

**SPECIAL MEETING
KILLINGLY BOARD OF EDUCATION'S
POLICY COMMITTEE
Thursday, February 9, 2023
6:00 PM
CENTRAL OFFICE, 79 WESTFIELD AVE.**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT-** *Members of the public are encouraged to share their thoughts with the Board of Education and are invited to do so during this segment of the meeting. All public comments at a Special Meeting will be limited to the topics listed on the Special Meeting agenda. 30 minutes will be allotted for public comment per meeting, limited to no more than 3 minutes , maximum per person. People wishing to speak must sign-up prior to the start of the meeting. When appropriate to do so, members of the Board and the administration may respond to comments. However, in consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.*
- 4. REVIEW AND POSSIBLE APPROVAL OF OCTOBER 13, 2022 POLICY COMMITTEE MEETING MINUTES**
- 5. DISCUSSION ON UPDATING OLD POLICIES**
- 6. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5113.01, Students-Attendance and Excuses**
- 7. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5114.2, Students-Suspension from Interscholastic Athletes**
- 8. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5118, Students-Non-resident Attendance**
- 9. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5131, Students-Conduct and Discipline**
- 10. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5131.2, Students-Assault**
- 11. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5131.6, Students-Alcohol, Drugs, and Tobacco**
- 12. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5131.7, Students-Weapons and Dangerous Instruments**
- 13. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5131.8, Students-Out-of-School Misconduct**

Continued

**SPECIAL MEETING
KILLINGLY BOARD OF EDUCATION'S
POLICY COMMITTEE**

Thursday, February 9, 2023

- 14. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5131.21, Students-Conduct**
- 15. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5131.61, Students-Inhalant Abuse**
- 16. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5131.81, Students-Electronic Devices**
- 17. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #5131.911, Students-Safe School Climate Plan**
- 18. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #6115-Instruction-Ceremonies and Observances**
- 19. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF BYLAW #9325.5, Telephonic and Videoconferencing Participation**
- 20. ADJOURNMENT**

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**SPECIAL MEETING
KILLINGLY BOARD OF EDUCATION'S**

**POLICY COMMITTEE
Thursday, October 13, 2022
6:00 PM
CENTRAL OFFICE, 79 WESTFIELD AVE.**

MINUTES

Present: Norm Ferron, Kelly Martin and Laura Dombowski.
Absent with Notification: Jennifer Hegedus and Jason Muscara.
Guests: Superintendent Robert Angeli.

1. **CALL TO ORDER-** The meeting was called to order at 6:01 p.m.
2. **ROLL CALL-** Please see above.
3. **PUBLIC COMMENT-** No comments.
4. **REVIEW AND POSSIBLE APPROVAL OF JUNE 1, 2022 POLICY COMMITTEE MEETING MINUTES**

MOTION: by Ms. Dombowski, seconded by Mr. Ferron to approve the minutes,
Motion passed. 2-0-1 (Laura abstained)

5. **REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #9132
Bylaws of the Board, Standing Committees**
Policy #9132 was reviewed and discussion took place regarding how to implement.
6. **REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #9325
Bylaws of the Board, Meetings, Meeting Conduct**
Policy #9325 was reviewed and discussion took place regarding how to how to implement.
7. **REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #2000.1
Administration, Board-Superintendent Relationship**
Policy #2000.1 was reviewed and discussed. Superintendent Angeli shared additional documents: *General Statute Sec. 10-157* and Killingly's policy #2140, *Administration, Superintendent of Schools*. The other document was "*School Governance Position Statement*." (provided by CABA, CAPSS) which included, *Superintendent's Leadership Performance Areas and Specific Areas of Responsibility*. The Governance Statement is intended to be used as a tool for discussion between boards and superintendents.

8. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF POLICY #2133

Administration, Principal

Policy #2133 was reviewed and discussion took place regarding how to implement. Superintendent Angeli shared an additional document titled, *Connecticut Code of Professional Responsibility for Administrators*, provided by State Department of Education. It also applies to regulation #2300, below. The document is for school administrators and categorizes standards and responsibilities that help guide school administrators.

9. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION OF Regulation #2300

Administration, Statement of Ethics for Administrators

Regulation #2133 was reviewed and discussion took place regarding how to implement. Superintendent Angeli shared a document titled, *Common Core of Leading: Connecticut School Leadership Standards, Performance Expectations, Elements and Indicators*.

10. ADJOURNMENT

MOTION: by Ms. Martin, seconded by Ms. Dombkowski to adjourn.
Unanimous

The October 13, 2022 Policy Committee meeting adjourned at 8:00 p.m.

RJA/krd

5113.01(a)**Students****Attendance and Excuses - Killingly High School**

The faculty and administration of Killingly High School believe that class attendance is most important and requires that students attend all assigned classes and study halls.

Much of what a student learns and is graded on deals with facts, concepts and theories that are presented and discussed in class. In-class experiences cannot be duplicated outside of the classroom. In addition, other learning processes take place that may not be measurable, but are most important to the student's overall growth and education. Some of these processes may involve the exchange of ideas and attitudes among class members, the interaction between individuals and a trained teacher, and the enrichment and supplementary experiences provided through a teacher's expertise.

Since attending class is the only method for students to avail themselves of these kinds of learning experiences, absence from class has a direct effect on their education. Developing good attendance habits will also help prepare students to meet the expectations of future employers.

Students are, therefore, expected to attend classes for which they are registered each day that classes are in session. Excessive absences from class may result in loss of credit. Parents are expected to make prior arrangements for planned absences. When students have been absent from school for any reason, they are expected to complete all work assigned during their absence.

Parents'/Guardians' Responsibility

When a student is absent from class for illness, religious observance, or unforeseen emergency, the parent must inform the school by phone on the day of the absence and in writing within one school day of the absence. Failure to notify the school will result in a recorded unexcused absence. Students who are 18 or older who do not live at home and who have filed with the office a verification of their legal and financial emancipation may provide their own written excuses.

Students absent three or more consecutive days must report to the nurse upon returning to school. All notes must include a telephone number at which the parent can be reached for verification between 8 a.m. and 3 p.m.

Any student who misses three or more classes per day will be considered absent for that day.

Credits which are earned through academic success may be withheld because of absences from school.

The following conditions will apply to this policy:

- 15 or more excused or unexcused absences in a full-year course (or 10 or more in a semester course) will result in the withholding of credit.

Students

Attendance and Excuses - Killingly High School

Parents'/Guardians' Responsibility

- Students who surpass the 15-day limit may regain credit through a 30-day period of perfect attendance, with the exception of any emergency excused absences, as determined by the building administrator, and providing the 30 days are within the same school year.
- Students whose absences exceed 15% of the 185 school days (27 absences) in one school year will not be granted credit.
- Students who have credits withheld due to poor attendance and who do not exceed the 27-day limit, may have credit restored the subsequent year if, and only if, the number of absences fall within the 15-day limit for the subsequent year's attendance.
- Quarterly, parents are informed of their child's attendance status if their child is in jeopardy of having their credits withheld.
- Absences due to school suspensions, school-related activities court or legal obligations, religious holidays, and/or medical documented reasons are not included when determining credit status.
- Withholding of credit does not imply that a student shall be removed from the course.

Tardiness-Dismissal-Absence and Co-Curricular Activities

In order to be granted credit for a day in attendance, students who arrive late or who are dismissed early must be in attendance according to the guidelines outlined in the student handbook. Failure to comply with published guidelines will result in an absence and ineligibility to participate in co-curricular activities on that day.

Students who are absent from school for any reason may not participate in any co-curricular activities on the day of the absence. This includes such activities as dances, proms, drama, athletics and band/music events.

Restoring Credit

A 30-day period of perfect attendance will restore lost credit providing the student has not missed more than 15% of the potential class meetings. This 30-day option for restoring credit is available only during the current school year. Students who do not complete a 30-day contract before the end of the current school year must complete a full school year without offending the attendance policy.

Students who lose credit in full year courses because of poor attendance may have credit restored by attending summer school providing the student has not missed more than 15% (27 days) of the class periods.

Students

Attendance and Excuses - Killingly High School

Restoring Credit

Students who have completed a course with a passing grade, yet have lost credit due to poor attendance, will not be required to repeat the course and may advance to the next level in a course sequence.

Students

Suspension From Interscholastic Athletics

Definitions

1. **"Athletic Suspension"** shall be defined as removal from further participation in a particular athletic program for a period not to exceed the duration of the playing season.
2. **"Emergency"** shall be defined as a situation under which the continued presence of the student in the playing arena or school imposes such a danger to persons or property or such a disruption to the activity involved that a hearing may be delayed until a time as soon after the exclusion of such student as possible.

Athletic Suspension

Because participation in interscholastic athletic programs is a special privilege distinct from basic academics a student may be subjected to an athletic suspension for violation of any of the following standards of conduct as well as for violations of standards cited under policy 5114.

1. All CIAC eligibility rules will be strictly adhered to and enforced during the season.
2. **Academic requirements** - all athletes must maintain at least a "C" average. A student whose average is not at least "C" will be permitted to participate on probationary status for one marking period. At the end of the probationary period, in order for the student to become eligible again, he/she must have attained an average of "C" or better. Tutoring will be made available if a student or his family makes a request for such help.
3. **Drinking of alcoholic beverages or drug use or smoking** - complete exclusion will result for the duration of that particular season from the team when ample proof is given at any time during the season. In addition, the requirements specified in policy 5114 shall be followed concerning suspensions, or expulsion.
4. **Student Behavior** - all athletes shall conduct themselves as good school and community citizens. Unsatisfactory behavior may result in complete or partial suspension from the team.
5. **Team Conduct** - all team members must show respect to their opponents, officials, coaches and spectators. Abuse of this may result in complete or partial suspension from the team.
6. **Practice** - no unexcused cuts from practice are permitted. Violation of this rule may lead to complete or partial suspension.
7. **Equipment** - all issued school equipment must be properly cared for by the athlete. Athletes are responsible for all issued equipment, and financially responsible for any missing equipment.
8. **Attendance, day of game** - players must attend school on the day of the game unless special permission from the coach, and/or athletic director, and/or Principal has been issued. Violation of this rule will prohibit the player's participation in the athletic contest that day.
9. A letter award is given to an athlete upon recommendation of the coach. An athlete must be a member in good standing of the team at the conclusion of the season in order to qualify as a letter winner.

Procedure for Athletic Suspension

1. The administration of each school shall have the authority to invoke and athletic suspension for a period up to the duration of the playing season for one or more of the reasons stated in policy 5114 or paragraph b, above, in accordance with the procedure outlined in this paragraph. The administration shall have the authority to immediately suspend any student when an emergency exists as that term is defined in paragraph A, above.
2. Except in the case of an emergency, as defined in paragraph A, above, a student shall be given the opportunity to meet with the administration and to deny the stated charges prior to the effectuation of any period of athletic suspension. If, at such a meeting the student denies the stated charges, he/she may at that time present his/her version of the incident(s) upon which the proposed athletic suspension is based. The administration shall then determine whether or not an athletic suspension is warranted. In determining the length of the athletic suspension the administration may receive and consider evidence of past academic or disciplinary problems which have led to removal from a classroom, in-school suspension, athletic suspension or expulsion.
3. In the case of suspension, the administration shall notify the Superintendent of Schools within twenty-four (24) hours of the suspension as to the name of the student who has been suspended and the reason therefore.

(cf. 5114 - Suspension and Expulsion/Due Process)

Policy adopted: August 11, 2004

Students

Nonresident Attendance

The Superintendent of Schools may approve requests for student attendance in the district for children living outside the district under the following conditions:

1. When the district of origin agrees to pay the cost per student for the education of that child in the district. Said cost shall equal the actual cost to provide the education to that student in the current school year.
2. For a high school senior whose parents have moved out of the district during the school year.
3. For a student who has less than two month's of a school-year remaining and the parents have moved out of the district.
4. When a child is placed in the school district by an appropriate state agency.
5. For foreign exchange students when they are sponsored by a recognized foreign exchange student placement program and when approved by the Superintendent of Schools.
6. At such other times as may be deemed appropriate by the Superintendent of Schools providing he/she notifies the Board of Education of the decision to allow a non-resident student to attend school in the district.

Permission shall be granted for non-resident students to attend the Killingly schools only when class enrollments in the district will permit the addition of the out of district students.

Transportation beyond that normally provided for students living in the district shall not be provided to non-resident-students.

This policy does not apply to districts which have a written agreement with the Board of Education for the attendance of their students or for students enrolled in the regional vocational agriculture program.

The Board of Education reserves the right to revoke any inter-district attendance agreement at any time.

Legal Reference: Connecticut General Statutes

10-4a Educational interests of state defined (amended by PA 97-290, An Act Enhancing Educational Choices and Opportunities.

10-33 Tuition in towns in which no high school is maintained.

Policy adopted: August 11, 2004

Students

Conduct and Discipline

Each student shall learn to respect the rights of others as individuals and as groups. The student shall learn the rules that govern appropriate behavior in his/her school and obey the rules established by the Board for all students in all public schools of the town.

Areas of Responsibility

Board of Education - The Board of Education holds the certified personnel responsible for the proper conduct and control of students while legally under the supervision and jurisdiction of the school.

Principal - The Principal may implement necessary procedures and rules and regulations to render effective the policies of the Board of Education relating to standards of student behavior. The Principal may involve representatives of all areas of school personnel, students, parents and citizens of the community.

Teachers - Teachers shall be responsible for the instruction of students in rules and regulations of proper conduct, as well as be responsible for proper and adequate control of students. The responsibility and authority of any teacher extends to all students of the school district under the assigned supervision of the teacher and to other students so situated with respect to the teacher as to be subject to the teacher's control.

Parents - Parents shall be expected to cooperate with school authorities regarding the behavior of their children. Parents shall be held responsible for the willful misbehavior of their children.

I. Definitions

- A. **Dangerous Instrument** means any instrument, article or substance, which under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a "vehicle" or a dog that has been commanded to attack.
- B. **Deadly Weapon** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon or metal knuckles. A weapon such as a pellet gun and/or air soft pistol may constitute a deadly weapon if such weapon is designed for violence and is capable of inflicting death or serious bodily harm. In making such determination, the following factors should be considered: design of weapon; how weapon is typically used (e.g. hunting); type of projectile; force and velocity of discharge; method of discharge (i.e. spring v. CO2 cartridge) and potential for serious bodily harm or death.

Students

Conduct and Discipline

Definitions (continued)

- C. **Electronic Defense Weapon** means a weapon, which by electronic impulse or current is capable of immobilizing a person temporarily, but is not capable of inflicting death or serious physical injury, including a stun gun or other conductive energy device.
- D. **Emergency** means a situation in which the continued presence of the student in school poses such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
- E. **Exclusion** means any denial of public school privileges to a student for disciplinary purposes.
- F. **Expulsion** means the exclusion of a student from school privileges for more than ten (10) consecutive school days. The expulsion period may not extend beyond one (1) calendar year. In order to be expelled, the conduct of a student must be found to be both (1) violative of a Board policy; and (2) either seriously disruptive of the educational process or endangering persons or property.
- G. **Firearm**, as defined in 18 U.S.C § 921, means (a) any weapon that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, (b) the frame or receiver of any such weapon, (c) a firearm muffler or silencer, or (d) any destructive device. The term firearm does not include an antique firearm. As used in this definition, a "**destructive device**" includes any explosive, incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or any other similar device; or any weapon (other than a shotgun or shotgun shell particularly suited for sporting purposes) that will, or may be readily converted to, expel a projectile by explosive or other propellant, and which has a barrel with a bore of more than ½" in diameter. The term "destructive device" also includes any combination of parts either designed or intended for use in converting any device into any destructive device or any device from which a destructive device may be readily assembled. A "destructive device" does not include: an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon.

Students

Conduct and Discipline

Definitions (continued)

- H. **In-School Suspension** means an exclusion from regular classroom activity for no more than ten (10) consecutive school days, but not exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty(50) days in one (1) school year, whichever results in fewer days of exclusion.
- I. **Martial Arts Weapon** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.
- J. **Removal** is the exclusion of a student from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond ninety(90) minutes.
- K. **School Days** shall mean days when school is in session for students.
- L. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
- M. **Seriously Disruptive of the Educational Process**, as applied to off-campus conduct, means any conduct that markedly interrupts or severely impedes the day-to-day operation of a school.
- N. **Suspension** means the exclusion of a student from school and/or transportation services for not more than ten (10) consecutive school days, provided such suspension shall not extend beyond the end of the school year in which such suspension is imposed; and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below.
- O. **Weapon** means any BB gun, any blackjack, any metal or brass knuckles, any police baton or nightstick, any dirk knife or switch knife, any knife having an automatic spring release devise by which a blade is released from the handle, having a blade of over one and one-half inches in length, any stiletto, any knife the edged portion of the blade of which is four inches and over in length, any martial arts weapon or electronic defense weapon, or any other dangerous or deadly weapon or instrument, unless permitted by law under section 29-38 of the Connecticut General Statutes.

Students

Conduct and Discipline

Definitions (continued)

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

II. Scope of the Student Discipline Policy

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

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

B. Conduct off School Grounds:

1. Students may be disciplined for conduct off school grounds if such conduct is seriously disruptive of the educational process and violative of a publicized policy of the Board. In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and the Board of Education may consider, but such consideration shall not be limited to the following factors: (1) whether the incident occurred within close proximity of a school; (2) whether other students from the school were involved or whether there was any gang involvement; (3) whether the conduct involved violence, threats of violence, or the unlawful use of a weapon, as defined in section C.G.S. § 29-38, and whether any injuries occurred; and (4) whether the conduct involved the use of alcohol.

In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and/or the Board of Education may also consider whether such off-campus conduct involved the illegal use of drugs.

Students

Conduct and Discipline

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

Conduct which may lead to disciplinary action (including, but not limited to, removal from class, suspension and/or expulsion in accordance with this policy) includes conduct on school grounds or at a school-sponsored activity (including on a school bus), and conduct off school grounds, as set forth above. Such conduct includes, but is not limited to, the following:

1. Striking or assaulting a student, members of the school staff or other persons.
2. Theft.
3. The use of obscene or profane language or gestures, the possession and/or display of obscenity or pornographic images or the unauthorized or inappropriate possession and/or display of images, pictures or photographs depicting nudity.
4. Violation of smoking, dress, transportation regulations, or other regulations and/or policies governing student conduct.
5. Refusal to obey a member of the school staff, law enforcement authorities, or school volunteers, or disruptive classroom behavior.
6. Any act of harassment based on an individual's sex, sexual orientation, race, color, religion, disability, national origin or ancestry.
7. Refusal by a student to identify himself/herself to a staff member when asked, misidentification of oneself to such person(s), lying to school officials or otherwise engaging in dishonest behavior.
8. Inappropriate displays of public affection of a sexual nature and/or sexual activity on school grounds or at a school-sponsored activity.
9. A walk-out from or sit-in within a classroom or school building or school grounds.
10. Blackmailing, threatening or intimidating school staff or students (or acting in a manner that could be construed to constitute blackmail, a threat, or intimidation, regardless of whether intended as a joke).

Students

Conduct and Discipline

Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion (continued)

11. Possession of any weapon, weapon facsimile, deadly weapon, martial arts weapon, electronic defense weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, air pistol, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object or instrument. The possession and/or use of any object or device that has been converted or modified for use as a weapon.
12. Possession of any ammunition for any weapon described above in paragraph 11.
13. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
14. Possession or ignition of any fireworks, combustible or other explosive materials, or ignition of any material causing a fire. Possession of any materials designed to be used in the ignition of combustible materials, including matches and lighters.
15. Unlawful possession, sale, distribution, use, or consumption of tobacco, electronic nicotine delivery systems (e.g. e-cigarettes), vapor products, drugs, narcotics or alcoholic beverages (or any facsimile of tobacco, drugs, narcotics or alcoholic beverages, or any item represented to be tobacco, drugs or alcoholic beverages), including being under the influence of any such substances or aiding in the procurement of any such substances. For the purposes of this Paragraph 15, the term "electronic nicotine delivery system" shall mean an electronic device that may be used to simulate smoking in the delivery of nicotine or other substance to a person inhaling from the device and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device. For the purposes of Paragraph 15, the term "vapor product" shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine, that is inhaled by the user of such product. For the purposes of this Paragraph 15, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law.

Students

Conduct and Discipline

Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion (continued)

16. Sale, distribution, or consumption of substances contained in household items; including, but not limited to glue, paint, accelerants/propellants for aerosol canisters, and/or items such as the aerators for whipped cream; if sold, distributed or consumed for the purpose of inducing a stimulant, depressant, hallucinogenic or mind-altering effect.
17. Unlawful possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (15) above. For purposes of this policy, drug paraphernalia includes any equipment, products and materials of any kind which are used, intended for use or designed for use in growing, harvesting, manufacturing, producing, preparing, packaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to items such as "bongs," pipes, "roach clips," vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possessing, distributing or selling controlled drugs or controlled substances.
18. The destruction of real, personal or school property, such as, cutting, defacing or otherwise damaging property in any way.
19. Accumulation of offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention.
20. Trespassing on school grounds while on out-of-school suspension or expulsion.
21. Making false bomb threats or other threats to the safety of students, staff members, and/or other persons.
22. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other staff members and/or law enforcement authorities.
23. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school staff.
24. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.

Students

Conduct and Discipline

Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion (continued)

25. Leaving school grounds, school transportation or a school-sponsored activity without authorization.
26. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution; or any other form of academic dishonesty, cheating or plagiarism.
27. Possession and/or use of a cellular telephone, radio, walkman, CD player, blackberry, personal data assistant, walkie talkie, Smartphone, mobile or handheld device, or similar electronic device, on school grounds or at a school-sponsored activity in violation of Board policy and/or administrative regulations regulating the use of such devices.
28. Possession and/or use of a beeper or paging device on school grounds or at a school-sponsored activity without the written permission of the principal or his/her designee.
29. Unauthorized use of any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for inappropriate purposes.
30. Possession and/or use of a laser pointer, unless the student possesses the laser pointer temporarily for an educational purpose while under the direct supervision of a responsible adult.
31. Hazing.
32. Bullying, defined as the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at another student attending school in the same district, or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, which:
 - a) causes physical or emotional harm to such student or damage to such student's property;

Students

Conduct and Discipline

Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion (continued)

- b) places such student in reasonable fear of harm to himself or herself, or of damage to his or her property
- c) creates a hostile environment at school for such student
- d) infringes on the rights of such student at school; or
- e) substantially disrupts the education process or the orderly operation of a school.

Bullying includes, but is not limited to, repeated written, oral or electronic communications or physical acts or gestures based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

- 33. Cyberbullying, defined as any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.
- 34. Acting in any manner that creates a health and/or safety hazard for staff members, students, or the public, regardless of whether the conduct is intended as a joke.
- 35. Engaging in a plan to stage or create a violent situation for the purposes of recording it by electronic means; or recording by electronic means acts of violence for purposes of later publication.
- 36. Engaging in a plan to stage sexual activity for the purposes of recording it by electronic means; or recording by electronic means sexual acts for purposes of later publication.
- 37. Using computer systems, including email, instant messaging, text messaging, blogging or the use of social networking websites, or other forms of electronic communications, to engage in any conduct prohibited by this policy.

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Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion (continued)

38. Use of a privately owned electronic or technological device in violation of school rules, including the unauthorized recording (photographic or audio) of another individual without permission of the individual or a school staff member.
39. Engaging in teen dating violence, defined as any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship
40. Any action prohibited by any Federal or State law.
41. Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.

IV. Procedures Governing Removal

- A. A student may be removed from class by a teacher or administrator if he/she deliberately causes a serious disruption of the educational process. When a student is removed, the teacher must send him/her to a designated area and notify the Principal or his/her designee at once. A student may not be removed from class more than six (6) times in one school year nor more than twice in one week unless the student is referred to the building Principal or designee and granted an informal hearing at which the student should be informed of the reasons for the disciplinary action and given an opportunity to explain the situation. The parents or guardian of any minor student removed from class shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of such removal from class.

V. Procedures Governing Suspension

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

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Procedures Governing Suspension (continued)

1. Unless an emergency situation exists, no student shall be suspended prior to having an informal hearing before the principal or designee at which the student is informed of the charges and given an opportunity to respond. In the event of an emergency, the informal hearing shall be held as soon after the suspension as possible.
2. If suspended, such suspension shall be an in-school suspension, except the principal or designee may impose an out-of-school suspension on any pupil:
 - (1) in grades three to twelve, inclusive, if, during the informal hearing, (a) the principal or designee determines that the student poses such a danger to persons or property or such a disruption of the educational process that he or she should be excluded from school during the period of suspension; or (b) the principal or designee determines that an out-of-school suspension is appropriate based on evidence of (i) the student's previous disciplinary problems that have led to suspensions or expulsion of such student, and (ii) previous efforts by the administration to address the student's disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies, or
 - (2) in grades preschool to two, inclusive, if the principal or designee determines that an out-of-school suspension is appropriate for such pupil based on evidence that such pupil's conduct on school grounds is of a violent or sexual nature that endangers persons.
3. Evidence of past disciplinary problems that have led to removal from a classroom, suspension, or expulsion of a student who is the subject of an informal hearing may be received by the Principal or designee, but only considered in the determination of the length of suspensions.
4. By telephone, the Principal or designee shall make reasonable attempts to immediately notify the parent or guardian of a minor student following the suspension and to state the cause(s) leading to the suspension.

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Procedures Governing Suspension (continued)

5. Whether or not telephone contact is made with the parent or guardian of such minor student, the Principal or designee shall forward a letter promptly to such parent or guardian to the last address reported on school records (or to a newer address if known by the Principal or designee), offering the parent or guardian an opportunity for a conference to discuss same.
6. In all cases, the parent or guardian of any minor student who has been suspended shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the suspension.
7. Not later than twenty-four (24) hours after the commencement of the suspension, the principal or designee shall also notify the Superintendent or his/her designee of the name of the student being suspended and the reason for the suspension.
8. The student shall be allowed to complete any classwork, including examinations, without penalty, which he or she missed while under suspension.
9. The school administration may, in its discretion, shorten or waive the suspension period for a student who has not previously been suspended or expelled, if the student completes an administration-specified program and meets any other conditions required by the administration. Such administration-specified program shall not require the student and/or the student's parents to pay for participation in the program.
10. Notice of the suspension shall be recorded in the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school. In cases where the student's period of suspension is shortened or waived in accordance with Section V.A (9), above, the administration may choose to expunge the suspension notice from the cumulative record at the time the student completes the administration-specified program and meets any other conditions required by the administration.
11. If the student has not previously been suspended or expelled, and the administration chooses to expunge the suspension notice from the student's cumulative record prior to graduation, the administration may refer to the existence of the expunged disciplinary notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspensions or expulsions by the student would constitute the student's first such offense.

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Procedures Governing Suspension (continued)

12. The decision of the principal or designee with regard to disciplinary actions up to and including suspensions shall be final.
 13. During any period of suspension served out of school, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school-sponsored activities, unless the principal specifically authorizes the student to enter school property for a specified purpose or to participate in a particular school-sponsored activity.
- B. In cases where a student's suspension will result in the student being suspended more than ten (10) times or for a total of fifty(50) days in a school year, whichever results in fewer days of exclusion, the student shall, prior to the pending suspension, be granted a formal hearing before the Board of Education. The principal or designee shall report the student to the Superintendent or designee and request a formal Board hearing. If an emergency situation exists, such hearing shall be held as soon after the suspension as possible.

VI. Procedures Governing In-School Suspension

- A. The Principal or designee may impose in-school suspension in cases where a student's conduct endangers persons or property, violates school policy, seriously disrupts the educational process or in other appropriate circumstances as determined by the Principal or designee.
- B. In-school suspension may not be imposed on a student without an informal hearing by the building Principal or designee.
- C. In-school suspension may be served in the school attended by the student regularly attends or in any school building under the Board's jurisdiction.
- D. No student shall be placed on in-school suspension more than fifteen (15) times or for a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.
- E. The parents or guardian of any minor student placed on an in-school suspension shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the period of the in-school suspension.

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VII. Expulsion Recommendation Procedure

- A. A Principal may consider recommendation of expulsion of a student **in grades three through twelve, inclusive**, in a case where he/she has reason to believe the student has engaged in conduct described at sections IIA. And IIB., above.
- B. A Principal must recommend expulsion proceedings in all cases against any student in **kindergarten through grade twelve, inclusive**, whom the administration has reason to believe:
 - 1. was in possession on school grounds or at a school-sponsored activity of a deadly weapon, dangerous instrument, martial arts weapon, or firearm as defined in 18 U.S.C. § 921 as amended from time to time; or
 - 2. off school grounds, possessed a firearm as defined in 18 § U.S.C. 921, in violation of C.G.S. § 29-35, or possessed and used a firearm as defined in 18 U.S.C. § 921, a deadly weapon, a dangerous instrument or a martial arts weapon in the commission of a crime under chapter 952 of the Connecticut General Statutes; or
 - 3. was engaged on or off school grounds in offering for sale or distribution a controlled substance (as defined in C.G.S. § 21a-240(9)), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under C.G.S. §§ 21a-277 and 21a-278.

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

- a. When considering whether conduct off school grounds is seriously disruptive of the educational process, the term “weapon” means any pistol or revolver, any dirk knife or switch knife or any knife having an automatic spring release device by which a blade is released from the handle, having a blade of over one and one-half inches in length, and any other dangerous or deadly weapon or instrument, including any sling shot, blackjack, sand bag, metal or brass knuckles, stiletto, knife, the edged portion of the blade of which is four inches and over in length or martial arts weapon as defined above.

Students**Conduct and Discipline****Expulsion Recommendation Procedure (continued)**

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

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

If the Superintendent or his/her designee determines that a student should or must be expelled, he or she shall forward his/her recommendation to the Board of Education so that the Board of Education can consider and act upon this recommendation.

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

VIII. Procedures Governing Expulsion Hearing**A. Emergency Exception**

Except in an emergency situation, the Board of Education shall, prior to expelling any student, conduct a hearing to be governed by the procedures outlined herein and consistent with the requirements of Conn. Gen. Stat. § 10-233d and Public Act 15-96, and the applicable provisions of the Uniform Administrative Procedures Act, Conn. Gen. Stat. §§ 4-176e to 4-180a, and § 4-181a.. Whenever an emergency exists, the hearing provided for herein shall be held as soon as possible after the expulsion.

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Procedures Governing Expulsion Hearing (continued)

B. Hearing Panel

1. Expulsion hearings conducted by the Board will be heard by any three or more Board members. A decision to expel a student must be supported by a majority of the Board members present, provided that no less than three (3) affirmative votes to expel are cast.
2. Alternatively, the Board may appoint an impartial hearing board composed of one (1) or more persons to hear and decide the expulsion matter, provided that no member of the Board may serve on such panel.

C. Hearing Notice

1. Written notice of the expulsion hearing must be given to the student, and, if the student is a minor, to his/her parent(s) or guardian(s) within a reasonable time prior to the time of the hearing.
2. A copy of this Board policy on student discipline shall also be given to the student, and if the student is a minor, to his/her parent(s) or guardian(s), at the time the notice is sent that an expulsion hearing will be convened.
3. The written notice of the expulsion hearing shall inform the student of the following:
 - a. The date, time, place and nature of the hearing.
 - b. The legal authority and jurisdiction under which the hearing is to be held, including a reference to the particular sections of the legal statutes involved.
 - c. A short, plain description of the conduct alleged by the administration.
 - d. The student may present as evidence relevant testimony and documents concerning the conduct alleged and the appropriate length and conditions of expulsion; and that the expulsion hearing may be the student's sole opportunity to present such evidence.
 - e. The student may cross-examine witnesses called by the Administration.

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Hearing Notice (continued)

- f. The student may be represented by any third party of his/her choice, including an attorney, at his/her expense or at the expense of his/her parents.
- g. A student is entitled to the services of a translator or interpreter, to be provided by the Board of Education, whenever the student or his/her parent(s) or guardian(s) requires the services of an interpreter because he/she/they do(es) not speak the English language or is(are) disabled.
- h. The conditions under which the Board is not legally required to give the student an alternative educational opportunity (if applicable).
- i. Information about free or reduced-rate legal services and how to access such services.

D. Hearing Procedures

- 1. The hearing will be conducted by the Presiding Officer, who will call the meeting to order, introduce the parties, Board members and counsel, briefly explain the hearing procedures, and swear in any witnesses called by the Administration or the student.
- 2. The hearing will be conducted in executive session. A verbatim record of the hearing will be made, either by tape recording or by a stenographer. A record of the hearing will be maintained, including the verbatim record, all written notices and documents relating to the case and all evidence received or considered at hearing.
- 3. Formal rules of evidence will not be followed. The Board has the right to accept hearsay and other evidence if it deems that evidence relevant or material to its determination. The presiding officer will rule on testimony or evidence as to it being immaterial or irrelevant.
- 4. The hearing will be conducted in two (2) parts. In the first part of the hearing, the Board will receive and consider evidence regarding the conduct alleged by the Administration.
- 5. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or his/her designee.

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Conduct and Discipline

Hearing Procedures (continued)

6. Each witness for the Administration will be called and sworn. After a witness has finished testifying, he/she will be subject to cross-examination by the opposite party or his/her legal counsel, by the presiding officer and by Board members.
7. After the Administration has presented its case, the student will be asked if he/she has any witnesses or evidence to present concerning the charges. If so, the witnesses will be sworn, will testify, and will be subject to cross examination and to questioning by the presiding officer and/or by the Board. The student may also choose to make a statement at this time. If the student chooses to make a statement, he or she will be sworn and subject to cross examination and questioning by the presiding officer and/or by the Board. Concluding statements will be made by the Administration and then by the student and/or his or her representative.
8. In cases where the student has denied the allegation, the Board must determine whether the student committed the offense(s) as charged by the Superintendent.
9. If the Board determines that the student has committed the conduct as alleged, then the Board shall proceed with the second portion of the hearing, during which the Board will receive and consider relevant evidence regarding the length and conditions of expulsion.
10. When considering the length and conditions of expulsion, the Board may review the student's attendance, academic and past disciplinary records. The Board may not review notices of prior expulsions or suspensions which have been expunged from the student's cumulative record, except as so provided in Section V.A (9), (10), (11), above, and Section X, below. The Board may ask the Superintendent for a recommendation as to the discipline to be imposed.
11. Evidence of past disciplinary problems which have led to removal from a classroom, suspension or expulsion of a student being considered for expulsion may be considered only during the second portion of the hearing, during which the Board is considering length of expulsion and nature of alternative educational opportunity to be offered.

Students

Conduct and Discipline

Hearing Procedures (continued)

12. Where administrators presented the case in support of the charges against the student, such administrative staff shall not be present during the deliberations of the Board either on questions of evidence or on the final discipline to be imposed. The Superintendent may, after reviewing the incident with administrators, and reviewing the student's records, make a recommendation to the Board as to the appropriate discipline to be applied.
13. The Board shall make findings as to the truth of the charges, if the student has denied them; and, in all cases, the disciplinary action, if any, to be imposed. While the hearing itself is conducted in executive session, the vote regarding expulsion must be made in open session and in a manner that preserves the confidentiality of the student's name and other personally identifiable information.
14. Except for a student who has been expelled based on possession of a firearm or deadly weapon as described in subsection VII.B(1) and (2) above, the Board may, in its discretion, shorten or waive the expulsion period for a student who has not previously been suspended or expelled, if the student completes a Board-specified program and meets any other conditions required by the Board. The Board-specified program shall not require the student and/or the student's parents to pay for participation in the program.
15. The Board shall report its final decision in writing to the student, or if such student is a minor, also to the parent(s) or guardian(s), stating the reasons on which the decision is based, and the disciplinary action to be imposed. Said decision shall be based solely on evidence presented at the hearing. The parents or guardian or any minor student who has been expelled shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of the period of the expulsion.

Students

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

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

F. Stipulated Agreements

In lieu of the procedures used in this section, the Administration and the parents (or legal guardians) of a student facing expulsion may choose to enter into a Joint Stipulation of the Facts and a Joint Recommendation to the Board concerning the length and conditions of expulsion. Such Joint Stipulation and Recommendation shall include language indicating that the parents (or legal guardians) understand their right to have an expulsion hearing held pursuant to these procedures, and language indicating that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts and Recommendation. If the Board rejects either the Joint Stipulation of Facts or the Recommendation, an expulsion hearing shall be held pursuant to the procedures outlined herein. If the Student is eighteen years of age or older, the student shall have the authority to enter into a Joint Stipulation and Recommendation on his or her own behalf.

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

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IX. Alternative Educational Opportunities for Expelled Students

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

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

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

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

The Board of Education is not required to offer an alternative educational opportunity to any student between the ages of sixteen (16) and eighteen (18) who is expelled for the second time, or if it is determined at the hearing that (1) the student possessed a dangerous instrument, deadly weapon, firearm or martial arts weapon on school property or at a school-sponsored activity, or (2) the student offered a controlled substance for sale or distribution on school property or at a school-sponsored activity.

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

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

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

Students

Conduct and Discipline

Alternative Educational Opportunities for Expelled Students (continued)

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

Notwithstanding Sections IX.A. through C. above, if the Board of Education expels a student who has been identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"), it shall offer an alternative educational opportunity to such student in accordance with the requirements of IDEA, as it may be amended from time to time.

E. Students for whom an alternative educational opportunity is not required

The Board of Education may offer an alternative educational opportunity to a pupil for whom such alternative educational opportunity is not required as described in this policy.

X. Notice of Student Expulsion on Cumulative Record

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

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

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

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Notice of Student Expulsion on Cumulative Record (continued)

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

XI. Change of Residence During Expulsion Proceedings

A. Student moving into the school district:

1. If a student enrolls in the district while an expulsion hearing is pending in another district, such student shall not be excluded from school pending completion of the expulsion hearing unless an emergency exists, as defined above. The Board shall retain the authority to suspend the student or to conduct its own expulsion hearing.
2. Where a student enrolls in the district during the period of expulsion from another public school district, the Board may adopt the decision of the student expulsion hearing conducted by such other school district. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative educational opportunity in accordance with statutory requirements. The Board shall make its determination based upon a hearing held by the Board, which hearing shall be limited to a determination of whether the conduct which was the basis of the previous public school district's expulsion would also warrant expulsion by the Board.

B. Student moving out of the school district:

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

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Conduct and Discipline

Notice of Student Expulsion on Cumulative Record (continued)

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

A. Suspension of IDEA students:

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

1. The Administration shall make reasonable attempts to immediately notify the parents of the student of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.
2. During the period of suspension, the school district is not required to provide any educational services to the IDEA student beyond that which is provided to all students suspended by the school district.

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

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

1. The parents of the student must be notified of the decision to recommend for expulsion (or to suspend if a change in placement) on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to recommend for expulsion (or to suspend if a change in placement) was made.

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Expulsion and Suspensions that Constitute Changes in Placement for IDEA students. (continued)

2. The school district shall immediately convene the student's planning and placement team ("PPT"), but in no case later than ten (10) school days after the recommendation for expulsion or the suspension that constitutes a change in placement was made. The student's PPT shall consider the relationship between the student's disability and the behavior that led to the recommendation for expulsion or the suspension which constitutes a change in placement, in order to determine whether the student's behavior was a manifestation of his/her disability.
3. If the student's PPT finds that the behavior was a manifestation of the student's disability, the Administration shall not proceed with the recommendation for expulsion or the suspension that constitutes a change in placement.
4. If the student's PPT finds that the behavior was not a manifestation of the student's disability, the Administration may proceed with the recommended expulsion or suspension that constitutes a change in placement.
5. During any period of expulsion, or suspension of greater than ten (10) days per school year, the Administration shall provide the student with an alternative education program in accordance with the provisions of the IDEA.
6. When determining whether to recommend an expulsion or a suspension that constitutes a change in placement, the building administrator (or his or her designee) should consider the nature of the misconduct and any relevant educational records of the student.

C. Transfer of IDEA students for Certain Offenses:

School personnel may transfer an IDEA student to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:

1. Was in possession of a dangerous weapon, as defined in 18 U.S.C. 930(g)(2), as amended from time to time, on school grounds or at a school-sponsored activity, or
2. Knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school or at a school-sponsored activity; or

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Transfer of IDEA students for Certain Offenses: (continued)

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

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

1. Dangerous weapon means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length.
2. Controlled substance means a drug or other substance identified under schedules I, II, III, IV, or V in section 202(c) of the Controlled Substances Act, 21 U.S.C. 812(c).
3. Illegal drug means a controlled substance but does not include a substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.
4. Serious bodily injury means a bodily injury which involves: (A) a substantial risk of death; (B) extreme physical pain; (C) protracted and obvious disfigurement; or (D) protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

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

A. Expulsion of students identified as eligible for educational accommodations under Section 504 of the Rehabilitation Act of 1973:

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

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

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Procedures Governing Expulsion of Students Identified as Eligible under Section 504 of the Rehabilitation Act of 1973 ("Section 504") (continued)

2. The district shall immediately convene the student's Section 504 team ("504 team"), for the purpose of reviewing the relationship between the student's disability and the behavior that led to the recommendation for expulsion. The 504 Team will determine whether the student's behavior was a manifestation of his/her disability.
 3. If the 504 Team finds that the behavior was a manifestation of the student's disability, the Administration shall not proceed with the recommended expulsion.
 4. If the 504 Team finds that the behavior was not a manifestation of the student's disability, the Administration may proceed with the recommended expulsion.
- B. The Board may take disciplinary action for violations pertaining to the use or possession of illegal drugs or alcohol against any student with a disability who currently is engaging in the illegal use of drugs or alcohol to the same extent that such disciplinary action is taken against nondisabled students. Thus, when a student with a disability is recommended for expulsion based solely on the illegal use or possession of drugs or alcohol, the 504 team *shall not be required to meet* to review the relationship between the student's disability and the behavior that led to the recommendation for expulsion.

XIV. Procedures Governing Expulsions for Students Committed to a Juvenile Detention Center

- A. Any student who commits an expellable offense and is subsequently committed to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement for such offense may be expelled by the Board in accordance with the provisions of this section. The period of expulsion shall run concurrently with the period of commitment to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement.
- B. If a student who committed an expellable offense seeks to return to a school district after having been in a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement and such student has not been expelled by the board of education for such offense under subdivision (A) of this subsection, the Board shall allow such student to return and may not expel the student for additional time for such offense.

Students

Conduct and Discipline

Procedures Governing Expulsion of Students Identified as Eligible under Section 504 of the Rehabilitation Act of 1973 ("Section 504") (continued)

XV. Early Readmission to School

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

XVI. Dissemination of Policy

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

XVII. Compliance with Documentation and Reporting Requirements

1. The Board of Education shall include on all disciplinary reports the individual student's state-assigned student identifier ("SASID").
2. The Board of Education shall report all suspensions and expulsions to the State Department of Education.
3. If the Board of Education expels a student for sale or distribution of a controlled substance, the Board shall refer such student to an appropriate state or local agency for rehabilitation, intervention or job training and inform the agency of its action.
4. If the Board of Education expels a student for possession of a deadly weapon or firearm, as defined in C.G.S. § 53a-3, the violation shall be reported to the local police.

Students

Conduct and Discipline

Legal References:

Connecticut General Statutes:

§§ 4-176e through 4-180a and § 4-181a Uniform Administrative Procedures Act)
§§ 10-233a through 10-233 e f Suspension, removal, and expulsion of students, as amended by PA 95-304, PA 96-244, PA 98-139, PA 07-66, PA 07-122, PA 08-160, PA 09-82, PA09-6 (September Special Session), PA 10-111,PA 11-126, PA 14-229, PA 15-96, PA16-147, PA17-220, and PA19-91
§ 21a-408a through 408p Palliative Use of Marijuana
§ 29-38 Weapons in vehicles
§ 53a-3 Definitions
§ 53a-206 (definition of “weapon”)

Public Act 14-76, “An Act Concerning the Governor’s Recommendations Regarding Electronic Nicotine Delivery Systems And Youth Smoking Prevention”

Public Act 14-229, “An Act Concerning The Expungement Of A Pupil’s Cumulative Education Record For Certain Expulsions”

Public Act 14-234, “An Act Concerning Domestic Violence And Sexual Assault”

Public Act 15-206, “An Act Regulating Electronic Nicotine Delivery Systems and Vapor Products”

Public Act 15-96, “An Act Concerning Out-of-School Suspensions and Expulsions for Students in Preschool and Grades Kindergarten to Two”

Packer v. Board of Educ. of the Town of Thomaston, 246 Conn. 89 (1998).

State v. Hardy, 896 A.2d 755, 278 Conn. 113 (2006).

State v. Guzman, 955 A.2d 72, 2008 Conn. App. LEXIS 445 (Sept. 16, 2008).

Federal law:

Honig v. Doe, 484 U.S. 305 (1988)

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

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

18 U.S.C. § 921 (definition of “firearm”)

18 U.S.C. § 930(g)(2) (definition of “dangerous weapon”)

18 U.S.C. § 1365(h)(3) (identifying “serious bodily injury”)

21 U.S.C. § 812(c) (identifying “controlled substances”)

34 C.F.R. § 300.530 (defining “illegal drugs”)

Gun-Free Schools Act, Pub. L. 107-110, Sec. 401, 115 Stat. 1762 (codified at 20 U.S.C. § 7151)

[BOE LETTERHEAD]

(Date)

CERTIFIED MAIL - RETURN RECEIPT REQUESTED & U.S. MAIL

(Parent)¹

(Parent's Address)

(Non-custodial Parent, if applicable)

(Parent's Address)

Re: Expulsion Hearing Concerning Student Name; d.o.b.

Dear (Parent/Guardian):

In accordance with the (name of district) Board of Education Policy (policy # & title), I am writing to advise you that the (name of district) Board of Education (the "Board") will hold a formal hearing concerning your (son/daughter), (Name of Student) to consider the recommendation of (name of administrator) that (he/she) be expelled from school. [In cases where the district uses a hearing officer, add the following: Please be advised that the Board has appointed Attorney [Name], Shipman & Goodwin LLP, to serve as an impartial hearing officer in this matter.] This hearing is being held pursuant to Section 10-233d and Sections 4-176e to 4-180a, inclusive, and Section 4-181a of the Connecticut General Statutes and the (name of district) Board of Education Policy (policy # & title), a copy of which is enclosed. The Board (OR the hearing officer) intends to conduct the hearing in executive session, due to the confidential nature of this hearing.

The hearing will address the allegations that your (son/daughter) violated Board Policy (cite Student Discipline Policy number and any other specific policy number on date), by engaging in the following conduct:

(The law governing these hearings requires a short, plain statement of the facts to be included within this notice letter, and should be inserted here.

Example: carrying a knife on the school bus on a specified date and brandishing it at other students on the bus).

(State whether you considered such conduct to endanger persons or to be seriously disruptive of the educational process).

(If the student has admitted to this conduct, note the admission here).

The hearing has been scheduled for (date, time, place). You and your (son/daughter) are asked to attend this hearing. Your (son/daughter) has the right to be represented by an attorney at your expense, has the right to cross-examine administration witnesses, and may present relevant evidence, both documentary and testimonial, concerning the allegations. The hearing

¹ If the Student is aged 18 or older, this notice should be sent directly to the student, with copies to the parent(s).

Students

Assault

Student fights are a disruption to the regular school program and will not be tolerated. Thus, all fights, whether or not they involve actual violation of the laws relative to assault, will be reportable to law enforcement authorities. Due to the no tolerance policy for fighting at the high school, all students who voluntarily engage in fighting will also be subject to suspension.

An attack on a teacher is a matter of grave concern and will be immediately reported to law enforcement authorities. Student(s) determined in the investigation to have been involved will be suspended. If no extenuating circumstances are uncovered, it will be recommended that expulsion proceedings be initiated.

(cf. 5114 - Suspension/Expulsion)

(cf. 5144 - Discipline/Punishment)

Legal Reference: Connecticut General Statutes

10-221 Boards to prescribe rules.

52-572 Parental liability for torts of minors. Damage defined.

53a-18 Use of reasonable physical force or deadly physical force generally.

Policy adopted: August 11, 2004

Students

Conduct

Violent and Aggressive Behavior

The Board of Education recognizes that there are certain behaviors that, if tolerated, would quickly destroy the type of learning environment to which the students and staff are entitled within this school system. These behaviors, categorized as violent and aggressive, will not be tolerated and shall result in immediate action by the school system.

All acts of violence and aggression, including, but not limited to, terroristic acts and/or threats, shall result in specific consequences, determined by the seriousness of the act, including suspension from school and consideration of expulsion from school by the Board of Education for acts of a serious or chronic nature.

Acts of violence and aggression must be well-documented and communicated to the school principal or his/her designee. The Superintendent of Schools is to be notified immediately of all acts pertaining to possession, threat with, or use of a weapon; physical assaults; stalking; and terroristic threats or acts. The Board of Education will be informed and involved where deemed necessary by the Superintendent or where required by law. The immediate involvement of the parent(s) or guardians(s) is viewed as essential.

Serious consideration is to be given to the involvement of appropriate law enforcement agencies and other agencies in such cases. The police shall be involved if there is any violation of the law.

The following behaviors are defined as violent and aggressive.

Possession, Threat With, or Use of a Weapon or Dangerous Instrument

Weapon or Dangerous Instrument includes, but is not limited to, any pistol, revolver, rifle, shotgun, air gun or spring gun; slingshot; bludgeon; brass knuckles or artificial knuckles of any kind; knives, any knife the blades of which can be opened by a flick of a button or pressure on the handle, or any pocket knife where the blade is carried in a partially opened position; martial arts weapon; destructive device; or facsimiles of firearms.

Firearms, weapons, and dangerous instruments shall include those defined by law. (18 U.S.C. 921, C.G.S. 53a-3, and 53-202 to 53-206, and 29-35)

Possession is defined as having a weapon or dangerous instrument on one's person, or in an area subject to one's control, in any school building on school grounds, in any school vehicle, or at any school-sponsored activity. A student's conduct off school grounds that is seriously disruptive of the educational process and violative of the Board's publicized policies shall also be considered for disciplinary action by school officials under this policy. A student found to be in possession and/or use of a firearm or dangerous weapon as defined above shall be subject to expulsion of one calendar year.

Note: A student who finds a firearm, weapon or dangerous instrument and immediately advises a teacher or other adult, shall not be considered in possession of such device. Students who find firearms, weapons or dangerous instruments are advised to seek adult assistance and are advised not to touch the weapon.

Students

Physical Assault

Physical assault is the act of striking or touching a person or that person's property with a part of the anatomy or any object, with the intent of causing hurt or harm.

Verbal Abuse

Verbal abuse shall include but is not limited to swearing, screaming, obscene gestures or threats when directed, either orally, including the telephone or in writing, at an individual, his/her family or a group.

Intimidation

Intimidation is an act intended to frighten or coerce someone into submission or obedience.

Extortion

Extortion is the use of verbal or physical coercion in order to obtain financial or material gain from others.

Bullying

Bullying is the use of physical or verbal coercion to obtain control over others or to be habitually cruel to others who are assumed to be weaker.

Gangs

Gangs are groups of youths who share common beliefs, attitudes, and attire and exhibit unlawful and anti-social behavior.

Terroristic Threats

Terroristic threat is a threat to commit violence communicated with the intent to terrorize another, to cause evacuation of a building, or to cause serious public inconvenience, in reckless disregard of the risk causing such terror or inconvenience.

Terroristic Act

Terroristic act is an offense against property or involving danger to another person or persons.

Sexual Harassment

Sexual harassment is unwelcome conduct of a sexual nature, whether verbal or physical, including, but not limited to, insulting or degrading sexual remarks or conduct; threats or suggestions that a student's or staff member's submission to or rejection of unwelcome conduct will in any way influence a decision regarding that student or staff member; or conduct of a sexual nature which substantially interferes with a student's learning; or staff member's performance of duties, or creates an intimidating, hostile or offensive learning or working environment, such as the display in the educational setting of sexually suggestive objects or pictures.

Students

Stalking

Stalking is the persistent following, contacting, watching or any other such threatening actions that compromise the peace of mind or the personal safety of the individual.

Defiance

Defiance is the act or instance of defying or opposing; insubordination.

Violent and Aggressive Behavior

Racial Slurs

Racial slurs are insulting, disparaging or derogatory comments made directly or by innuendo regarding a person's racial origin.

(cf. 5114 - Suspension and Expulsion/Due Process)

(cf. 5130 - Student Conduct)

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5141.5 - Crisis Management)

(cf. 5141.6 - Safety)

(cf. 5144 - Discipline/Punishment)

(cf. 5144.2 - Use of Physical Force)

(cf. 5144.3 - Discipline of Students with Disabilities)

(cf. 5145.12 - Search and Seizure)

(cf. 5145.5 - Sexual Harassment)

Legal Reference: Connecticut General Statutes

4-176e through 4-180a. Contested Cases. Notice. Record.

10-233a through 10-233f. Suspension, removal and expulsion of students, as amended by PA 95-304 and PA 96-244.

46a-60 Discriminatory employment practices prohibited.

Constitution of the State of Connecticut, Article I, Section 20.

53a-3 Definitions.

53a-217b Possession of firearms and deadly weapons on school grounds.

53-206 Carrying and sale of dangerous weapons.

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

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

18 U.S.C. 921 Definitions.

Students

Assault

Title III - Amendments to the Individuals with Disabilities Education Act.

Sec. 314 (Local Control Over Violence).

Legal Reference: Connecticut General Statutes (continued)

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

PL 105-17 The Individuals with Disabilities Act, Amendment of 1997.

Civil Rights Act of 1964, Title VII, 42 U.S.C.

Equal Employment Opportunity Commission Policy Guidance (N-915.035) on Current Issues of Sexual harassment, effective 10/15/88.

Title IX of the Education Amendments of 1972, CFR Section 106 *Meritor Savings Bank. FSB v. Vinson*, 477 U.S. 57 (1986).

Policy adopted: August 11, 2004

Students

Alcohol, Drugs, and Tobacco

Alcohol and Drug Use

1. The use, possession and or sale of alcoholic beverages and drugs is forbidden on all school property. This prohibition applies to all students participating in all officially sanctioned school activities wherever they are conducted, or in certain cases includes violations occurring off school grounds. This prohibition includes transportation to and from such activities on school buses and/or other officially sanctioned transportation facilities. Discipline up to and including expulsion may, and in some cases shall, be applied for violations of the above at the discretion of the Board of Education.
2. Recognizing that drug use and abuse may be indicative of serious underlying problems, every effort will be made to offer a student help and assistance, including early identification, referral for treatment and aftercare support. Disciplinary procedures will be administered with the best interest of the student, school population and community in mind.
3. The Killingly Public Schools staff, in cooperation with local law enforcement officials, will work collectively in an effort to help students understand the serious legal, social, and medical consequences associated with alcohol and drug abuse.
4. School personnel will apply the following terms and articles, or combinations thereof, in enforcing these policies.

Use of Tobacco Prohibited

1. The use, possession, distribution and/or sale of tobacco or tobacco products shall not be allowed within school buildings, buildings owned or used by the Board of Education, school grounds or grounds owned or used by the Board of Education, and in vehicles owned or used by the Board of Education and in private or commercial vehicles located on the grounds of any facility owned or used by the Board of Education. This prohibition applies to all Killingly Public Schools students attending and/or participating in all officially sanctioned school activities on or off school property.
2. Flagrant and habitual violations of this policy/regulation will not and cannot be tolerated.

Legal References: Connecticut General Statutes

1-21b Smoking prohibited in certain places. Signs Required. Penalties. (as amended by P.A. 87-201)

10-154a Professional communication between teacher or nurse and student. Surrender of physical evidence obtained from students.

10-221(d) Board of Education to prescribe rules

(as amended by P.A. 87-499, Sec. 14)

21a-240 (8) Definition - Controlled Drugs

21a-240 (9) Definition - Controlled Substances

21a-240 (20) (a) Definition - Drug Paraphernalia

21a-240 (30) Definition - narcotic Substances

21a-240 (49) Definition - Restricted Drugs

30-1 (3) Definition - Alcoholic Liquor

Students

Alcohol, Drugs, and Tobacco

53-344 Sale of Tobacco to Minors Under-Eighteen

(as amended by P.A. 87-374)

53-344a Sale of Tobacco. Proof of Age

PA. 96-244 An Act Concerning Revisions To The Education Statutes.

Policy adopted: June 8, 1988

Policy revised: February 7, 1990

Policy revised: December 14, 1994

Policy revised: February 12, 1997

Policy revised: April 9, 1997

Policy revised: April 10, 2002

Policy revised: September 12, 2002

Policy revised: August 11, 2004

Students

Alcohol, Drugs, and Tobacco. Definition of Terms

- a. **Confidentiality** - Any professional employee shall not be required to disclose any information acquired through a professional communication with a student, when such information concerns alcohol or drug abuse or any alcoholic or drug problem of such student. However, official actions taken by school personnel in regard to the enforcement of this policy may include communication with the police and may be subject to laws regarding public information. Any such professional employee who, in good faith, discloses or does not disclose, such professional communication, shall be immune from any liability, civil or criminal, which might otherwise be incurred or imposed, and shall have the same immunity with respect to any judicial proceeding which results from such disclosure. (See CGS Section 10-154a).
- b. **Confiscation** - When there is reasonable grounds to believe that a student is in possession of drugs, there is an obligation on the part of school personnel to search for and seize drugs. Such search and seizure may involve school lockers, cars on school property, clothing, purses, book bags, books and other personal property. Reasonable efforts will be made to secure the student's voluntary cooperation and agreement to the search and to have the student present at the time of the search. All confiscated drugs will be turned over to the police pursuant to CGS Section 10 - 1 54a.
- c. **Distribution and/or Sale** - Including any form of delivery to others, dispensing, giving out for remuneration or for free to distribute for monetary or other consideration or gain.
- d. **Drugs** - Any alcoholic liquor, controlled drug, controlled substance, narcotic substance, restricted drug, prescribed medications for which the student does not have a prescription from a licensed practitioner, or any other unlawful or prohibited substance.
- e. **Drug Paraphernalia** - Equipment, products and materials of any kind which are used, intended for use or designed for use in producing, processing, preparing, testing, packaging, repackaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing into the human body and drug or drugs listed in this section. (See CGS Section 21a-240 (20)A).
- f. **Hearing Before the Board of Education** - Such a hearing is usually for consideration of a recommendation for expulsion of the student. (See CGS Section 10-233d).
- g. **Possession** - Articles in the custody or control of the student, on the person or within the personal effects of the student including but not limited to school lockers, cars on school property, clothing, purses, book bags, books and other personal property.
- h. **Professional Communication** - Any communication made privately and in confidence by a student to a professional employee of such student's school in the course of the latter's employment.
- i. **Professional Employee** - A person employed by a school who holds a certificate from the State Board of Education, is a member of a faculty where certification is not required, is an administration officer of a school, or is a registered nurse employed by or assigned to a school.

2. Situation I

A student seeks drug related assistance or advice for himself/herself or a friend from a staff member.

Students

Alcohol, Drugs, and Tobacco. Definition of Terms

- a. **Immediate Action** - Staff members involved shall inform the student of the availability of professional assistance (school counselor, school nurse, school psychologist, school social worker, or other community agency) and his/her rights in receiving assistance and shall encourage the student to seek help.
- b. **Investigation** - Not applicable.
- c. **Notification of Parent/Guardians** - Only upon written consent of the student.
- d. **Confidentiality** - To be maintained unless the safety of the student or others requires consultation with a school administrator. The staff member and school administrator shall consider confidentiality as it relates to CGS Section 10-154a.
- e. **Disposition of Substance** - Not applicable.
- f. **Follow-up Action** - Monitoring by staff member(s) or, where appropriate, referral through the school administrator or his/her designee to a school counselor, school nurse, school psychologist, or school social worker for an assessment and/or referral.
The assigned school employee who makes the assessment shall refer the student and his/her family to a community based agency which provides appropriate services for drug and alcohol education, prevention and treatment.
- g. **Disciplinary Procedure** - None
- h. **Notification of Police** - Not appropriate

3. Situation II

A student demonstrates symptoms of possible drug overdose (staggering, slurred speech, incoherence, dazed appearance, inability to respond, vomiting, unconsciousness) or disrupts a school function by acutely abnormal or bizarre personality display. Such behavior may be emotionally, organically or chemically induced or an immediate explanation as to cause may not be possible. This situation will be handled as a MEDICAL EMERGENCY.

- a. **Immediate Action** - Staff member shall immediately inform the school administrator of his/her designee and the school nurse. All standard health and first aid procedures will be followed. The student shall not be left alone.
- b. **Investigation** - If drug use is suspected, the school administrator or his/her designee shall be responsible for initiating investigation procedures normally employed when a student is apprehended for drug use or possession. Investigation shall include the following procedures:
 - (1) On all alleged violations of this regulation, the student involved shall be brought, as soon as is possible under the circumstances, to the school administrator or his/her designee. Such administrator or designee shall attempt to have an advocate of the student present while questioning the student. The administrator or designee shall avoid such conduct which could result in allegations of intimidation or the like, however, the questioning should be such as to ascertain the event which occurred.

Students

Alcohol, Drugs, and Tobacco. Definition of Terms

(2) The student's parents or guardian shall be contacted to remove the student from school for the remainder of the school day. No student shall be released until a parent or guardian is present. At that time, the parent or guardian shall be informed of the alleged violations, the possible consequences of the student's actions and a recommendation concerning counseling for that student. In the event the parents or guardian do not or cannot appear to remove the student from the school, the administrator of the building or his/her designee may dismiss the student at the conclusion of the school day. The student shall not be allowed to return to school unless accompanied by a parent or guardian.

(3) All offenses shall be reported in writing and telephones immediately to the Superintendent of Schools.

c. **Notification of Parents/Guardian** - Required. As stated above.

d. **Confidentiality** - Confined to those with a need to know in accordance with CGS Section 10-154a.

e. **Disposition of Substance** - If a substance is discovered, it will be provided to the appropriate medical personnel to assist in determining appropriate treatment. It will then be documented and submitted to police in accordance with CGS Section 10-154a(c). The school administrator or his/her designee will obtain a signed, dated receipt from the police.

f. **Follow-Up Action** - If no drug use is confirmed, follow standard school health procedure. If drug use is confirmed, a referral through the school administrator or his/her designee to a school counselor, school nurse, school psychologist, or school social worker for an assessment and/or referral.

The assigned school employee who makes the assessment shall refer the student and his/her family to a community based agency which provides appropriate services for drug and alcohol education, prevention and treatment.

g. **Disciplinary Procedure** - Consequences of violation of this section if drug use is confirmed.

(1) **First Offense** - Automatic five (5) days Out-of-school suspension. Upon return, will receive three (3) days in house suspension.

(2) **Second Offense** - Automatic ten days (10) out-of-school suspension.

(3) **Third Offense and Subsequent Offenses: Habitual Offender** - Automatic ten (10) days out-of-school suspension. The student shall be referred to the Superintendent of Schools for possible expulsion or other appropriate action.

h. **Notification of Police** - Required if drugs are involved.

4. Situation III

A student is caught in possession of drugs.

a. **Immediate Action** - The staff member will escort the student to the school administrator or his/her designee who will then confiscate the drug. The student will not be left alone.

b. **Investigation** - The school administrator or his/her designee will request that the student empty his/her pockets and/or purse and volunteer all drug-like substances. The student's person, locker, and all personal property will be searched. The student shall not be left alone. Investigation shall include the following procedures:

Students

Alcohol, Drugs, and Tobacco. Definition of Terms

(1) On all alleged violations of this, regulation, the student involved shall be brought as soon as is possible under the circumstances to the school administrator or designee shall attempt to have an advocate of the student present while questioning the student. The administrator or designee shall avoid such conduct which could result in allegations of intimidation or the like, however, the questioning should be such as to ascertain the event which occurred.

(2) The student's parents or guardian shall be contacted to remove the student from school for the remainder of the school day. No student shall be released until a parent or guardian is present. At that time, the parent or guardian shall be informed of the alleged violations, the possible consequences of the student's actions and a recommendation concerning counseling for the student. In the event the parents or guardian do not or cannot appear to remove the student from the school, the school administrator or his/her designee may dismiss the student at the conclusion of the school day. The student shall not be allowed to return to school unless accompanied by a parent or guardian.

(3) All offenses shall be reported in writing and telephones as soon as is possible to the Superintendent of Schools.

c. **Notification of Parent/Guardian** - Required. As stated above.

d. **Confidentiality** - Confined to those with a need to know and in accordance with CGS Section 10-154a.

e. **Disposition of Substance** - Any drug-like substance will be packaged, documented and submitted to police in accordance with CGS Section 10-154a(c). The school administrator or his/her designee will obtain a signed, dated receipt from the police.

f. **Follow-up Action** - A referral through the school administrator or his/her designee to a school counselor, school nurse, school psychologist, or school social worker for an assessment and/or referral. The assigned school employee who makes the assessment shall refer the student and his/her family to a community based agency which provides appropriate services for drug and alcohol education, prevention and treatment.

g. **Disciplinary Procedure** - Consequences of violation of this section.

(1) **First Offense** - Automatic five (5) days out-of-school suspension. Upon return, student will receive three (3) days in-house suspension.

(2) **Second Offense** - Automatic ten (10) days out-of-school suspension.

(3) **Third Offense and Subsequent Offenses: Habitual Offender** - Automatic ten (10) days out-of-school suspension. The student shall be referred to the Superintendent of Schools for possible expulsion or other appropriate action.

h. **Notification of Police** - Required.

5. Situation IV

A student is found using, in possession of, or suspected to be under the influence of a drug or is caught in possession of any type of drug paraphernalia when attending any officially sanctioned school activity on or off school property.

Students

Alcohol, Drugs, and Tobacco. Definition of Terms

- a. **Immediate Action** - A school staff member or accompanying school administrator or his/her designee shall be notified immediately. If deemed necessary, police will be summoned for assistance.
- b. **Investigation** - The school staff member or school administrator or his/her designee shall request that the student empty his/her pockets and/or purse and/or other personal property and volunteer all drug-like substances. The student shall not be left alone. Investigation shall include the following procedures:
- (1) On all alleged violations of this regulation, the student involved shall be brought, as soon as is possible under the circumstances, to the school administrator or his/her designee. Such administrator or designee shall attempt to have an advocate of the student present while questioning the student. The administrator or designee shall avoid such conduct which could result in allegations of intimidation or the like, however, the questioning should be such as to ascertain the event which occurred.
 - (2) The student's parents or guardian shall be contacted to remove the student from the school function for the remainder of the activity. No student shall be released until the parent or guardian is present. At that time, the parent or guardian shall be informed of the alleged violations, the possible consequences of the student's action and a recommendation concerning counseling for the student. In the event the parents or guardian do not or cannot appear to remove the student from the activity, the police will be requested to transport the student home. If the school related function is off Killingly Public Schools' property, the school staff member or school administrator or his/her designee may arrange other appropriate transportation. The student shall not be allowed to return to school unless accompanied by a parent or guardian.
 - (3) All offenses shall be reported in writing and telephoned as soon as is possible to the Superintendent of Schools.
- c. **Notification of Parent/Guardian** - Required. As stated above.
- d. **Confidentiality** - Confined to those with a need to know and in accordance with C.G.S. Section 10-154a.
- e. **Disposition of Substance** - Any drug-like substance discovered will be packaged, documented and submitted to police in accordance with C.G.S. Section 10-154 (c). The school administrator or his/her designee will obtain a signed, dated receipt from the police.
- f. **Follow-up Action** - A referral through the school administrator or his/her designee to a school counselor, school nurse, school psychologist, or school social worker for an assessment and/or referral. The assigned school employee who makes the assessment shall refer the student and his/her family to a community based agency which provides appropriate services for drug and alcohol education, prevention and treatment.
- g. **Disciplinary Procedure** - Consequences of violation of this section.
- (1) **First Offense** - Automatic five (5) days out-of-school suspension. Upon return, student will receive three (3) days in-house suspension.
 - (2) **Second Offense** - Automatic ten (10) days out-of-school suspension.
 - (3) **Third Offense and Subsequent Offenses: Habitual Offender** - Automatic ten (10) days out-of-school suspension. The student shall be referred to the Superintendent of Schools for possible expulsion or other appropriate action.

Students

Alcohol, Drugs, and Tobacco. Definition of Terms

6. Situation V

A student is caught with any type of paraphernalia normally associated with the use of drugs (i.e. tobacco rolling papers, bongs, clips, pipes, needles, etc.).

a. **Immediate Action** - The staff member will escort the student to the school administrator or his/her designee who will then confiscate the paraphernalia. The student will not be left alone.

b. **Investigation** - The school administrator or his/her designee shall request that the student empty his/her pockets and/or purse and volunteer all paraphernalia and drug-like substances. The student's person, locker and all other personal property will be searched. The student shall not be left alone. Investigation shall include the following procedures:

(1) On all alleged violations of this regulation, the student involved shall be brought as soon as is possible under the circumstances, to the school administrator or his/her designee. Such administrator or designee shall attempt to have an advocate of the student present while questioning the student. The administrator or designee shall avoid such conduct which could result in allegations of intimidation or the like, however, the questioning should be such as to ascertain the event which occurred.

(2) The student's parents or guardian shall be contacted to remove the student from school for the remainder of the school day. No student shall be released until a parent or guardian is present. At that time, the parent or guardian shall be informed of the alleged violations, the possible consequences of the student's actions, and a recommendation concerning counseling for the student. In the event the parents or guardian do not or cannot appear to remove the student from the school, the school administrator or his/her designee may dismiss the student at the conclusion of the school day. The student shall not be allowed to return to school unless accompanied by a parent or guardian.

(3) All offenses shall be reported in writing and telephoned immediately to the Superintendent of Schools.

c. **Notification of Parents/Guardian** - Required. As stated above.

d. **Confidentiality** - Confined to those with a need to know and in accordance with C.G.S. Section 10-154a.

e. **Disposition of Substance** - Any paraphernalia or drug-like substance discovered will be packaged, documented and submitted to police in accordance with C.G.S. Section 10-154 (c). The school administrator or his/her designee will obtain a signed, dated receipt from the police.

f. **Follow-up Action** - A referral through the school administrator or his/her designee to a school counselor, school nurse, school psychologist, or school social worker for an assessment and/or referral. The assigned school employee who makes the assessment shall refer the student and his/her family to a community based agency which provides appropriate services for drug and alcohol education, prevention and treatment.

g. **Disciplinary Procedure** - Consequences of violation of this section.

(1) **First Offense** - Automatic five (5) days out-of-school suspension. Upon return, student will receive three (3) days in-house suspension.

(2) **Second Offense** - Automatic ten (10) days out-of-school suspension.

Students

Alcohol, Drugs, and Tobacco. Definition of Terms

(3) **Third Offense and Subsequent Offenses:** Habitual Offender - Automatic ten (10) days out-of-school suspension. The student shall be referred to the Superintendent of Schools for possible expulsion or other appropriate action.

h. **Notification of Police** - Required.

7. Situation VI

A student is caught distributing drugs.

a. **Immediate Action** - The staff member will escort the student to the school administrator or his/her designee who will then confiscate the drug. The student/students will not be left alone.

b. **Investigation** - The school administrator or his/her designee will request that the student/students empty his/her pockets and/or purse and volunteer all drug-like substances. The student's person, locker, and all personal property will be searched. The student/students will not be left alone. Investigation shall include the following procedures:

(1) On all alleged violations of this regulation, the student involved shall be brought as soon as possible under the circumstances to the school administrator or his/her designee. Such administrator or designee shall attempt to have an advocate of the student present while questioning the student. The administrator or designee shall avoid such conduct which could result in allegations of intimidation or the like, however, the questioning should be such as to ascertain the event which occurred.

(2) The student's parents or guardian shall be contacted to remove the student from school for the remainder of the school day. No student shall be released until a parent or guardian is present. At that time, the parent or guardian shall be informed of the alleged violations, the possible consequences of the student's actions and a recommendation concerning counseling for the student. In the event the parents or guardian do not or cannot appear to remove the student from the school, the school administrator or his/her designee may dismiss the student at the conclusion of the school day. The student shall not be allowed to return to school unless accompanied by a parent or guardian.

(3) All offenses shall be reported in writing and telephones immediately to the Superintendent of Schools.

c. **Notification of Parents/Guardian** - Required. As stated above.

d. **Confidentiality** - Confined to those with a need to know and in accordance with C.G.S. Section 10-154a.

e. **Disposition of Substance** - Any drug-like substance discovered will be packaged, documented and submitted to police in accordance with C.G.S. Section 10-154a (c). The school administrator or his/her designee will obtain a signed, dated receipt from the police.

f. **Follow-up Action** - A referral through the school administrator or his/her designee to a school counselor, school nurse school psychologist, or school social worker for an assessment and/or referral.

g. **Disciplinary Procedure** - Consequences of violation of this section.

(1) **First Offense** - Automatic ten (10) days out-of-school suspension.

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(2) **Second Offense and Subsequent Offenses:** Habitual Offender - Automatic ten (10) days out-of-school suspension. The student shall be referred to the Superintendent of Schools for possible expulsion or other appropriate action.

8. Situation VII

A student, while off school grounds, offered for sale or distribution a controlled substance, (defined C.G.S. Section 21a-240 (9), whose manufacture, distribution, sale, prescription dispensing, transporting or possessing with intent to sell or dispense, offering, or administering is subject to criminal penalties under C.G.S. Sections 21a-277 and 21a-278.

a. **Immediate Action** - The staff member will escort the student to the school administrator or his/her designee who will then confiscate the drug. The student/students will not be left alone.

b. **Investigation** - The school administrator or his/her designee will request that the student/students empty his/her pockets and/or purse and volunteer all drug-like substances. The student's person, locker, and all personal property will be searched. The student/students will not be left alone. Investigation shall include the following procedures:

(1) On all alleged violations of this regulation, the student involved shall be brought as soon as possible under the circumstances to the school administrator or his/her designee. Such administrator or designee shall attempt to have an advocate of the student present while questioning the student. The administrator or designee shall avoid such conduct which could result in allegations of intimidation or the like, however, the questioning should be such as to ascertain the event which occurred.

(2) The student's parents or guardian shall be contacted to remove the student from school for the remainder of the school day. No student shall be released until a parent or guardian is present. At that time, the parent or guardian shall be informed of the alleged violations, the possible consequences of the student's actions and a recommendation concerning counseling for the student. In the event the parents or guardian do not or cannot appear to remove the student from the school, the school administrator or his/her designee may dismiss the student at the conclusion of the school day. The student shall not be allowed to return to school unless accompanied by a parent or guardian.

(3) All offenses shall be reported in writing and, telephoned immediately to the Superintendent of Schools.

c. **Notification of Parents/Guardian** - Required. As stated above.

d. **Confidentiality** - Confined to those with a need to know and in accordance with C.G.S. Section 10-154a.

e. **Disposition of Substance** - Any drug-like substance discovered will be packaged, documented and submitted to police in accordance with C.G.S. Section 10-154a (c). The school administrator or his/her designee will obtain a signed, dated receipt from the police.

f. **Follow-up Action** - A referral through the school administrator or his/her designee to a school counselor, school nurse, school psychologist, or school social worker for an assessment and/or referral.

g. **Disciplinary Procedure** - Consequences of violation of this section.

(1) **First Offense and Subsequent Offenses** - Automatic ten (10) days out-of-school suspension. If not previously involved, mandatory referral to law enforcement agency. Mandatory referral to expulsion proceedings.

Students

Alcohol, Drugs, and Tobacco. Definition of Terms

Note: If the Board of Education or hearing board finds that the student did so offer for sale or distribution a controlled substance such student shall be expelled for one (1) calendar year provided that the Board of Education or hearing board may modify the period of expulsion on a case by case basis.

h. **Notification of Police** - Required if not previously involved.

9. Appeal Process

Charges and consequences, as a result of this application, may be appealed in accordance with the Board policy, Section 5114.1 (a) through 5114.1 (f) inclusive.

Use of Tobacco Prohibited

1. Definition of Terms

a. **Distribution and/or Sale** - Includes any form of selling, giving or delivering, for remuneration or for free or for any other consideration or gain.

b. **Possession** - Articles in the custody or control of the student, on the person or within the personal effects of the student including but not limited to school lockers, motor vehicles on school property, clothing, purses, book bags, books and other personal property.

c. **Smoking** - Means the lighting of, or carrying of a lighted, or the burning of a lighted cigar, cigarette, pipe or any other matter or substance which contains tobacco.

d. **Student** - Any person enrolled in the Killingly Public Schools, grades pre-kindergarten through 12 inclusive, whether or not that person physically attends a Killingly Public School. This section shall include those students of Killingly Public Schools attending out-of district placements.

e. **Tobacco** - Any and all matter or substance which contains any quantity of tobacco, tobacco by products, or other forms of tobacco.

f. **Use of Tobacco** - Includes the ingesting, sniffing, chewing, smoking, inhaling, applying or otherwise introducing into the human body any and all matter or substance which contains any quantity of tobacco, tobacco by products, or other forms of tobacco.

2. Killingly High School (Grades 9-12) Situation I

A student is caught possessing, using distributing or selling tobacco within any school buildings owned or used by the Board of Education, within any school grounds owned or used by the Board of Education, within any vehicle owned or used by the Board of Education, or during all officially sanctioned school activity on or off school property. Consequences for violations of this section shall be cumulative through the student's high school career (violations cumulative school year to school year).

a. **Immediate Action** - The staff member will escort the student/students involved to the school administrator or his/her designee who will attempt to confiscate the tobacco product. The student/students will not be left alone.

b. **Investigation** - The student shall be informed of the consequences of his/her actions.

c. **Confidentiality** - Confined to those with a need to know and in accordance with Board policy.

Students

Alcohol, Drugs, and Tobacco. Definition of Terms

d. **Disciplinary Procedure** - Confined to those with a need to know and in accordance with Board policy.

(1) First Offense

- (a) Confiscation of tobacco product(s)
- (b) Written warning issued to the student.
- (c) Written notice to parents indicating consequences for repeated offenses along with information concerning community based agencies which provide appropriate services for tobacco education, prevention and treatment.

(2) Second Offense

- (a) Confiscation of tobacco products(s).
- (b) Three (3) days out-of-school suspension.
- (c) Parent must accompany student back to school.
- (d) No smoking policy issued to parent along with information concerning community based agencies which provide appropriate services for tobacco education, prevention and treatment.

(3) Third Offense

- (a) Confiscation of tobacco product(s).
- (b) Five (5) days out-of-school suspension.
- (c) Parent must accompany student back to school.
- (d) No smoking policy issued to parent along with information concerning community based agencies which provide appropriate services for tobacco education, prevention and treatment.

(4) Fourth Offense

- (a) Confiscation of tobacco product(s).
- (b) Ten (10) days out-of-school suspension.
- (c) Parent must accompany student back to school.
- (d) No smoking policy issued to parent.
- (e) A referral through the school administrator to a school counselor, school nurse, school psychologist, or school social worker for an assessment and/or referral to a community based agency which provides appropriate services for tobacco education, prevention and treatment.

(5) Fifth Offense: Habitual Offender

- (a) Confiscation of tobacco product(s).

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- (b) Student placed on out-of-school suspension.
- (c) Parent and student must meet with subcommittee of the Board of Education and/or the Superintendent of Schools.
- (d) Consideration of expulsion hearing.

3. Killingly Intermediate School (Grades 5-8) Killingly Memorial School & Killingly Central School (Grades K-4) Situation I

A student is caught possessing, using, distributing or selling tobacco within any school buildings owned or used by the Board of Education within any school grounds owned or used by the Board of Education, within any vehicle owned or used by the Board of Education, or during all officially sanctioned school activity on or off school property.

- a. **Immediate Action** - The staff member will escort the student/students involved to the school administrator or his/her designee who will attempt to confiscate the tobacco product. The student/students will not be left alone.
- b. **Investigation** - The student shall be informed of the consequences of his/her actions. On all violations, the parent or guardian shall be notified, followed by a written notice of the consequences of the student's actions.
- c. **Notification of Parents Guardian** - Required.
- d. **Confidentiality** - Confined to those with a need to know and in accordance with Board policy.
- e. **Follow-up Action** - A referral through the school administrator or his/her designee to a school counselor, school nurse, school psychologist, or school social worker for an assessment and/or referral.
- f. **Disciplinary Procedure** - Consequences of violations of this section.

Grades 5-8

- (1) **First Offense** - One (1) day of either in school or out-of-school suspension.
- (2) **Second Offense** - Two (2) days of either in-school or out-of-school suspension.
- (3) **Third Offense** - Three (3) days of either in-school or out-of-school suspension and a parent conference to discuss a possible remedy.
- (4) **Fourth Offense and Subsequent Offenses: Habitual Offender** - Five (5) days of either in-school or out-of-school suspension and referral to the Superintendent of Schools for appropriate intervention and disposition.

Grades K-4

- (1) **First Offense** - Two (2) days of after-school detention.
- (2) **Second Offense** - Two (2) days of either in-school or out-of-school suspension, parent conference prior to student returning to class and a counseling component.
- (3) **Third and Subsequent Offenses: Habitual Offender** - Two (2) days of either in-school or out-of-school suspension and referral to the Superintendent of Schools for appropriate intervention and disposition.

Students

Alcohol, Drugs, and Tobacco. Definition of Terms

4. Appeal Process

Charges and consequences, as a result of this regulation, may be appealed in accordance with the Board policy, sections 5 144.1 (a) through 5 144.1 (f) inclusive.

Legal Reference: Connecticut General Statutes

1-21b Smoking prohibited in certain places. Signs Required. Penalties. (as amended by P.A. 87-201)

10-154a Professional communication between, teacher, or nurse and student. Surrender of physical evidence obtained from students.

10-221 (d) Board of Education to prescribe rules⃛(as amended by P.A. 87-499, Sec. 14)

21a-240 (8) Definition - Controlled Drugs

21a-240 (9) Definition - Controlled Substances

21a-240 (20) (a) Definition - Drug Paraphernalia

21a-240 (30) Definition - Narcotic Substances

21a-240 (49) Definition - Restricted Drugs

30-10 Definition - Alcoholic Liquor

53-344 Sale of tobacco to minors under eighteen. (as amended by P.A. 87-374)

53-344a Sale of tobacco. Proof of age.

P.A. 96-244 An Act Concerning Revisions To The Education Statutes

Regulation approved: August 11, 2004

Students

Weapons and Dangerous Instruments

The Board of Education determines that possession and/or use of a weapon by a student is detrimental to the welfare and safety of the students and school personnel within the district. Possession and/or use of any dangerous or deadly weapon in any school building on school grounds, in any school vehicle, or at any school-sponsored activity is prohibited. Such weapons include but are not limited to any pistol, revolver, rifle, shotgun, air gun or spring gun; slingshot; bludgeon; brass knuckles or artificial knuckles of any kind; knives having a blade of greater than two inches, any knife the blades of which can be opened by a flick of a button or pressure on the handle, or any pocketknife where the blade is carried in a partially opened position; martial arts weapon; destructive device.

The possession or use of any such weapon will require that the proceedings for the suspension and/or expulsion of the student involved will be initiated immediately by the principal. If the student is found to have possessed a firearm or other dangerous weapon as defined in Connecticut General Statutes 53a-3 in violation of 29-35 or 53-206, in or on the real property of a school or at any school activity as defined in Connecticut General Statutes 10-233a, he/she must be expelled for one calendar year. The Board of Education or hearing board may modify the period of expulsion on a case by case basis. All legal restrictions and requirements will be adhered to pertaining to special education students.

The Board shall consider a student's conduct off school grounds that is seriously disruptive of the educational process or is violative of publicized policies of the Board as grounds for expulsion.

(cf. 5114 - Suspension/Expulsion)

(cf. 5145.12 - Search and Seizure)

Legal Reference: Connecticut General Statutes

10-221 Boards of education to prescribe rules.

10-233a through 10-233f - Expulsion as amended by PA 95-304

53a-3 Definitions.

53a-217b - Possession of firearms and deadly weapons on school grounds

53-206 Carrying and sale of dangerous weapons.

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

GOALS 2000: Educate America Act

18 U.S.C. 921 Definitions.

Policy adopted: August 11, 2004

Students

Weapons and Dangerous Instruments

I. Regulations - Generally

1. Students shall not possess firearms, facsimiles of firearms, deadly or dangerous weapons, dangerous instruments, or martial arts weapons on school grounds or buildings, not on school buses, nor on any school-related or school-sponsored activity away from school facilities. Firearms, weapons, and dangerous instruments shall include those defined by law. (18 U.S.C. 921, C.G.S. 53a-3, 53-202 to 53-206, and 53-206c(a)(1).
2. Possession or use of such weapons or devices on school grounds or other areas under the control of the Board of Education may also be a violation of criminal law, and therefore any violation of this policy may be reported immediately to the local law enforcement agency, the Board of Education, and, if possible, the parent or guardian. Students who violate this policy shall be subject to appropriate disciplinary action as well as possible legal action, provided that a student found to possess a firearm, instrument or a weapon shall be expelled. Certain off school grounds violations shall also lead to expulsion.
3. Any dangerous device or weapon may be seized by an employee of the school system under the power granted to the Board of Education to maintain order and discipline in the schools, and to protect the safety of students, staff and the public.
4. Every employee seizing any weapon or dangerous instrument under the provisions of this policy shall report the incident to the building Principal immediately, and deliver the seized device to the Principal, together with the names of the persons involved, witnesses, location and circumstances of the seizure.
5. If an employee knows or has reason to suspect that a student has possession of such a device but has not been seized, the employee shall report the matter to the Principal immediately, and the Principal shall take such action as is appropriate. The Principal shall report all violations of this policy to the Superintendent or designee, and to the local law enforcement agency.
6. Whenever a student is expelled, notice of the expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice, except for notice of an expulsion based on possession of a firearm or deadly weapon, shall be expunged from the cumulative educational record by the Board of Education if a student graduates from high school.
7. The Board of Education shall submit to the Commissioner of Education information on expulsions for the possession of weapons as required for purposes of the Gun-Free Schools Act of 1994, 20 U.S.C. 8921 ET SEQ.

II. Definition of Terms

1. **Dangerous instrument** means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a "vehicle". (C.G.S. Sec. 53a-3(7).)
2. **Dangerous weapon** means any slung shot, air rifle, BB gun, blackjack, sand bag, metal or brass knuckles, or any dirk knife, or any switch knife, or any knife having an automatic spring release device by which a blade is released from the handle, having a blade of over one and one-half inches in length, or stiletto, or any knife the edged portion of the blade of which is four inches or over in length, or any martial arts weapon or electronic defense weapon, or any other dangerous or deadly weapon or instrument. (C.G.S. Sec. 53-206.)
3. **Deadly weapon** means any weapon, whether loaded or unloaded, from which a shot may be discharged or a switchblade knife, gravity knife, billy, blackjack, bludgeon, or metal knuckles. (C.G.S. Sec. 53a-3(6).)

Students

Weapons and Dangerous Instruments

4. **Electronic defense weapon** means a weapon which by electronic impulse or current is capable of immobilizing a person temporarily, but is not capable of inflicting death or serious physical injury. (C.G.S. Sec. 53a-3(20).)
5. **Expulsion** means an exclusion from school privileges for more than ten consecutive school days and shall be deemed to include, but not limited to, exclusion from the school to which such student was assigned as the time such disciplinary action was taken, provided such exclusion shall not extend beyond a period of one calendar year. (C.G.S. Sec. 233a(e), P.A. 95-304)
6. **Facsimile of a firearm** means (A) any nonfunctional imitation of an original firearm which was manufactured, designed and produced since 1898, or (B) any nonfunctional representation of a firearm other than an imitation of an original firearm, provided such representation could reasonably be perceived to be a real firearm. Such term does not include any look-a-like, non-firing, collector replica of an antique firearm developed prior to 1898, or traditional bb. Or pellet-firing air gun that expels a metallic or paint-contained projectile through the force of air pressure. (C.G.S. Sec. 53-206c(a) (1).)
7. **Firearm** means any sawed-off shotgun, machine gun, rifle, shotgun, pistol, revolver or other weapon, whether loaded or unloaded from which a shot may be discharged. (C.G.S. Sec. 53a-3(19).)
8. **Martial arts weapon** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star. (C.G.S. Sec. 53a-3(2 1).)
9. **Physical injury** means impairment of physical condition or pain. (C.G.S. Sec. 53a-3(3).)
10. **Possess** means to have physical possession or otherwise to exercise dominion or control over tangible property. (C.G.S. Sec. 53a-3(2).)
11. **Serious physical injury** means physical which creates a substantial risk of death, or which causes serious disfigurement, serious impairment of health or serious loss or impairment of the function of any bodily organ. (C.G.S. Sec. 53a-3(4).)
12. **Vehicle** means a "motor vehicle" as defined in section 14-1, a snowmobile, any aircraft, or any vessel equipped for propulsion by mechanical means or sail. (C.G.S. Sec. 53a-3(8).)

III. Disciplinary Procedures

Students in violation of this policy shall be subject to the following disciplinary measures:

1. Possessing, using, carrying, drawing, exhibiting or brandishing a facsimile of a firearm in a threatening manner so as to frighten, vex or harass another person.
 - a. Suspension of up to 10 school days.
 - b. Mandatory referral to law enforcement agency.
 - c. Consideration of expulsion hearing as appropriate.
2. Possession and/or use of any dangerous instrument in a threatening manner so as to inflict bodily harm, or to intimidate or to terrorize, frighten, vex or harass another person.
 - a. 10 school days suspension.
 - b. Mandatory referral to law enforcement agency.
 - c. Recommendation of expulsion hearing.
3. Use of any dangerous instrument to inflict physical injury, serious physical injury or death.
 - a. 10 school days suspension.

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- b. Mandatory referral to law enforcement agency.
- c. Mandatory referral to expulsion proceedings.
- 4. Possession and/or use of a firearm, deadly weapon, dangerous instrument or martial arts weapons on or off school grounds or at a school sponsored activity.
 - a. 10 school days suspension.
 - b. Mandatory referral to law enforcement agency.
 - c. Mandatory referral to expulsion proceedings.
- 5. Possession of a firearm, or possession and use of a firearm, dangerous instrument, deadly weapon or martial arts weapon in the commission of a crime while off school grounds.
 - a. 10 school days suspension.
 - b. Mandatory referral to law enforcement agency.
 - c. Mandatory referral to expulsion proceedings.
- (1) Such student shall be expelled for a period not to exceed one (1) calendar year if the Board of Education or impartial hearing board finds that the student did so possess a weapon as described in this section.
- 6. Possession and/or use of a dangerous weapon on or off school grounds or at a school sponsored activity.
 - a. Suspension of up to 10 school days
 - b. Mandatory referral to law enforcement agency as appropriate
 - c. Consideration of expulsion hearing as appropriate
- 7. Possession and/or use of any other item, devise, instrument or weapon not specifically defined by law or conduct on school grounds or at a school sponsored activity is violative of a publicized policy of the Board of Education or is seriously disruptive of the educational process or endangers persons or property or whose conduct off school grounds is violative of such policy and is seriously disruptive of the educational process.
 - a. Suspension of up to 10 school days.
 - b. Mandatory referral to law enforcement agency as appropriate.
 - c. Consideration of expulsion hearing as appropriate.

Students and parents or guardians shall be notified of this policy annually.

Students

Weapons and Dangerous Instruments

(cf. 5114 - Suspension/ Expulsion; Due Process)

(cf. 5145.12 - Search and Seizure)

Legal Reference: Connecticut General Statutes

4- 176e through 4- 185 Uniform Administrative Procedure Act.

10-233a through 10-233f re in-school suspension, suspension, expulsion. (as amended by PA 98-139)

29-35 Carrying of pistol or revolver without permit prohibited.

29-38 Weapons in vehicles.

53a-3 Firearms and deadly weapons.

53-206 Carrying and sale of dangerous weapons.

53a-217b Possession of firearms and deadly weapons on school grounds.

PA 94-221 An Act Concerning School Safety.

18 U.S.C. 921 Definitions.

PL 103-382 Elementary and Secondary Education Act. (Sec. 14601 - Gun Free Requirements: Gun Free School Act of 1994)

PA 95-304 An Act Concerning School Safety.

PA 96-244 An Act Concerning Revisions to the Education Statutes.

Kyle P. Packer PPA Jane Packer v. Thomaston Board of Education. (SC 15862)

Regulation approved: August 11, 2004

Students

Out-of-School Misconduct

Students are subject to discipline, up to and including suspension and expulsion for misconduct, which is seriously disruptive of the educational process or is a violation of a publicized policy of the Board of Education, even if such misconduct occurs off-school property and during non-school time.

In compliance with judicial decisions, the Board considers conduct which is “severely disruptive of the educational process” to mean conduct that “markedly interrupts or severely impedes the day-to-day operations of a school” in addition to such conduct also being violative or publicized school policy. Such conduct includes, but is not limited to, phoning in a bomb threat, or making a threat, off school grounds, to kill or hurt a teacher or student.

In addition, in making the determination as to whether conduct is “seriously disruptive of the educational process,” the administration may consider, but such consideration shall not be limited to (1) whether the incident occurred within close proximity of a school; (2) whether other students from the school were involved or whether there was any gang involvement; (3) whether the conduct involved violence, threats of violence or the unlawful use of a weapon, as defined in section 29-38 and whether any injuries occurred; and (4) whether the conduct involved the use of alcohol. The Board of Education or impartial hearing Board, in matters of expulsion for out of school misconduct, in making a determination as to whether conduct is “seriously disruptive of the educational process,” may consider, but consideration is not limited to the same items listed previously.

Such discipline may result whether; (1) the incident was initiated in the school or on school grounds, or (2) if the incident occurred or was initiated off-school property, either during school time or non-school time, and after the occurrence there was a reasonable likelihood that return of the student would contribute to a disruptive effect on the school education or its process by threatening:

1. The school's orderly operations, or
2. The safety of the school property, or
3. The welfare of the persons who work or study there.

Examples of the type of such out-of-school/off school property misconduct that may result in such discipline include but are not limited to:

1. Use, sale, possession or distribution of a firearm, deadly weapon, dangerous instrument, or dangerous weapon, (C.G.S. Section 53a-3, 53-206,29-35), or
2. Use, sale, possession or distribution of illegal drugs/substances, or
3. Violent conduct,
4. Making of a bomb threat,
5. Threatening to harm or kill another student or member of the staff.

Where any such activity has the reasonable likelihood of threatening the health, safety or welfare of school property, individuals thereon, and/or the educational process.

Students

Out-of-School Misconduct

For example, if it is determined that a student's use, sale, possession or distribution of illegal drug/substances in the community has a reasonable likelihood of endangering the safety of students or employees because of the possibility of such sales in the school, or if violent conduct in the community presents a reasonable likelihood of repeating itself in the school environment, or if any similar type of misconduct in the community has a reasonable likelihood of being continued or repeated in school or if bringing retaliation or revenge into the school for such out-of-school/off-school grounds misconduct, the Board of Education may impose discipline up to and including suspension and/or expulsion in accordance with its policy #5114.

The rationale to be applied in considering disciplinary action is whether the off-school grounds conduct will markedly interrupt or severely impede the day-to-day operation of a school.

A student found to be in possession of a firearm or deadly weapon shall be expelled for one calendar year unless said expulsion is modified on an individual case basis.

If the Board of Education or hearing board finds that the student did so possess a firearm or weapon such student shall be expelled for one (1) calendar year provided that the Board of Education or hearing board may modify the period of expulsion on a case by case basis.

Legal Reference: Connecticut General Statutes

4- 176e through 4- 185 Uniform Administrative Procedure Act.

10-233a through 10-233f re in-school suspension, suspension, expulsion. (as amended by PA 98-139)

29-35 Carrying of pistol or revolver without permit prohibited.

29-38 Weapons in vehicles.

53a-3 Firearms and deadly weapons.

53-206 Carrying and sale of dangerous weapons.

53a-217b Possession of firearms and deadly weapons on school grounds.

PA 94-221 An Act Concerning School Safety.

18 U.S.C. 921 Definitions.

PL 103-382 Elementary and Secondary Education Act. (Sec. 14601 - Gun Free Requirements: Gun Free School Act of 1994)

PA 95-304 An Act Concerning School Safety.

PA 96-244 An Act Concerning Revisions to the Education Statutes.

Kyle P. Packer PPA Jane Packer v. Thomaston Board of Education. (SC 15862

Policy adopted: August 11, 2004

Students

Conduct

Violent and Aggressive Behavior

The Board of Education recognizes that there are certain behaviors that, if tolerated, would quickly destroy the type of learning environment to which the students and staff are entitled within this school system. These behaviors, categorized as violent and aggressive, will not be tolerated and shall result in immediate action by the school system.

All acts of violence and aggression, including, but not limited to, terroristic acts and/or threats, shall result in specific consequences, determined by the seriousness of the act, including suspension from school and consideration of expulsion from school by the Board of Education for acts of a serious or chronic nature.

Acts of violence and aggression must be well-documented and communicated to the school principal or his/her designee. The Superintendent of Schools is to be notified immediately of all acts pertaining to possession, threat with, or use of a weapon; physical assaults; stalking; and terroristic threats or acts. The Board of Education will be informed and involved where deemed necessary by the Superintendent or where required by law. The immediate involvement of the parent(s) or guardians(s) is viewed as essential.

Serious consideration is to be given to the involvement of appropriate law enforcement agencies and other agencies in such cases. The police shall be involved if there is any violation of the law.

The following behaviors are defined as violent and aggressive.

Possession, Threat With, or Use of a Weapon or Dangerous Instrument

Weapon or Dangerous Instrument includes, but is not limited to, any pistol, revolver, rifle, shotgun, air gun or spring gun; slingshot; bludgeon; brass knuckles or artificial knuckles of any kind; knives, any knife the blades of which can be opened by a flick of a button or pressure on the handle, or any pocket knife where the blade is carried in a partially opened position; martial arts weapon; destructive device; or facsimiles of firearms.

Firearms, weapons, and dangerous instruments shall include those defined by law. (18 U.S.C. 921, C.G.S. 53a-3, and 53-202 to 53-206, and 29-35)

Possession is defined as having a weapon or dangerous instrument on one's person, or in an area subject to one's control, in any school building on school grounds, in any school vehicle, or at any school-sponsored activity. A student's conduct off school grounds that is seriously disruptive of the educational process and violative of the Board's publicized policies shall also be considered for disciplinary action by school officials under this policy. A student found to be in possession and/or use of a firearm or dangerous weapon as defined above shall be subject to expulsion of one calendar year.

Note: A student who finds a firearm, weapon or dangerous instrument and immediately advises a teacher or other adult, shall not be considered in possession of such device. Students who find firearms, weapons or dangerous instruments are advised to seek adult assistance and are advised not to touch the weapon.

Physical Assault

Physical assault is the act of striking or touching a person or that person's property with a part of the anatomy or any object, with the intent of causing hurt or harm.

Students**Conduct****Violent and Aggressive Behavior****Verbal Abuse**

Verbal abuse shall include but is not limited to swearing, screaming, obscene gestures or threats when directed, either orally, including the telephone or in writing, at an individual, his/her family or a group.

Intimidation

Intimidation is an act intended to frighten or coerce someone into submission or obedience.

Extortion

Extortion is the use of verbal or physical coercion in order to obtain financial or material gain from others.

Bullying

Bullying is the use of physical or verbal coercion to obtain control over others or to be habitually cruel to, others who are assumed to be weaker.

Gangs

Gangs are groups of youths who share common beliefs, attitudes, and attire and exhibit unlawful and anti-social behavior.

Terroristic Threats

Terroristic threat is a threat to commit violence communicated with the intent to terrorize another, to cause evacuation of a building, or to cause serious public inconvenience, in reckless disregard of the risk causing such terror or inconvenience.

Terroristic Act

Terroristic act is an offense against property or involving danger to another person or persons.

Sexual Harassment

Sexual harassment is unwelcome conduct of a sexual nature, whether verbal or physical, including, but not limited to, insulting or degrading sexual remarks or conduct; threats or suggestions that a student's or staff member's submission to or rejection of unwelcome conduct will in any way influence a decision regarding that student or staff member; or conduct of a sexual nature which substantially interferes with a student's learning; or staff member's performance of duties, or creates an intimidating, hostile or offensive learning or working environment, such as the display in the educational setting of sexually suggestive objects or pictures.

Stalking

Stalking is the persistent following, contacting, watching or any other such threatening actions that compromise the peace of mind or the personal safety of the individual.

Students

Conduct

Violent and Aggressive Behavior

Defiance

Defiance is the act or instance of defying or opposing; insubordination.

Racial Slurs

Racial slurs are insulting, disparaging or derogatory comments made directly or by innuendo regarding a person's racial origin.

(cf. 5114 - Suspension and Expulsion/Due Process)

(cf. 5130 - Student Conduct)

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5141.5 - Crisis Management)

(cf. 5141.6 - Safety)

(cf. 5144 - Discipline/Punishment)

(cf. 5144.2 - Use of Physical Force)

(cf. 5144.3 - Discipline of Students with Disabilities)

(cf. 5145.12 - Search and Seizure)

(cf. 5145.5 - Sexual Harassment)

Legal Reference: Connecticut General Statutes

4-176e through 4-180a. Contested Cases. Notice. Record.

10-233a through 10-233f. Suspension, removal and expulsion of students, as amended by PA 95-304 and PA 96-244.

46a-60 Discriminatory employment practices prohibited.

Constitution of the State of Connecticut, Article I, Section 20.

53a-3 Definitions.

53a-217b Possession of firearms and deadly weapons on school grounds.

53-206 Carrying and sale of dangerous weapons.

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

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

18 U.S.C. 921 Definitions.

Title III - Amendments to the Individuals with Disabilities Education Act.

Sec. 314 (Local Control Over Violence).

Students

Conduct

Violent and Aggressive Behavior

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

PL 105-17 The Individuals with Disabilities Act, Amendment of 1997.

Civil Rights Act of 1964, Title VII, 42 U.S.C.

Equal Employment Opportunity Commission Policy Guidance (N-915.035) on Current Issues of Sexual harassment, effective 10/15/88.

Title IX of the Education Amendments of 1972, CFR Section 106 *Meritor Savings Bank, FSB v. Vinson*, 477 U.S. 57 (1986).

Policy adopted: August 11, 2004

Students

Inhalant Abuse

In addition to the prohibitions pertaining to alcohol, drugs and tobacco contained in Board policy #5131.6, Alcohol, Drugs and Tobacco, no student shall inhale, ingest, apply, use or possess an abusable glue, aerosol paint or substance containing a volatile chemical with intent to inhale, ingest, apply or use any of these in a manner:

1. Contrary to directions for use, cautions or warnings appearing on a label of a container of the glue, paint aerosol or substance; and
2. Designed to affect the central nervous system, create or induce a condition of intoxication, hallucination or elation, or change, distort, or disturb the person's eyesight, thinking process balance or coordination.

For purposes of this policy, inhalants are defined as follows: (Optional)

Nitrous Oxide - Laughing Gas, Whippets, CO2 Cartridge

Amyl Nitrite - "Locker Room," "Rush," "Poppers," "Snappers"

Butyl Nitrite - "Bullet," "Climax"

Chlorohydrocarbons - Aerosol Paint Cans, Cleaning Fluids

Hydrocarbons - Aerosol Propellants, Gasoline, Glue, Butane

Further, no student, 18 years of age or older, shall intentionally, knowingly or recklessly deliver or sell potentially abusable inhalant materials as listed above to a minor student.

No person shall intentionally use or possess with intent to use inhalant paraphernalia to inhale, ingest, or otherwise introduce into the body an abusable glue, aerosol paint or substance or other substance that contains a volatile chemical.

Students who violate this policy shall be subject to disciplinary action, up to and including suspension and a recommendation for expulsion. Violators of this policy may also be required to complete an appropriate rehabilitation program.

The Board of Education shall incorporate into the curriculum at all levels education pertaining to potential inhalant abuse which is appropriate for students given their age, maturity, and grade level. Inhalant abuse educational programs/information for parents/guardians will be offered in a manner convenient to parents/guardians.

(cf. 5131.6 - Alcohol, Drugs and Tobacco)

Legal Reference: Connecticut General Statutes

21a-240 Definitions, dependency producing drugs.

Policy adopted: August 11, 2004

Students

Electronic Devices

Use of Beepers - Paging Devices/Cellular Telephones

1. Students shall not possess or use a laser pointer unless under teacher supervision for instructional purposes, a remotely activated paging device while on school property, on school transportation or while attending a school sponsored activity on or off school property.
2. The School Principal may grant written permission for possession and use of a paging device by a student if the student or his/her parent or guardian establishes to the satisfaction of the Principal that a reasonable basis exists for the possession and use of the device.
3. The prohibition of paging devices does not apply in the following cases, providing that the Building Principal approves in advance of the presence of a telephone pager: a disabled student using portable pagers for medical reasons, visitors on school property for an authorized program, meeting or function, a student who is a member of a volunteer fire company, ambulance or rescue squad, or a student who has the need due to the medical condition of an immediate family member.
4. Students may be in possession of a cellular telephone. Use of the device shall be limited to the period before classes begin in the morning, and after the student's last class in the afternoon. Such devices shall not be used during instructional time or in the passing between classes unless there is a bona fide health or safety emergency.
5. Students shall not possess or use a cellular telephone or paging device that is capable of taking photographs or videos of any kind. In no case will any personal communication device be allowed to access a connection to the Internet. Students violating this section shall be subject to disciplinary action, up to and including suspension and/or expulsion.
6. Devices shall not be used in a manner that disrupts the educational process, including, but not limited to, posing a threat to academic integrity or violating confidentiality or privacy rights of another individual.
7. Disciplinary action may be taken against any student for using a cellular telephone, or other electronic device that is otherwise not banned by this policy, in any manner that disrupts the educational environment, including using the device to cheat, signal others, or otherwise violate student conduct rules. Unless otherwise banned under this policy, all electronic devices must be kept off and out of sight during the regular school day unless: (a) the supervising teacher grants permission, (b) use of the device is provided in a student's IEP, or (c) it is needed in an emergency that threatens the safety of students, staff or other individuals.
8. A staff member who discovers a student in possession of a paging device, without written permission of the Principal, or using a cellular mobile telephone during the regular school day, without approval shall report the violation to a school administrator who may temporarily confiscate the device and contact the parent/guardian. Repeated violation of this policy may result in confiscation of the device and its forfeiture to the District.

Legal Reference: Connecticut General Statutes

10-233j Student possession and use of telecommunications devices

PA 95-304 An Act Concerning School Safety

PA 96-108 An Act Concerning Student Use of Telecommunication Devices and the Establishment of Graduation Dates

Policy adopted: August 11, 2004

Students-Safe School Climate Plan

Hazing , Bullying

The Board of Education (Board) promotes a secure and happy school climate, conducive to teaching and learning that is free from threat, harassment and any type of bullying behavior. Therefore it shall be the policy of the Board that bullying of a student by another student is prohibited.

The Board believes that a school environment in which students feel safe, supported, engaged and helpfully challenged is optimal for learning and healthy development. The Board seeks an environment in which students and adults feel socially, emotionally, intellectually and physically safe; an environment that is free of harassment, intimidation and bullying.

Definitions

“**Bullying**” means the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same school district or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district that:

- A. causes physical or emotional harm to such student or damage to such student’s property,
- B. places such student in reasonable fear of harm to himself or herself, or of damage to his or her property,
- C. creates a hostile environment at school for such student,
- D. infringes on the rights of such student at school, or
- E. substantially disrupts the education process or the orderly operation of a school.

Bullying shall include, but not be limited to, a written, oral, or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics. *(The student against whom the activity is directed must be attending school in the same district as the students engaged in the activity.)*

Students-Safe School Climate Plan

Hazing, Bullying

Definitions (continued)

“Cyberbullying” means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

“Teen dating violence” means any act of physical, emotional or sexual abuse, including stalking, harassing and threatening that occurs between two students who are currently in or have recently been in a dating relationship.

“Mobile electronic device” means any hand-held or other portable electronic equipment capable of providing data communication between two or more individuals, including, but not limited to, a text messaging device, a paging device, a personal digital assistant, a laptop computer, equipment that is capable of playing a video game or a digital video disk, or equipment on which digital images are taken or transmitted.

“Electronic communication” means any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectronic or photo-optical system.

“Hostile environment” means a situation in which bullying among students is sufficiently severe or pervasive to alter the conditions of the school climate.

“Outside of the school setting” means at a location, activity or program that is not school related, or through the use of an electronic device or a mobile electronic device that is not owned, leased or used by a local or regional board of education.

“School employee” means (a) a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by a local or regional board of education or working in a public elementary, middle or high school; or (b) any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the local or regional board of education.

“School climate” means the quality and character of school life with a particular focus on the quality of the relationships within the school community between and among students and adults. (and reflects norms, values, interpersonal relationships, teaching and learning practices and organizational structures.)

Students-Safe School Climate Plan

Hazing , Bullying

Examples of bullying include, but are not limited to:

1. physical violence and attacks
2. verbal taunts, name-calling and put-downs including ethnically-based or gender-based verbal put-downs
3. threats and intimidation
4. extortion or stealing of money and/or possessions
5. exclusion from peer groups within the school
6. The misuse of electronic communications for the purpose of bullying, harassing, or sexually harassing other students within school or out of school ("cyberbullying")
7. Targeting of a student based on the student's actual or perceived "differentiating" characteristics such as race; color; religion; ancestry; national origin; gender; sexual orientation; gender identity or expression; socioeconomic or academic status; physical appearance; or mental, physical, developmental, or sensory disability.

Such conduct is disruptive of the educational process and, therefore, bullying is not acceptable behavior in this district and is prohibited.

Students who engage in any act of bullying, on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by the Board of Education, or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board of Education, and outside of the school setting if such bullying:

1. creates a hostile environment at school for the victim,
2. infringes on the rights of the victim at school, or
3. substantially disrupts the education process or the orderly operation of a school,

are subject to appropriate disciplinary action up to and including suspension, expulsion and/or referral to law enforcement officials.

A comprehensive program, to improve the school climate, involving everyone in the schools and the community, to address bullying at all school levels is essential to reducing incidences of bullying. Such a program must involve interventions at all levels, school wide, classroom and individual.

Students-Safe School Climate Plan

Hazing , Bullying

The District's program: *(Also outlined in the section pertaining to the "Safe School Climate Plan.")*

1. Requires the development and implementation of a safe school climate plan by the Board of Education to address the existence of bullying and teen dating violence in its schools and requires at the beginning of each school year that students and their parents/guardians be notified of the process by which students may make such reports;
2. Permits anonymous reports of bullying or teen dating violence by students to school employees and written reports of suspected bullying or teen dating violence by parents or guardians and requires at the beginning of each school year that students and their parents/guardians be notified of the process by which students may make such reports;
3. Requires school employees who witness acts of bullying or teen dating violence or receive reports of bullying or teen dating violence to orally notify the safe school climate specialist or another school administrator if the safe school climate specialist is unavailable, not later than one school day after such school employee witnesses or receives a report of bullying and to file a written report not later than two school days after making such an oral report;
4. Requires the safe school climate specialist to investigate or supervise the investigation of all reports of bullying or teen dating violence and ensure that such investigation is completed promptly after receipt of any written report, and that the parents or guardians of the student alleged to have committed an act or acts of bullying or teen dating violence and the parents or guardians of the student against whom such alleged act or acts were directed receive prompt notice that such investigation has commenced;
5. Requires the safe school climate specialist to review any anonymous reports, except that no disciplinary action shall be taken solely on the basis of an anonymous report;
6. Requires each school to have a prevention and intervention strategy, as defined by statute, as amended, for school employees to deal with bullying or teen dating violence, including language about bullying and teen dating violence in student codes of conduct and in all student handbooks;
7. Provides for the inclusion of language in student codes of conduct concerning bullying and teen dating violence;

Students-Safe School Climate Plan**Hazing, Bullying**

8. Requires each school to notify parents or guardians of all students involved in a verified act of bullying or teen dating violence not later than forty-eight hours after the completion of the investigation. The notice shall be simultaneously mailed to the parent/guardian with whom the student primarily resides and to the other parent/guardian if requested. The notice must describe the school's response and any consequences that may result from further acts of bullying or school dating violence;
9. Requires each school to invite the parents/guardians of a student against whom such act was directed to a meeting to communicate to such parents/guardians the measures being taken by the school to ensure the safety of the students against whom such act of bullying was directed and the policies and procedures in place to prevent further acts of bullying and teen dating violence;
10. Requires each school to invite the parents or guardians of a student who commits any verified act of bullying or teen dating violence to a meeting, separate and distinct from the meeting of the parents/guardians of the student against whom the act of bullying or teen dating violence was directed, to discuss specific interventions undertaken by the school to prevent further acts of bullying and teen dating violence;
11. Establishes a procedure for each school to document and maintain records relating to reports and investigations of bullying and teen dating violence in such school and make such list publicly available; and report such number to the Department of Education and in such manner as prescribed by the Commissioner of Education;
12. Requires the development of case-by-case interventions for addressing reported incidents of bullying or teen dating violence against a single individual or recurrently perpetrated bullying incidents by the same individual that may include both counseling and discipline;
13. Prohibits discrimination and retaliation against an individual who reports or assists in the investigation of an act of bullying or teen dating violence;
14. Requires the development of student safety support plans for students against whom an act of bullying or teen dating violence was directed that addresses safety measures the school will take to protect such students against further acts of bullying or teen dating violence;

Students-Safe School Climate Plan

Hazing , Bullying

15. Requires the principal of a school or the principal's designee, to notify the appropriate local law enforcement agency when such principal or the principal's designee believes that any acts of bullying or teen dating violence constitute criminal conduct;
16. Prohibits bullying and teen dating violence (A) on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by a local or regional board of education, or through the use of an electronic device or an electronic mobile device owned, leased or used by the local or regional board of education, and (B) outside of the school setting if such bullying or teen dating violence (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying or teen dating violence was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school;
17. Requires, at the beginning of each school year, for each school to provide all school employees with a written or electronic copy of the school district's safe school climate plan; and
18. Requires all school employees to annually complete the training required by C.G.S. 10-220a, as amended. Such training shall include identifying and responding to bullying and preventing and responding to youth suicide;

Note: *Certified employees are required to complete annual training on the prevention and identification of bullying and response to bullying and the prevention and response to youth suicide.*

The State Department of Education, within available appropriations, is required to provide annual training to non-certified school employees.

19. Requires students and the parents/guardians of students to be notified at the beginning of the school year of the process by which they may make reports of bullying or teen dating violence;
20. As required, the Board of Education shall approve the safe school climate plan developed pursuant to statute and submit such plan to the Department of Education for its review, analysis, cooperative assistance and approval not later than July 1, 2014; and

Students-Safe School Climate Plan

Hazing, Bullying

21. Requires that not later than thirty calendar days after approval by the State Department of Education, the safe school climate plan shall be made available on the Board's and each individual school in the District's Internet website and such plan is to be included in the District's publication of the rules, procedures and standards of conduct for schools and in all student handbooks.

The Board expects prompt and reasonable investigations of alleged acts of bullying and teen dating violence. The safe school climate specialist of each school is responsible for handling all complaints of alleged bullying and teen dating violence. The safe climate specialist shall investigate or supervise the investigation of all reports of bullying and teen dating violence promptly.

In addition, the norms that are established by adults through consistent enforcement of all policies pertaining to conduct and modeling appropriate behavior at school and at home will reduce the instances and damage of bullying and teen dating violence. It is necessary for students to promote the concept that caring for others is a valued quality, one that is accepted and encouraged.

Prevention and Intervention Strategy

The District shall implement, as required by C.G.S. 10-222d, as amended, a prevention and intervention strategy which may include, but is not limited to:

1. Implementation of a positive behavioral interventions and supports process or another evidence-based model approach for safe school climate or for the prevention of bullying and teen dating violence identified by the Department of Education.
2. School rules prohibiting bullying, teen dating violence, harassment, and intimidation and establishing appropriate consequences for those who engage in such acts.
3. Adequate adult supervision of outdoor areas, hallways, the lunchroom, and other specific areas where bullying or teen dating violence is likely to occur.
4. Inclusion of grade-appropriate bullying and teen dating violence education and prevention curricula in kindergarten through high school.
5. Individual interventions with the bully or student who commits teen dating violence, parents and school employees and interventions with the students against whom the acts of bullying and teen dating violence are directed, parents, and school employees.
6. School wide training related to safe school climate.

Students-Safe School Climate Plan

Hazing, Bullying

Prevention and Intervention Strategy (continued)

7. Student peer training, education and support.
8. Promotion of parent involvement in bullying and teen dating violence prevention through individual or team participation in meetings, trainings, and individual interventions.
9. Culturally competent school-based curriculum focusing on social-emotional learning, self-awareness and self-regulation.

Note: Funding for the school-based bullying intervention and school climate improvement may originate from public, private, or philanthropic sources. For purposes of this section, “interventions with the bullied child” includes referrals to a school counselor, psychologist or other appropriate social or mental health service, and periodic follow-up by the safe school climate specialist with the bullied child.

District Safe School Climate Coordinator

For the school year commencing July 1, 2012, and each school year thereafter, the Superintendent of Schools shall appoint, from among existing District staff, a District Safe School Climate Coordinator.

The Coordinator shall:

1. Implement the District’s safe school climate plan;
2. Collaborate with safe school climate specialists, the Board, and the Superintendent to prevent, identify, and respond to bullying and teen dating violence in the schools of the district.
3. Provide data and information derived from the safe school climate assessments, in collaboration with the Superintendent to the Department of Education;
4. Respond to bullying and teen dating violence in District schools;
5. Meet with the safe school climate specialists at least twice during the school year to discuss bullying and teen dating violence issues in the District and make recommended changes to the District’s safe school climate plan.
6. Successfully complete, for the school year commencing July 1, 2014, the mental health first aid training provided by the Commissioner of Mental Health and Addiction Services. (Such training only required once.)

Students-Safe School Climate Plan

Hazing, Bullying

Safe School Climate Specialist

For the school year commencing July 1, 2012, and each school year thereafter, each school Principal shall serve, or designate someone to serve, as the Safe School Climate Specialist for the school.

The Specialist in each school shall:

1. Investigate or supervise the investigation of reported acts of bullying or teen dating violence in the school in accordance with the District's Safe School Climate Plan;
2. Collect and maintain records of reports and investigations of bullying and teen dating violence in the school; and
3. Act as the primary school official responsible for preventing, identifying and responding to bullying and teen dating violence reports in the school.

Safe School Climate Committee

For the school year commencing July 1, 2012, and each school year thereafter, the Principal of each District school shall establish a new committee or designate at least one existing committee that is responsible for developing and fostering a safe school climate and addressing issues related to bullying in the school. The committee must include at least one parent/guardian of a student enrolled in the school, appointed by the Principal.

The Safe School Climate Committee shall:

1. Receive copies of completed reports following investigations of bullying and teen dating violence;
2. Identify and address patterns of bullying and teen dating violence among students in the school;
3. Implement the provisions of the school security and safety plan, (developed pursuant to Section 87 of PA 13-3) regarding the collection, evaluation and reporting of information relating to instances of disturbing or threatening behavior that may not meet the definition of bullying or teen dating violence (defined in Connecticut General Statutes 10-222d) and report such information, as necessary, to the District Safe School Climate Coordinator and to the school's security and safety committee;
4. Review and amend school policies relating to bullying and teen dating violence;

Students-Safe School Climate Plan

Hazing, Bullying

Safe School Climate Committee (continued)

5. Review and make recommendation to the District Safe School Climate Coordinator regarding the District's Safe Climate Plan based on issues and experiences specific to the school;
6. Educate students, school employees and parents and guardians of students on issues relating to bullying and teen dating violence;
7. Collaborate with the District Safe School Climate Coordinator in the collection of data regarding bullying and teen dating violence; and
8. Perform any other duties as determined by the School Principal that are related to the prevention, identification and response to school bullying and teen dating violence for the school.

Parent members of the Safe School Climate Committee are excluded from activities #1 and #3 or any other activity that may compromise the confidentiality of a student.

Safe School Climate Plan

The Board of Education shall develop and implement a Safe School Climate Plan to address the existence of bullying in its schools. Such plan shall:

1. Enable students to anonymously report acts of bullying and teen dating violence to school employees and require students and the parents or guardians of students to be notified annually of the process by which they may make such reports;
2. Enable the parents or guardians of students to file written reports of suspected bullying and teen dating violence;
3. Require school employees who witness acts of bullying or receive reports of bullying or teen dating violence to orally notify the Safe School Climate Specialist, or another school administrator if the Safe School Climate Specialist is unavailable, not later than one school day after such school employee witnesses or receives a report of bullying or teen dating violence, and to file a written report not later than two school days after making such oral report;
4. Require the Safe School Climate Specialist to investigate or supervise the investigation of all reports of bullying or teen dating violence and ensure that such investigation is completed promptly after receipt of any written reports made under this section;
5. Require the Safe School Climate specialist to review any anonymous reports, except that no disciplinary action shall be taken solely on the basis of an anonymous report;

Students-Safe School Climate Plan**Hazing, Bullying****Safe School Climate Plan (continued)**

6. Include a prevention and intervention strategy for school employees to deal with bullying and teen dating violence;
7. Provide for the inclusion of language in student codes of conduct concerning bullying and teen dating violence;
8. Require each school to notify the parents or guardians of students who commit any verified acts of bullying or teen dating violence and the parents or guardians of students against whom such acts were directed not later than forty-eight hours after the completion of the investigation. The required notification and invitation shall include a description of the response of school employees to such acts and any consequences that may result from the commission of further acts of bullying and teen dating violence;
9. Require each school to invite the parents or guardians of a student who commits any verified act of bullying or teen dating violence and the parents or guardians of the student against whom such act was directed, to a meeting to communicate to such parents or guardians the measures being taken by the school to ensure the student's safety and to prevent further acts of bullying or teen dating violence;
10. Establish a procedure for each school to document and maintain records relating to reports and investigations of bullying and teen dating violence in such school and to maintain a list of the number of verified acts of bullying and teen dating violence in such school and make such list available for public inspection, and annually report such number to the Department of Education, and in such manner as prescribed by the Commissioner of Education;
11. Direct the development of case-by-case interventions for addressing repeated incidents of bullying or teen dating violence against a single individual or recurrently perpetrated bullying incidents by the same individual that may include both counseling and discipline;
12. Prohibit discrimination and retaliation against an individual who reports or assists in the investigation of an act of bullying or teen dating violence;
13. Direct the development of student safety support plans for students against whom an act of bullying or teen dating violence was directed that addresses safety measures the school will take to protect such student against further acts of bullying or teen dating violence;
14. Require the Principal of a school, or the Principal's designee, to notify the appropriate local law enforcement agency when such Principal, or the Principal's designee, believes that any acts of bullying or teen dating violence constitute criminal conduct;

Students-Safe School Climate Plan

Hazing, Bullying

Safe School Climate Plan (continued)

15. Prohibit bullying and teen dating violence (A) on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by the Board or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board and (B) outside of the school setting if such bullying or teen dating violence (i) creates a hostile environment at school for the student against whom such bullying or teen dating violence was directed, (ii) infringes on the rights of the student against whom such bullying or teen dating violence was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school;
16. Require, at the beginning of each school year, each school to provide all school employees with a written or electronic copy of the school district's Safe School Climate Plan; and
17. Require that all school employees annually complete the training described in C.G.S. 10-220a, as amended.

Students-Safe School Climate Plan

Hazing, Bullying

Note: *The Department of Education, within available appropriations, is required by the amended C.G.S. 10-222h, to approve in collaboration with the Connecticut Association of Schools (CAS), and disseminate to all public schools grade-level appropriate school climate assessment instruments, including surveys, to be used by Boards of Education for the purpose of collecting information pertaining to a district's "prevention and intervention strategy" in order to enable the Department to monitor bullying efforts over time and to compare each district's progress to state trends.*

A safe school climate resource network is to be established by the Department of Education, in consultation with the State Education Resource Center, the Governor's Prevention Partnership and the Commission on Children, within available appropriations, for the identification, prevention, and education of school bullying in the state. This network will make available to all schools information, training opportunities and resource materials to improve school climate to diminish bullying.

Optional language:

A bullying prevention program shall be implemented which strives to develop a school and home environment:

- characterized by warmth, positive interest and involvement by adults;
- firm limits to unacceptable behavior;
- where non-hostile, non-physical negative consequences are consistently applied in cases of violations of rules and other unacceptable behaviors;
- where adults act as authorities and positive role models; and
- where students are included in efforts to improve school climate.

The Superintendent shall develop rules and procedures, which carry out the provisions of this policy. [In designing administrative regulations, the Superintendent should consult with the greater school community, including students.] In addition, the Superintendent shall provide that students and parents of students are notified of this prohibition against bullying and the penalties for violating the prohibition by ensuring the posting of such information at each school and by ensuring inclusion of such information in student and parent handbooks. [Alternate language: this policy shall be included in all student and faculty handbooks and shall be disseminated to the public in a manner to be determined by the Superintendent.]

This policy shall not be interpreted to prohibit a reasonable and civil exchange of opinions, or debate that is protected by state or federal law.

Students-Safe School Climate Plan

Hazing, Bullying

- (cf. 0521 – Nondiscrimination)
- (cf. 4131 – Staff Development)
- (cf. 5114 – Suspension and Expulsion/Due Process)
- (cf. 5131 – Conduct)
- (cf. 5131.21 – Violent and Aggressive Behavior)
- (cf. 5131.8 – Out-of-School Misconduct)
- (cf. 5131.912 – Aggressive Behavior)
- (cf. 5131.913 – Cyberbullying)
- (cf. 5131.91 – Hazing)
- (cf. 5144 – Discipline/Punishment)
- (cf. 5145.4 – Nondiscrimination)
- (cf. 5145.5 – Sexual Harassment)
- (cf. 5145.51 – Peer Sexual Harassment)
- (cf. 6121 – Nondiscrimination)
- (cf. 6121.1 – Equal Educational Opportunity)

Legal Reference: Connecticut General Statutes
 10-15b Access of parent or guardian to student's records. Inspection and subpoena of school or student records.
 10-222d Policy on bullying behavior as amended by PA 08-160 and P.A. 11-232 and P.A. 14-172.
 P.A. 06-115 An Act Concerning Bullying Policies in Schools and Notices Sent to Parents or Legal Guardians.
 P.A. 11-232 An Act Concerning the Strengthening of School Bullying Laws.
 P.A. 13-3 An Act Concerning Gun Violence Protection and Safety
 P.A. 14-172 An Act Concerning Improving Employment Opportunities through Education and Ensuring Safe School Climates.
 P.A. 14-234 An Act Concerning Domestic Violence and Sexual Assault.

Policy adopted: OCTOBER 8 2014

KILLINGLY PUBLIC SCHOOLS
KILLINGLY, CT 06239

Students

Bullying

Model Safe School Climate Plan

Purpose/Priority Statement

The Killingly District is committed to providing all students with a safe learning environment that is free from bullying, cyberbullying, and teen dating violence. The goal is the establishment of a positive school climate in which norms, values, and expectations make students and adults feel socially, emotionally, intellectually and physically safe. This commitment is an integral part of our comprehensive efforts to promote learning and to prevent and eliminate all forms of bullying and teen dating violence and other harmful and disruptive behavior that can impede the learning process. The District expects that all members of the school community will treat each other in a civil manner and with respect for differences.

Students

Bullying

Prohibition against Bullying

The Board of Education (Board) prohibits bullying and teen dating violence (a) on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by the Board, or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board, and (b) outside of the school setting if such bullying or teen dating violence (i) creates a hostile environment at school for the victim, (ii) infringes on the rights of the victim at school, or (iii) substantially disrupts the education process or orderly operation of a school.

Students

Bullying

I. Definitions

“Bullying” means the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, or a physical act or gesture by one or more students repeatedly directed at or referring to another student attending school in the same school district that:

- A. causes physical or emotional harm to such student or damage to such student’s property,
- B. places such student in reasonable fear of harm to himself or herself, or of damage to his or her property,
- C. creates a hostile environment at school for such student,
- D. infringes on the rights of such student at school, or
- E. substantially disrupts the education process or the orderly operation of a school.

Bullying shall include, but not be limited to, a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics. *(The student against whom the activity is directed must be attending school in the same district as the students engaged in the activity.)*

“Cyberbullying” means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

“Teen dating violence” means any act of physical, emotional or sexual abuse, including stalking, harassing and threatening that occurs between two students who are currently in or have recently been in a dating relationship.

“Mobile electronic device” means any hand-held or other portable electronic equipment capable of providing data communication between two or more individuals, including, but not limited to, a text messaging device, a paging device, a personal digital assistant, a laptop computer, equipment that is capable of playing a video game or a digital video disk, or equipment on which digital images are taken or transmitted.

“Electronic communication” means any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectronic or photo-optical system.

Students

Bullying

II. Definitions (continued)

“Hostile environment” means a situation in which bullying among students is sufficiently severe or pervasive to alter the conditions of the school climate.

“Outside of the school setting” means at a location, activity or program that is not school related, or through the use of an electronic device or a mobile electronic device that is not owned, leased or used by a local or regional board of education.

“School employee” means (a) a teacher, substitute teacher, school administrator, school Superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by a local or regional Board of Education or working in a public elementary, middle or high school; or (b) any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the local or regional Board of Education.

“School climate” means the quality and character of school life with a particular focus on the quality of the relationships within the school community between and among students and adults. *(It is based on people’s experiences of school and reflects norms, goals, values, interpersonal relationships, teaching and learning practices and organizational structures.)*

II. Reporting and Responding to Bullying and Retaliation (Complaint Process)

A. Publication of the Prohibition against Bullying and Related Procedures

The prohibition against bullying and teen dating violence shall be publicized by including the following statement in the student handbook of each of the district schools:

“Bullying behavior and teen dating violence by any student in the Killingly Public Schools is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. “Bullying” means the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same school district or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same district that:

- A. causes physical or emotional harm to such student or damage to such student’s property,
- B. places such student in reasonable fear of harm to himself or herself, or of damage to his or her property,

Students

Bullying

III. Reporting and Responding to Bullying and Retaliation (Complaint Process) (continued)

A. Publication of the Prohibition against Bullying and Related Procedures (continued)

- C. creates a hostile environment at school for such student,
- D. infringes on the rights of such student at school, or
- E. substantially disrupts the education process or the orderly operation of a school.

Bullying shall include, but not be limited to, a written, verbal or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, gender identity, or physical mental, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

Students who engage in any act of bullying, on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by the Board of Education, or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board of Education, and outside of the school setting if such bullying:

- 1. creates a hostile environment at school for the victim,
- 2. infringes on the rights of the victim at school, or
- 3. substantially disrupts the education process or the orderly operation of a school,

Students and/or parents may file verbal or written complaints concerning suspected bullying behavior, and students shall be permitted to anonymously report acts of bullying to school employees. Any report of suspected bullying behavior will be promptly reviewed. If acts of bullying are verified, prompt disciplinary action may be taken against the perpetrator, consistent with his/her rights of due process. Board policy and regulation (Plan) #5131.911 set forth this prohibition and the related procedures in detail, and are available to students and their parents/guardians upon request.

Students

Bullying

III. Reporting and Responding to Bullying and Retaliation (Complaint Process) (continued)

B. Appropriate School Personnel

All school employees are charged with the responsibility of taking reports of bullying or teen dating violence or if witnessing acts of bullying or teen dating violence to notify the Safe School Climate Specialist or another administrator when the Safe School Climate Specialist is not available. Reports shall be appropriately investigated by the Safe School Climate Specialist or another administrator when the Safe School Climate Specialist is not available.

District Safe School Climate Coordinator

For the school year commencing July 1, 2012, and each school year thereafter, the Superintendent of Schools shall appoint, from among existing District staff, a District Safe School Climate Coordinator.

The Coordinator shall:

1. Implement the District's safe school climate plan;
2. Collaborate with safe school climate specialists, the Board, and the Superintendent to prevent, identify, and respond to bullying in District schools;
3. Provide data and information derived from the safe school climate assessments, in collaboration with the Superintendent, to the Department of Education; and
4. Meet with the safe school climate specialists at least twice during the school year to discuss bullying issues in the district and make recommended changes to the District's safe school climate plan.
5. Successfully complete, for the school year commencing July 1, 2014, the mental health first aid training provided by the Commissioner of Mental Health and Addiction Services. (Such training only required once.)

Safe School Climate Specialist

For the school year commencing July 1, 2012, and each school year thereafter, each school Principal shall serve, or designate someone to serve, as the Safe School Climate Specialist for the school.

Students

Bullying

III. Reporting and Responding to Bullying and Retaliation (Complaint Process)
(continued)

B. Appropriate School Personnel (continued)

The Specialist in each school shall:

1. Investigate or supervise the investigation of reported acts of bullying or teen dating violence in the school in accordance with the District's Safe School Climate Plan;
2. Collect and maintain records of reports and investigations of bullying and teen dating violence in the school; and
3. Act as the primary school official responsible for preventing, identifying and responding to bullying and teen dating violence reports in the school.

C. Annual Notification of the Complaint Process

The process by which students may make formal, informal, and anonymous complaints as set forth below shall be publicized annually, at the beginning of the school year, in the student handbook of each of the District schools. In addition, this Safe School Climate Plan shall be placed on the District website and the website of each school.

D. Formal Written Complaints

Students and/or their parents or guardians may file written reports of conduct that they consider to be bullying or teen dating violence. Such written reports shall be reasonably specific as to the actions giving rise to the suspicion of bullying or teen dating violence, including time and place of the conduct alleged, the number of such incidents, the target of such suspected bullying or teen dating violence, and the names of any potential student or staff witnesses. Such reports may be filed with any school employee, and they shall be promptly forwarded to the Safe School Climate Specialist or another school administrator, if the Safe School specialist is unavailable, for review and action in accordance with Section IV below.

Students

Bullying

III. Reporting and Responding to Bullying and Retaliation (Complaint Process) (continued)

E. Informal/Verbal Complaints by Students

Students may make an informal complaint of conduct that they consider to be bullying or teen dating violence by verbal report to the Safe School Climate Specialist, or to any school employee, as defined, or administrator. Such informal complaints shall be reasonably specific as to the actions giving rise to the suspicion of bullying or teen dating violence, including time and place of the conduct alleged, the number of such incidents, the target of such suspected bullying or teen dating violence, and the names of any potential student or staff witnesses. A school employee, or administrator or the Safe School Climate Specialist who receives an informal complaint shall promptly reduce the complaint to writing, including the information provided. Such written report by the school employee, administrator, if not the Safe School Climate Specialist, shall be promptly forwarded to the Building Principal for review and action in accordance with Section IV below.

F. Anonymous Complaints

Students who make informal complaints as set forth above may request that their name be maintained in confidence by the school employee who receives the complaint. Should anonymity be requested, the Safe School Climate Specialist, if not the Principal or his/her designee, shall meet with the student to review the request for anonymity and the impact that maintaining anonymity of the complaint may have on the investigation of the complaint and/or possible remedial action. At such meeting, the student shall be given the choice as to whether to maintain the anonymity of the complaint.

Anonymous complaints shall be reviewed and reasonable action will be taken to address the situation, to the extent such action may be taken that (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of bullying. No disciplinary action shall be taken solely on the basis of an anonymous report.

Students

Bullying (continued)

IV. Staff Responsibilities and Intervention Strategies

A. Teachers and Other School Staff

School employees who witness acts of bullying or teen dating violence, as defined above, or who receive reports of bullying or teen dating violence shall promptly notify the Safe School Climate Specialist or another school administrator if the Safe School Climate Specialist is unavailable, not later than one school day after such employee witnesses or receives a report of bullying or teen dating violence. A written report must be filed not later than two school days after making such an oral report concerning the events witnessed or reported.

School employees who receive student or parent reports of suspected bullying or teen dating violence shall promptly notify the Safe School Climate Specialist of such report(s). If the report is a formal, written complaint, such complaint shall be forwarded promptly (no later than the next school day) to the Safe School Climate Specialist or another school administrator if the Safe School Climate Specialist is unavailable. If the report is an informal complaint by a student that is received by a school employee, he or she shall prepare a succinct written report of the informal complaint, which shall be forwarded promptly (no later than the next school day) to the Safe School Climate Specialist or another school administrator if the Safe School Climate Specialist is unavailable. If the report is an informal complaint by a student that is received by a school employee, this employee shall verbally report the matter to the Safe School Climate Specialist not later than the next school day. In addition to addressing both informal and formal complaints, school employees and other are encouraged to address the issue of bullying or teen dating violence in other interactions with students. Teachers and other professionals may find opportunities to educate students about bullying and teen dating violence and help eliminate bullying behavior and teen dating violence through class discussions, counseling, and reinforcement of socially-appropriate behavior. All school employees including teachers and other professional employees should intervene promptly whenever they observe student conduct that has the purpose or effect of ridiculing, humiliating or intimidating another student, even if such conduct does not meet the formal definition of "bullying."

Students

Bullying

IV. Staff Responsibilities and Intervention Strategies (continued)

B. Responsibilities of the Safe School Climate Specialist

1. Investigation

The Safe School Climate Specialist shall be promptly notified of any formal or informal complaint of suspected bullying or teen dating violence received by any school employee. The Safe School Climate Specialist shall investigate or supervise the investigation of reported acts of bullying or teen dating violence in the school in accordance with the District's Safe School Climate Plan. All such complaints shall be investigated promptly. Prompt notice must be provided to the parents/guardians of the person bullied or the victim of teen dating violence and the student alleged to have committed the act of bullying or teen dating violence that such investigation has begun. The investigation must be completed promptly after the receipt by the Safe School Climate Specialist of any written report. In order to allow the District to adequately investigate all formal complaints, the parent of the student suspected of being bullied or teen dating violence must complete a consent form that allows their District to release that student's name to those third parties who the District contacts as part of its investigation of that complaint with regard to the investigation of informal complaints, the parent of the student suspected of being bullied or teen dating violence must complete the above-referenced consent form so long as that student has not requested anonymity.

A written report of the investigation shall be prepared when the investigation is complete. Such report shall include findings of fact, a determination of whether acts of bullying were verified, and, when acts of bullying or teen dating violence are verified, a recommendation for intervention, including disciplinary action. Where appropriate, written witness statements shall be attached to the report.

The school shall notify parents or guardians of all students involved in a verified act of bullying or teen dating violence not later than forty-eight (48) hours after the completion of the investigation. The notice shall be simultaneously mailed to the parent/guardian with whom the student primarily resides and in the case of a divorced/split situation, to the other parent/guardian if requested. The notice must describe the school's response, measures being taken by the school to ensure the safety of the students against whom such act was directed, and any consequences that may result from further acts of bullying or teen dating violence.

Students

Bullying

IV. Staff Responsibilities and Intervention Strategies

B. Responsibilities of the Safe School Climate Specialist (continued)

1. Investigation (continued)

Notwithstanding the foregoing, when a student making an informal complaint has requested anonymity, the investigation of such complaint shall be limited as is appropriate in view of the anonymity of the complainant. Such limitation of investigation may include restricting action to a simple review of the complaint (with or without discussing it with the alleged perpetrator), subject to receipt of further information and/or the withdrawal by the complaining student of the condition that his/her report be anonymous.

2. Remedial Actions

Verified acts of bullying or teen dating violence shall result in intervention by the Building Principal or his/her designee that is intended to address the acts of the perpetrator and the needs of the victim and to assure that the prohibition against bullying behavior or teen dating violence is enforced, with the goal that any such bullying behavior or teen dating violence will end as a result.

Bullying behavior can take many forms and can vary dramatically in how serious it is, and what impact it has on the victim and other students. Accordingly, there is no one prescribed response to verified acts of bullying. While conduct that rises to the level of “bullying” as defined above will generally warrant disciplinary action against the perpetrator of such bullying, whether and to what extent to impose disciplinary action (detention, in-school suspension; suspension or expulsion) is a matter for the professional discretion of the Building Principal (or responsible program administrator or his/her designee.) The following sets forth possible interventions for building principals to enforce the Board’s prohibition against bullying. No disciplinary action may be taken solely on the basis of an anonymous complaint.

The following sets forth permissible interventions for building principals (or other responsible program administrators) to enforce the Board’s prohibition against bullying and teen dating violence.

Students

Bullying

IV. Staff Responsibilities and Intervention Strategies

B. Responsibilities of the Safe School Climate Specialist (continued)

2. Remedial Actions (continued)

a. Non-disciplinary Interventions

When verified acts of bullying and teen dating violence are identified early and/or when such verified acts of bullying and teen dating violence do not reasonably require a disciplinary response, students may be counseled as to the definition of bullying or teen dating violence, its prohibition, and their duty to avoid any conduct that could be considered bullying or teen dating violence.

If a complaint arises out of conflict between students or groups of students, peer mediation may be considered. Special care, however, is warranted in referring such cases to peer mediation. A power imbalance may make the process intimidating for the victim and therefore inappropriate. In such cases, the victim should be given additional support. Alternatively, peer mediation may be deemed inappropriate to address the concern.

In any instance in which bullying or teen dating violence is verified, the building Principal (or other responsible program administrator) shall invite the parents or guardians of the student against whom such act was directed, and the parents or guardians of a student who commits any verified act of bullying or teen dating violence, to a meeting to communicate to such parents or guardians the measures being taken by the school to ensure the student's safety and to prevent further acts of bullying or teen dating violence. The meeting of parents/guardians of the bullied student or the victim of teen dating violence and the student committing the bullying or teen dating violence shall be separate and distinct from each other.

Students

Bullying

IV. Staff Responsibilities and Intervention Strategies

B. Responsibilities of the Safe School Climate Specialist (continued)

2. Remedial Actions (continued)

b. Disciplinary Interventions

When acts of bullying and teen dating violence are verified and a disciplinary response is warranted, students are subject to the full range of disciplinary consequences. Anonymous complaints that are not otherwise verified, however, shall not be the basis for disciplinary action.

In-school suspension and suspension may be imposed only after informing the accused perpetrator of the reasons for the proposed suspension and giving him/her an opportunity to explain the situation, in accordance with the Board's Student Discipline policy.

Expulsion may be imposed only after a hearing before the Board of Education, a committee of the Board or an impartial hearing officer designated by the Board of Education in accordance with Board policy. This consequence shall be reserved for serious incidents of bullying and teen dating violence and/or when past interventions have not been successful in eliminating bullying or teen dating violence behavior.

c. Interventions for Bullied Students

The Safe School Climate Specialist/Building Principal (or other responsible program administrator) or his/her designee shall intervene in order to address repeated incidents of bullying or teen dating violence against a single individual. Intervention strategies for a bullied student or student against whom teen dating violence was directed may include the following:

- Counseling;
- Increased supervision and monitoring of student to observe and intervene in bullying or teen dating violence situations;
- Encouragement of student to seek help when victimized or witnessing victimization;
- Peer mediation where appropriate.

Students

Bullying

IV. Staff Responsibilities and Intervention Strategies

B. Responsibilities of the Safe School Climate Specialist (continued)

3. General Prevention and Intervention Strategies

In addition to the prompt investigation of complaints of bullying and teen dating violence and direct intervention when acts of bullying or teen dating violence are verified, other District actions may ameliorate any potential problem with bullying or teen dating violence in school or at school-sponsored activities. A focus will be placed on district and school efforts to improve school climate based upon the National School Climate Standards.

While no specific action is required and school needs for such interventions may vary from time to time, the following list of potential intervention strategies shall serve as a resource for administrators, teachers and other professional staff members in each school:

- a. Implementation of a positive behavioral interventions and supports process or another evidence-based model approach for safe school climate or for the prevention of bullying or teen dating violence, including any such program identified by the Department of Education;
- b. A safe school climate assessment on or after July 1, 2012 and biennially thereafter to determine the prevalence of bullying or teen dating violence. Such assessments may include, in addition to those approved and disseminated by the State Department of Education, in collaboration with CAS, the National School Climate Standards Self-Assessment Tool' and the Connecticut State Department of Education's "Improving School Climate Team Rubric;"
- c. Establishment by the school Principal of a Safe School Climate Committee in each District school or the designation of an existing committee that is responsible for fostering a safe school climate and addressing issues related to bullying and teen dating violence in the school.

For the school year commencing July 1, 2012, and each school year thereafter, the Principal of each District school shall establish a new committee or designate at least one existing committee that is responsible for developing and fostering a safe school climate and addressing issues related to bullying and teen dating violence in the school. The committee must include at least one parent/guardian of a student enrolled in the school, appointed by the Principal.

Students

Bullying

IV. Staff Responsibilities and Intervention Strategies (continued)

B. Responsibilities of the Safe School Climate Specialist (continued)

3. General Prevention and Intervention Strategies (continued)

The Safe School Climate Committee shall:

1. Receive copies of completed reports following investigations of bullying and teen dating violence;
2. Identify and address patterns of bullying and teen dating violence among students in the school;
3. Implement the provisions of the school security plan and safety plan, (developed pursuant to Section 87 of PA 13-3) regarding the collection, evaluation and reporting of information relating to instances of disturbing or threatening behavior that may not meet the definition of bullying (defined in Connecticut General Statutes 10-222d) and report such information, as necessary, to the District Safe School Climate Coordinator and to the school's security and safety committee.
4. Review and amend school policies relating to bullying and teen dating violence;
5. Review and make recommendation to the District Safe School Climate Coordinator regarding the District's Safe Climate Plan based on issues and experiences specific to the school;
6. Educate students, school employees and parents and guardians of students on issues relating to bullying and teen dating violence;
7. Collaborate with the District Safe School Climate Coordinator in the collection of data regarding bullying and teen dating violence; and
8. Perform any other duties as determined by the School Principal that are related to the prevention, identification and response to school bullying and teen dating violence for the school.

Parent members of the Safe School Climate Committee are excluded from activities #1 and #3 or any other activity that may compromise the confidentiality of a student.

Students

Bullying

IV. Staff Responsibilities and Intervention Strategies

B. Responsibilities of the Safe School Climate Specialist (continued)

3. General Prevention and Intervention Strategies (continued)

- d. Adequate adult supervision of outdoor areas, hallways, the lunchroom and other specific areas where bullying or teen dating violence is likely to occur;
- e. Inclusion of grade-appropriate bullying and teen dating violence education and prevention curricula in kindergarten through high school;
- f. Individual interventions with the perpetrator, parents and school employees, and interventions with the bullied student, or student who commits teen dating violence, parents and school employees. Such interventions with the bullied child or victim of teen dating violence may include referrals to a school counselor, psychologist, or other appropriate social or mental health services, and periodic follow-up by the safe school climate specialist with the bullied child;
- g. School-wide training related to safe school climate;
- h. Promotion of parent involvement in bullying and teen dating violence prevention through individual or team participation in meetings, trainings and individual interventions;
- i. Respectful responses to bullying and teen dating violence concerns raised by students, parents or staff;
- j. Planned professional development programs addressing bully/victim and teen dating perpetrator/victim problems;
- k. Student peer training, education and support. Use of peers to help ameliorate the plight of victims and include them in group activities;
- l. Avoidance of sex-role stereotyping (e.g., males need to be strong and tough);
- m. Continuing awareness and involvement on the part of staff and parents with regards to prevention and intervention strategies;
- n. Modeling by all school employees of positive, respectful, and supportive behavior toward students;

Students

Bullying

IV. Staff Responsibilities and Intervention Strategies

B. Responsibilities of the Safe School Climate Specialist (continued)

3. General Prevention and Intervention Strategies (continued)

- o. Creating a school atmosphere of team spirit and collaboration that promotes appropriate social behavior by students in support of others;
- p. Employing classroom strategies that instruct students how to work together in a collaborative and supportive atmosphere.
- q. Utilizing a culturally competent school-based curriculum focusing on social-emotional learning, self-awareness and self-regulation.

V. Reporting Obligations

A. Report to the Parent or Guardian of the Perpetrator

If after investigation, acts of bullying or teen dating violence by a specific student are verified, not later than forty-eight (48) hours after the completion of the investigation, the Building Principal/Safe School Climate Specialist or his/her designee shall notify the parent or guardian of the perpetrator in writing of that finding. If disciplinary consequences are imposed against such student, a description of such discipline shall be included in such notification. In addition, the school shall invite the parent/guardian of a student who commits any verified act of bullying or teen dating violence (after the completion of the investigation) to a meeting to communicate to the parents/guardians the measures being taken by the school to ensure the safety and measures being taken by the school to ensure the student's safety and to prevent further acts of bullying or teen dating violence. Records will be maintained by the School Principal/Safe School Climate Specialist of the bullying and teen dating violence reports, subsequent investigations and parental/guardian meetings.

Students

Bullying

V. Reporting Obligations (continued)

B. Reports to the Targeted Student and his/her Parent or Guardian

If after investigation, acts of bullying or teen dating violence against a specific student are verified, the Building Principal/Safe Climate Specialist or his/her designee shall notify the parent or guardian of the victim of such finding, not later than forty-eight (48) hours after the completion of the investigation. In providing such notification, care must be taken to respect the statutory privacy rights of the perpetrator of such bullying or teen dating violence. The specific disciplinary consequences imposed on the perpetrator, as reflected in the student's educational records, shall not be disclosed to the parents or guardian of the victim, except as provided by law (e.g., court order/subpoena). In addition, the school shall invite the parent/guardian of the student against whom the verified act of bullying or teen dating violence was directed, after the completion of the investigation, to a meeting to communicate to the parents/guardians the measures being taken by the school to ensure the safety and measures being taken by the school to ensure the targeted student's safety and to prevent further acts of bullying or teen dating violence. Records will be maintained by the School Principal/Safe School Climate Specialist of the bullying and teen dating violence reports, subsequent investigations and parental/guardian meetings.

Notices shall be simultaneously mailed to the parent/guardian with whom the student primarily resides and the other parent/guardian if requested. This mailing requirement shall be in effect for as long as the student attends the school in which the original request is made.

C. List of Verified Acts of Bullying/Teen Dating Violence

The Principal/Safe School Climate Specialist of each school shall establish a procedure to document and maintain records relating to reports and investigations of bullying and teen dating violence in such school and maintain a list of the number of verified acts of bullying and teen dating violence in the school, and this list shall be available for public inspection upon request. The list shall be reported annually to the Department of Education in such manner as prescribed by the Commissioner of Education. Given that any determination of bullying or teen dating violence involves repeated acts over time, each report prepared in accordance with Section III (1) above that includes verified acts of bullying or teen dating violence shall be tallied as one verified act of bullying or teen dating violence unless the specific actions that are the subject of the report involve separate and distinct acts of bullying or teen dating violence. The list shall be limited to the number of such verified acts of bullying or teen dating violence in the school, and it shall not set out the particulars of each verified act, including but not limited to any personally identifiable student information, which is confidential information by law.

Students

Bullying (continued)

VI. Prohibition against Discrimination and Retaliation

A. Safety

Discrimination and/or retaliation against any person who reports bullying or teen dating violence, provides information during an investigation of an act of bullying or teen dating violence, or witnesses or has reliable information about bullying or teen dating violence is prohibited.

The continuation and perpetuation of bullying or teen dating violence of a student through the dissemination of hurtful or demeaning material by any other student is prohibited.

The District will not tolerate any unlawful or disruptive behavior, including any form of bullying or teen dating violence, cyberbullying, discrimination or retaliation in our school buildings, on school grounds, or in school related activities. All reports and complaints of bullying, teen dating violence, cyberbullying, discrimination and retaliation will be investigated promptly and prompt action will be taken to end that behavior and restore the student's against whom such bullying or teen dating violence was directed (target's) sense of safety. This commitment is to be supported in all aspects of the school community, including curricula, instructional programs, staff development, extracurricular activities, and parent/guardian involvement.

Before formally investigating the allegations of bullying, teen dating violence, discrimination or retaliation, the Principal/Safe School Climate Specialist or designee will take steps to assess the need to restore a sense of safety to the alleged student against whom such bullying or teen dating violence was directed (target) and/or to protect the alleged target from possible further incidents. Responses to promote safety may include, but are not limited to, creating a personal safety plan; pre-determining seating arrangements for the alleged victim (target) and/or the alleged perpetrator in the classroom, at lunch, or on the bus; identifying a staff member who will act as a "safe person" for the alleged student against whom such bullying or teen dating violence was directed (target); and altering the alleged perpetrator's schedule and access to the alleged target. The Principal/Safe School Climate Specialist will take additional steps to promote safety during the course of and after the investigation, as necessary.

Students

Bullying

VI. Prohibition against Discrimination and Retaliation

A. Safety (continued)

Alternate language to previous paragraph: The Principal/Safe School Climate Specialist or designee will consider what adjustments, if any are needed in the school environment to enhance the student against whom such bullying or teen dating violence was directed a sense of safety and that of others as well. One strategy that the Principal/Safe School climate specialist or designee may use is to increase adult supervision at transition times and in locations where bullying or teen dating violence is known to have occurred or is likely to occur.

The Principal/Safe School Climate Specialist will implement appropriate strategies for protecting from bullying, teen dating violence or retaliation a student who has reported bullying, teen dating violence or retaliation, a student who has witnessed bullying, teen dating violence or retaliation, a student who provides information during an investigation, or a student who has reliable information about a reported act of bullying, teen dating violence or retaliation.

Within a reasonable period of time following the determination and the ordering of remedial and/or disciplinary action, the Principal/Safe School Climate Specialist or designee will contact the victim to determine whether there has been a recurrence of the prohibited conduct and whether additional supportive measures are needed. If determined necessary, the Principal/Safe School Climate Specialist will work with appropriate school staff to implement them immediately.

B. Law Enforcement Notification

The School Principal or his/her designee shall notify the appropriate local law enforcement agency when such Principal or the Principal's designee believes any acts of bullying or teen dating violence constitute criminal conduct.

VII. Training Requirements for School Staff

- A. Certified staff of the District shall be provided in-service training on the prevention, identification and response to school bullying, and teen dating violence and the prevention of and response to youth suicide. *(The Board, subject to the approval of the State Department of Education, is not required to offer an in-service program regarding bullying or youth suicide prevention and intervention if it instead implements an evidence-based model approach to this issue.)*

Students

Bullying

VII. Training Requirements for School Staff (continued)

- B. Beginning teachers shall satisfactorily complete instructional modules as required by C.G.S. 10-145a which shall include a module in classroom management and climate, which shall include training regarding the prevention, identification, and response to school bullying, teen dating violence and the prevention of and response to youth suicide.
- C. Non-certified staff of the District will participate in annual training to be provided, within available appropriations, by the Connecticut State Department of Education. The training may be presented in person by mentors, offered in state-wide workshops, or through on-line courses. Such training may include, but is not limited to:
 - 1. Developmentally appropriate strategies to prevent bullying and teen dating violence among students in school and outside the school setting,
 - 2. Developmentally appropriate strategies for immediate and effective interventions to stop bullying and teen dating violence,
 - 3. Information regarding the interaction and relationship between students committing acts of bullying and teen dating violence, students against whom such acts of bullying and teen dating violence are directed and witnesses of such acts of bullying and teen dating violence,
 - 4. Research findings on bullying, such as information about the types of students who have been shown to be at-risk for bullying and teen dating violence in the school setting,
 - 5. Information about the incidence and nature of cyberbullying as defined in C.G.S. 10-222d, as amended, or
 - 6. Internet safety issues as they relate to cyberbullying.

VIII. Notification Requirements

- A. A copy of this District's Safe School Climate Plan shall be provided in written or electronic format to all District employees annually at the beginning of each school year.
- B. The District's Safe School Climate Plan shall be made available on the Board's website and on the website of each individual school with the District. Such posting shall occur within thirty (30) days of the approval of such plan by the State Department of Education (*Note: The Safe School Climate Plan must be approved by the Board of Education not later than January 1, 2012 and submitted to the State Department of Education.*)

Students

Bullying

VIII. Notification Requirements (continued)

- C. The District's Safe School Climate Plan shall be included in the District's publication of the rules, procedures and standards of conduct for schools and in all student handbooks.

IX. School Climate Assessments

- A. On or after July 1, 2012, and biennially thereafter, the Board requires each school within the District to complete an assessment using the school climate assessment instruments, including uniform surveys that collect information about students' perspectives and opinions about the school climate at the school and allow students to complete and submit such surveys anonymously, approved and disseminated by the State Department of Education.
- B. Completed assessments shall be shared with the Board and then submitted by the Board to the State Department of Education.

X. Bullying Through the Use of Technology (Cyberbullying)

An emerging form of bullying is the use of technology to threaten, intimidate, ridicule, humiliate, insult, or harass. Technology enables aggressive expression toward others and does not rely on physical strength or physical contact. By using a cell phone or the Internet, a student can quickly and aggressively spread rumors, threats, hate mail, or embarrassing photos through text messages, e-mails, or instant messages.

There are a number of social networking sites (MySpace, Facebook, Twitter, etc.) available to our students that can be misused and/or abused for bullying purposes. Any alleged misuse or abuse must be reported to any staff member or the Safe School Climate Specialist.

The District's discipline policy states that misuse, on or off campus, of electronic devices, for threatening/bullying/hazing or harassment is a violation and can be the basis for discipline on or off campus. When information is received that a student or students are involved in bullying through the use of technology either as the actor or a member of a group, or the victim, the following will be considered:

- If it takes place on campus or at a school-sponsored event, disciplinary action will be taken.
- If it takes place off campus a school may take disciplinary action if the incident poses a likelihood of substantial disruption to the educational process or the orderly day- to- day operations of the school.

Students

Bullying (continued)

XI. Relationship to Other Laws

- A. Consistent with state and federal laws, and the policies of the district and school rules, no person shall be discriminated against in admission to a public school of any town or in obtaining the advantages, privilege and courses of study of such public school on account of race, color gender, religion, national origin, or sexual orientation. Nothing in the “Plan” prevents the school or district from taking action to remediate discrimination or harassment based on a person’s membership in a legally protected category under local, state, or federal law, or district policies.
- B. In addition, nothing in the “Plan” is designed or intended to limit the authority of the school or district to take disciplinary action under applicable laws, or local school or District policies in response to violent, harmful, or disruptive behavior, regardless of whether the “Plan” covers the behavior.

XII. Immunity for Board of Education, School Employees, Others

Members of the Board of Education and school employees are protected by statute against damage claims in the implementation of a safe school climate plan and, in accordance with a school district safe school climate plan, report, investigate, or respond to bullying. PA 11-232 also extends this immunity to reports of bullying incidents by parents, students, and others to a school employee according to a safe school climate plan.

To be immune, these parties must act in good faith and, in the case of a school employee or Board of Education, within the scope of their duties. The immunity does not cover gross, wanton, reckless, or willful misconduct.

Telephone Number

Have there been previous incidents (circle one)? Yes No

If "yes", please describe the behavior of concern, the approximate dates and the location:

Were these incidents reported to school employees (circle one) Yes No

If "Yes", to whom was it reported and when?

Was the report verbal or written? _____

Proposed Solution:

Indicate your opinion on how this problem might be resolved in the school setting. Be as specific as possible.

I certify that the above information and events are accurately depicted to the best of my knowledge.

Signature of Reporter	Date Submitted	Received By	Date Received
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For Staff Use Only:

Has reporter requested anonymity? Y N

Does the school have parent/guardian consent to disclose the student's name in connection with the investigation? Y N

Administrative Investigation Notes (use separate sheet if necessary):

Bullying/Teen Dating Violence Verified? Yes ____ No ____

Remedial Action(s) Taken: _____

If Bullying/Teen Dating Violence Verified, Has Notification Been Made to Parents of Students Involved?

Parents' Names: _____ Date Notified: _____

Parents' Names: _____ Date Notified: _____

Parents' Names: _____ Date Notified: _____

Parents' Names: _____ Date Notified: _____

If Bullying/Teen Dating Violence Verified, Has Invitation to Meeting Been Sent to Parents of Students?

Parents' Names: _____ Date Sent: _____

Parents' Names: _____ Date Sent: _____

Parents' Names: _____ Date Sent: _____

Parents' Names: _____ Date Sent: _____

Date of Meetings:

If Bullying/Teen Dating Violence Verified, Has School Developed Student Safety Support/Intervention Plan? Y N

(Attach bullying/teen dating violence complaint, witness statements, and notification to parents of students involved if bullying is verified, Invitations to Parent Meetings, Records of Parent Meetings)

KILLINGLY PUBLIC SCHOOLS**REPORT OF BULLYING/TEEN DATING VIOLENCE INVESTIGATION SUMMARY**

School _____ Date _____

Location(s) _____

Reporter Information:

Anonymous student report _____

Staff Member report _____ Name _____

Parent/Guardian report _____ Name _____

Student report _____ Name _____

Student Reported as Committing Act: _____**Student Reported as Victim:** _____**Description of Alleged Act(s):** _____

Time and Place: _____**Names of Potential Witnesses:** _____

For Staff Use Only:**Action of Reporter:** _____**Administrative Investigation Notes (use separate sheet if necessary):**

Bullying/Teen Dating Violence Verified? Yes ____ No ____**Remedial Action(s) Taken:** _____

If Bullying/Teen dating Violence Verified, Has Notification Been Made to Parents of Students Involved?

Parents' Names: _____

Date Sent: _____

Parents' Names: _____

Date Sent: _____

Parents' Names: _____

Date Sent: _____

Parents' Names: _____

Date Sent: _____

If Bullying/Teen dating violence Verified, Have Invitation to Meetings Been Sent to Parents of Students Involved?

Parents' Names: _____

Date Sent: _____

Parents' Names: _____

Date Sent: _____

Parents' Names: _____

Date Sent: _____

Date of Meetings:

If Bullying Verified, Has School Developed Student Safety Support/Intervention Plan?

Y N

(Attach bullying complaint/teen dating violence, witness statements, and notification to parents of students involved if bullying is verified, invitations to parent meetings, records of parent meetings).

KILLINGLY PUBLIC SCHOOLS
Report of Bullying ,Teen Dating Violence
Consent to Release Student Information

Date: _____

Name of Student: _____

School: _____

To Parent/Guardian:

A report of bullying has been made on behalf of your child alleging that he/she has been the victim of bullying/teen dating violence. In order to facilitate a prompt and thorough investigation of the report, the Killingly Public Schools may need to disclose the name of your child and/or other information in connection this investigation which may otherwise disclose your child's identity.

(Please check one):

_____ I hereby give permission for the Killingly Public Schools to disclose my child's name, along with any other information necessary to permit the district to adequately and appropriately investigate such report, to third parties contacted by the district as part of its investigation.

_____ I do **NOT** give permission for the Killingly Public Schools to disclose my child's name, along with any other information necessary to permit the district to adequately and appropriately investigate such report, to third parties contacted by the district as part of its investigation.

 Signature of Parent/Guardian

 Date

 Name (Please print)

Instruction

Ceremonies and Observances

Religious Ceremonies

The Supreme Court of the United States in two significant decisions declared it illegal to hold formal, prescribed religious exercises in the public schools. [Engel decision on, state-adopted prayer (1962), and the Schempp decision on Bible "reading (1963)] However, while the court's prohibitions are narrow, its permissions are broad. Accordingly, the following types of school activities are permitted so long as they do not take on the character of religious devotions:

1. Writing or analyzing literature on religious subjects.
2. Playing, singing and presentation of music which is religious in its inspiration or origin.
3. Performance of drama which deals with religious history or which is religious in its content.
4. Production or exhibition of art work dealing with religious themes.
5. Recognition of significant religious holidays by declaring school vacations or by sponsoring activities which acknowledge the importance of these holidays in our cultural life.
6. Comparative studies of religion.
7. Analyses of the Bible, and other religious books, as part of the study of religions.
8. Studies of the contribution made by religion to civilization.
9. Study of the Bible for its historic significance.
10. Study of the Bible for its literary importance.
11. Recitations or study of historical documents which contain references to God.
12. Singing of official anthems which contain references to God.

United States Flag

The Flag of the United States of America shall be raised above each schoolhouse and at other appropriate places during all school sessions, weather permitting, and on the inside of the schoolhouse on other school days. The Flag shall be raised before the opening of school and taken down at its close every day.

The United States Flag shall be displayed in each schoolroom each day school is in session.

Holidays and Special Events

Holidays and special events may be recognized in our schools within the mores of our culture so long as such recognition respects the rights and feelings of minorities and is consistent with law.

Songs and customs which have come to us from the various ethnic and racial segments of our population may be used so as to broaden the awareness of our students to the contributions which each such segment has made to the composite American culture.

No public funds may be used in any way to benefit sectarianism in our public schools. No books, papers or utterances of a sectarian character shall be used except for instructional purposes.

Instruction**Ceremonies and Observances****Religious Ceremonies****Opening Exercises**

The morning exercises shall include standing and the opportunity to recite the Pledge of Allegiance.

The Board of Education shall provide opportunity at the start of each day to allow those students and teachers who wish to do so, the opportunity to observe such time in silent meditation.

Section 9524 Certification

This policy is not intended to prevent or otherwise deny participation in constitutionally-protected prayer.

(cf. 6141.2 – Recognition of Religious Beliefs and Customs)

Legal Reference: Connecticut General Statutes

10-16a Silent meditation

10-29a Certain days to be proclaimed by governor. Distribution and number of proclamations

10-230 Flags for schoolrooms and schools

Policy adopted: March 12, 2003

Policy revised: January 14, 2004

Policy readopted: December 8, 2004

Bylaws of the Board

Telephonic and Videoconferencing Participation

A. Board members may participate in meetings telephonically or through video conferencing, subject to the conditions set forth herein and state/federal law, including any applicable Executive Orders issued by the Governor of the State of Connecticut. When such conditions are met, any Board member participating telephonically or through video conferencing shall be counted for the purpose of constituting a quorum.

B. Board Meetings. Board members may participate in Board meetings telephonically or through video conferencing.

C. Committee Meetings. Remote participation of a Board member at any Board committee meeting shall be limited to telephonic participation only.

D. Other conditions for participation are as follows:

1. The facility that is made available to the public that wishes to attend the meeting must be located where the greatest number of Board of Education members are located;
2. Any physical or demonstrable material that is used in the course of the proceedings must be present in the place where the public is located; and
3. All those in attendance at the meeting, at whatever location, must be able to hear and identify all participants in the proceeding, including their individual remarks and votes.
4. A Board member participating in a meeting telephonically or through video conferencing shall attempt to be present for the entire meeting, and should attempt to re-establish connectivity promptly in the event of one or more losses of connectivity to the meeting. A Board member may be excused by the presiding Board officer or Committee chair.

E. When a Board member is participating in a meeting telephonically or through video conferencing, the presiding officer shall take the necessary steps to ensure that the conditions enumerated above are met. In addition, the presiding officer shall take the necessary steps to ensure that a Board member participating telephonically or through video conferencing has adequate opportunity to express himself/herself in Board discussion, including the opportunity to take the floor and make motions.

(cf. 9325 - Meetings)

(cf. 9325.1 - Quorum)

Bylaw adopted by the Board: May 11, 2016

KILLINGLY PUBLIC SCHOOLS
Killingly, CT 06239