

2022-2023

NPS Handbook

for Students & Families

Bishop School Early Learning Center
Samuel Huntington Elementary School
Thomas W. Mahan Elementary School
Moriarty Environmental Sciences Magnet Elementary School
John B. Stanton Elementary School
Uncas Elementary School
Veterans Memorial Elementary School
Wequonnoc Arts and Technology Magnet Elementary School
Kelly STEAM Magnet Middle School
Teachers' Memorial Global Studies Magnet Middle School
Norwich Transition Academy

www.norwichpublicschools.org

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Introduction

The material covered within this student handbook is intended as a method of communicating to students and parents regarding general district information, rules, procedures, Board policies and regulations. The student handbook is designed to be in harmony with Board policy. Any

information contained in this handbook is subject to unilateral revision or elimination from time-to-time without notice. To view all policies of the Board of Education in their entirety, please visit our website at www.norwichpublicschools.org/boe/policies

This material is written for our students and their parents. It contains required and useful information. Because it cannot be as personal a communication as we would like, we address students not directly as “you” but rather as “the student,” “students,” or “children.” Likewise, the term “the student’s parent” may refer to the parent, legal guardian, or other person who has agreed to assume responsibility for the student.

At the conclusion of this district-wide handbook, parents will find individual school-based contact information and the 2022-23 district calendar.

Equal Opportunity and Non-discrimination Statements

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

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

For the purposes of this policy, “veteran” means any person honorably discharged, or released under honorable conditions from active service in, the United States Army, Navy, Marine Corps,

Coast Guard and Air Force, and any reserve component thereof, including the Connecticut National Guard.

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

If a complaint involves allegations or discrimination or harassment based on reasons such as gender/sex or disability, such complaints will be handled under other appropriate policies. Any student and/or parent/guardian wishing to file a complaint regarding discrimination may obtain a copy of the Board’s complaint procedures and complaint form which are included in the Board’s Administrative Regulations regarding Nondiscrimination/Students. Inquiries, or to file a complaint, regarding the Norwich Public Schools non-discrimination policies should be directed to:

**Director of Student Services & Special Education & Title IX Coordinator
Norwich Public Schools
30 Case Street
Norwich CT 06360
860-823-4214**

The Norwich Board of Education’s policies and administrative regulations governing non-discrimination

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

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

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

**Connecticut Commission on Human Rights and Opportunities
450 Columbus Blvd.
Hartford, CT 06103-1835
(800-477-5737)**

Section 504/American with Disabilities (ADA): Notification of Rights, Grievance Procedure and Coordinator Information

The Norwich Board of Education's policy and administrative regulation governing Section 504,

Attendance and Truancy K-8 Notification

Regular and punctual student attendance in school is essential to the educational process. Connecticut state law places responsibility for assuring that students attend school with the parent or other person having control of the child. To assist parents and other persons in meeting this responsibility, the Board of Education, through its Superintendent, will adopt and maintain procedures to implement this policy. In addition, the Board of Education takes seriously the issue of chronic absenteeism. To address this issue, the Board of Education, through its Superintendent, will adopt and maintain procedures regarding chronic absenteeism in accordance with state law.

The Norwich Board of Education's policy and administrative regulation governing attendance and truancy,

Sex Discrimination and Sexual Harassment

It is the policy of the Board of Education that any form of sex discrimination or sexual harassment is prohibited, whether by students, Board employees or third parties subject to the control of the Board. Students, Board employees and third parties are expected to adhere to a standard of conduct that is respectful of the rights of students. Any student or employee who engages in conduct prohibited by this policy shall be subject to disciplinary action.

The Norwich Board of Education's policies and administrative regulations governing non-discrimination and sexual harassment,

Bullying Prevention and Intervention and Safe School Climate

The Norwich Board of Education is committed to creating and maintaining an educational environment that is physically, emotionally and intellectually safe and thus free from bullying, dating violence, harassment and discrimination. In accordance with state law and the Board's Safe School Climate Plan, the Board expressly prohibits any form of bullying behavior 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 Board of Education. Both students and parents need to be familiar with the district's Safe School Climate Plan which is intended to promote school safety and an atmosphere conducive for learning.

The Norwich Board of Education's policies governing bullying prevention and intervention and Safe School Climate, Policy #5131.08.

Drug and Alcohol Use by Students

The Board is required by Connecticut law to prescribe rules for the management and discipline of its schools. In keeping with this mandate, the unlawful use, sale, distribution or possession of controlled drugs, controlled substances, drug paraphernalia, as defined in C.G.S. Section 21a-240, or alcohol on or off school property or during any school-sponsored activity is prohibited.

It shall be the policy of the Board to take positive action through education, counseling, discipline, parental involvement, medical referral, and law enforcement referral, as appropriate, in the handling of incidents in the schools involving the unlawful possession, distribution, sale or use of substances that affect behavior.

The Norwich Board of Education's policy governing drug and alcohol use by students, Policy #5114

Student Dress

In order to maintain an environment conducive to the educational process, the Board of Education prohibits, unless specifically authorized by the administration, certain clothing from wear during the academic school day. Students who fail to comply with Board policy and regulations concerning student dress will be subject to school discipline up to and including expulsion in accordance with the Board's policy on student discipline.

Student Discipline

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

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

Students may also be suspended or expelled for conduct off school grounds if such conduct **violates a publicized policy of the Board and is seriously disruptive of the educational process.**

The Norwich Board of Education's entire policy and administrative regulation governing student conduct and school discipline, Policy #5114, and may be viewed at www.norwichpublicschool.org/boe/policy

Title I Parent Engagement

In accordance with Section 1010 of the Every Student Succeeds Act ("ESSA"), Public Law 1114-95, Norwich Board of Education provides parents and family members of students participating in the district's Title I programs meaningful opportunities to participate in the education of their children within these programs. To facilitate parental and family participation, the Board encourages parents and family members of Title I eligible students to be involved in regular meetings,

communications, and activities that will inform them about the district's Title I programs, to participate in the improvement of such programs and to help improve their child's progress within these programs.

Notification Concerning Asbestos Management Plan

The Board of Education, in compliance with federal law, has developed an asbestos management plan, concerning the presence or suspected presence of asbestos-type materials within district school buildings, and required inspections and preventive measures related thereto. In accordance with federal law, members of the public, including parents, teachers and other employees, shall be permitted access to the asbestos management plan of the Norwich Board of Education.

Upon request, the district shall permit members of the public, including parents, teachers and other employees, to inspect any asbestos management plan. The district shall grant access to such management plans within a reasonable period of time after a request from a member of the public is received.

Pesticide Application on School Property

The Norwich Board of Education's policy and administrative regulation governing pesticide application, Policy #1315, may be viewed at www.norwichpublicschool.org/boe/policy

Notification of Rights Under the Protection of Pupil Rights Amendment ("PPRA")

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, affords parents and eligible students (i.e. students over 18 or emancipated minors) certain rights with respect to the administration of student surveys, the collection and use of personal information, and the administration of certain physical exams. These rights include:

1. the right of a parent to inspect, upon request, a survey created by a third party before the survey is administered or distributed by a school to a student;
2. the right of a parent to inspect, upon request, any survey concerning one or more of the following confidential topics:
 - a. political affiliations or beliefs of the student or the student's parent;
 - b. mental or psychological problems of the student or the student's family;
 - c. sex behavior or attitudes;
 - d. illegal, anti-social, self-incriminating, or demeaning behavior;
 - e. critical appraisals of other individuals with whom respondents have close family relationships;
 - f. legally recognized privileged relationships, such as those with lawyers, doctors, physicians, or ministers;
 - g. religious practices, affiliations, or beliefs of the student or the student's parent; or income, other than as required by law to determine eligibility for certain
 - h. programs or for receiving financial assistance under such programs;

3. the right of a parent to consent before a student is required to submit to a survey that concerns one or more of the confidential topics (see #2, above, a-h) if the survey is funded in whole or in part by a program of the U.S. Department of Education;
4. the right of a parent to inspect, upon request, any instructional material used as part of the educational curriculum. Instructional material means any instructional content that is provided to a student, regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet) but does not include academic tests or academic assessments;
5. the right of a parent to inspect, upon request, any instrument used in the collection of personal information from students gathered for the purpose of marketing, selling or otherwise providing that information to others for that purpose. Personal information means individually identifiable information including, a student or parent's first and last name, a home or other physical address; a telephone number or a social security number;
6. the right of a parent whose student(s) is scheduled to participate in the specific activities provided below to be directly notified of the specific or approximate dates of the following activities, as well as the right of a parent or eligible student to opt-out of participation in these activities:
 - a. activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or selling that information (or otherwise providing that information to others for that purpose);
 - b. the administration of any survey containing confidential topics (see #2, above, a-h); or
 - c. any non-emergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school, scheduled by the school in advance, and unnecessary to protect the immediate health and safety of a student. Such examinations do not include a hearing, vision, or scoliosis screening or other examinations permitted or required by State law.

Parents and eligible students may not opt-out of activities relating to the collection, disclosure, and/or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to students or educational institutions, such as the following:

1. college or other post-secondary education recruitment, or military recruitment;
2. book clubs, magazines, and programs providing access to low-cost literary products;
3. curriculum and instructional materials used by elementary and secondary schools;

To protect student privacy in compliance with the PPRA, the Norwich Public School District has adopted policies regarding these rights. Parents and /eligible students who believe their rights have been violated und the PPRA may contact:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-8520

The Norwich Board of Education's entire policy governing student privacy, Policy # 6162.51, may be viewed at www.norwichpublicschool.org/boe/policy

Notification of Rights Under FERPA for Elementary and Secondary Institutions

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, et seq., affords parents and eligible students (i.e., students over 18, emancipated minors, and those attending post-secondary educational institutions) certain rights with respect to the student's education records. They are:

(1) The right to inspect and review the student's education records within forty-five (45) calendar days of the day the District receives a request for access.

Parents or eligible students should submit to the school a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parents or eligible students of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parents or eligible student believe are inaccurate or misleading, or otherwise violate the student's privacy rights.

Parents or eligible students who wish to ask the District to amend a record should write the school principal, clearly identify the part of the record the parents or eligible student want changed, and specify why it should be changed.

If the District decides not to amend the record as requested by the parents or eligible student, the District will notify the parents or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parents or eligible student when notified of the right to a hearing.

(3) The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception that permits disclosure without consent is disclosure to a school official with legitimate interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board of Education; a person or company with whom the District has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses a student's education record without consent to officials of another school, including other public schools, charter schools, and post-secondary institutions,

in which the student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. Further, and in accordance with state and federal law and guidance, the District may disclose education records to another school for enrollment purposes, which may include exploration of educational placement options by the District or educational placement decisions made by a planning and placement or Section 504 team, or in order to explore placement options for the provision of alternative educational opportunities.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, DC 20202-8520

Unless notified in writing by a parent or eligible student to the contrary within two weeks of the date of this notice, the school district will be permitted to disclose "Directory Information" concerning a student, without the consent of a parent or eligible student. Directory Information includes information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to, the parent's name, address and/or e-mail address, the student's name, address, telephone number, e-mail address, photographic, computer and/or video images, date and place of birth, major field(s) of study, grade level, enrollment status (full-time; part-time), participation in school-sponsored activities or athletics, weight and height (if the student is a member of an athletic team), dates of attendance, degrees, honors and awards received, the most recent previous school(s) attended and student identification numbers for the limited purposes of displaying a student identification card. The student identification number, however, will not be the only identifier used when obtaining access to education records or data. Directory information does not include a student's social security number, student identification number or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems unless the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN or password.

The school district may disclose directory information about students after they are no longer in enrollment in the school district. Notwithstanding the foregoing, the district will continue to honor any valid objection to the disclosure of directory information made while a student was in attendance unless the student rescinds the objection.

An objection to the disclosure of directory information shall not prevent the school district from disclosing or requiring a student to disclose the student's name, identified or institutional email address in a class in which the student is enrolled. Parents and/or eligible students may not use the right to opt out of directory information disclosures to prohibit the school district from requiring students to wear or display a student identification card.

The written objection to the disclosure of directory information shall be good for only one school year. School districts are legally obligated to provide military recruiters and institutions of higher learning, upon request, with the names, addresses and telephone numbers of secondary school students, unless the secondary student or the parent of the student objects to such disclosure in writing. Such objection shall be in writing and shall be effective for one school year. In all other circumstances, information designated as directory information will not be released when requested by a third party unless the release of such information is determined by the administration to be in the educational interest of the school district and is consistent with the district's obligations under both state and federal law.

The Norwich Board of Education's entire policy governing confidentiality and access to education records, Policy # 5120.

Management Plan and Guidelines for Students with Food Allergies and/or Glycogen Storage Disease

The Norwich Public schools (the "district") recognize that food allergies, glycogen storage disease and diabetes may be life threatening. For this reason, the district is committed to developing strategies and practices to minimize the risk of accidental exposure to life threatening food allergens and to ensure prompt and effective medical response should a student suffer an allergic reaction while at school. The district is also committed to appropriately managing and supporting students with glycogen storage disease and diabetes. The district further recognizes the importance of collaborating with parents, adult students (defined as students age eighteen (18) and older) and appropriate medical staff in developing such practices and encourages strategies to enable the student to become increasingly proactive in the care and management of his/her food allergy, glycogen storage disease or diabetes, as developmentally appropriate.

The Norwich Board of Education's entire policy governing this plan and guidelines, Policy [#5141.25](#).

Wellness

It is the policy of the Norwich Board of Education to promote the health and well-being of the district's students. In furtherance of this policy, the Board has created an Advisory Council on Wellness ("Advisory Council") to review any available state or federal guidance on wellness issues and to assist in formulating recommendations for specific goals and guidelines aimed at promoting lifelong wellness practices among district students.

The Norwich Board of Education's entire policy on wellness, Policy [#5141.02](#) and [#5141.02.1](#).

Connecticut State Department of Education Complaint Resolution Procedure

Elementary and Secondary Education Act - 34 Code of Federal Regulations (CFR) Part 299(10)(a)

1. Filing of Complaint

a. Violation of Law

A written complaint may be filed by an organization or individual with the Connecticut Commissioner of Education alleging that the state educational agency (SEA) or an agency or consortium of agencies is violating a federal statute or regulation that applies to the following applicable programs:

- i. Part A of Title I (Improving Basic Programs Operated by Local Educational Agencies).
- ii. Part B, Subpart of Title I (Reading First).
- iii. Part B, Subpart 3 of Title I (Even Start Family Literacy Programs).
- iv. Part D of Title I (Children and Youth Who Are Neglected, Delinquent, or At Risk of Dropping Out).
- v. Part A of Title II (Teacher and Principal Training and Recruiting Fund).
- vi. Part D of Title II (Enhancing Education Through Technology).
- vii. Part A of Title III (English Language Acquisition, Language Enhancement, and Academic Achievement Act).
- viii. Part B, Subpart 4 of Title III (Emergency Immigrant Education Program).
- ix. Part A of Title IV (Safe and Drug-Free Schools and Communities).
- x. Part A. of Title V (Innovative Programs).

b. Review of an Appeal

A written complaint may be filed by an individual with the Connecticut Commissioner of Education appealing the decision of an agency or consortium of agencies based on prior written complaint presented by an individual to such agency or consortium of agencies.

c. Content of Complaint

The complaint shall be in writing, signed by the complainant and contain the following:

- i. A statement that the SEA or an agency or consortium of agencies has violated a requirement of federal statutes or regulation regarding the applicable program, or in the case of an appeal, a statement of aggrievement with the decision rendered by the agency or consortium of agencies based on a prior written complaint.
- ii. A clear and concise description of the facts on which the statement is based and the specific alleged violation or aggrievement.
- iii. A description of prior efforts to resolve the complaint, including information demonstrating that the SEA, agency or consortium of agencies has taken action adverse to the complaint or has refused or failed to take action within a reasonable period of time.

- iv. Complainant's and respondent's name, address and telephone number.
- v. Other materials or documents containing information that support or clarify the statement.

2. Review of Complaint

a. Analysis

Within three business days of receipt of the complaint, the Commissioner shall assign a review official. Within five business days of the assignment, the review official shall determine whether the complaint has been properly filed in accordance with Section I. If necessary, the review official shall interview the complainant.

b. Dismissal of Complaint

The review official may dismiss the complaint in writing stating an explanation for such action. The grounds for dismissal shall include, but not limited to, the following:

- i. Failure to file a proper complaint pursuant to Section I.
- ii. The allegations fail to state a bona fide violation of federal statute or regulations by the SEA or an agency or consortium of agencies.
- iii. The allegations fail to state a bona fide aggrievement with the decision rendered by an agency or consortium of agencies based on prior written complaint.
- iv. The allegations were not caused by the actions or failure to act by the SEA, agency or consortium of agencies.

3. Notification of Complaint and Investigation

If a complaint is not dismissed, the review official shall forward the complaint to the respondent immediately along with a copy of the Complaint Resolution Procedures.

4. Response to Complaint

Within 10 business days of the receipt of the complaint from the review official, the respondent shall file with the Commissioner a written response to the complaint.

a. Content of Response

The response shall address each and every allegation of the complaint and shall list the respondent's name, address and telephone number.

b. Interview

The review official or the respondent may request an interview to discuss the response and to resolve the dispute informally.

5. Complaint Investigation

Upon completion of Section IV or the failure of the respondent to file a response, the review official shall conduct an investigation. All parties may be duly notified that an investigation has begun. At any time during the investigation, the review official shall attempt to resolve the dispute informally.

60 calendar days after the receipt of the complaint, an investigation of the complaint shall be completed and a written report shall be mailed to both parties. Information shall be gathered in a timely manner, while minimizing any inconvenience or disruption to the complainant or respondent.

Concerning a review of an appeal of the decision of an agency or consortium of agencies, the review official may elect to disregard the procedures contained in this section using in lieu thereof the following abbreviated procedure:

- i. Review all of the appropriate records and determine whether the decision of the agency or consortium of agencies shall be affirmed, reversed or modified.
- ii. Draft a letter of review of an appeal addressing, but not limited to: the issue in dispute, the facts found, the affirmation, reversal or modification of the lower decision and recommendation for improved practices, policies or procedures.

b. Data Collection

The complainant and respondent shall provide the review official with copies of all relevant records requested in writing. Telephone interviews of the complainant, respondent and others with knowledge of the allegations may be conducted. Pursuant to 34 CFR 99-35(a) the review official, acting on behalf of the SEA, is authorized to have access to education records in connection with an evaluation of federal or state-supported education programs or for the enforcement of or compliance with federal legal requirements which relate to those programs.

c. Independent On-Site Investigation

The review official may conduct an on-site visit to investigate the complaint if the official deems it necessary.

Any on-site visit shall be coordinated with the respondent.

d. Complaint Investigation Report

The Complaint Investigation Report shall be completed by the review official and mailed to the parties within 60 calendar days of the receipt of the complaint by the SEA. The Commissioner may grant an extension for the completion of the report upon written request of the review official or respondent if exceptional circumstances exist with respect to the particular complaint. Such extension shall be in writing and shall be mailed to the parties.

The report shall contain the following contents:

- i. Summary of all investigation activities including, but not limited to, date of receipt of complaint, allegations, parties interviewed, documents received and dates of on-site visits.

- ii. Specific allegation of the complaint, the findings of fact, conclusions and final decisions rendered regarding each allegation, including citation to applicable federal statute or regulation.
- iii. Specific corrective action plan that resolves the complaint or ensures future compliance of the respondent regarding the violation of federal statute or regulation.
- iv. Recommendations for improved practices, policies or procedures shall be offered when no violation of federal statute or regulation is found.

e. Corrective Action Plan

If the Complaint Investigation Report finds that the respondent is violating federal statute or regulations, the respondent shall be requested to submit a corrective action plan within a specified period of time as determined by the review official.

Respondents may request technical assistance from the SEA in order to prepare a plan to achieve compliance.

6. Review of Final Decision

The complainant may file a written request with the Secretary of the U.S. Department of Education to review the final decision of the SEA.

All local educational agencies shall disseminate information about the complaint procedures to teachers, staff, parents and appropriate private school officials or representatives.

A private school official shall have the right to complain that a local educational agency did not engage in consultation that was meaningful and timely, or did not give due consideration to the views of the private school official.

DISTRICT VISION, MISSION AND GOALS

Vision

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

Mission

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

Board of Education Goals

The Board of Education believes that the ultimate goal of an education in the district schools should be to prepare each student for a world of rapid change and unforeseeable demands, while retaining the basic values and democratic principles of America. Further, the district has outlined below student learning goals for our students and professional learning goals for us all as members of our educational community.

Student Learning Goals

All Norwich Public Schools students will be challenged to develop, embrace and attain learning goals that encapsulate the following essential elements as a means to prepare them to be independent thinkers and collaborative team players invested in building a better future.

- **Inquiry:** Students show intellectual curiosity and wonder about the world. Students ask thoughtful questions, and seek out answers.
- **Expression:** Students communicate what they know and what they need to know. Students construct arguments with evidence and critique the reasoning of others.
- **Critical Thinking:** Students analyze, synthesize, and draw conclusions from information. Students generate solutions to problems using both creative and critical thought. Students keep an open mind to different viewpoints.
- **Collaboration:** Students contribute to the overall effort of the group. Students work well with diverse individuals in various situations. Students initiate and cultivate community partnerships.
- **Organization:** Students sift through ideas and data, arranging them wisely and make sense of them. Students set manageable goals, plan, and monitor time to achieve them.
- **Attentiveness:** Students focus on the task at hand and focus on details of their work.
- **Perseverance:** Students demonstrate tenacity in tackling tasks despite the level of difficulty presented to them.
- **Reflection:** Students review and think about their actions and work with the purpose of learning more about themselves.

Professional Learning Goals

As a professional learning community, we will ask thoughtful questions to analyze and draw conclusions while remaining curious about diverse student needs. The learning community fosters high expectations, effective communication, strong relationships, and ownership of learning through engaged collaboration and inquiry.

Inquiry: We observe and are curious about our students and their interests. We value quantitative and qualitative data, ask hard questions and collectively create solutions. We are in a constant state of inquiry about our own practice as educators modeling lifelong learning.

Expression: We communicate our professional learning needs as they relate to district goals and as part of creating a structure of support for our development of a unified mindset.

Critical Thinking: We analyze, synthesize, and draw conclusions from multiple sources; utilizing this data to generate solutions to problems, rooted in best practice, through both creative and critical thought.

Collaboration: We contribute to the overall effort of the group working well with diverse individuals in various situations. We initiate and cultivate partnerships between and amongst buildings and departments and the greater Norwich community.

Attentiveness: We stay focused on the task at hand and on the details of our work while keeping clear of the greater district goals.

Perseverance: We demonstrate, and model for our students, tenacity in tackling tasks despite difficulty or delay in achieving success, and recognizing the learning opportunities inherent in mistakes and the value of taking risks.

Reflection: We review and think about our actions and work with the purpose of learning more about ourselves.

GENERAL INFORMATION

Any references to online links for further info can be printed by making a request at any school office.

Board of Education Meetings

Board of Education meetings are held in the Community Room at Kelly STEAM Magnet Middle School, 25 Mahan Drive, Norwich. They are open to the public and begin at 5:30 p.m. unless otherwise specified. Visit the [Norwich Board of Education website](#) for more information.

Early Release Days

There are days throughout the school year that are scheduled for early release. These are noted on the school calendar with the symbol (ER).

School	Regular School Hours	Early Release Hours
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Mahan School	8:10 a.m. - 2:55 p.m.	8:10 a.m. - 12:55 p.m.
Huntington, Moriarty, Stanton, Uncas, Veterans and Wequonnoc Schools	8:50 a.m. - 3:35 p.m.	8:50 a.m. - 1:35 p.m.
Kelly STEAM and Teachers' Memorial Global Studies Schools	7:50 a.m. - 2:43 p.m.	7:50 a.m. - 12:45 p.m.
Bishop Early Learning Center ½ day programs	(Full-day) 9:30 a.m. - 3:30 p.m. (AM only) 9:30 a.m. - 12:00 p.m. (PM only) 1:00 p.m. - 3:30 p.m.	(Full Day) 9:30 a.m. - 1:35 p.m. (AM only) 9:30 a.m. - 11:15 a.m. (PM only) 11:50 a.m. - 1:35 p.m.

Emergency Early Closings / No School / Delayed Openings

Early closings follow the schedule listed above. On delayed opening days, school starts **two hours later** than the typical start time.

The stations listed below will provide this information. Announcements begin about 6:00 a.m. and will be broadcast over the following stations:

Television:

- Channel 3
- Channel 30
- Channel 8
- FOX 61

Radio:

- FM 97.7 WCTY
- FM 98.3 WILI
- FM 107.7 WBMW
- FM 106.5 WBMW
- AM 98.7 WNLC
- AM 1310 WICH

*Follow us on Twitter for
up-to-the-minute info
on delays and closings!*

[@norwichps](https://twitter.com/norwichps)

In addition, the School Messenger system will send an automated call or text to the phone numbers on file. **Please ensure that your contact information is updated with the school.** We strongly advise you to develop a family emergency school closing plan. A family plan might include the following:

- Three to five homes, listed in specific order, that your child could go to until you could reach him/her.
- Ensure your child has your phone number to contact you.

Please take the time to practice your family emergency school closing plan with all children. If your child attends a preschool program, please check with the school for specific program schedules.

Other Emergencies

In the event of school evaluation for safety, students will be transported to another site, where their school day can continue. Our school messaging system will notify parents as soon as possible.

If by the end of the day it's deemed safe by emergency personnel, students will be transported home on their regular bus. Students who normally walk home will be transported back to their home school where they can be met by parents or walk home along their regular route. Students enrolled in a before- and after-school program will be transported back to school.

School Messaging Systems

Norwich Public Schools uses School Messenger to notify parents, guardians, and/or the designated student emergency contact, of pertinent information regarding your child and school. The district uses the notification systems for the following:

- Daily notification of student absence
- Delayed school openings
- Early release due to weather or school emergencies
- School or district surveys
- Notification of upcoming school or district events
- Other unforeseen emergencies or circumstances

Changes in telephone numbers and/or address

Re-enrollment occurs at the beginning of every school year through SchoolMint. Families will receive an email or text message to confirm or change contact information. This information is particularly helpful should an emergency arise. Parents' and guardians' phone numbers and names are requested so that we may contact someone in an emergency. **It is crucial that all emergency numbers are kept up to date to ensure that parents, guardians and /or emergency contacts receive important messages.** You can change your contact information at any time after the re-enrollment process is complete. Contact your child's school administrative assistant with the updated information.

Visiting Our Schools

The Norwich Board of Education (the "Board") encourages visits by citizens, taxpayers, and parents to all school buildings. In order to promote a safe and productive educational environment for all students and staff, the Board requires all visitors to receive prior approval from the school Principal or his/her designee before being permitted to visit any school building. The Board, through the administration, reserves the right to limit visits in accordance with administrative regulations. The Visitor and Observation in the Schools is policy [#1000](#).

Personally Identifiable Student information, Photography, and Video

Personally identifiable information can only be released according to [Family Educational Rights and Privacy Act Regulations, 34 CFR §99.3](#) FERPA laws. On occasion, Norwich Public Schools (NPS) staff or local/state news media may photograph or record students and/or student-produced work during school and outside of school hours. They are used for state/local, district, and school publications, productions, marketing, websites, and social media outlets for NPS and the NPS Education Foundation. NPS may use these photographs and recordings indefinitely unless authorization is revoked. If revoked, NPS shall not be required to recall the photos and/or recordings of the affected publications, production, marketing, websites, social media outlets in use.

Parents update Media Consent as part of the re-enrollment process at the beginning of each school year. Parents who choose to accept or revoke permission after re-enrollment are required to fill out a Media Consent form located on the district's website at norwichpublicschools.org/forms.

Surveillance equipment may be used on buses, in certain areas of campus, and at school events for security, safety, and discipline purposes. These video/audio records may be utilized as evidence for certain disciplinary procedures. This evidence may be maintained as part of a student's record and available to the parent. Parental notice restricting photographs or videos will not apply to the use of surveillance equipment for safety, security, and disciplinary procedures.

Items from Home

Students are discouraged from bringing any toys or electronic devices to school. Although the school recognizes that students use electronic devices to and from school, it is expected that these devices be secured immediately, in a locker or backpack, upon entrance to the school building. Improper use of these devices may result in confiscation and will be returned only to the parent. **It should be noted that the school will not be held liable for lost, stolen, or broken electronic devices/items from home.**

Lost and Found

Students should inquire at the school office about lost items.

Kindergarten Registration

Kindergarten Registration is conducted in the early spring of every school year. Students who will be five years of age by January 1 of the coming school year are eligible to register, however, state law ([Sec. 10-203](#)) dictates children can not attend without completing necessary paperwork including appropriate medical information. Please call the registration center at 860-859-5015 ext. 2104 for more information. Refer to the online registration system rather than phone calls that overwhelm registration

Classroom Placement

Teachers are selected for each student by the professional staff (teachers and principal) based on many factors such as academic ability, gender, friendships, behavior, student strengths, and interests. Placement decisions for a transferring student in a classroom are not considered final until records from a sending school are received.

School Lunch and Breakfast Program

Norwich Public Schools participates in the National School Lunch & Breakfast programs. **Breakfast and lunch are FREE for all students.** A detailed notice explaining the Norwich Public Schools' Lunch Policies is sent home at the beginning of each school year.

Snacks and Birthday Celebrations

Students are encouraged to bring a healthy snack daily, such as fruit, vegetables, cheese and crackers, pretzels, and/or juices. We discourage snacks containing tree nuts (peanuts, cashews, etc.) or peanut oils due to concern about students with severe allergies. Gum and candy are not permitted to be brought into the school or classrooms.

Our district wellness policy mandates a limit of outside food brought into the classroom. Please contact the school principal for healthy celebration options.

Green Cleaning Program

You can find a written description of our green cleaning program on our website at [Green Cleaning Program overview](#).

During COVID-19, the majority of disinfecting soaps and cleaning products are exempt from state-mandated "green" cleaning protocols. State laws that require the use of "green" cleaning products also provide an exception for the use of any disinfectant, disinfecting cleaner, sanitizer, or any other antimicrobial product approved by federal law. Use of items such as alcohol-based hand sanitizers, chlorine bleach disinfectants, hand soaps, and disinfectant wipes are permitted by the state's green cleaning laws. Also, as per CDC guidance, hand soap and warm water are effective disinfectants when used correctly – primarily washing vigorously for at least 20 seconds. In short, if a cleaning product is normally available at local retail establishments, then it is most likely acceptable to use.

Asbestos Management

You can find a written notice of our [asbestos management plan](#) on our website at norwichpublicschools.org under the folder Facilities.

Pesticides

Norwich Public Schools will provide a 24 hours notice of the application of pesticides on school grounds by posting it on the NPS website under the news section. For information on how to receive a written notice of pesticides including the name of active ingredients, target pest, location, and date of application, contact the Facilities Supervisor at (860) 934-1110.

Non-Discrimination Statement

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

State Department of Education Complaint Resolution Procedure

- Connecticut State Department of Education
- Complaint Resolution Procedure
- Elementary and Secondary Education Act
- [34 Code of Federal Regulations \(CFR\) Part 299 \(10\)\(a\)](#)

Student Records

The Board of Education ("Board") complies with the state and federal regulations regarding confidentiality, access to and amendment of student records. The Board shall implement procedures that protect the privacy of parents and students while providing proper access to records. Availability of these procedures shall be made known annually to parents of students currently in attendance and eligible students currently in attendance. View the complete Student Records policy and procedures at [Norwich Public Schools Policies](#) under policy number [5115](#).

STUDENT RESPONSIBILITIES

Expectations for Behavior

Students are expected to demonstrate kindness, respect and responsibility for themselves and others. Any form of bullying behavior whether physical or verbal will not be tolerated. This ensures an equitable atmosphere of safety and security for students and staff.

Teachers work with students to ensure a safe, respectful, equitable and caring school climate by explicitly teaching clear expectations, modeling appropriate behaviors, reinforcing desired behaviors, and utilizing restorative practices to address any concerns within the classroom learning community.

Playground Expectations

To ensure the safety and well-being of all students during recess, students are expected to behave appropriately, play games safely, and follow the direction of the adults on duty.

Cafeteria Expectations

In the cafeteria, students are expected to show respect for themselves and one another by exhibiting polite table manners and cleaning up after themselves.

Textbooks and School Property

Students are expected to responsibly handle all school materials such as textbooks, school/classroom library books and technology. Students and parents/guardians may be asked to pay for the loss of or damage to school property.

Technology Guidelines

Computing devices, networks (includes wireless), internet access, and electronic communications are effective and important technology resources in today's educational environment. The Board of Education (BOE) has installed computing devices and a network infrastructure including internet access that is referred to collectively as computing systems. This is in place in order to enhance both the educational opportunities for our students and the business operations of the district.

All computing devices (hardware and software), as well as materials produced on such equipment, remain the property of the Norwich Public Schools. Any misuse or abuse of this property or any violation of the Computing Systems Use Agreement of the Norwich Public Schools is prohibited. In recognition of rapid technological and legal developments, the BOE

authorizes revision to the Computing System Use Agreement by the Superintendent. The Superintendent may also establish additional guidelines and rules.

The District provides individualized instruction to students through a variety of technological resources including educational web applications. These resources utilize personal information of students, such as name and district-created user name. This information is provided for educational purposes only in order to customize and individualize instruction.

The District complies with [Public Act 16-189, Family Educational Rights and Privacy Act](#) (FERPA), and [Children's Online Privacy Protection Act](#) (COPPA) and makes every effort to avoid websites and applications that market or sell student personal information. Please note that the [District's 5119-Student use of the District's Computer System and Internet Safety policy](#) is posted on its website.

Contact the principal at your child's school with any questions regarding student responsibilities.

DISCIPLINE PROCEDURES

Progressive Discipline and Consequences

We employ a system of progressive discipline at our schools with an emphasis on educating our students about the importance of demonstrating kindness to all, respect for oneself and others, and responsibility for one's actions. As part of our progressive discipline process we teach explicit skills to students in order to model our SEL core Strategies.

Mandatory Expulsions

A student will be recommend for expulsion proceedings in grades kindergarten to twelve, inclusive, if there is reason to believe:

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

- was engaged on or off school grounds in offering for sale or distribution a controlled substance (as defined in Conn. Gen. Stat. § 21a-240(9)), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Conn. Gen. Stat. §§21a-277 and 21a-278. See Board Policy #5114 for a full description of student discipline procedures and definitions of terms.

Bullying

The Board is committed to creating and maintaining a physically, emotionally, and intellectually safe educational environment free from bullying, harassment and discrimination. Bullying behavior is strictly prohibited, and students who are determined to have engaged in such behavior are subject to disciplinary action, which may include suspension or expulsion from school. The district's commitment to addressing bullying behavior, however, involves a multifaceted approach, which includes education and the promotion of a positive school climate in which bullying will not be tolerated by students or school staff.

1. Prohibition Against Bullying and Retaliation

- a. The Board expressly prohibits any form of bullying behavior 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 Board of Education.
- b. The Board also prohibits any form of bullying behavior outside of the school setting if such bullying (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 was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school;
- c. In addition to prohibiting student acts which constitute bullying, the Board also prohibits discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying.
- d. Students who engage in bullying behavior in violation of Board Policy and the Safe School Climate Plan shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies on student discipline, suspension and expulsion, and consistent with state and federal law.

2. Definition of Bullying

- a. **“Bullying”** means the repeated use by one or more students of a written, verbal or electronic communication, such as cyberbullying, or a physical act or gesture directed at another student attending school in the same district that:
 - i. causes physical or emotional harm to such student or damage to such student’s property;
 - ii. places such student in reasonable fear of harm to himself or herself, or of damage to his or her property;
 - iii. creates a hostile environment at school for such student;
 - iv. infringes on the rights of such student at school; or
 - v. substantially disrupts the education process or the orderly operation of a school.
- b. 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 characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and 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.

3. Procedures for Reporting and Investigating Complaints of Bullying

- a. Students and parents (or guardians of students) may file written reports of bullying. Written reports of bullying shall be reasonably specific as to the basis for the report, including the time and place of the alleged conduct, the number of incidents, the target of the suspected bullying, and the names of potential witnesses. Such reports may be filed with any building administrator and/or the Safe School Climate Specialist (i.e. building principal or his/her designee), and all reports shall be forwarded to the Safe School Climate Specialist.
- b. Students may make anonymous reports of bullying to any school employee. Students may also request anonymity when making a report, even if the student’s identity is known to the school employee. In cases where a student requests anonymity, the Safe School Climate Specialist or his/her designee shall meet with the student (if the student’s identity is known) to review the request for anonymity and discuss the impact that maintaining the anonymity of the complainant may have on the investigation and on any possible remedial action. All anonymous reports shall be reviewed and reasonable action will be taken to address the situation, to the extent such action may be taken that does not disclose the source of the report, and 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.

- c. School employees who witness acts of bullying or receive reports of bullying shall orally notify the school administrator if the Safe School Climate Specialist is unavailable, **not later than one (1) school day** after such school employee witnesses or receives a report of bullying. The school employee shall then file a **written report immediately** after making such an oral report.
- d. The Safe School Specialist shall be responsible for reviewing any anonymous reports of bullying and shall investigate or supervise the investigation of all reports of bullying and ensure that such investigation is completed promptly after receipt of any written reports. In order to allow the district to adequately investigate complaints filed by a student or parent/guardian, the parent of the student suspected of being bullied should be asked to provide a consent to permit the release of that student's name in connection with the investigation process, unless the student and /or parent has requested anonymity.
- e. In investigating reports of bullying, the Safe School Climate Specialist or designee will consider all available information known, including the nature of the allegations and the ages of the students involved. The Safe School Climate Specialist or designee will interview witnesses, as necessary, reminding the alleged perpetrator and other parties that retaliation is strictly prohibited and will result in disciplinary action.

4. **Responding to Verified Acts of Bullying**

- a. Following investigation, if acts of bullying are verified, the Safe School Climate Specialist or designee shall notify the parents or guardians of the students against whom such acts were directed as well as the parents or guardians of the students who commit such acts of bullying of the finding **not later than forty-eight (48) hours** after the investigation is completed. This notification shall include a description of the school's response to the acts of bullying. In providing such notification, however, The Norwich Public Schools will take care to respect the statutory privacy rights of other students, including the perpetrator, of such bullying. The specific disciplinary consequences imposed on the perpetrator, or personally identifiable information about a student other than the parent/guardian's own child, may not be disclosed except as provided by law.
- b. In any instance in which bullying is verified, the Safe School Climate Specialist or designee shall also invite the parents or guardians of the student who commits any verified act of bullying and the parents or guardians of the student against whom such act was directed to a meeting to communicate the measures being taken by the school to ensure the safety of the student/victim and to prevent further acts of bullying. The

invitation may be made simultaneous with the notification described above as it must include a description of the school's response to such acts, along with consequences, as appropriate. Normally, separate meetings shall be held with the respective parents; however, at the discretion of the Safe School Climate Specialist and with written consent of the parents/guardians involved, the meeting(s) may be held jointly.

- c. If bullying is verified, the Safe School Climate Specialist or designee shall develop a student safety support plan for any student against whom an act of bullying was directed. As Such, the support plan will include safety measures to protect against further acts of bullying.
- d. A specific written intervention plan shall be developed to address repeated incidents of bullying against a single individual or recurrently perpetrated bullying incidents by the same individual. The written intervention plan may include counseling, discipline and other appropriate remedial actions as determined by the Safe School Climate Specialist or designee, and may also incorporate a student safety support plan, as appropriate.
- e. Notice to Law Enforcement If the Principal of a school (or his designee) reasonably believes that any act of bullying constitutes a criminal offense, he/she shall notify appropriate law enforcement. Notice shall be consistent with the Board's obligations under state and federal law and Board policy regarding the disclosure of personally identifiable student information. In making this determination, the Principal or his/her designee, may consult with the school resource office, if any, and other individuals the principal or designee deems appropriate.
- f. If a bullying complaint raises concern about discrimination or harassment of the basis of a legally protected classification (such as race, religion, color, national origin, sex, sexual orientation, age or disability), the Safe School Climate Specialist or designee shall also coordinate any investigation with other appropriate personnel within the district as appropriate (e.g. Title IX Coordinator, Section 504 Coordinator etc.)
See Bullying policy 5131.8 for more information.

Search and Seizure

The Norwich Public Schools Search and Seizure Policy [#5145.12](#) outlines the rights governing students' belongings that are subject to search and seizure of items that do not belong in/on school property.

STUDENT DRESS

In order to maintain an environment conducive to the educational process, please see [Policy #5400 Student Dress Code](#) of prohibited student attire. Students who fail to comply with Board policy and regulations concerning student dress will be subject to school discipline up to and including expulsion in accordance with the Board's policy on student discipline.

Accommodations

- Approved coverings worn as part of the student's bona fide religious practices or beliefs shall not be prohibited under this policy. Read the full policy on our dress code at norwichpublicschools.org/policies, scroll to Policy [#5400](#) Dress Code.

STUDENT ATTENDANCE

If your child is going to be absent from school, please call the office before 9:00 a.m. to ensure the safety of your child, if we have not heard from you by 9:00 a.m. the school will make a reasonable attempt to call you at the primary number on file.

A student is considered to be "in attendance" if: 1) present at their assigned school, and/or 2) participating in an activity sponsored by the school (e.g., field trip). Students serving an out-of-school suspension or expulsion are reported as "absent" except for each day that the student receives alternative education programming for at least half of the instructional school day. Please see Policy [#5110](#)

In all cases of absence or tardiness you are required to submit a signed, **written** note or e-mail including the student's name, reason for the absence/tardiness, and the date of the absence. Your child must bring the note upon their return to school.

Absences will be considered **excused** when a written note or email is presented, within ten (10) days of the child's absence from school, for one or more of the following reasons:

- Reasons of health, illness, or doctor's visits

- Religious holidays
- Court appearances
- Funerals
- Approved school activities
- Suspensions or expulsions
- Limited absences for special activities with parent consent

No student shall be excused from any regular study or exercise for an extended period of time unless a certificate of a physician can be presented. It is the obligation of the parent or guardian of each student between the ages of five and eighteen years (inclusive) to ensure regular school attendance.

Truancy

“Truant” means a student aged five to eighteen inclusive, who is enrolled in a public or private school and has four unexcused absences from school in any one month or ten unexcused absences from school in any school year. A student is considered a “habitual truant” who has twenty unexcused absences within a school year (CGS 1-198a).

Chronically Absent

A student is considered chronically absent if s/he misses 10% of their days enrolled for any reason. District personnel regularly monitor all student attendance. When a student has reached the threshold of missing 1 out of every 10 days of school (10%), s/he is closely monitored by district personnel and individual family plans will be put in place.

Early Parent Pick Up and Pick Up Procedures

It is important that your child attend school for the complete school day. If it becomes necessary for you to pick up your child prior to their scheduled release time, please send in a note to your child’s teacher, indicating the time your child needs to be released. Parents or other authorized adults must have photo identification and sign students out in the school office if they wish to pick students up before the regular release time. No student is to leave the building unescorted during the school day.

All students will be released according to their regular bus/transportation/child-care arrangements each day. Students may stay after school only if enrolled in a supervised program or at the request of the teacher. Students may be picked up by their parents or anyone listed as an emergency contact for their child. Custodial arrangements are the responsibility of the parents. A parent or other family member will only be denied the ability to pick up a child when the school receives a court order not to release the student to an individual.

Regular and ongoing communications and strong relationships are vital. Schools, families and communities working together will create welcoming school environments, strong family and school relations, successful student outcomes and strong student attendance that ensures ALL students benefit from the learning opportunities offered. Regular attendance at school is essential to the educational process. The state legislature strongly reaffirmed this principle by passing Public Law 91-303 or Connecticut General Statutes (CGS) 10-198a. To comply with this legislation, we ask that you help us by doing the following:

CHILD ABUSE

Teachers, principals, teacher assistants and other professional school staff are obligated by law to report suspected child abuse or neglect to the Connecticut State Department of Children and Family Services (DCFS). Specific procedures governing the reporting of abuse and neglect can be found at Norwich Public School Policies, scroll to policy [#4119](#).

The role of staff members as mandated reporters of suspected child abuse or neglect is taken very seriously by the school staff and a report of suspected abuse must be made. The school will cooperate with DCFS, local or state police authorities and other appropriate state agencies in the investigation of such a report.

HEALTH OFFICE INFORMATION

In the event that the principal or school nurse determines that a student should be sent home due to illness or injury, the parent is notified. In an emergency, if neither parent nor guardian is available, the nursing staff will provide care and utilize 911 if applicable. Parents are encouraged to speak with the school nurse about student health concerns.

School Health Office

School nurses coordinate a comprehensive health plan to promote health and safety for students while in school. Parents/Guardians are encouraged to speak with the school nurse about their child's health concerns.

Medication

Medication will be administered in school under the following guidelines:

- A physician, dentist, APRN or PA feels there is a need for the medication to be administered during school hours.
- A completed and signed authorization form from the physician, dentist, APRN or PA is presented to the school nurse as required by Connecticut State Law.
- As required by Connecticut State Law, the parent/guardian will be expected to provide the appropriate completed authorization before medication is administered in school.
- The parent/guardian or assigned adult must bring medication to the school office. Medication must be supplied in a physician, dentist or pharmacy prepared and labeled container. Medication is not to exceed a forty-five (45) day supply.

Students are not permitted to self medicate without a signed authorization form from the physician, dentist, APRN or PA.

HOME/SCHOOL COMMUNICATION

Education professionals and families must work as knowledgeable partners in order to work towards continuous educational improvement so that the students may achieve their potential. To learn more about our Parent and Community Involvement policy, visit norwichpublicschools.org/policies and scroll to policy [#1000](#).

School-Parent Compact

The School-Parent Compact provides an understanding of the responsibilities of the Norwich Public Schools and families for improving student academic achievement and school performance. Effective compacts are linked to the school improvement plan and student academic achievement goals. Effective compacts identify activities to develop partnerships, opportunities to communicate about student progress, and are in a format and language accessible to all.

Support for Homeless Populations

The McKinney-Vento Homeless Education Assistance Act is a federal law that ensures immediate enrollment and educational stability for homeless children and youth. If your family lives in any of the following situations:

- Shelter
- Motel or campground
- Car, park, abandoned building or bus or train station
- Doubled up with other people

Your family may be eligible for assistance. Please contact our Homeless Liaison Assistant, at (860) 859-5015 ext 2104 for more information.

Parent Organizations (PTO)/ School Governance Councils (SGC)

All of our schools have dedicated and energetic Parent-Teacher Organizations. Each year the PTO assists in the development of the School Improvement Plan and provides feedback on Title I funding priorities. Every day the students in Norwich benefit from the leadership of this group. The PTO newsletter is a great way to learn about school-wide events and ways in which you can become involved at school.

Messages to the Teacher

If your child is having problems at school, in the classroom, on the bus, with other students or with the work that he/she is assigned, it is important to tell the classroom teacher. This will help you and your child's teacher determine the next step in identifying a solution to his/her difficulties. If you are experiencing problems at home, your child's teacher can direct you to the appropriate staff member who can assist you in finding help. If you wish to set up an appointment or talk with your child's teacher, you can call the school office and the secretary will connect you with the teacher or his/her voice mail, or you can email the teacher. The teacher will contact you as soon as possible. **We do not interrupt classroom instruction for telephone calls.**

Steps in Communication

In order to avoid any misunderstanding, the following channels of communication have been established. Parent concerns should be made in the following sequence:

- Teacher
- Principal
- Superintendent

Notices Home

Check your email/text for notices to families. Read all materials carefully. Important information contained in these notices may have deadlines or require a response. Classroom teachers often provide parents with regular communication describing their special classroom events. Call your child's school if you have any questions about the content of the message for more details.

Formal Reports to Parents

Report cards are provided digitally via the PowerSchool Parent Portal three times per year for students in Grades PK-8. The following information provides a brief overview of the types of report cards sent home from the Norwich Public Schools.

Report Card for Students in Grades PK: The Norwich Public Schools report to parents uses the following descriptors to inform parents about their child's progress: B-Beginning mastery; D-Developing mastery; S-Secure mastery. Teachers in these grades also include a written narrative.

Report Card for Students in Grades K-6: The Norwich Public Schools report to parents uses the following descriptors to inform parents about their child's progress: 1-Does not meet Norwich's grade level expectations. Requires teacher direction, support, and assistance to learn and use skills, concepts, or strategies; 2- Satisfactory performance at Norwich's grade level expectations, produces adequate work; 3-Strong performance at Norwich's grade level expectations, produces quality work; 4-Excels at Norwich's grade level expectations, produces exemplary work. Teachers in these grades also provide information on your child's work habits, behavior, and effort.

PowerSchool Parent Portal

By logging onto any computer, you have access to your student's attendance, discipline and report cards. At the middle grade level (grades 6-8), you also have access to grades and assignments. Login information is sent home each Fall. Our staff are happy to help answer questions or assistance as needed.

Conferences

Parent/Teacher conferences will be held in November and March of each school year and provide an opportunity to discuss a student's progress. The dates of conferences are listed on the school calendar and are **early release days**. Conferences are usually 10-15 minutes long. Parents/guardians needing more time should request a longer conference.

In order to be well prepared for your Parent/Teacher conferences, here are some points to consider:

- Come with a list of questions for your child's teacher.
- List any info that you feel will help the teacher gain a better understanding of your child.
- Listen carefully to the teacher's observations.
- Remember, home-school teamwork is key to providing your child with a successful school experience!

In addition to these conferences, parents/guardians may request a meeting with a teacher at any time during the school year. Please contact your child's teacher by note or telephone to schedule a mutually convenient time.

TRANSPORTATION

Student safety to and from school is of great importance to parents, guardians, school administrators, and bus operators. Please review these guidelines with your child and remind him/her of safety rules regularly. Proper conduct is expected of each student, from time of arrival at the bus stop in his/her neighborhood until he/she reaches school, and from the time a student leaves school at the end of the day until arrival at his/her neighborhood bus stop. Parents are responsible for their child's behavior on buses.

Bus Guests

Students may not ride on any other bus than their assigned bus. Guests will not be allowed even with a permission slip.

Bus Safety

The bus driver is in full charge of the bus and of students being transported in it. Follow the driver's instructions and cooperate with the driver. Students should arrive at the stop in ample time.

Bus Discipline

Riding a school bus is a privilege. Students who violate school bus rules will be subject to disciplinary action. Details regarding bus conduct are outlined in Policy #[5131.01](#) in the Policy section of the district website. In the event of a disciplinary infraction, the driver will submit a *Bus Discipline Report* to a school administrator or designee who will speak with the student. The form will be sent home for the parent's signature. Such misconduct will cause school administration to suspend the student from the school bus for a period up to ten days for each occurrence. The student and his parents will still be responsible for the student's regular attendance at school. **Misconduct on the bus or at any bus stop may also be grounds for expulsion from school.**

Walkers

Students who walk to school should walk where there are sidewalks, and walk with a friend or adult. Students should cross only at protected crossings.

Bicycle Safety

Students with a letter of permission on file in the school office are allowed to ride bicycles or walk to school. The decision whether or not to allow a child to do so is left to the discretion of the parent. State law mandates that a student under the age of twelve must wear a helmet when riding a bicycle on public roads. The school cannot assume responsibility for lost or stolen bicycles. It is recommended

that students lock their bicycles on racks outside the school for this purpose. Students are not allowed to ride bicycles on school property during school hours. Students should walk their bicycles once they arrive on school property.

Parking and Traffic

Please observe all rules of the road when driving in the school parking lot. Students being picked up prior to the end of the school day must be met in the office by a parent/guardian. Students being dropped off at school in the morning must be escorted to the entrance by a parent/guardian.

STUDENT ASSESSMENTS

The Norwich Public Schools administers district and state-mandated tests to students throughout the year. These assessments are used to gather student performance data which help school faculty improve student instruction and learning and to measure what each student knows and can do in relation to specific educational standards.

Connecticut State Department of Education (CSDE) Mandated Testing

Smarter Balanced Summative Assessment: The Smarter Balanced summative assessments aligned to the Common Core State Standards in English language arts/literacy and mathematics will be administered to students. A balanced assessment system – which includes summative and interim assessments and formative assessment practices – provides tools to improve teaching and learning. The assessment system includes a computer adaptive summative assessment administered during the last 12 weeks of the school year to students in grades 3 through 8. This assessment can be used to describe student achievement and growth of student learning as part of program evaluation and school, district, and state accountability systems.

Connecticut Science Assessment: Students take the state science assessment in grades 5 and 8.

Connecticut Physical Fitness Assessment: Students in Grades 4, 6, and 8 participate in the Connecticut Physical Fitness Assessment. This test is administered in the spring. It measures a student's flexibility, abdominal strength and endurance, upper-body strength and endurance, and cardiorespiratory endurance. Criterion-referenced standards were established specifically for Connecticut students through a formal standards-setting process using national and state data.

PROGRAMS

21C After School Extended Learning Programs

All schools sponsor a variety of after-school extended learning programs for students. These programs vary from school to school but may consist of after-school tutorials, enrichment classes, and sports programs. Students have opportunities to go on field trips, learn special skills, and serve as leaders in their school community through service and project based learning activities. These programs are limited by the availability of grant funds and donations. Information about programs is distributed throughout the school year and can be found online at norwichpublicschools.org/extendedlearning. Please contact your school office for information on programs available in your area. Other contacts include:

- Bishop Early Learning Center's Family Resource Center (860) 823-4205
- After School Extended Learning Program (at several district schools) (860) 934-1111

School Readiness

The School Readiness Council collaborates with Norwich Public Schools to provide support for spaces in early care programs in Norwich. School Readiness funding helps to support preschool classes. For more information contact Jenna Tenore, Norwich Public Schools, (860) 823-4201

STUDENT SERVICES

Preschool Program

The Norwich Public Schools Early Learning Centers serve eligible students who are three and four years old. The program is designed to make each child's school experience one that will foster positive self-esteem and a positive attitude toward learning. We do this by:

- Providing each child with a developmentally appropriate environment that will meet their individual needs and learning styles.
- Encouraging each child to think, reason, question and experiment.
- Respecting cultural, linguistic, and family diversity and individual differences of children and staff.
- And fostering communication and cooperation between parents and teachers in order to provide a meaningful environment in which children learn best.

Special Education

The Norwich Board of Education provides special education and student personnel services (speech and language counseling, etc.) to students who are identified as special education students and to those who are identified as disabled under Section 504 of the Rehabilitation Act.

If you believe that your child needs additional services to support his/her educational needs, you can request in writing, through a building principal, a Planning and Placement Team (PPT) meeting to review your concerns. Parents or guardians are notified five (5) days in advance by mail of the PPT meeting to discuss the referral. If the PPT determines that an evaluation is necessary, the responsibilities for the evaluations are assigned. A multidisciplinary evaluation must be conducted to determine eligibility. Within forty-five (45) school days, the completed evaluations are reviewed at the PPT meeting to determine eligibility. If the student is eligible, an Individualized Education Program (IEP) is developed and implemented. If the student is not eligible as a special education student, but does qualify for eligibility under Section 504 of the Rehabilitation Act, a plan is developed and implemented. 504 is a regular education service with accommodations for students who have a lifelong medical condition that impacts one of the major areas of life.

A team approach consisting of school staff, parents and administration is used in developing the educational plan.

Parents' rights for Procedural Safeguards and Due Process under the Individuals with Disabilities Education Act (IDEA) and parents' rights under Section 504 of the Rehabilitation Act are noted at every PPT meeting. Subsequent to identification under Section 504, parents' rights are recognized at each Section 504 meeting. The district maintains compliance under federal statute and regulations through the State Department of Education.

Social Support

The school social worker/counselor provides mental health services to students who have been identified in order to help students improve their functioning to achieve increased school success. The social worker provides crisis intervention and participates as a member of an interdisciplinary team including the school administrator(s), guidance counselors, school psychologist, and teachers to address student needs.

Elementary School Counseling

An education social worker/counselor employed by the Norwich Board of Education works with parents, staff, and others to help individual students. Students sometimes need assistance in order to make the most of their school experience. Students show their need for help in many ways: irregular

attendance, achievement that does not match a student's ability, fears or emotional distress. Please contact your student's teacher if you have concerns.

Middle School Counseling

The focus of the guidance program is to address the unique concerns of the middle school student. Services are designed to respond to the personal/social, career and educational needs of all students. Students and parents are encouraged to discuss school progress, adjustment, career, and academic goals with their counselors.

English Language Learners

Students whose dominant language is a language other than English and whose English proficiency assessment results indicate qualifying for EL services are identified as English Learners (ELs). Norwich Public Schools offers the families of identified ELs two types of programming: English for Speakers of Other Languages (ESOL) at all of our schools and/or Bilingual Programming at Teachers Global Studies Magnet Middle School (Spanish), Stanton (Spanish) and Uncas (Haitian Creole).

English to Speakers of Other Languages (ESOL)

The ESOL program provides targeted instruction in academic and social English, while respecting the dominant language and cultural values of the students and their families. Students may receive native language support in this program but the goal is developing academic and social English language proficiency in the domains of speaking, listening, reading and writing. ESOL students are assessed annually using the Language Assessment Scales (LAS) to measure their growth in acquiring English. Results are communicated with EL families in the Spring of each school year.

Bilingual Education Programs

The Bilingual program is a State mandated program that provides instruction or native language support in either Haitian Creole and English or Spanish and English. Emphasis is on developing and leveraging native language skills in order to facilitate learning English as well as grade level academic content so that bilingual students may fully participate in mainstream classrooms. If an EL student qualifies for and his/her parents agree to bilingual programming, the student will receive services from a bilingual certified teacher or by an ESOL certified teacher with the help of resources to support native language. Participation in bilingual programming is limited to 30 school months (although the State can grant extensions). Bilingual students are also assessed annually using the Language Assessment Scales (LAS) to measure their growth in acquiring English and their results are communicated with their families each Spring. Should a bilingual student reach the end of their 30 months, or has exhausted his/her extensions, they then become a student who receives Language Transition Support Services (LTSS) in the form of ESOL programming (as defined above).

Translation Services

Translation Services are provided to all parents/guardians upon request. In cases where a Norwich Public Schools staff translator is not available, or does not speak the language required, Language Line (a telephonic translation service) is used to facilitate communications between the district, school and home. Parents/Guardians are also encouraged to bring their own translators to meetings if they feel comfortable doing so.

Written information/letters sent from the administrative offices of Norwich Public Schools are currently translated into Spanish, Haitian Creole and Simplified Chinese. Translation of other school-based letters/documents [and for the translation of documents into other languages not mentioned above] Norwich Public Schools uses eWorld (a written translation service) to translate these documents to parents/families.

Title I

Students in Norwich are served by Title I federal funds. It is the largest federal program for education. The project supports programs in all seven elementary schools and two middle schools. These federal funds must be used to serve students who require remediation in their studies. The federal funds provided are above what the Board of Education normally provides for students. The school Parent Teacher Organization (PTO)/School Governance Council (SGC) reviews and provides feedback each year on the Title I program for each school. Each year the school has an open house. At the open house, parents will be provided with a description and explanation of the Title I programs available in the district, curriculum in use at the school, the forms of academic assessment used, the challenging State academic standards, and information regarding the importance of parental involvement. We welcome this opportunity to speak with families to inform you of the important work being done within our school. All families of students participating in Title I programs are encouraged to attend and participate.

HOMEWORK

Homework is a necessary reinforcement to classroom instruction, as well as a means by which independent study skills and curiosity can be fostered in the home. Homework assignments provide practice of basic skills already presented in class; opportunities to apply newly learned skills and concepts to a new situation and/or require students to engage in creative projects, which integrate many skills and concepts. Teachers will make adjustments for differences in students' abilities and learning styles. See Policy [#6154](#).

Guidelines for Homework

- Assigned with a purpose that is understood by both the teacher and student.
- Enhance learning, as homework projects need the reflective periods not possible in the classroom.
- Enhance social awareness, community appreciation, and other innovative activities and experiences.
- Acknowledged by the teacher as an integral part of a student's performance evaluation (i.e., checked, graded, credited) to monitor learning.
- Monitored by building principals to ensure each teacher's implementation of the homework policy.

SOCIAL MEDIA

DISTRICT

facebook.com/norwichpublicschools
twitter.com/norwichps
instagram.com/norwichpublicschools
youtube.com/user/norwichpublicschools

SCHOOLS

Early Learning Centers	facebook.com/norwichfc twitter.com/norwichfc
Huntington Elementary School	facebook.com/huntingtonele twitter.com/HuntingtonEle
Mahan Elementary School	facebook.com/mahanschool twitter.com/MahanEle
Moriarty Environmental Sciences Magnet Elementary School	facebook.com/MoriartyMagnet twitter.com/MoriartyEle
Stanton Elementary School	facebook.com/stantonele twitter.com/JohnBStanton
Uncas Elementary School	facebook.com/uncaselementary twitter.com/UncasEle
Veterans Memorial Elementary School	facebook.com/vetselementary twitter.com/VeteransEle
Wequonnoc Arts & Technology Magnet Elementary School	facebook.com/WequonnocMagnet twitter.com/WequonnocEle
Kelly STEAM Magnet Middle School	facebook.com/KellySTEAMMagnet twitter.com/KellySTEAMMag instagram.com/kellysteammagnet
TM Global Studies Magnet Middle School	facebook.com/TMGlobalStudiesMagnet twitter.com/TMGlobalStudies instagram.com/tmglobalstudiesmagnet
Norwich Regional Adult Education	facebook.com/NRAAdultEd

SCHOOL CONTACT INFORMATION

Telephone & FAX	School	Grade	Street Address
(860) 823-4201 (860) 823-4220 FAX	Bishop School Early Learning Center Jenna Tenore, Director Kristen Cavaliere, Assistant Director	Pre K	526 East Main Street Norwich, CT 06360
(860) 823-4204 (860) 823-4241 FAX	Samuel L. Huntington School Peter Fragola, Principal Susan Johnston, Assistant Principal	K-5	80 West Town Street Norwich, CT 06360
(860) 823-4205 (860) 823-4243 FAX	Thomas W. Mahan School Ashley Favello, Principal	PK-5	94 Salem Turnpike Norwich, CT 06360
(860) 823-4206 (860) 823-4246 FAX	Moriarty Environmental Sciences Magnet School Interim Principal, Principal Salman Hamid, Assistant Principal	K-5	20 Lawler Lane Norwich, CT 06360
(860) 823-4207 (860) 823-4250 FAX	John B. Stanton School Susan Lessard, Principal Carolina Mendez- Korczyński, Assistant Principal	K-5	386 New London Tpk. Norwich, CT 06360
(860) 823-4208 (860) 823-4251 FAX	Uncas School Peter Camp, Principal	K-5	280 Elizabeth St. Ext. Norwich, CT 06360
(860) 823-4209 (860) 823-4252 FAX	Veterans Memorial School Charity Wilson, Interim Principal	K-5	80 Crouch Avenue Norwich, CT 06360
(860) 823-4210 (860) 823-4253 FAX	Wequonnoc Arts and Technology Magnet School Zachary Maher, Principal	K-5	155 Providence Street Taftville, CT 06380
(860) 823-4211 (860) 892-4302 FAX	Kelly STEAM Magnet School Brandi Lumpris, Principal Nick Federici, Assistant Principal Shaylyn Kastanis, Assistant Principal Jonathan Miller, Assistant Principal Jennifer Brinker, Assistant Principal	6-8	25 Mahan Drive Norwich, CT 06360
(860) 823-4212 (860) 892-4277 FAX	Teachers' Memorial Global Studies Magnet School Rayna Northcutt, , Principal Gregory Ballassi, Assistant Principal Kimberly Childress, Assistant Principal William Holohan, Assistant Principal Joseph Fortier, Assistant Principal	6-8	15 Teachers Drive Norwich, CT 06360
(860) 892-4354 (860) 823- 4357 FAX	Norwich Transition Academy Thomas Dufort, Transition Specialist	HS	30 Case Street Norwich, CT 06360

Central Office (860) 823-4200	Student Services (860) 823-4214	Registration Center (860) 859-5015	Transportation (860) 823-4200	Food Services (860) 823-4214
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DISTRICT CALENDAR



NORWICH PUBLIC SCHOOLS 2022-2023 CALENDAR

BOE APPROVED:
3/8/22

24-25 New Teacher Orientation

26 **First Day: Staff** (Building Based PD)

29 Convocation/Staff PD

30 Staff PD

31 **First Day: Students (Early Release)**,
Hopes/Dreams Family Conferences
of student days = 1

1-2 **Early Release** (Students),
Hopes/Dreams Family Conferences

5 **No School: Labor Day**

13 BOE Meeting - 5:30 pm

of student days = 21

10 **No School: Indigenous Peoples Day**

11 BOE Meeting - 5:30 pm

of student days = 20

2-4 **Early Release: Family Conferences**

8 **No School: Staff PD (Regional), BOE Meeting - 5:30pm**

11 **No School: Veterans Day**

23-25 **No School: Thanksgiving Recess**

of student days = 17

13 BOE Meeting - 5:30 pm

22 **Early Release** (Staff & Students)

23-30 **No School: Holiday Recess**

of student days = 16

2 **No School: Holiday Recess**

10 BOE Meeting - 5:30 pm

16 **No School: MLK Day**

of student days = 20

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

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

14 BOE Meeting - 5:30 pm

20-21 **No School: Winter Recess**

22 **No School: Staff PD**

of student days = 17

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

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

7-9 **Early Release: Family Conferences**

10 **No School: Staff PD (Regional)**

14 BOE Meeting - 5:30 pm

of student days = 22

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

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

7 **No School: Good Friday**

10-14 **No School: Spring Recess**

18 BOE Meeting - 5:30 pm

of student days = 14

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

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

9 BOE Meeting - 5:30 pm

29 **No School: Memorial Day**

of student days = 22

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

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

13 BOE Meeting - 5:30 pm

14* **Last Day of School**
(ER for Staff & Students)

19 Juneteenth Day

*Days may be added due to weather closures

Total number of student days = 180

Key:

BOE: Board of Education, ER: Early Release, PD: Professional Development

Contact Translations Services at 860.823.6284 x2029 or ts@norwichpublicschools.org for translations in Spanish, Haitian Creole or Chinese. Para servicios de traducción contáctenos al 860.823.6284 x2029 o al correo ts@norwichpublicschools.org para traducciones en Español, Criollo Haitiano o Chino. 如果您需要翻譯服務，請撥打 860.823.6284 x2029 或者 ts@norwichpublicschools.org 可翻譯的語言有西班牙語、海地/海地克里奧爾語、和中文。Pou alyisen ki pale kreol seiman, si ou gen on dokiman ou bezwen tradwi, kontakte nou nan nimero sa 860.823.6284 x2029 ou byen sou entenet nan ts@norwichpublicschools.org Nou tradwi tou an panyol ak chinwa.



Norwich Public Schools 2022-2023 Calendário

24-25 Orientação de novos professores

26 Primeiro dia: pessoal (PD baseado em construção)

29 PD de convocação/equipe

30 funcionários PD

31 Primeiro dia: alunos (liberação antecipada), conferências familiares de esperanças/sonhos

dos dias do aluno = 1

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

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

14 Reunião do BOE - 17:30

20-21 sem escola: recesso de inverno

22 Nenhuma escola: pessoal PD

dos dias do aluno = 17

1-2 Liberação antecipada (estudantes), Conferências familiares de esperanças/sonhos

5 Nenhuma escola: Dia do Trabalho

13 Reunião do BOE - 17:30

de dias de estudante = 21

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

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

7-9 Lançamento precoce: Conferências Familiares

10 Nenhuma escola: pessoal da equipe (regional)

14 Reunião do BOE - 17:30

de dias de estudante = 22

10 Nenhuma escola: Dia das Povos Indígenas

11 Reunião do BOE - 17:30

de dias de estudante = 20

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

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

7 sem escola: sexta-feira boa

10-14 sem escola: recesso de primavera

18 Reunião do BOE - 17:30

dos dias do aluno = 14

2-4 Lançamento precoce: Conferências Familiares

8 Nenhuma escola: pessoal da equipe (regional), reunião do Boe - 17:30

11 Nenhuma escola: Dia das Veteranas

23-25 Sem escola: Recesso de Ação de Graças

dos dias do aluno = 17

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

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

9 Reunião do Boe - 17:30

29 Nenhuma escola: Memorial Day

de dias de estudante = 22

13 Reunião do BOE - 17:30

22 Lançamento antecipado (equipe e estudantes)

23-30 Sem escola: recesso de férias

de dias de estudante = 16

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

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

13 Reunião do BOE - 17:30

14º Último dia de aula (ER para funcionários e estudantes)

19 de junho do dia

*Os dias podem ser adicionados devido ao fechamento climático

Número total de dias dos alunos = 180

2 Sem escola: recesso de férias

10 Reunião do BOE - 17:30

16 Nenhuma escola: MLK Day

de dias de estudante = 20

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

Chave:
BOE Conselho de Educação, EE Lançamento antecipado, PD: Desenvolvimento Profissional

Entre em contato com os Serviços de Traduções em 860.823.6284 x2029 ou ts@norwichpublicschools.org para traduções em espanhol, catalão italiano ou chinês. Para Servicios de Traducción Contáctenos Al 860.823.6284 X2029 O Al CORREO TS@norwichpublicschools.org para traducciones en Español, Catalão Italiano o Chino. 如果您需要翻譯服務，請撥打 860.823.6284 x2029 或者 ts@norwichpublicschools.org 可翻譯的語言有西班牙語、海地/海地克里奧爾語、和中文。Pou alysyen ki pale kreol seiman, si ou gen on dokiman Ou Bezwen Tradwi, Kontakte nou Nan Nimerò SA 860.823.6284 x2029 Ou byen sou entènèt nan ts@norwichpublicschools.org nou tradwi fou um panyol ak chinwa.



Escuelas públicas de Norwich 2022-2023 Calendario

24-25 Nueva orientación del maestro

26 Primer día: personal (PD basado en edificios)

29 Convocatoria/Personal PD

PD de 30 empleados

31 Primer día: estudiantes (lanzamiento temprano), conferencias familiares de esperanzas/sueños

de días de estudiante = 1

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

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

14 reunión de BOE - 5:30 PM

20-21 NINGUNA ESCUELA: Receso de invierno

22 No escuela: personal pd

de días de estudiante = 17

1-2 Lanzamiento temprano (estudiantes), conferencias familiares de esperanzas/sueños

5 Sin escuela: Día del Trabajo

13 Reunión de BOE - 5:30 pm

de días de estudiante = 21

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

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

7-9 Lanzamiento temprano: conferencias familiares

10 Sin escuela: PD de personal (regional)

14 Reunión de BOE - 5:30 pm

de días de estudiante = 22

10 Sin escuela: Día de los Pueblos Indígenas

11 Reunión de BOE - 5:30 pm

de días de estudiante = 20

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

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

7 Sin escuela: Viernes Santo

10-14 sin escuela: receso de primavera

18 Reunión de BOE - 5:30 pm

de días de estudiante = 14

2-4 Lanzamiento temprano: Conferencias familiares

8 NO ESCUELA: Staff PD (regional)

11 NO ESCUELA: DÍA DE VETERANOS

23-25 NO ESCUELA: Receso de Acción de Gracias

de días de estudiante = 17

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

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

9 Reunión de BOE - 5:30 pm

29 Sin escuela: Día de los Caldas

de días de estudiante = 22

13 reunión de BOE - 5:30 PM

22 Lanzamiento temprano (personal y alumnos)

23-30 NO ESCUELA: Receso de vacaciones

de días de estudiante = 16

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

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

13 reunión de BOE - 5:30 PM

14 * Último día de la escuela (ER para el personal y los estudiantes)

19 Junio diecinueve

* Se pueden agregar días debido a clima.

Número total de días de estudiante = 180

2 NO ESCUELA: RECESO DE VACACIONES

10 reunión de BOE - 5:30 PM

16 NO ESCUELA: MLK DIA

de días de estudiante = 20

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

Leyenda:

BOE: Junta de Educación, Et: Lanzamiento anticipado, PD: Desarrollo profesional

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Lekòl Piblik Norwich 2022-2023 Kalandriye

24-25 Nouvo Oryanizasyon Pwofesè

26 premye jou: anplwaye (blding ki baze sou PD)

29 Konvokasyon/Anplwaye PD

30 Anplwaye PD

31 Premye jou: Elèv yo (age banè), espere/hèw konferans fanmi yo

nan jou elèv = 1

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

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

14 reynyan BOE - 5:30 pm

20-21 Pa gen lekòl: retireyasyon sezon fredi

22 Pa gen lekòl: Anplwaye PD

nan jou elèv = 17

1-2 Early Release (Elèv yo), Espwa/Rèw Fanmi Konferans

5 Pa gen lekòl: Jou Travay Labor Day

13 reynyan BOE - 5:30 pm

nan jou elèv = 21

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

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

7-9 Early Release: Konferans Fanmi

10 Pa gen lekòl: Anplwaye PD (Rejyonal)

14 reynyan BOE - 5:30 pm

nan jou elèv = 22

10 Pa gen lekòl: Jou pèp endèjan

11 Reynyan BOE - 5:30 pm

nan jou elèv = 20

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

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

7 Pa gen lekòl: Vandredi Sen

10-14 Pa gen lekòl: retireyasyon prentan

18 Reynyan BOE - 5:30 pm

nan jou elèv = 14

2-4 Early Release: Konferans Fanmi

8 Pa gen lekòl: Anplwaye PD (Rejyonal), Reynyan BOE - 5:30 pm

11 Pa gen lekòl: Jou Veteran

23-25 Pa gen lekòl: Royalite Jou Aksyon de Gras

nan jou elèv = 17

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

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

9 Reynyan BOE - 5:30 pm

29 Pa gen lekòl: Memorial Day

nan jou elèv = 22

13 reynyan BOE - 5:30 pm

22 Early Release (Anplwaye & Elèv yo)

23-30 Pa gen lekòl: retireyasyon jou ferye

nan jou elèv = 16

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

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

13 reynyan BOE - 5:30 pm

14^e Dènye jou lekòl la (E pou anplwaye & elèv yo)

19 Juneteenth Day

*Jou yo ka ajoute akòz fèmil move tan

Total kantite jou elèv = 180

2 Pa gen lekòl: retireyasyon jou ferye

10 reynyan BOE - 5:30 pm

16 Pa gen lekòl: MLK Day

nan jou elèv = 20

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

Et:

BOE: Komisyon Konsèy Edikasyon, ER: Early Release, PD: Devlopman Pwofesyonèl

Kontakte Tradikasyon Sèvis nan 860.823.6284 x2029 oswa ts@norwichpublicschools.org pou tradikasyon nan panyòl, lezyèl alyisyen oswa Chinwa. Para Servicios de Traducción contáctenos al 860.823.6284 x2029 o al correo ts@norwichpublicschools.org para traducciones en español, català mallorquí o chinés. 您 需 翻 譯 服 务， 请 打 电 话 860.823.6284 x2029 或 者 ts@norwichpublicschools.org 可 的 语 言 有 西 班 牙 语、 海 地/海 地 . 和 . . Ou Bezwen Tradwi, Kontakte Nou Nan Nimero SA 860.823.6284 x2029 OU BYEN SOU ENTENET Nan ts@norwichpublicschools.org Nou tradwi tou you panyòl ak Chinwa.



诺里奇公立学校2022-2023日历

24-25新教师介绍

26第一天:工作人员(基于建筑物的PD)

29会议/员工PD

30名员工PD

31第一天:学生(早期发行),希望/梦想家庭会议

#学生日= 1

1-2早期发行(学生),希望/梦想家庭会议

5没有学校:劳动节

13 BOE会议 - 下午5:30

学生日#= 21

10没有学校:土著人员日

11 BOE会议 - 下午5:30

#学生日= 20

2-4早期发行:家庭会议

8没有学校:工作人员PD(区域),BOE会议 - 下午5:30

11没有学校:退伍军人节

23-25没有学校:感恩节休会

学生日#= 17

13 BOE会议 - 下午5:30

22早期版本(员工和学生)

23-30没有学校:假期休息

#学生日= 16

2没有学校:假期休息

10 BOE会议 - 下午5:30

16没有学校:MLK日

#学生日= 20

八月 '22						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

二月 '23						
S	M	T	W	Th	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

14 BOE会议 - 下午5:30

20-21没有学校:春季休息

22没有学校:工作人员PD

学生日#= 17

九月 '22						
S	M	T	W	Th	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

三月 '23						
S	M	T	W	Th	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

7-9早期版本:家庭会议

10没有学校:工作人员PD(区域)

14 BOE会议 - 下午5:30

学生日#= 22

十月 '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

十月 '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

7没有学校:感恩节

10-14没有学校:春季休息

18 BOE会议 - 下午5:30

#学生日= 14

十一月 '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

五月 '23						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

9 BOE会议 - 下午5:30

29没有学校:阵亡将士纪念日

学生日#= 22

十二月 '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

六月 '23						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

13 BOE会议 - 下午5:30

14*上学的最后一天(员工和学生)的BOE

19*天19日

*由于天气关闭,可能会添加天数

学生天的总数= 180

一月 '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

钥匙:

BOE:教育委员会, 急修室:早期版本, PD:专业发展

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