disney Sings" Workshop begins.** Performers experience the exhilaration — and the demands — of being a professional performer as they prepare music for a soundtrack recording session. During this 2 1/2-hour program, your group will record a song and voiceovers from a Disney animated feature film's soundtrack in a fast-paced recording studio environment. Performers will also examine the skills, attitudes and priorities required for vocal performance excellence as they: Learn vocal techniques to improve diction and produce unified vowel sounds using 3 and 4 part music Develop better breath control through good posture. Examine varied musical styles and how different vocal production techniques are required in the music industry. Discover proven audition tips that will increase your chances of success. Learn how to be flexible in your approach to songs and voiceovers. Discuss the requirements of a studio recording environment and what is expected of performers Learn the music and basic choreography from a real Disney production number.

11:30 a.m.

**Transfer to DISNEY'S EPCOT**

***Lunch Included (\$15 Dining Card)***

**EPCOT** is dedicated to the celebration of human achievement, namely technological innovation and international culture, and is often referred to as a "permanent world's fair". The front half of the park is segmented into three distinct sections: World Nature, World Celebration, and World Discovery. Beyond that, surrounding a picturesque lagoon is World Showcase, made up of 11 pavilions representing countries across the globe.

**Pavilions for Mexico, Norway, China, Germany, Italy, the U.S., Japan, Morocco, France, the United Kingdom, and Canada** feature iconic architecture, artwork, entertainment, merchandise, and more from their country, providing the unique opportunity to explore the cultures of 11 destinations in the course of one day. Experience attractions such as **Guardians of the Galaxy: Cosmic Rewind** where you will Rock Out on an Intergalactic Chase. This thrill attraction features the first ever reverse launch on a Disney Coaster and is one of the largest coasters in the world! **Test Track: Take the Ultimate Test Drive** Buckle up in a 6-passenger "SIM Car" and take it for an exhilarating spin on the test track. Rev through rough terrain and obstacles along the winding circuit. Accelerate through straightaways, maneuver switchbacks through inclement weather, hug curves banked at 50-degree angles and scale hills up to 3 stories high. Reach speeds of up to 65 miles per hour as you put your car through its paces. **Soarin' Around the World: An Exhilarating Aerial Expedition** Feel the thrill as you're raised high in the air and swept from one scenic locale to the next. See the world's wonders — natural and manmade—like you never have before. No mountain is too high. No landscape is too far. **Remy's Ratatouille Adventure: A Recipe for Excitement** In this 4D ride experience, join Chef Remy on a daring culinary caper that will captivate all your senses as you zip, dash and scurry through the bustling kitchen, dining room and walls of Gusteau's famous Paris restaurant. C'est magnifique! These are just a few of the Adventures awaiting .

***Dinner on Own***

9:45 p.m.

**Transfer to Hotel Check-In**

# Academic and Performance Travel

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Specializing in Student Travel

Darian H.S. Performance Trip

Page 2

## Fri., April 21

## Performance Day/UNIVERSAL Orlando

7:30 a.m.

**Breakfast Buffet at Hotel (Included)**

8:30 a.m.

Transfer to UNIVERSAL Orlando

**Performance at UNIVERSAL Orlando**

**Performance Ends. Enter UNIVERSAL Studios**

Go behind the scenes, beyond the screen, and jump right into the action of your favorite movies at Universal Studios®. Hold on tight! At Universal Orlando® Resort you'll find gravity-defying thrill rides—from high speed roller coasters to one-of-a-kind water rides—that hurtle you beyond your imagination. Explore more of the wizarding world than ever before at **The Wizarding World of Harry Potter™ – Diagon Alley™**, at Universal Studios Florida®. Enter **Diagon Alley™** from the streets of London. Dine at the **Leaky Cauldron™**, see a wand choose a wizard at **Ollivanders™** wand shop, and experience the excitement of a multi-dimensional thrill ride inside **Gringotts™** bank. Experience Universal's newest attraction the **"Fast and Furious"**. Join the Fast and Furious family for a full-throttle, high octane experience where you will be immersed in the heart-pounding action alongside Dom. Letty, Hobbs and the rest of the crew. **Jurassic World VelociCoaster...** Speeding through the jungle, rising high above the terrain, it's the apex predator of roller coasters: the **Jurassic World VelociCoaster**. Now you can board your vehicle for a high-speed dash through the park's raptor paddock. Feel the rush of the hunt as you race alongside these nimble predators and more.

**Lunch Included (\$15 Dining Card)**

**Dinner on Own**

9:00 p.m.

Transfer to Hotel

## Sat., April 22

## DISNEY'S MAGIC KINGDOM

7:30 a.m.

**Breakfast at Hotel (Included)**

Transfer to the MAGIC KINGDOM

Explore Lands of Endless Enchantment, Where Your Fantasy Becomes a Reality. **DISNEY'S MAGIC KINGDOM** Journey through seven fantastic lands where classic DISNEY tales and characters come to life. Experience attractions such as **"The Haunted Mansion"** A Spirited Tour The disembodied voice of the Ghost Host is your private guide through the cadaverous realm of an eerie haunted estate, home to ghosts, ghouls and supernatural surprises. Glide past a casket-filled conservatory, Madame Leota's chilling séance room and a ghostly graveyard of singing specters as you attempt to find your way out. **"Space Mountain"** Zoom Through the Galaxy Dip and careen into the inky blackness as a futuristic soundtrack echoes all around you. Fly past shooting stars and celestial satellites. Roar past streaking orbs of light, wayward comets and migrant meteors. Feel the pull of gravity as you're drawn into a swirling wormhole! **"Seven Dwarfs Mine Train"** Heigh-Ho, It's Off You Go! Deep inside an age-old mountain, clamber into a rustic mine train and make your way up a steep incline. At the summit, feel the wind across your face as you navigate hairpin turns and head deep into the mine shaft—your creaky cart teetering back and forth. Soon, the dark sparkles with glittering jewels and you encounter the Seven Dwarfs, whistling and Singing while they work. Chug through the cavern and climb skyward. At the peak, glimpse an incredible view of Fantasyland before racing back down to the foot of the mountain.

# Academic and Performance Travel

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Specializing in Student Travel

Darien H.S. Performance Trip

Page 2

Sat., April 22

## DISNEY'S MAGIC KINGDOM

**"Big Thunder Mountain Railroad"** The Wildest Ride in the Wilderness. Legend has it that soon after gold was first discovered here in the 1850s, eerie things began to happen. Trains would take off and race through tunnels—by themselves. After you arrive at the legendary Big Thunder Mining Company, descend into an abandoned mine shaft and board your train. As you enter the cursed cavern, the engine speeds up along the rickety track. Dodge exploding dynamite and falling boulders as you swoop around turns, drop into canyons and dart through the mysterious ghost town Tumbleweed.

**Lunch Included (\$15 Dining Card)**

**Dinner On Own**

**Disney Enchantment.** An Incredible Journey Awaits. Be swept up in a world of wonder filled with friendship, love and fun as you watch this nighttime spectacular unfold. Inspiring everyone to believe in magic.

9:30 p.m.

Transfer to Hotel

Sun., April 23

## ISLAND'S OF ADVENTURE/Departure Day

7:30 a.m.

Breakfast Buffet at Hotel (Included)

8:30 a.m.

Transfer to **UNIVERSAL STUDIOS**

Enter **ISLAND'S of ADVENTURE**

Take an unforgettable journey through **UNIVERSAL'S ISLAND'S of ADVENTURE**, where the world's most cutting edge rides, shows and interactive attractions challenge all your senses. **Skull Island "Reign of Kong"** As you journey deep into the mysterious island, your only hope is the most colossal ape ever to walk the Earth. **Skull Island: Reign of Kong-** a multi-dimensional new ride for your life. Nestled at the foot of **Hogwarts™** castle is the wizarding village of **Hogsmeade™**, where you can stroll the streets and explore all of the fascinating shops and eateries. Wander through the classrooms and corridors of **Hogwarts™**, and soar above the castle with **Harry Potter™** on the groundbreaking ride, **Harry Potter and the Forbidden Journey™**. Join Hagrid and Fly into the Forbidden Forest. **Hagrid's Magical Creatures Motorbike Adventure...** Now's the time to join Hagrid™ as you fly deep into the wilds of the Forbidden Forest, beyond the grounds of **Hogwarts™** castle, on a thrilling roller coaster ride that plunges into the paths of some of the wizarding world's rarest magical creatures. Experience attractions such as " **The Amazing Adventures of "Spiderman"** " **Jurassic Park Adventure,**" **The incredible Hulk Coaster and more.**

**Lunch on Own**

Transfer to Orlando International Airport

Flight Departs for Home

Arrive Darien H.S.

**Please Note:** Some changes may occur in the itinerary due to crowd flow, group size, weather, traffic, parks hours, availability and scheduling.

# *Academic and Performance Travel*

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Specializing in Student Travel

**Dear Parent/Guardian:**

Listed above is the customized program designed for the **Darien High School Chorus** by Academic and Performance Travel LLC. The following is a summary of what is included in the program:

- Round-trip transportation from Darien, CT to Airport and back.
- Round Trip Airfare on JetBlue
- Daily round-trip transfers while in Orlando to all scheduled activities on itinerary.
- Meals as noted on above itinerary
- 3 nights lodging at Deluxe Hotel with interior Corridors
- All admissions to attractions, taxes, gratuities and programs as noted on itinerary.
- Professional tour director assigned specifically to the group
- 2 Director Programs are included
- 24-hour Experienced **Academic and Performance Travel** Staff accessibility.
- Promotional Materials and Application Forms.

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**\*\$1415.00- \*\$1660.00 Per Student Depending on Airfare**

**\* \$1665.00- \*\$1910.00 Per Adult Depending on Airfare**

**\*Airfare is budgeted in the prices above at \*\$315.00- \*\$560.00 per person**

**(Students Quad. Occupancy, Adults Dbl. Occupancy)**

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**The initial deposit will be \$275.00.** Please see attached enrollment application for cancellation policy. All participants must be paid in full **60** days prior to travel date or you will be canceled from the program. Please see attached application for details.

Please contact Mr. Andrade with any questions you have about the trip.

Sincerely,  
Academic and Performance Travel

# DARIEN PUBLIC SCHOOLS

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Richard Rudl

*Director of Finance and Operations*

35 Leroy Avenue, P.O. Box 1167

Darien, CT 06820-1167

TEL: 203-656-7405 FX: 203-656-3502

**DATE:** July 26, 2022

**TO:** Board of Education

**FROM:** Dr. Alan Addley, Superintendent of Schools  
Richard Rudl, Director of Finance & Operations

**SUBJECT:** Enrollment Update

Current enrollment is down 79 students from last year. The chart below shows the comparison year over year in enrollment.

School	FY22 Actual	FY23- Projection	FY23 Actual	Variance to Projection	Variance to Prior Year
Hindley	444	435	421	-14	-23
Holmes	452	451	430	-21	-22
Ox Ridge	476	479	481	+2	+5
Royle	339	346	327	-19	-12
Tokeneke	407	406	418	+12	+11
MMS	1,098	1,075	1,054	-21	-44
DHS	1,421	1,444	1,427	-17	+6
<b>Total</b>	<b>4,637</b>	<b>4,636</b>	<b>4,558</b>	<b>-78</b>	<b>-79</b>

## DARIEN PUBLIC SCHOOLS

Richard Rudl

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Darien, CT 06820-1167

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The following tables show students that withdrew from Darien Public Schools who were enrolled last year, which is contributing to the unexpected decline in enrollment:

School	Total	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>
Hindley	7	3	3	0	1	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Holmes	9	4	2	1	0	2	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ox Ridge	5	2	1	1	1	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Royle	14	1	3	2	3	5	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Tokeneke	5	0	1	1	1	2	N/A	N/A	N/A	N/A	N/A	N/A	N/A
MMS	26	N/A	N/A	N/A	N/A	N/A	11	10	5	N/A	N/A	N/A	N/A
DHS	28	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	26	0	1	1
<b>Total</b>	<b>94</b>	<b>10</b>	<b>10</b>	<b>5</b>	<b>6</b>	<b>9</b>	<b>11</b>	<b>10</b>	<b>5</b>	<b>26</b>	<b>0</b>	<b>1</b>	<b>1</b>

Persistence ratios at the elementary level went from a 5-year average of 99.5% to 98.03% contributing to the drop in enrollment.

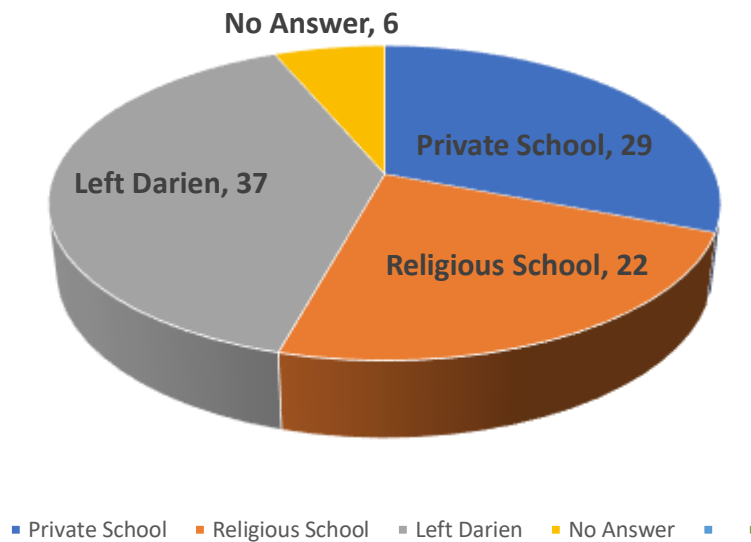
The reasons for withdrawing are illustrated in the pie chart:

# DARIEN PUBLIC SCHOOLS

Richard Rudl  
Director of Finance and Operations

35 Leroy Avenue, P.O. Box 1167  
Darien, CT 06820-1167  
TEL: 203-656-7405 FX: 203-656-3502

## Withdrawn



The administration is requesting that the Board of Education consider setting class sections as depicted in the table below. This would be a total of 106 class sections across the five elementary schools. Should we see any fluctuations or increases between now and our August meeting we would come back to the Board to amend class sections.

The charts below identify K-12 enrollment as of July 20, 2022.

### Kindergarten

	Actual Kindergarten Enrollment (July)	Projection	Budgeted Sections	Variance to Budget Sections	Avg Class Size
Hindley	70	74	4	0	17.5
Holmes	64	74	4	-1	21.3
Ox Ridge	73	74	4	0	18.3
Royle	52	63	3	0	17.3
Tokeneke	73	67	4	0	18.3
<b>Total Kindergarten</b>	<b>332</b>	<b>352</b>	<b>19</b>	<b>-1</b>	<b>18.4</b>



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TEL: 203-656-7405 FX: 203-656-3502

## First Grade

	Actual First Grade Enrollment (July)	Projected First Grade Enrollment	Budgeted Sections	Variance to Budget Sections	Avg Class Size
Hindley	73	76	4	0	18.3
Holmes	76	78	4	0	19
Ox Ridge	76	79	4	0	19
Royle	59	60	3	0	19.7
Tokeneke	67	64	3	+1	16.8
<b>Total First Grade</b>	<b>351</b>	<b>357</b>	<b>18</b>	<b>+1</b>	<b>18.5</b>

## Second Grade

	Actual Second Grade Enrollment (July)	Projected Second Grade Enrollment	Budgeted Sections	Variance to Budget Sections	Avg Class Size
Hindley	64	70	4	-1	21.3
Holmes	62	66	3	0	20.7
Ox Ridge	87	84	4	0	21.8
Royle	66	70	4	-1	16.5
Tokeneke	58	53	3	0	19.3
<b>Total Second Grade</b>	<b>337</b>	<b>343</b>	<b>18</b>	<b>-2</b>	<b>21.06</b>

# DARIEN PUBLIC SCHOOLS

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Darien, CT 06820-1167

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## Third Grade

	Actual Third Grade Enrollment (July)	Projected Third Grade Enrollment	Budgeted Sections	Variance to Budget Sections	Avg Class Size
Hindley	71	70	4	0	17.8
Holmes	84	85	4	0	21
Ox Ridge	89	87	4	0	22.2
Royle	50	51	3	0	16.7
Tokeneke	84	87	4	0	21
<b>Total Third Grade</b>	<b>378</b>	<b>380</b>	<b>19</b>	<b>0</b>	<b>19.9</b>

## Fourth Grade

	Actual Fourth Grade Enrollment (July)	Projected Fourth Grade Enrollment	Budgeted Sections	Variance to Budget Sections	Avg Class Size
Hindley	79	82	4	0	19.8
Holmes	70	73	4	-1	23.3
Ox Ridge	79	78	4	0	19.8
Royle	53	51	3	0	17.7
Tokeneke	63	62	3	0	21.0
<b>Total Fourth Grade</b>	<b>344</b>	<b>346</b>	<b>18</b>	<b>-1</b>	<b>20.2</b>

# DARIEN PUBLIC SCHOOLS

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Darien, CT 06820-1167

TEL: 203-656-7405 FX: 203-656-3502

## Fifth Grade

	Actual Fifth Grade Enrollment (July)	Projected Fifth Grade Enrollment	Budgeted Sections	Variance to Budget Sections	Avg Class Size
Hindley	64	63	3	0	21.3
Holmes	74	75	4	0	18.5
Ox Ridge	77	77	4	0	19.3
Royle	47	51	3	-1	23.5
Tokeneke	73	73	4	0	18.3
<b>Total Fifth Grade</b>	<b>335</b>	<b>339</b>	<b>18</b>	<b>-1</b>	<b>19.7</b>

## Middlesex

Grade	Actual Enrollment (July)	Projected Enrollment	Variance
6	356	371	-15
7	340	345	-5
8	358	359	-1
<b>Total</b>	<b>1,054</b>	<b>1,075</b>	<b>-21</b>

## Darien High School

Grade	Actual Enrollment (July)	Projected Enrollment	Variance
9	381	386	-5
10	366	376	-10
11	336	338	-2
12	344	344	0
<b>Total</b>	<b>1,427</b>	<b>1,444</b>	<b>-17</b>

# DARIEN PUBLIC SCHOOLS

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Richard Rudl

*Director of Finance and Operations*

35 Leroy Avenue, P.O. Box 1167

Darien, CT 06820-1167

TEL: 203-656-7405 FX: 203-656-3502

## Total Enrollment

District	Actual Enrollment (July)	Projected Enrollment	Variance
K-5	2,077	2,117	-40
Middle School	1,054	1,075	-21
High School	1,427	1,444	-17
<b>Total</b>	<b>4,558</b>	<b>4,636</b>	<b>-78</b>

# Memorandum

To: Board of Education

From: Policy Committee

Date: July 26, 2022

Re: Further Review of Policies

The Policy Committee is recommending changes to the following policies:

**Board Policy 5240, Hazing:** Repeal this Policy. The prohibitions against hazing are already included in Policy 5175, Bullying Prevention and Intervention and Safe School Climate, and/or Policy 5275, Sex Discrimination and Sexual Harassment (in the event that hazing also constitutes a Title IX violation). It would therefore be confusing and cumbersome to have a separate process for reporting and dealing with hazing. Shipman and Goodwin suggests that we include the responsibilities of coaches and advisors with respect to hazing that are currently included in this Policy in our athletic/extracurricular handbook.

**Board Policy 5260, Use of Reasonable Physical Force:** Repeal this Policy. Policy 5100, Physical Restraint and Seclusion of Students and Use of Exclusionary Time Out, more appropriately captures what the physical force policy is trying to achieve and provides additional legal context regarding the use of physical force in the educational setting. In fact, Policy 5100 references Conn. Gen. Stat. Section 53a-18 (among others), which is the statute cited and quoted in the physical force policy.

**Board Policy 5350, Immunizations:** Repeal the existing policy and replace it with Shipman and Goodwin's model policy. The revisions to this policy are extensive and include:

- Revisions that reflect the requirement in Conn. Gen. Stat. § 10-204a that a town pay for immunizations required for school attendance in the event that the parents or guardians of a child are unable to pay for such immunizations
- Revisions to comply with Public Act No. 21-6, which revised the religious exemption to the immunization requirements for school attendance
- Revisions that are technical or stylistic in nature or update legal references

**Board Policy 5710, Non-Discrimination of Students:** Repeal the existing policy and replace it with Shipman and Goodwin's model policy. The revisions to this policy are extensive and include:

- Revisions based on Public Act 17-127, which prohibits discrimination by against an individual on the basis of his/her "status as a veteran."
- Revisions to clarify that discrimination based on alienage or citizenship status is prohibited by law
- Revisions that clarify that complaints can be filed regarding discrimination and harassment, and that individuals who wish to request or discuss accommodations based on religion or disability may contact relevant school officials.

- Revisions that clarify that complaints based on allegations of discrimination or harassment for reasons such as gender identity or sexual orientation will be handled pursuant to the Board's policies regarding sex discrimination and sexual harassment.
- Revisions to the regulations to reflect that complaints against the Superintendent should be filed with the Board Chair, who will take appropriate steps to cause the matter to be investigated in a manner consistent with board policy and regulation.
- Revisions that clarify when timelines for investigation of complaints may be reasonably extended.
- Revisions to statutory references and legal citations.

**Proposed New Board Policy 1320, Civility and Respectful Conduct:** Shipman and Goodwin does not maintain a model policy on Civility but they have drafted policies for other districts. The attached policy is what they are recommending. It outlines specific examples of prohibited conduct and potential disciplinary consequences. While the entire policy is new, the highlighted changes are a result of the Policy Committee requesting that Board members be covered by this policy as well as students, staff and third parties.

**Darien Public Schools  
Darien, Connecticut**

**POLICY**

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**Series 5200  
Rights and Responsibilities**

**Policy 5240**

**HAZING**

**I. Purpose**

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times. The Board of Education will not tolerate hazing in the Darien Public Schools and, through responsible management, will both endeavor to prevent it from occurring and address promptly, fairly and confidentially all reports of such conduct.

**II. Statement of Policy/Definition**

Hazing is defined as any form or type of physical, verbal, and/or emotional mistreatment, abuse, and/or harassment of a student in connection with a student's participation in or membership on an interscholastic athletic team or in any school-sponsored activities; and/or forcing, coercing or intimidating any student to participate in any illegal or inappropriate activities in connection with the student's participation or membership in the foregoing. Hazing is prohibited whether it occurs on or off school grounds and whether it occurs during, prior to, or after the season or school day. Hazing activities may include, but are not limited to the following: whipping; beating; branding; forced calisthenics; coerced consumption of any food, liquor, beverage, drug or other substance; or any coerced treatment or activity that is likely to adversely affect the physical health or emotional health and safety of any student, or that subjects such student to emotional distress, including extended isolation and any deprivation of sleep or rest.

**III. Responsibilities of Coaches/Advisors**

Compliance with this policy is a mandatory requirement of participation in interscholastic athletic activities and school-sponsored activities. Coaches/advisors are required, prior to the commencement of the season/activity, to meet with their team/club members and assistant coaches/advisors to explain the policy. They are responsible for ensuring player/member and assistant coach/advisor compliance with this policy.

In the event that coaches/advisors become aware of any violations of this policy, they must promptly notify the Director of Athletics, in the case of athletics, and the school principal, in the case of co-curricular activities.

Failure of coaches/advisors or their staff assistants to responsibly enforce compliance with this policy will result in disciplinary action up to and including termination.

#### IV. Training

The Director of Athletics will meet with all coaches prior to each season to review the hazing policy. All coaches will receive copies of the policy. The school principal will meet with all teachers at the beginning of each school year and at other times when appropriate to review the hazing policy. All teachers will receive a copy of the policy.

#### V. Reporting Procedures

- A. Any person who believes he or she has been the victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to the school principal and, in the case of athletics, additionally to the Director of Athletics.
- B. The building principal and the Director of Athletics will keep the Superintendent of Schools apprised of the status of hazing complaints and incidents brought to their attention.
- C. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, or work assignments.

#### VI. School District Action

- A. Upon receipt of a complaint or report of hazing, the school district shall promptly undertake an investigation.
- B. Upon completion of the investigation, the school district will take appropriate action, if warranted, in accordance with Darien Public School Policies and Procedures, including but not limited to the Board's Student Discipline Policy.

#### VII. Retaliation

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or any employee of the school district who retaliates against any person who makes a good faith report of alleged hazing or against any person who assists or participates in an investigation of alleged hazing, or against any person



who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

APPROVED: August 22, 2000

REVISED: June 9, 2009

**Darien Public Schools  
Darien, Connecticut**

**POLICY**

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**Series 5200  
Rights and Responsibilities**

**Policy 5260**

**USE OF REASONABLE PHYSICAL FORCE**

Reasonable physical force may be used to the extent that, a teacher or other person entrusted with the care and supervision of a minor for school purposes believes it necessary to:

1. protect him/herself or others from immediate physical injury;
2. obtain possession of a dangerous instrument or controlled substance, upon or within the control of such student;
3. protect property from physical damage;
4. restrain student or remove student to another area to maintain order.

Physical force may not be used as a disciplinary measure.

Legal Reference:

Connecticut General Statutes 53a-18

APPROVED: October 10, 1989

REVISED: June 9, 2009

**Darien Public Schools  
Darien, Connecticut**

**POLICY**

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**Series 5300  
Welfare**

**Policy 5350**

**IMMUNIZATION REQUIREMENTS**

In accordance with state law, the Darien Board of Education requires each child to be protected by adequate immunization against diphtheria, pertussis, tetanus, poliomyelitis, measles, mumps, rubella, hemophilus influenzae type B, hepatitis B, varicella and any other vaccine required by the schedule for active immunization as determined by the Commissioner of Public Health pursuant to Conn. Gen. Stat. § 19a-7f, prior to enrolling in any program or school under its jurisdiction. Adequate immunization shall be determined by the Board in accordance with the Regulations of Connecticut State Agencies Section 10-204a-2a. The Board also requires each child to receive a second immunization against measles before being permitted to enter seventh grade. Exemption from the pertinent requirements of this policy shall be granted to any child who:

- (1) presents a certificate from a physician or local health agency stating that initial immunizations have been given to such child and additional immunizations are in process under guidelines and schedules specified by the Commissioner of Health; or
- (2) presents a certificate from a physician stating that in the opinion of a such physician, such immunization is medically contraindicated because of the physical condition of such child; or
- (3) presents a statement from the parents or guardian of such child that such immunization would be contrary to the religious beliefs of such child; or
- (4) in the case of measles, mumps or rubella, presents a certificate from a physician or from the Director of Health in such child's present or previous town of residence, stating that the child has had a confirmed case of such disease; or
- (5) in the case of hemophilus influenzae type B, has passed his/her fifth birthday; or
- (6) in the case of pertussis, has passed his/her sixth birthday.

In accordance with state law, the Darien Board of Education shall not be liable for civil damages resulting from an adverse reaction to a nondefective vaccine required to be administered by state law.

The Board of Education designates [insert name of responsible staff member] as the representative for receipt of reports from health care providers concerning student immunizations.

Legal Reference:      Connecticut General Statutes  
                                 § 10-204a      Required immunizations  
                                 § 10-204c      Immunity from liability  
                                 Public Act 03-211 “An Act Concerning the Provision of Medical  
                                 Care for Students’ Health Care Needs.”

Connecticut Agencies Regulations  
§ 10-204a-2a Adequate Immunization

ADOPTED: June 9, 2009

REVISED:

**DARIEN PUBLIC SCHOOLS**  
**Darien, CT**

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**Series 5000 Students**  
**Students**

**Policy 5350**

**IMMUNIZATIONS**

**I. Immunization Requirements**

In accordance with state law and accompanying regulations, the Darien Public Schools (the “District”) requires each child to be protected by adequate immunization against diphtheria, pertussis, tetanus, poliomyelitis, measles, mumps, rubella, haemophilus influenzae type B, hepatitis A, hepatitis B, varicella, pneumococcal diseases, meningococcal disease and any other vaccine required by the schedule for active immunization as determined by the Commissioner of Public Health pursuant to Conn. Gen. Stat. § 19a-7f, before being permitted to enroll in any program or school under its jurisdiction.

Among other requirements, before being permitted to enter seventh grade, the District requires each child to be vaccinated against meningococcal disease. The District further requires each child to receive a second immunization against measles and tetanus, diphtheria and pertussis (Tdap) before being permitted to enter seventh grade.

Further, each child must have received two doses of immunization against varicella before being permitted to enter kindergarten and seventh grade, and each child must have received two doses of immunization against rubella and mumps before being permitted to enter grades kindergarten through twelve.

By January 1 of each year, children aged 24-59 months enrolled in the District’s preschool program must show proof of receipt of at least one dose of influenza vaccine between August 1 and December 31 of the preceding year. All children aged 24-59 months who have not received vaccination against influenza previously must show proof of receipt of two doses of the vaccine the first influenza season that they are vaccinated. Children seeking to enroll in the District’s preschool program between January 1 and March 31 are required to receive the influenza vaccine prior to being permitted to enter the program. Children who enroll in the preschool program after March 31 of any given year are not required to meet the influenza vaccine requirement until the following January.

Exemption from the applicable requirements of these administrative regulations shall be granted to any child who, before being permitted to enroll:

- (1) presents a certificate from a physician, physician assistant, advanced practice registered nurse or local health agency stating that initial immunizations have been given to such child and additional immunizations are in process
  - (A) under guidelines and schedules specified by the Commissioner of Public Health; or

- (B) in the case of a child enrolled in a preschool program or other prekindergarten program who, prior to April 28, 2021, was exempt from the applicable immunization requirements upon presentation of a statement that such immunizations would be contrary to the religious beliefs of such child or the parents or guardian of such child, as such additional immunizations are recommended, in a written declaration, in a form prescribed by the Commissioner of Public Health, for such child by a physician, a physician assistant or an advanced practice registered nurse. Such statement of religious beliefs shall be acknowledged by a judge of a court of record or a family support magistrate, a clerk or deputy clerk of a court having a seal, a town clerk, a notary public, a justice of the peace, an attorney admitted to the bar of this state, or a school nurse; or
- (2) presents a certificate, in a form prescribed by the Commissioner of Public Health pursuant to Section 7 of Public Act No. 21-6, from a physician, physician assistant, or advanced practice registered nurse stating that in the opinion of a such physician, physician assistant, or advanced practice registered nurse such immunization is medically contraindicated because of the physical condition of such child; or
- (3) in the case of measles, mumps or rubella, presents a certificate from a physician, physician assistant or advanced practice registered nurse or from the Director of Health in such child's present or previous town of residence, stating that the child has had a confirmed case of such disease; or
- (4) in the case of haemophilus influenzae type B, has passed such child's fifth birthday; or
- (5) in the case of pertussis, has passed such child's sixth birthday.

## **II. Exemptions Based on Religious Beliefs**

### **A. Children Enrolled in Kindergarten Through Twelfth Grade On or Before April 28, 2021**

The immunization requirements set forth in Section I of these administrative regulations **shall not apply** to any child who is enrolled in kindergarten through twelfth grade on or before April 28, 2021 if:

1. such child presented a statement, prior to April 28, 2021, from the parents or guardians of such child that such immunization is contrary to the religious beliefs of such child or the parents or guardians of such child, and

2. such statement was acknowledged by a judge of a court of record or a family support magistrate, a clerk or deputy clerk of a court having a seal, a town clerk, a notary public, a justice of the peace, an attorney admitted to the bar of the State of Connecticut, or a school nurse.

B. Students Who Transfer from Another Public or Private School in Connecticut

The immunization requirements set forth in Section I of this policy **shall not apply** to any student who:

1. transfers to the District from another public or private school in Connecticut, and
2. was enrolled in kindergarten through twelfth grade in the other public or private school on or before April 28, 2021, and
3. presented a statement, prior to April 28, 2021, from the parents or guardians of such child that such immunization is contrary to the religious beliefs of such child or the parents or guardians of such child, and such statement was acknowledged by a judge of a court of record or a family support magistrate, a clerk or deputy clerk of a court having a seal, a town clerk, a notary public, a justice of the peace, an attorney admitted to the bar of the State of Connecticut, or a school nurse.

C. Children Enrolled in Preschool or Prekindergarten Prior to April 28, 2021

Any child who is enrolled in a preschool program or other prekindergarten program prior to April 28, 2021 who:

1. presented a statement, prior to April 28, 2021, from the parents or guardians of such child that such immunization is contrary to the religious beliefs of such child or the parents or guardians of such child, and
2. such statement was acknowledged by a judge of a court of record or a family support magistrate, a clerk or deputy clerk of a court having a seal, a town clerk, a notary public, a justice of the peace, an attorney admitted to the bar of the State of Connecticut, or a school nurse, but
3. did not present a written declaration from a physician, a physician assistant or an advanced practice registered nurse stating that additional immunizations are in process as recommended by such physician, physician assistant or advanced practice registered nurse,

rather than as recommended under guidelines and schedules specified by the Commissioner of Public Health

**shall comply** with the immunization requirements provided for in Section I of these administrative regulations on or before September 1, 2022, or not later than fourteen (14) days after transferring to a program operated by a school under the jurisdiction of the District, whichever is later.

In accordance with state law, the \_\_\_\_\_ Board of Education (“Board”) and the District shall not be liable for civil damages resulting from an adverse reaction to a nondefective vaccine required to be administered by state law.

If the parents or guardians of any child are unable to pay for any required immunization, the expense of such immunization shall, upon the recommendation of the Board, be paid by the town of the child’s residence.

The District designates **[insert name of responsible staff member]** as the representative for receipt of reports from health care providers concerning student immunizations.

The current required immunizations for elementary (including preschool), middle and high school students can be found at: [https://portal.ct.gov/-/media/SDE/School-Nursing/Forms/Immunization\\_Requirements.pdf](https://portal.ct.gov/-/media/SDE/School-Nursing/Forms/Immunization_Requirements.pdf).

In implementing these regulations, the District shall consider state guidance and supporting documents and comply with applicable law.

Legal Reference:      Connecticut General Statutes  
                                 § 10-204a      Required immunizations  
                                 § 10-204c      Immunity from liability  
                                 Public Act No. 21-6, “An Act Concerning Immunizations”  
  
                                 Regulations of Connecticut State Agencies  
                                 § 10-204a-2a      Adequate Immunization

Letter to Superintendents of Schools et al. from Connecticut State Departments of Public Health and Education, *Reinstatement of Prekindergarten and Kindergarten School Immunization Entry Requirement for Haemophilus Influenza Type B (Hib) Vaccine*, June 25, 2010.

Letter to Superintendents of Schools et al. from Connecticut State Departments of Public Health and Education, *Changes in the Immunization Requirements for School Entry*, March 15, 2011.

State Department of Education, Guidance Regarding Public Act 21-6, “An Act Concerning Immunizations,” May 25, 2021.



ADOPTED: June 9, 2009  
REVISED: \_\_\_\_\_

6/25/2021

DRAFT

**Darien Public Schools  
Darien, Connecticut**

**POLICY**

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**Series 5700**

**Non-Discrimination (Students)**

**Policy 5710**

**NON-DISCRIMINATION OF STUDENTS**

The Board of Education complies with all applicable federal, state and local laws prohibiting the exclusion of any person from any of its educational programs or activities, or the denial to any person of the benefits of any of its educational programs or activities because of race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, or gender identity or expression, subject to the conditions and limitations established by law.

It is the policy of the Board that any form of discrimination or harassment on the basis of race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, gender identity or expression, or any other basis prohibited by state or federal law is prohibited, whether by students, Board employees or third parties subject to the control of the Board. The Board's prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics. It is also the policy of the Board to provide for the prompt and equitable resolution of complaints alleging any discrimination on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, disability, pregnancy, gender identity or expression.

For the purposes of this policy, "gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.

**Legal References:**

Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, *et seq.*

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, *et seq.*

Americans with Disabilities Act, 42 U.S.C. § 12101, *et seq.*

Connecticut General Statutes § 10-15c and § 46a-81a, *et seq.* - Discrimination on basis of sexual orientation

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, *et seq.*

**ADOPTED:** June 9, 2009

**REVISED:** August 27, 2013

**Darien Public Schools  
Darien, Connecticut**

**POLICY**

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**Series 5700  
Non-Discrimination (Students)**

**Policy 5710**

**ADMINISTRATIVE REGULATIONS REGARDING DISCRIMINATION  
COMPLAINTS (STUDENTS)**

It is the express policy of the Darien Board of Education to provide for the prompt and equitable resolution of complaints alleging any discrimination on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, disability, pregnancy, gender identity or expression. In order to facilitate the timely resolution of such complaints any student who feels that he/she has been discriminated against on the basis of these protected characteristics should file a written complaint with:

Office of the Superintendent of Schools  
Darien Public Schools  
35 Leroy Avenue  
Darien, CT 06820

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

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

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

1. offer to meet with the complainant to discuss the nature of his/her complaint;
2. provide the complainant with a copy of the Board's anti-discrimination policy and accompanying regulations;
3. investigate the factual basis of the complaint, including, as applicable, conducting interviews with individuals deemed relevant to the complaint;
4. conduct the investigation in a confidential manner, to the extent practicable, adhering to the requirements of state and federal law;

**Darien Public Schools  
Darien, Connecticut**

5. communicate the findings and/or results of any investigation to the complainant; and
6. take appropriate corrective and disciplinary action, as deemed appropriate by the Superintendent and/or his or her designee.

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

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

Office of Civil Rights  
U.S. Department of Education  
8<sup>th</sup> Floor  
5 Post Office Square, Suite 900  
Boston, MA 02109-3921  
Tel. (617) 289-0111  
[OCR.boston@ed.gov](mailto:OCR.boston@ed.gov)

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

**Darien Public Schools  
Darien, Connecticut**

**DARIEN PUBLIC SCHOOLS**

**Darien, Connecticut**

**COMPLAINT FORM REGARDING DISCRIMINATION**

Name of Complainant\_\_\_\_\_Date of Complaint\_\_\_\_\_

Date of the alleged discrimination/harassment\_\_\_\_\_

Name or names of the discriminator(s) or harasser(s)\_\_\_\_\_

\_\_\_\_\_

Location where such discrimination/harassment occurred \_\_\_\_\_

\_\_\_\_\_

Name(s) of any witness(es) to the discrimination/harassment\_\_\_\_\_

\_\_\_\_\_

Detailed statement of the circumstances constituting the alleged discrimination or  
harassment \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Signature of Complainant)

\_\_\_\_\_  
(Date)

Name of Administrator investigating complaint and the findings\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Signature of Administrator)

\_\_\_\_\_  
(Date)

# **DARIEN PUBLIC SCHOOLS**

## **Darien, CT**

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**Series 5000**  
**Students**

**Policy 5710**

### **NON-DISCRIMINATION (STUDENTS)**

The Darien Board of Education (the “Board”) complies with all applicable federal, state and local laws prohibiting the exclusion of any person from any of its educational programs or activities, or the denial to any person of the benefits of any of its educational programs or activities because of race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, or veteran status, subject to the conditions and limitations established by law.

It is the policy of the Board that any form of discrimination or harassment on the basis of race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, or veteran status, or any other basis prohibited by state or federal law is prohibited, whether by students, Board employees or third parties subject to the control of the Board. The Board’s prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics. It is also the policy of the Board to provide for the prompt and equitable resolution of complaints alleging any discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, or veteran status.

For the purposes of this policy, “veteran” means any person honorably discharged from, released under honorable conditions from or released with an other than honorable discharge based on a qualifying condition from active service in, the United States Army, Navy, Marine Corps, Coast Guard and Air Force and any reserve component thereof, including the Connecticut National Guard. “Qualifying condition” means (A) a diagnosis of post-traumatic stress disorder or traumatic brain injury made by an individual licensed to provide health care services at a United States Department of Veterans Affairs facility, (B) an experience of military sexual trauma disclosed to an individual licensed to provide health care services at a United States Department of Veterans Affairs facility, or (C) a determination that sexual orientation, gender identity or gender expression was more likely than not the primary reason for an other than honorable discharge, as determined in accordance with Conn. Gen. Stat. §§ 27-103(c), (d).

For the purposes of this policy, “gender identity or expression” means a person’s gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person’s physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of

the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.

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

Any student and/or parent/guardian wishing to file a complaint regarding discrimination or harassment may obtain a copy of the Board’s complaint procedures and complaint form, which are included in the Board’s Administrative Regulations Regarding Non-Discrimination/Students. These regulations accompany Board Policy #5710 and are available online at [www.darienps.org](http://www.darienps.org) or upon request from the main office of any district school.

If a complaint involves allegations of discrimination or harassment based on reasons such as gender/sex, gender identity, sexual orientation, disability, or pregnancy, such complaints will be handled under other appropriate policies (e.g., Policy # 4118, Students/Sex Discrimination and Harassment in the Workplace; Policy #5125, Section 504 of the Rehabilitation Act of 1973).

Any student and/or parent/guardian also may file a complaint with the Office for Civil Rights, U.S. Department of Education (“OCR”):

Office for Civil Rights, Boston Office  
U.S. Department of Education  
5 Post Office Square  
Boston, MA 02109- 3921  
(617-289-0111)  
<http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

Any student and/or parent/guardian may also file a complaint with the Connecticut Commission on Human Rights and Opportunities:

Connecticut Commission on Human Rights and Opportunities  
450 Columbus Blvd.  
Hartford, CT 06103-1835  
(860-541-3400 or Connecticut Toll Free Number 1-800-477-5737)

Anyone who has questions or concerns about this policy, and/or who may wish to request or discuss accommodations based on religion, and/or who would like a copy of the Board’s complaint procedures or complaint forms related to claims of discrimination or harassment, may contact:

Marjorie Cion  
Director of Human Resources  
35 Leroy Avenue  
Darien, CT 06820

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

Marjorie Cion  
Director of Human Resources  
35 Leroy Avenue  
Darien, CT 06820

Anyone who has questions or concerns about the Board's policies regarding discrimination or harassment on the basis of disability, and/or who may wish to request or discuss accommodations for a disability, may contact the Board's Section 504/ADA Coordinator:

Shirley Klein  
Assistant Superintendent for Special Education and Student Services  
35 Leroy Avenue  
Darien, CT 06820

#### Legal References:

Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, et seq.  
Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, et seq.  
Americans with Disabilities Act, 42 U.S.C. § 12101, et seq.  
Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, et seq.  
Connecticut General Statutes § 1-1n, "Gender Identity or Expression"  
defined  
Connecticut General Statutes § 10-15c  
Connecticut General Statutes § 27-103  
Connecticut General Statutes § 46a-51, Definitions  
Connecticut General Statutes § 46a-58, Deprivation of rights  
Connecticut General Statutes § 46a-81a, et seq.  
Public Act No. 21-79, "An Act Redefining 'Veteran' and Establishing a  
Qualifying Review Board"

ADOPTED: June 9, 2009  
REVISED: August 27, 2013  
REVISED:

6/28/2021



# **DARIEN PUBLIC SCHOOLS**

## **Darien, CT**

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### **ADMINISTRATIVE REGULATIONS REGARDING DISCRIMINATION COMPLAINTS (STUDENTS)**

It is the policy of the Darien Board of Education (the “Board”) that any form of discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, or veteran status is forbidden, whether by students, Board employees or third parties subject to the control of the Board. Students, Board employees and third parties are expected to adhere to a standard of conduct that is respectful of the rights of all members of the school community.

It is also the policy of the Board to provide for the prompt and equitable resolution of complaints alleging any discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, or veteran status.

Any student and/or parent/guardian wishing to file a complaint regarding discrimination or harassment may obtain a copy of the Board’s complaint procedures and complaint form which are included in the Board’s Administrative Regulations Regarding Non-Discrimination/Students. These regulations accompany Board Policy #5710 and are available online at **[www.darienps.org](http://www.darienps.org)** or upon request from the main office of any district school.

If a complaint involves allegations of discrimination or harassment based on reasons such as gender/sex, gender identity, sexual orientation, disability, or pregnancy, such complaints will be handled under other appropriate policies (e.g., Policy #5275, Students/Sex Discrimination and Harassment; Policy #5125, Section 504 of the Rehabilitation Act of 1973).

All other complaints by a student or parents/guardians alleging discrimination or harassment against a student on the basis of the protected characteristics listed herein should file a written complaint with:

Marjorie Cion  
Director of Human Resources  
35 Leroy Avenue  
Darien, CT 06820  
203-656-7406

Preferably, complaints should be filed within thirty (30) days of the alleged occurrence. Timely reporting of complaints facilitates the investigation and resolution of such complaints. The district will investigate such complaints promptly and equitably, and will take corrective action when allegations are verified.

The district will not tolerate any reprisals or retaliation that occur as a result of the good faith reporting of charges of harassment or discrimination on the basis of race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, or veteran status. Any such reprisals or retaliation will result in disciplinary action against the retaliator, and other corrective actions as appropriate.

The school district will periodically provide staff development for district administrators and periodically distribute this policy and the implementing administrative regulations to staff and students in an effort to maintain an environment free of harassment and discrimination.

### Complaint Procedure

As soon as a student feels that he or she has been subjected to discrimination or harassment on the basis of race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, or veteran status, he/she should make a written complaint to the building principal or to the building principal, or designee.

If the complaint being filed is against the Superintendent, the complaint should be filed with the Board Chair, who will take appropriate steps, such as retaining an independent investigator, to cause the matter to be investigated in a manner consistent with the Board's non-discrimination policy and regulation. If either the Superintendent or any other party to the complaint is not satisfied with the findings and conclusions of the investigation, within (30) calendar days of receiving the findings, such party may present the complaint and written outcome to the Board Chair, who will take appropriate steps, such as retaining an independent investigator different from the investigator who investigated the complaint, to cause the matter to be reviewed in a manner consistent with the Board's non-discrimination policy and regulation.

The student will be provided a copy of the Board's policy and regulation and made aware of the student's rights under this policy and regulation. In the event the building principal receives a complaint alleging discrimination or harassment based on gender/sex, gender identity, sexual orientation, disability or pregnancy, the building principal shall follow the procedures identified in the appropriate Board policies ((e.g., Policy 5275, Sex Discrimination and Sexual Harassment (Students); Policy # 5125, Section 504 of the Rehabilitation Act of 1973), where applicable, rather than the complaint procedures provided in this policy.

The complaint should state the:

- A. Name of the complainant,
- B. Date of the complaint,

- C. Date(s) of the alleged harassment/discrimination,
- D. Name(s) of the harasser(s) or discriminator(s),
- E. Location where such harassment/discrimination occurred,
- F. Names of any witness(es) to the harassment/discrimination,
- G. Detailed statement of the circumstances constituting the alleged harassment/discrimination; and
- H. Proposed remedy.

Any student who makes an oral complaint of harassment or discrimination to any of the above-mentioned personnel will be provided a copy of this regulation and will be requested to make a written complaint pursuant to the above procedure. If a student (or individual acting on behalf of the student) is unable to make a written complaint, the administrator receiving the oral complaint will either reduce the complaint to writing or assist the student (individual acting on behalf of the student) in completing the written complaint form.

All complaints are to be forwarded immediately to the Superintendent or designee. Upon receipt of a complaint alleging harassment or discrimination under this complaint procedure, the Superintendent shall designate a district or school administrator to promptly investigate the complaint. During the course of the investigation, the investigator shall interview or consult with all individuals reasonably believed to have relevant information, including the complainant, the alleged harasser/discriminator and any witnesses to the conduct. Complaints will be investigated promptly within the timeframes identified below. Timeframes may be extended as needed given the complexity of the investigation, availability of individuals with relevant information and/or other extenuating circumstances. Confidentiality will be maintained by all persons involved in the investigation to the extent possible, as determined by the investigator.

Upon receipt of a written complaint of discrimination or harassment, the investigator should:

1. Offer to meet with the complainant (and respondent, if applicable) within ten (10) business days (provided that such timeframe may be reasonably extended based on the availability of necessary witnesses and/or participants, the complexity of the investigation, and/or other extenuating circumstances) to discuss the nature of the complaint, identify individuals the complainant believes has relevant information, and obtain any relevant documents the complainant may have;

2. Provide the complainant (and respondent, if applicable) with a copy of the Board's non-discrimination policy and accompanying regulations;
3. Investigate the factual basis of the complaint, including, as applicable, conducting interviews with individuals deemed relevant to the complaint;
4. Conduct an investigation that is adequate, reliable, and impartial. Investigate the factual basis for the complaint, including conducting interviews with individuals with information and review of documents relevant to the complaint;
5. Maintain confidentiality to the extent practicable throughout the investigative process, in accordance with state and federal law;
6. Communicate the outcome of the investigation in writing to the complainant (and respondent, if applicable) (to the extent permitted by state and federal confidentiality requirements), within thirty (30) business days (provided that such timeframe may be reasonably extended based on the availability of necessary witnesses and/or participants, the complexity of the investigation, and/or other extenuating circumstances) from the date the complaint was received by the Superintendent's office. The complainant (and respondent, if applicable) shall be notified of any extension of the investigation timeline. The written notice shall include a finding whether the complaint was substantiated and if so, shall identify, to the extent possible, how the district will remedy the discrimination or harassment, adhering to the requirements of state and federal law;
7. If a complaint is made during summer recess, the complaint will be reviewed and addressed as quickly as possible given the availability of staff and/or other individuals who may have information relevant to the complaint. If fixed timeframes cannot be met, the complainant (and respondent, if applicable) will receive notice and interim measures may be implemented as necessary (see subparagraph 6);
8. Whenever allegations are verified, ensure that appropriate corrective action is taken (including, but not limited to, disciplinary action) aimed at preventing the recurrence of the discrimination or harassment. Corrective action should include steps to avoid continuing discrimination or harassment;
9. If the complainant (and/or respondent, if applicable) is not satisfied with the findings and conclusions of the investigation, the complainant (and/or respondent, if applicable) may present the complaint and written outcome to the Superintendent within thirty (30) calendar days of receiving the findings. Upon review of a written request from the complainant (and/or respondent, if applicable), the Superintendent shall review the investigative results of the investigator and determine if further action and/or investigation is warranted.

Such action may include consultation with the investigator and complainant (and/or respondent, if applicable), a meeting with appropriate individuals to attempt to resolve the complaint, or a decision affirming or overruling the investigator's conclusions or findings. The Superintendent shall provide written notice to the complainant (and respondent, if applicable) of the proposed actions within fifteen (15) business days (provided that such timeframe may be reasonably extended based on the availability of necessary witnesses and/or participants, the complexity of the investigation, and/or other extenuating circumstances) following the receipt of the written request for review.

Any student and/or parent/guardian also may file a complaint with the Office for Civil Rights, U.S. Department of Education ("OCR"):

Office for Civil Rights, Boston Office  
U.S. Department of Education  
8th Floor  
5 Post Office Square  
Boston, MA 02109- 3921  
(617-289-0111)  
<http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

Any student and/or parent/guardian may also file a complaint with the Connecticut Commission on Human Rights and Opportunities:

Connecticut Commission on Human Rights and Opportunities  
450 Columbus Blvd.  
Hartford, CT 06103-1835  
(860-541-3400 or Connecticut Toll Free Number 1-800-477-5737)

Anyone who has questions or concerns about these regulations, and/or who may wish to request or discuss accommodations based on religion, may contact:

Marjorie Cion  
Director of Human Resources  
35 Leroy Avenue  
Darien, CT 06820  
203-656-7406

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

Marjorie Cion  
Director of Human Resources  
35 Leroy Avenue  
Darien, CT 06820  
203-656-7406

Anyone who has questions or concerns about the Board's policies regarding discrimination or harassment on the basis of disability, and/or who may wish to request or discuss accommodations for a disability, may contact the Board's Section 504/ADA Coordinator:

Shirley Klein  
Assistant Superintendent for Special Education and Student Services  
35 Leroy Avenue  
Darien, CT 06820  
203-656-7474

**DARIEN PUBLIC SCHOOLS**  
**Darien, CT**

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**DISCRIMINATION/HARASSMENT COMPLAINT FORM**  
**(For complaints based on race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, or veteran status)**

Name of the complainant \_\_\_\_\_

Date of the complaint \_\_\_\_\_

Date of the alleged discrimination/harassment \_\_\_\_\_

Name or names of the discriminator(s) or harasser(s) \_\_\_\_\_

\_\_\_\_\_

Location where such discrimination/harassment occurred \_\_\_\_\_

\_\_\_\_\_

Name(s) of any witness(es) to the discrimination/harassment \_\_\_\_\_

\_\_\_\_\_

Detailed statement of the circumstances constituting the alleged discrimination or harassment \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed remedy \_\_\_\_\_

**DARIEN PUBLIC SCHOOLS**  
**Darien, CT**

**Series 1000**  
**Community/Board Operation**

**Policy 1320**

## **Civility and Respectful Conduct**

Maintaining an environment that is supportive of learning, free of disruptive conduct, and models appropriate behavior for students is essential to educational success. To further this goal, it is the policy of the Darien Board of Education (the “Board”) to promote civility and respectful conduct among students, Board members, Board employees, and third parties while at school, on school property, at school-sponsored activities, and in connection with the Board’s educational programs and activities. It is also the Board’s policy that harassing, defamatory, obscene, abusive, discriminatory, and/or threatening conduct at school, on school property, at school-sponsored activities, or in connection with the Board’s educational programs and activities is prohibited, whether by students, Board employees, or third parties, and may result in disciplinary action and/or other consequences, as applicable.

For purposes of this policy, “third parties” means any individual present at school, on school property, at school-sponsored activities, and/or acting in connection with the Board’s educational programs or activities, including, but not limited to, parents, guardians, representatives, agents, consultants, and attorneys. The Board’s educational programs and activities include academic, nonacademic, and extracurricular activities, including athletics.

The Superintendent or designee is hereby directed to develop administrative regulations that establish expectations regarding civility and respectful conduct and outline the possible consequences for failure to adhere to such expectations.

The Board will enforce this policy with respect to conduct by Board members, consistent with Board bylaws and applicable law.



**DARIEN PUBLIC SCHOOLS**  
**Darien, CT**

**Administrative Regulations**

**Purpose**

Maintaining an environment that is supportive of learning, free of disruptive conduct, and models appropriate behavior for students is essential to educational success. To further this goal, it is the policy of the Darien Board of Education (the “Board”) to promote civility and respectful conduct among students, Board members, Board employees, and third parties while at school, on school property, at school-sponsored activities, and in connection with the Board’s educational programs and activities. It is also the Board’s policy that harassing, defamatory, obscene, abusive, discriminatory, and/or threatening conduct at school, on school property, at school-sponsored activities, or in connection with the Board’s educational programs and activities is prohibited, whether by students, Board employees, or third parties, and may result in disciplinary action and/or other consequences, as applicable.

For purposes of these administrative regulations, “third parties” means any individual present at school, on school property, at school-sponsored activities, and/or acting in connection with the Board’s educational programs or activities, including, but not limited to, parents, guardians, representatives, agents, consultants, and attorneys. The Board’s educational programs and activities include academic, nonacademic, and extracurricular activities, including athletics.

The intent of these administrative regulations is to help the Board and the Administration of the Darien Public Schools (the “Administration”) maintain a civil, respectful environment at school, on school property, at school-sponsored activities, at Board meetings, and in connection with the Board’s educational programs and activities for students, Board members, Board employees, and third parties. These administrative regulations describe the Board’s and the Administration’s expectations regarding civility and respectful conduct and set forth the possible consequences for failure to adhere to such expectations.

**Expectations Regarding Civility and Respectful Conduct**

The Board and the Administration require students, Board members, Board employees, and third parties while at school, on school property, at school-sponsored activities, at Board meetings, and in connection with the Board’s educational programs and activities to act and communicate in a manner that promotes respect for the dignity and worth of all individuals, regardless of race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, or veteran status. All adults participating in the school community are expected to communicate and act in a manner that models appropriate conduct for students. The Administration will regulate conduct by students, Board employees, and third parties while at school, on school property, at school-sponsored activities, and in connection

**DARIEN PUBLIC SCHOOLS**  
**Darien, CT**

with the Board's educational programs and activities when such conduct is contrary to these fundamental principles.

Specifically, the Administration will regulate disruptive conduct (including, without limitation, actions and communications) that:

- interfere with, disrupt, and/or undermine the orderly operation of the Board's educational programs or activities;
- are used to engage in harassing, defamatory, obscene, abusive, discriminatory, threatening, and/or similarly inappropriate conduct;
- create a hostile environment;
- breach confidentiality obligations of Board employees; and/or
- violate the law, Board policies, and/or other school rules and regulations.

**Examples of Prohibited Conduct**

Prohibited conduct includes, but is not limited to:

- using loud and/or offensive language (for example, swearing or displaying a temper);
- invading another person's space by moving close to the person in an aggressive or threatening manner;
- threatening to do physical and/or emotional harm to another person;
- damaging, destroying, and/or threatening to damage or destroy school property or property under the Board's control;
- harassing, defamatory, obscene, abusive, discriminatory, or threatening verbal, written, and/or electronic communications; and/or
- any other behavior which disrupts the orderly operation of the Board's educational programs or activities.

**Recourse**

***Students***

Any student who believes they were subject to conduct prohibited under Board Policy #1320 and these administrative regulations may report such conduct to a teacher, guidance counselor, and/or school administrator. The Administration will review any such reports in a timely manner and take appropriate action if the Administration determines that a violation of Board Policy #1320 and these administrative regulations has occurred.

***Board Employees***

Any Board employee who believes they were subject to conduct prohibited under Board Policy #1320 and these administrative regulations may report such conduct to their

**DARIEN PUBLIC SCHOOLS**  
**Darien, CT**

immediate supervisor and/or an appropriate school administrator. The Administration will review any such reports in a timely manner and take appropriate action if the Administration determines that a violation of Board Policy #1320 and these administrative regulations has occurred.

***Third Parties***

Any third party who believes they were subject to conduct prohibited under Board Policy #1320 and these administrative regulations may report such conduct to the Director of Human Resources or the Superintendent of Schools. The Administration will review any such reports in a timely manner and take appropriate action if the Administration determines that a violation of Board Policy #1320 and these administrative regulations has occurred.

**Disciplinary Consequences**

Board employees found to be in violation of Board Policy #1320 and these administrative regulations may be subject to disciplinary action, up to and including termination of employment.

Students found to be in violation of Board Policy #1320 and these administrative regulations may be subject to disciplinary action in accordance with the Board's policy concerning Student Discipline.

Third parties found to be in violation of this policy may be directed to leave school property and/or a school-sponsored activity, and/or may be directed to refrain from communicating with Board employees or others in person and/or via electronic means (*e.g.*, email, text message, telephone) for a specified period of time. Repeat violations may result in a long-term denial of access to school property, school-sponsored activities, and certain modes of communication with Board employees and/or others.

DARIEN BOARD OF EDUCATION  
Darien, Connecticut  
**PROPOSED**  
**SCHEDULE OF REGULAR BOARD OF EDUCATION MEETINGS  
FOR THE 2022-2023 SCHOOL YEAR**

<u>2022</u>	<u>2023</u>
July 26	Jan. 7 or 14* (Sat.) (14 - snow date)
Aug. 23	10
	24
Sept. 13	
27	Feb. 14
	28
Oct. 11	
25	March 14
Nov. 9*(Wed.) (Nov. 8th Election Day)	28
22	April (wk. of 4/10 recess)
Dec. 13	25
	May 9
	23
	June 13
	27

All meetings listed above are regularly scheduled Board of Education meetings. All meetings will be held in the Darien Board of Education Meeting Room, 35 Leroy Avenue, Darien, Connecticut at 7:30 p.m. (with the exception of Sat. January 7 or 14). The Darien Board of Education meets on the second and fourth Tuesday of every month, unless otherwise indicated by an \*.

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David P. Dineen, Chairman  
Darien Board of Education

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Sara D. Parent, Secretary  
Darien Board of Education

**For the Purpose of Community Planning**

**DATE:** July 26, 2022  
**TO:** Board of Education  
**FROM:** Dr. Alan Addley, Superintendent of Schools  
**SUBJECT:** Proposed Monthly Committee Meeting Schedule  
2022-23 School Year- REVISED

Below please find a proposed **revised** monthly schedule of dates for Board of Education Finance, Facilities, Policy and Curriculum Committees. Meetings will commence at 8:30 a.m.

**Finance:**

September	September 22 (Thurs.)
October	October 20 (Thurs.)
November	November 17 (Thurs.)
December	No Meeting
January	January 19 (Thurs.)
February	February 16 (Thurs.)
March	March 23 (Thurs.)
April	April 20 (Thurs.)
May	May 18 (Thurs.)
June	June 22 (Thurs.)

**Facilities:**

September	No Meeting
October	<b>October 6 (Thurs.)</b>
November	<b>November 3 (Thurs.)</b>
December	<b>December 1 (Thurs.)</b>
January	<b>January 26 (Thurs.)</b>
February	February 2 (Thurs.)
March	March 9 (Thurs.)
April	<b>April 27 (Thurs.)</b>
May	May 11 (Thurs.)

June	No Meeting
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**Policy:**

September	September 16 (Fri.)
October	October 14 (Fri.)
November	November 18 (Fri.)
December	No Meeting
January	January 20 (Fri.)
February	February 10 (Fri.)
March	March 17 (Fri.)
April	April 21 (Fri.)
May	May 19 (Fri.)
June	No Meeting

**Curriculum**

September	September 8 (Thurs.)
October	<b>October 13 (Thurs.)</b>
November	<b>November 10 (Thurs.)</b>
December	<b>December 8 (Thurs.)</b>
January	<b>January 12 (Thurs.)</b>
February	February 9 (Thurs.)
March	March 16 (Thurs.)
April	<b>April 6 (Thurs.)</b>
May	May 25 (Thurs.)
June	June 8 (Thurs.)

# PERSONNEL REPORT

July 26, 2022

Item	Name	Action	Replacing/Location/Position	Effective Date		Tenure Area	Certification Class/Step
				From	To		
Appointments							
1	Samantha Swift	Appointment	K Schultz/Tokeneke/Assistant Principal	8/15/2022	6/30/2023	Teacher	Intermediate Administrator
2	Lynn Holcomb	Appointment	N Torre/Royle/Assistant Principal	8/15/2022	6/30/2023	Teacher	Intermediate Administrator
3	Katie Risk	Appointment	V McVie/Royle/Assistant Principal	8/15/2022	6/30/2023	Teacher	Intermediate Administrator
4	Natasha Torre	Appointment	G Mullin/Royle/Principal	7/25/2022	6/30/2023	Teacher	Intermediate Administrator
5	Lucy Berry	Appointment	D Hutchins/MMS/Assistant Principal	8/15/2022	6/30/2023	Teacher	Intermediate Administrator
6	Marissa Parisi	Appointment	L Mangieri/DHS/Speech and Language Pathologist	8/24/2022	6/30/2026	Teacher	Speech and Language Pathologist MA + 30 Step 13
7	Samah Chadli	Appointment	S Mason/DHS/ French Teacher	8/24/2022	6/30/2024	Teacher	French 7 - 12 PhD Step 19
8	Kacie Reilly	Appointment	S Selvaraj/Royle/Special Education Teacher	8/24/2022	6/30/2026	Teacher	Comprehensive Special Education MA Step 13
9	Mallory Brochu	Appointment	L Niessing/Hindley/Elementary Teacher	8/24/2022	6/30/2024	Teacher	Elementary MA Step 9
10	Emily Merritt	Appointment	A Casucci/District/Director of Nursing Services	7/25/2022	6/30/2023	NA	NA
11	Nestor Aparacio	Appointment	K Munrett/Facilities/Assistant Director	7/25/2022	6/30/2023	NA	NA
12	Adam Zawacki	Appointment	New Position/MMS/Hardware Technician	8/24/2022	6/30/2023	NA	NA
13	Keri Glick	Appointment	B Magee/Holmes/AP Secretary	8/15/2022	6/30/2023	NA	NA
Resignations and Retirements (Informational Only)							
14	Monique Ross	Resignation	MMS/School Psychologist		6/30/2022		
15	Theresa Fox	Resignation	MMS/Special Education Department Chair		7/22/2022		
16	Angela Rizzo	Resignation	MMS/IDEA and Math		6/30/2022		
17	Craig Campbell	Resignation	Athletics/Athletic Trainer		7/18/2022		
18	Victoria McVie	Resignation	Royle/Assistant Principal		6/30/2022		
19	Garan Mullin	Resignation	Royle/Principal		7/15/2022		
20	Sonal Selvaraj	Resignation	Royle/ Special Education Teacher		6/30/2022		