

Regular Meeting
KILLINGLY BOARD OF EDUCATION
Wednesday, October 23, 2024
7:00 PM
KPS Central Office, 79 Westfield Avenue, Killingly, CT 06239
Conference Room A

AGENDA

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **BOARD SHOUT-OUTS**
4. **REPORT BY STUDENT BOARD MEMBERS**
5. **RECOGNITION OF VISITORS-** October 2024 Employee of the Month, Jeanne Sisko
6. **PUBLIC COMMENT-** *Members of the public are encouraged to share their thoughts with the Board of Education and are invited to do so during this segment of the meeting. 30 minutes will be allotted for public comment per meeting, limited to no more than 3 minutes , maximum per person. People wishing to speak must sign-up prior to the start of the meeting. When appropriate to do so, members of the Board and the administration may respond to comments. However, in consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.*
7. **BOARD CHAIRPERSON, COMMITTEE & LIAISON UPDATES**
 - A. Curriculum Committee
 - B. Facilities Committee
 - C. Fiscal Committee
 - D. Personnel Committee
 - E. Policy Committee
 1. Discussion and Possible Action of FIRST Reading of Policy #4000.1/5145.44 Personnel & Students Sexual Harassment/Title IX
 2. Discussion and Possible Action of FIRST Reading of Revised KPS Policy #5131 Student Conduct and Discipline
 3. Discussion and Possible Action of FIRST Reading of Policy #3542.43 Business/Non-Instructional Operation Food Service, Meal Charging
 - F. AdHoc Mascot Committee
 - G. AdHoc Bullying Committee

Continued

KILLINGLY BOARD OF EDUCATION
Wednesday, October 23, 2024
7:00 PM

8. SUPERINTENDENT'S UPDATE

- A. Athletics Update
- B. Attendance Update
- C. Discussion and Possible Action of Consolidated Title 1-A & Title II-A Grant
- D. Discussion and Possible Action of Consolidated Title III EL Grant
- E. Discussion and Possible Action of Title IV, Part A Grant
- F. Discussion and Possible Action for Board of Education to Establish Non-lapsing Fund

9. CONSENT AGENDA

- A. October 9, 2024 Board Meeting Minutes
- B. KHS Ski Club Trip Request starting Jan 2025 through March 2025.

10. ADJOURNMENT

It is with great pleasure that Killingly Public Schools recognize

OCTOBER 2024
Employee of the Month
Jeanne Sisko

It is with great pleasure that I recommend as the Goodyear Early Childhood Center Employee of the Month. Jeanne currently serves as a full-time classroom paraeducator and joined the Goodyear team in September 2004. That, in and of itself, is worthy of recognition however it is not just the quantity of years served, more importantly it is the **quality** of those years.

Jeanne first began her career at Goodyear supporting individual children with learning needs. Later, she easily moved into the role of a classroom paraeducator and brought all those specialized skills she had acquired to this new role, allowing many more children to flourish under her guidance.

Jeanne is a true professional-her dedication to Goodyear is apparent in her eagerness to learn new things, her attendance, and her mentorship to fellow paraeducators beginning their careers with us. Children's safety and learning are Jeanne's priorities; "*Great Things Happen Here*" because of staff like her.

Thank you for this opportunity to publicly recognize and thank Jeanne for her twenty years of dedication to the children, families, and staff of the Goodyear Early Childhood Center, and hopefully many more!

Respectfully Submitted,

Sally Sherman
Principal, Goodyear Early Childhood Center
Director, Killingly Family Resource Center
Killingly Public Schools

On behalf of the Board of Education, we commend you for your dedication to Killingly Public Schools.

Susan Lannon
Board of Education Chairperson

Dr. Susan Nash
Superintendent of Schools

CABE's mandated revised policy to consider

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace

Nondiscrimination Policy, Notices of Nondiscrimination, and Grievance Procedures (under the 2024 Amendments to the U.S. Department of Education's Title IX Regulations) Prohibition of Sex Discrimination and Sexual Harassment (Sex-based Harassment) in the Workplace

Statement of Policy

Pursuant with 2024's Title IX "Final Rule," The Killingly Public Schools ("the District") prohibits any form of sex-based discrimination or sex-based harassment in all Board of Education ("the Board") programs and activities. All students, staff, and third parties under the Board's authority are expected to follow this policy to maintain a work and educational environment free from sex-based harassment, insults, or intimidation on the basis of sex stereotypes, sex characteristics, sexual orientation, gender identity, and pregnancy or related conditions.

Conduct that may constitute a violation of the Board's policy includes those occurring under the District's education program or activity in the U.S., including conduct that is subject to the District's disciplinary authority. The District shall address matters that create a sex-based hostile environment under its education program and activity, even when some conduct alleged to be contributing to the hostile environment occurred outside the education program or activity or outside the U.S.

Any employee or student who engages in conduct prohibited by this Policy shall be subject to disciplinary action, up to and including termination or expulsion, respectively. Third parties who engage in conduct prohibited by this policy will be subject to other sanctions, which may include exclusion from Board property and/or subject to civil and criminal penalties. All district employees are required to notify the District's Title IX Coordinator when the employee has information about conduct that reasonably may constitute sex discrimination and sex-based discrimination.

The Board shall not adopt or implement a policy/practice/procedure regarding, or discriminating in its education program or activity against any student or employee based on the student's/employee's current, potential, or past parental, family, or marital status that treats students/employees differently on the basis of sex. The District shall ensure that when students or parents tell an employee of a student's pregnancy or related conditions unless the employee reasonably believes the Title IX Coordinator has been notified, the employee shall promptly provide the Title IX Coordinator's contact information and inform the person that the Coordinator can coordinate specific actions to prevent discrimination and ensure access. The District shall provide the student with information about the District's obligations, reasonable modifications, voluntary access to a separate comparable portion of the program/activity/or voluntary leaves of absence, and lactation space.

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace

Statement of Policy (continued)

The Superintendent of Schools shall develop Administrative Regulations (“Grievance Procedures”) implementing this policy in accordance with Title IX, Title VII, and Connecticut law. The Grievance Procedures shall provide for adequate, reliable, and impartial investigation for all sex discrimination complaints, with specific requirements regarding evidence, response, and privacy.

Definitions (Referenced in the District’s Grievance Procedures)

Sex Discrimination: occurs when an employer refuses to hire, discipline, or discharge any individual or otherwise discriminates against an individual with respect to his, her, their compensation, terms, conditions, or privileges of employment on the basis of the individual’s sex or gender identity. Sex discrimination (sex-based discrimination) also occurs when a person, because of the person’s sex or gender identity, is denied participation in or the benefits of any education program or activity receiving federal financial assistance.

Sexual Harassment under Title IX and Connecticut Law: means conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the Board conditioning the provision of aid, benefit, or service of the Board on an individual’s participation in unwelcome sexual conduct. (i.e., quid pro quo) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the Board’s education programs or activities. Such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile, or offensive working environment; or
3. “**Sexual Assault**” as defined in 20 U.S.C. 1092(f)(6)(A)(v), “**dating violence**” as defined in 34 U.S.C 1229(a)(10), “**domestic violence**” as defined in 34 U.S.C. 12291(a)(8), or “**stalking**” as defined in 34 U.S.C 12291 (a)(30).

Sexual Harassment under Title VII and Connecticut Law: means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment;

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace

Definitions (Referenced in the District's Grievance Procedures) (continued)

2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.

Title IX Coordinator is the person designated and authorized to coordinate the District's efforts to comply with its responsibilities under Title IX (2024 Final Rule) and the regulations. If the District has more than one Title IX Coordinator, it must designate one of its Coordinators to retain ultimate oversight over those responsibilities and ensure the District's consistent compliance with its responsibilities under Title IX. As appropriate, the District may delegate, or permit the Title IX Coordinator to delegate specific duties to one or more designees.

Complainant means:

1. A student or employee who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX or its regulations; or
2. A person other than a student or employee who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX or its regulations and who was participating or attempting to participate in the District's education program or activity at the time of the alleged sex discrimination.

Complaint means an oral or written request to the District that objectively can be understood as a request for the District to investigate and make a determination about alleged discrimination under Title IX or its regulations.

Disciplinary sanctions mean consequences imposed on a respondent following a determination under Title IX that the respondent violated the District's prohibition on sex discrimination.

Party means a complainant or respondent.

Relevant means related to the allegations of sex discrimination under investigation as part of these grievance procedures. Questions are relevant when they seek evidence that may aid in showing whether the alleged sex discrimination occurred, and evidence is relevant when it may aid a decision maker in determining whether the alleged sex discrimination occurred.

Remedies means measures provided, as appropriate, to a complainant or any other person the recipient identifies as having had their equal access to the District's education program or activity limited or denied by sex discrimination. These measures are provided to restore or preserve that person's access to the recipient's education program or activity after the District determines that sex discrimination occurred.

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace

Definitions (Referenced in the District's Grievance Procedures) (continued)

Respondent means a person who is alleged to have violated the District's prohibition on sex discrimination.

Retaliation means intimidation, threats, coercion, or discrimination against any person under Board control, a student, or an employee or other person authorized by the Board to provide aid, benefit, or service under the District's education program or activity, for the purpose of interfering with any right or privilege secured by Title IX or its regulations, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under the Title IX regulations.

Sex-based harassment is a form of sex discrimination and means sexual harassment and other harassment on the basis of sex, including on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity, that is:

1. **Quid pro quo harassment.** An employee, agent, or other person authorized by the recipient to provide an aid, benefit, or service under the recipient's education program or activity explicitly or impliedly conditioning the provision of such aid, benefit, or service on a person's participation in unwelcome sexual conduct;
2. **Hostile environment harassment.** Unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from a District education program or activity (i.e., creates a hostile environment). Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of the following:
 - a. The degree to which the conduct affected the complainant's ability to access the recipient's education program or activity;
 - b. The type, frequency, and duration of the conduct;
 - c. The parties' ages, roles within the District's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
 - d. The location of the conduct and the context in which the conduct occurred; and
 - e. Other sex-based harassment in the District's education program or activity; or
3. **Specific offenses.**
 - a. Sexual assault meaning an offense classified as a forcible or non-forcible sex offense under the uniform crime system of the Federal Bureau of Investigation;
 - b. Dating violence meaning violence committed by a person:

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace

Definitions (Referenced in the District's Grievance Procedures) (continued)

- i. Who is or has been in a relationship of a romantic or intimate nature with the victim; and
- ii. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - 1. The length of the relationship;
 - 2. The type of relationship; and
 - 3. The frequency of interaction between the persons involved in the relationship.
- c. Domestic violence meaning felony or misdemeanor crimes committed by a person who:
 - i. Is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction of the recipient, or a person similarly situated to a spouse of the victim;
 - ii. Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
 - iii. Shares a child in common with the victim; or
 - iv. Commits acts against youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.
- d. Stalking meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
 - i. Fear for the person's safety or the safety of others; or
 - ii. Suffer substantial emotional distress.

Supportive measures means individualized measures offered as appropriate, as reasonably available, without unreasonably burdening a complainant or respondent, not for punitive or disciplinary reasons, and without fee or charge to the complainant or respondent to:

- 1. Restore or preserve that party's access to the District's education program or activity, including measures that are designed to protect the safety of the parties or a school's educational environment; or
- 2. Provide support during the District's grievance procedures or during an informal resolution process.

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace
Definitions (Referenced in the District's Grievance Procedures) (continued)

Confidential employees are those whose communications are privileged or confidential under federal or state law and whom the District has designated as confidential for the purpose of providing services to persons related to sex discrimination. “**Confidential employees**” are required to explain to any person informing them of conduct that reasonably may constitute sex discrimination (1) their confidential status and circumstances in which they are not required to notify the Title IX Coordinator about conduct that reasonably may constitute sex discrimination; (2) how to contact the Title IX Coordinator and to make a complaint; and (3) that the Title IX Coordinator may be able to offer and coordinate supportive measures and initiate an informal resolution process/investigation. The District shall notify all participants in its program or activity of how to contact confidential employees, if any.

Prohibition Against Retaliation

The District expressly prohibits intimidation, threats, coercion, or discrimination against any person by the District, a student, an employee, or other person authorized by the District to provide aid, benefit, or service under the District's education program or activity, for the purpose of interfering with any right or privilege secured by Title IX or its regulations, or because the person has reported information, made a complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under the Title IX regulations. When the District has information about conduct that reasonably may constitute retaliation under Title IX or this part, the District will respond promptly and effectively within its Title IX framework.

Reporting Sex Discrimination, Sexual Harassment, or Sex-Based Harassment

The Board expressly encourages victims of sex discrimination, sexual harassment, or sex-based harassment to report such claims. Employees are encouraged to report complaints promptly in accordance with the appropriate process established in the grievance procedures provided in the Administrative Regulations

Employee violations of this Policy will not be permitted and may result in discipline, up to and including termination. Individuals who engage in acts of sex discrimination or sexual or sex-based harassment may also be subject to civil and criminal penalties.

The district administration will provide training to the Title IX Coordinator, those who may serve in the role of investigators, decision-makers, and any person who facilitates an informal resolution process. Training shall include the definition of sex and sex-based discrimination and sexual and sex-based harassment, the scope of the Board's education program and activity, how to conduct an investigation and implement the grievance process, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest and bias.

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace

Reporting Sex Discrimination, Sexual Harassment, or Sex-Based Harassment (continued)

The Administration will periodically provide training to all Board employees on the topic of sex and sex-based discrimination and sexual and sex-based harassment under Title IX, Title VII, and Connecticut law, which includes but not be limited to when reports of discrimination and harassment must be made. The Administration will distribute this Policy and the Administrative Regulations to employees, union representatives, students, parents, and legal guardians and make the Policy and the Administrative Regulations available on the Board's website to promote an environment free from sex and sex-based discrimination and sexual and sex-based harassment. Administration will make the training materials used to provide these trainings publicly available on the Board's website.

The District Title IX Coordinator is Kim Burnham. Any individual may make a report of sex and sex-based discrimination and/or sexual and sex-based harassment to the Title IX Coordinator using any one or multiple of the following points of contact:

- 79 Westfield Avenue, Killingly, CT
- kburnham@killinglyschools.org
- 860 779-6795

Any Board employee in receipt of allegations of sex or sex-based discrimination or sexual or sex-based harassment or in receipt of a formal complaint shall immediately forward such information to the Title IX Coordinator. Board employees may also make a report of sex or sex-based discrimination or sex-based harassment to the U.S. Department of Education: Office of Civil Rights, Boston Office, U.S. Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921 (Telephone: 617-289-0111).

Employees may also report sex or sex-based discrimination and/or sexual or sex-based harassment to the Connecticut Commission on Human Rights and Opportunities, 450 Columbus Boulevard, Hartford, CT 06103-1835 (Telephone: 860-541-3400 or Connecticut Toll-Free Number: 1-800-477-5737).

Notice of Non-Discrimination

The Killingly Board of Education (the "Board") is obligated to provide an educational environment free from discrimination on the basis of sex and, therefore, prohibits any form of sex discrimination in any education program or activity that it operates, pursuant to Title IX (Final Rule, August 1, 2024). Therefore, the Board assigns the task of providing a notice of nondiscrimination to the Superintendent of Schools. Such discrimination or harassment prohibition includes students, staff, or third parties under the Board's authority.

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace

Notice of Non-Discrimination (continued)

This notice is to be disseminated to students, parents, guardians, or other authorized legal representatives of elementary school and secondary school students, employees, applicants for employment, and all unions and professional organizations holding bargaining agreements with the District.

In addition to the above attestation, the notice of nondiscrimination shall direct all inquiries regarding Title IX to the District Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. This notice shall include the name and title, office address, email address, and telephone number of the District Title IX Coordinator. This notice shall also include that the District's nondiscrimination policy and grievance procedures can be located at (include the link and location(s) to the District website). Finally, the notice shall include language that encourages those needing to report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX; please refer to <https://www.killinglyschools.org/family-info>

To ensure full compliance, the Superintendent shall prominently include all elements of the Board's notice of nondiscrimination on the District website and in each handbook, catalog, announcement, bulletin, and application form that the District makes available to people entitled to notice or which are otherwise used in connection with the recruitment of employees. Minimally, such notice shall be covered in the following statement:

Pursuant to Title IX's 2024 Final Rule, the Killingly Public School District does not discriminate on the basis of sex and prohibits sex discrimination in any educational program or activity that it operates, as required by Title IX and its regulations, including in admission and employment.

Inquiries about Title IX may be referred to the Killingly Public School District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. The Killingly Public School District Title IX Coordinator is Kim Burnham and can be reached the following ways:

Kim Burnham, Title IX Coordinator
79 Westfield Avenue, Killingly, CT 06239
kburnham@killinglyschools.org
860 779-6795

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace

Notice of Non-Discrimination (continued)

The Killingly Public School District's nondiscrimination policy and grievance procedures can be located <https://www.killinglyschools.org/family-info>.

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to <https://www.killinglyschools.org/family-info>.

Due to the format or size limitations of various publications, the District may instead include in those publications the information covered in the following statement:

The Killingly Public Schools prohibits sex discrimination in any educational program or activity that it operates. Individuals may report concerns or questions to the Title IX Coordinator. The notice of nondiscrimination is located at <https://www.killinglyschools.org/family-info>.

In developing administrative regulations conforming with 2024's Title IX Final Rule Regulations, the superintendent shall ensure the grievance procedures provide vital protections from all forms of sex-based harassment, including sexual violence and unwelcome sex-based conduct that creates a hostile environment by limiting or denying a person's ability to participate in or benefit from a school's education program or activity.

District schools are required to take prompt and effective action to end any sex discrimination in their education programs and activities, prevent its recurrence, and remedy its effects. To that end, the Board shall require and support the training of employees about the school's obligation to address sex discrimination and the employee's obligation to notify or provide contact information for the Title IX Coordinator.

Prohibition Against Retaliation

The District expressly prohibits intimidation, threats, coercion, or discrimination against any person by the District, a student, an employee, or other person authorized by the District to provide aid, benefit, or service under the District's education program or activity, for the purpose of interfering with any right or privilege secured by Title IX or its regulations, or because the person has reported information, made a complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under the Title IX regulations. When the District has information about conduct that reasonably may constitute retaliation under Title IX or this part, the District will respond promptly and effectively within its Title IX framework.

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace (continued)

Reporting Sex Discrimination, Sexual Harassment, or Sex-Based Harassment

The Board expressly encourages victims of sex discrimination, sexual harassment, or sex-based harassment to report such claims. Employees are encouraged to report complaints promptly in accordance with the appropriate process established in the grievance procedures provided in the Administrative Regulations

Employee violations of this Policy will not be permitted and may result in discipline, up to and including termination. Individuals who engage in acts of sex discrimination or sexual or sex-based harassment may also be subject to civil and criminal penalties.

Legal Reference: United States Constitution, Article XIV
 Civil Rights Act of 1964, Title VII, 42 U.S.C. S2000-e2(a).
 Equal Employment Opportunity Commission Policy Guidance
 (N-915.035) on Current Issues of Sexual Harassment, Effective 10/15/88.
 Title IX of the Education Amendments of 1972, 20 USCS §1681, *et seq.*
 Title IX of the Education Amendments of 1972, 34 CFR §106, *et seq.*
 Title IX Final Rule, 34 CFR §106.45, *et seq.*, May 6, 2020
 34 CFR Section 106.8(b), OCR Guidelines for Title IX.
 Definitions, OCR Guidelines on Sexual Harassment, Fed. Reg. Vol 62, #49,
 29 CFR Sec. 1606.8 (a0 62 Fed Reg. 12033 (March 13, 1997) and 66 Fed.
 Reg. 5512 (January 19, 2001)
 The Clery Act, 20 U.S.C. §1092(f)
 The Violence Against Women Act, 34 U.S.C. §12291(a)
 Mentor Savings Bank, FSB v. Vinson 477 US.57 (1986)
 Faragher v. City of Boca Raton, No. 97-282 (U.S. Supreme Court, June
 26,1998)
 Burlington Industries, Inc. v. Ellerth, No. 97-569, (U.S. Supreme Court,
 June 26,1998)
 Gebbs v. Lago Vista Indiana School District, No. 99-1866, (U.S.
 Supreme Court, June 26,1998)
 Davis v. Monro County Board of Education, No. 97-843, (U.S. Supreme
 Court, May 24, 1999.)

Personnel -- Certified/Non-Certified/Students

Sexual Harassment/Title IX

Prohibition of Sex Discrimination and Sexual Harassment in The Workplace

Legal References: (continued)

Connecticut General Statutes

46a-60 Discriminatory employment practices prohibited.

Conn. Agencies Regs. §46a-54-200 through §46a-54-207

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

P.A. 19-16 An Act Combatting Sexual Assault and Sexual Harassment

Title IX, Final Rule, August 1, 2024

FIRST READING**P5131(a)****Students****Conduct and Discipline**

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

Areas of Responsibility

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

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

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

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

I. Definitions

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

Students

Conduct and Discipline

Definitions (continued)

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

Students
Conduct and Discipline
Definitions (continued)

- H. **In-School Suspension** means an exclusion from regular classroom activity for no more than ~~ten (10)~~ **five (5)** consecutive school days, but not exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. **Such suspensions shall be served in any school building under the jurisdiction of the Board of Education.** No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty(50) days in one (1) school year, whichever results in fewer days of exclusion.
- I. **Martial Arts Weapon** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.
- J. **Removal** is the exclusion of a student from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond ninety(90) minutes.
- K. **School Days** shall mean days when school is in session for students.
- L. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
- M. **Seriously Disruptive of the Educational Process**, as applied to off-campus conduct, means any conduct that markedly interrupts or severely impedes the day-to-day operation of a school.
- N. **Suspension** means the exclusion **from school privileges or from transportation services, provided such exclusion shall not extend beyond the end of the school year in which suspension was imposed. An out-of-school suspension for students in grades 3-12 shall not exceed ten days. An out-of-school suspension imposed for children in preschool to second grade shall not exceed five days.** ~~of a student from school and/or transportation services for not more than ten (10) consecutive school days, provided such suspension shall not extend beyond the end of the school year in which such suspension is imposed;~~ and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below.
- O. **Weapon** means any BB gun, any blackjack, any metal or brass knuckles, any police baton or nightstick, any dirk knife or switch knife, any knife having an automatic spring release devise by which a blade is released from the handle, having a blade of over one and one-half inches in length, any stiletto, any knife the edged portion of the blade of which is four inches and over in length, any martial arts weapon or electronic defense weapon, or any other dangerous or deadly weapon or instrument, unless permitted by law under section 29-38 of the Connecticut General Statutes.

Students

Conduct and Discipline

Definitions (continued)

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

II. Scope of the Student Discipline Policy

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

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

B. Conduct off School Grounds:

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

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

Students

Conduct and Discipline

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

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

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

Students

Conduct and Discipline

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

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

Students

Conduct and Discipline

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

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

Students

Conduct and Discipline

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

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

Students

Conduct and Discipline

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

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

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

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

Students

Conduct and Discipline

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

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

IV. Procedures Governing Removal

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

V. Procedures Governing Suspension

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

Students

Conduct and Discipline

Procedures Governing Suspension (continued)

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

Students

Conduct and Discipline

Procedures Governing Suspension (continued)

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

Students

Conduct and Discipline Procedures Governing Suspension (continued)

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

VI. Procedures Governing In-School Suspension

- A. The Principal or designee may impose in-school suspension in cases where a student's conduct endangers persons or property, violates school policy, seriously disrupts the educational process or in other appropriate circumstances as determined by the Principal or designee.
- B. In-school suspension may not be imposed on a student without an informal hearing by the building Principal or designee.
- C. In-school suspension may be served in the school attended by the student regularly attends or in any school building under the Board's jurisdiction.
- D. No student shall be placed on in-school suspension more than fifteen (15) times or for a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.
- E. The maximum of an in-school suspension (ISS) is 5 consecutive days.
- F. The parents or guardian of any minor student placed on an in-school suspension shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the period of the in-school suspension.

Students

Conduct and Discipline

VII. Expulsion Recommendation Procedure

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

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

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

Students

Conduct and Discipline

Expulsion Recommendation Procedure (continued)

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

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

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

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

VIII. Procedures Governing Expulsion Hearing

A. Emergency Exception

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

Students

Conduct and Discipline

Procedures Governing Expulsion Hearing (continued)

B. Hearing Panel

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

C. Hearing Notice

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

Students

Conduct and Discipline

Hearing Notice (continued)

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

D. Hearing Procedures

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

Students

Conduct and Discipline

Hearing Procedures (continued)

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

Students

Conduct and Discipline

Hearing Procedures (continued)

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

Students

Conduct and Discipline

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

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

F. Stipulated Agreements

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

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

Students

Conduct and Discipline

IX. Alternative Educational Opportunities for Expelled Students

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

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

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

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

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

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

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

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

Students

Conduct and Discipline

Alternative Educational Opportunities for Expelled Students (continued)

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

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

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

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

X. Notice of Student Expulsion on Cumulative Record

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

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

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

Students

Conduct and Discipline

Notice of Student Expulsion on Cumulative Record (continued)

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

XI. Change of Residence During Expulsion Proceedings

A. Student moving into the school district:

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

B. Student moving out of the school district:

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

Students

Conduct and Discipline

Notice of Student Expulsion on Cumulative Record (continued)

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

A. Suspension of IDEA students:

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

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

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

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

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

Students

Conduct and Discipline

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

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

C. Transfer of IDEA students for Certain Offenses:

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

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

Students

Conduct and Discipline

Transfer of IDEA students for Certain Offenses: (continued)

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

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

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

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

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

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

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

Students

Conduct and Discipline

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

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

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

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

Students

Conduct and Discipline

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

XV. Early Readmission to School

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

XVI. Dissemination of Policy

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

XVII. Compliance with Documentation and Reporting Requirements

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

Students

Conduct and Discipline

Legal References:

Connecticut General Statutes:

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

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

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

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

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

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

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

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

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

Federal law:

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

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

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

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

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

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

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

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

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

Public Act 24-45 An Act Concerning Education Mandate Relief, School Discipline and Disconnected Youth, Sections 13-14

Public Act 24-93 An Act Concerning Various and Assorted Revisions to the Education Statutes, Section 11 and Section 12

Policy adopted: December 9, 2015
Revised/adopted: Oct. 23, 2019
Revised/adopted:

KILLINGLY PUBLIC SCHOOLS
Killingly, CT 06239

REVISED POLICY**MEAL CHARGING POLICY**

The Killingly Board of Education (the “Board”) recognizes the importance of providing nutritious food to students in the Killingly Public Schools (the “District”).

The Board is a sponsor of the United States Department of Agriculture (USDA) Food and Nutrition Services’ Child Nutrition Programs, including the National School Lunch Program (NSLP) and the School Breakfast Program (SBP), and the District shall adhere to the federal and state guidelines and regulations pertaining to these school Child Nutrition Programs. In accordance with federal law, the Board will make a public announcement and notify parents and guardians of the eligibility criteria for free and reduced price meals and provide information regarding how a household may make an application for these benefits. Such notice and application will generally be distributed at the beginning of each school year.

Charging Meals

The District uses an automated prepayment system for student meal accounts. Students whose accounts have insufficient funds, and who do not bring a meal or other funds to school to pay for meals, may charge meals to their meal accounts. Students will be informed of their right to purchase a meal, which excludes a la carte items, for any school breakfast, lunch or other meal offered by the District, even if the student’s account has insufficient funds.

The Board realizes that funds from the non-profit school food service account, according to federal regulations, cannot be used to cover the cost of charged meals that have not been paid.

Moreover, federal funds are intended to subsidize the meals of children and may not be used to subsidize meals for adults, (teachers, staff, visitors.) Adults are not allowed to charge meals and a la carte items foods and beverages and shall pay for such meals at the time of service or through prepaid accounts.

The Board prohibits publicly identifying or shaming a student for any unpaid meal charges, including, but not limited to, the following:

- Delaying or refusing to serve a meal to such student;
- Designating a specific meal option for the student; or
- Otherwise taking any disciplinary action against the student.

Collection of Unpaid Meal Charges

The District’s efforts to recover from households money owed due to the charging of meals must not have a negative impact on the children involved and shall focus primarily on the adults in the household responsible for providing funds for meal purchases. The District shall consider whether the benefits of potential collections outweigh the costs that would be incurred to achieve those collections.

For purposes of this policy, “delinquent debt” means unpaid meal charges.

MEAL CHARGING POLICY

Collection of Unpaid Meal Charges (continued)

The District will contact the parents/guardians of students who charge meals to their meal accounts in order for the District to collect the delinquent debt. The first such communication will be a written communication, by mail or e-mail, after **\$15.00** of meal(s) have been charged. Subsequent written and verbal communications with parents/guardians concerning delinquent debt will be made by the building administrator or designee, as may be necessary and appropriate. All communications regarding unpaid meal charges shall be made directly and discreetly to parents/guardians. Written communications with parents/guardians regarding collection of a student's unpaid meal charges shall include ***information on applying for free or reduced price meals, information*** on local food pantries and the Connecticut Department of Social Services' supplemental nutrition assistance program, and a link to the District's or Town's website that lists any community services available. **to Town residents.**

In the event a student's unpaid meal charges are equal to or more than the cost of thirty (30) meals, the parents/guardians of such student will be referred to the District's McKinney-Vento Act homeless education liaison.

The Board shall comply with applicable federal and state laws and other federal or state requirements concerning the collection of unpaid meal charges, ***including but not limited to requirements relating to delinquent debt and "bad debt," as defined by federal law, and record-keeping relating thereto.***

By June 30 of each year the meal debt must be reimbursed by the Board of Education funds and not the nonprofit school food service account.

The Board may accept gifts, donations or grants from any public or private sources for the purpose of paying off any unpaid charges for school lunches, breakfasts or other such feeding.

Dissemination of Policy

This policy shall be provided in writing to all households at the start of each school year and to households transferring to the District during the school year. This policy shall be provided to all District staff responsible for its enforcement. In addition, school social workers, nurses, the homeless liaison, and other staff members assisting children in need or who may be contacted by families with unpaid meal charges shall be informed of this policy.

The District shall maintain, to the extent required by law, documentation of the methods used to communicate this policy to households and District staff responsible for policy enforcement.

The District shall provide this policy to the Connecticut State Department of Education during Administrative Reviews.

The Superintendent or designee may, if necessary and appropriate, develop administrative regulations in furtherance of this policy.

MEAL CHARGING POLICY

Legal References:

State law:

Connecticut General Statutes

10-215 Lunches, breakfasts and other feeding programs for public school children and employees.

State of Connecticut, Department of Education, School Health, Nutrition and Family Services Operational Memorandum No. 11-22, "Connecticut Statutory Requirements for Unpaid Meal Charges in Public Schools," June 15, 2022.

State of Connecticut, Department of Education, Bureau of Health/Nutrition, Family Services and Adult Education Operational Memorandum No. 4-17, "Guidance on Unpaid Meal Charges and Collection of Delinquent Meal Payments," Nov. 2, 2016.

Federal law:

7 C.F.R. Part 210 National School Lunch Program.

7 C.F.R. Part 220 School Breakfast Program.

7 C.F.R. Part 245 Determining Eligibility for Free and Reduced Price Meals and Free Milk in Schools.

U.S. Department of Agriculture, Food and Nutrition Service, Policy Memo SP 46-2016, "Unpaid Meal Charges: Local Meal Charge Policy," July 8, 2016.

U.S. Department of Agriculture, Food and Nutrition Service, Policy Memo SP 47-2016, "Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments," July 8, 2016.

U.S. Department of Agriculture, Food and Nutrition Service, Policy Memo SP 57-2016, "Unpaid Meal Charges: Guidance and Q&A," Sept. 16, 2016.

Policy Approved : June 28, 2017
Revised/Approved:

KILLINGLY PUBLIC SCHOOLS
Killingly, CT 06239



CONNECTICUT STATE DEPARTMENT OF EDUCATION

eGMS Home
Administer
Search
Reports
Inbox
Monitoring
Application Supplement
Funding Application
Fund Requests
Expenditure Reports
Grant Summary
LEA Document Library
Address Book
CSDE Resources
Information for this Page
Request Help
eGMS Sign Out

Guiot, Jeffrey

Production Site

Session Timeout
(Hide Timer)
00:59:57

Title I Part A Budget

Killingly School District (0000000069-00) Public School District - FY 2025 - Consolidated - Title I-A and Title II-A (20679, 20858) - Rev 0 - Title I Part A (20679)

[Download Budget Data](#)

View All Object

		Total
View	100 - Personal Services > Salaries	\$507,443.06
View	200 - Personal Services > Employee Benefits	\$97,545.84
View	300 - Purchased Professional and Technical Services	\$0.00
View	400 - Purchased Property Services	\$0.00
View	500 - Other Purchased Services	\$0.00
View	600 - Supplies	\$932.10
View	700 - Property	\$0.00
View	800 - Debt Service and Miscellaneous	\$0.00
View	917 - Indirect Costs	\$0.00

Total	\$605,921.00
Allocation	\$605,921.00
Remaining	\$0.00



CONNECTICUT STATE DEPARTMENT OF EDUCATION

eGMS Home

Administer

Search

Reports

Inbox

Monitoring

Application Supplement

Funding Application

Fund Requests

Expenditure Reports

Grant Summary

LEA Document Library

Address Book

CSDE Resources

Information for this
Page 0

Request Help

eGMS Sign Out

Guiot, Jeffrey

Production Site

Session Timeout

(Hide Timer)

00:59:56

Title II Part A Budget

Killingly School District (0000000069-00) Public School District - FY 2025 - Consolidated - Title I-A and **Title II-A (20679, 20858) - Rev 0 - Title II Part A (20858)**

Go To

[Download Budget Data](#)

View All Object

		Total
View	100 - Personal Services > Salaries	\$4,200.00
View	200 - Personal Services > Employee Benefits	\$121.80
View	300 - Purchased Professional and Technical Services	\$69,034.59
View	400 - Purchased Property Services	\$0.00
View	500 - Other Purchased Services	\$0.00
View	600 - Supplies	\$2,885.61
View	700 - Property	\$0.00
View	800 - Debt Service and Miscellaneous	\$0.00
View	914 - Internal Transfers - Must specify grant(s) to which funds are being transferred. Provide transferred amounts for each grant.	\$0.00
View	917 - Indirect Costs	\$0.00
Total		\$76,242.00
Allocation		\$76,242.00
Remaining		\$0.00

Go To

Consortia Participant Grant Budget Narrative

Name of Applicant District

AND Consortium: Killingly/EASTCONN Town Code: 069

Title III, Part A – English Language Acquisition (20868)

Directions:

- 1) Provide a separate budget narrative for each grant.
- 2) Under code 100, differentiate between various salary groups. Include the number of full-time employee(s) (FTE) for each position.

<input checked="" type="checkbox"/> Title III, Part A – English Language Acquisition (20868)			
CODE	OBJECT	AMOUNT	
		Public	Non-Public
100	PERSONAL SERVICES – SALARIES Amounts paid to both permanent and temporary grantee employees, including personnel substituting for those in permanent positions. This includes gross salary for personal services rendered while on the payroll of the grantees. Expenditures for administrative costs may not exceed 2 percent of the total grant. Differentiate between administrative and instructional salaries. (Include the number of FTE(s) for each position, such as: teachers, paraprofessionals and tutors, etc.) Specify under each category.	\$6162.57	\$
	<u>Administrators:</u> _____ (FTE) Coordinators <u>Teachers:</u> _____ (FTE) Full-Day Kindergarten _____ (FTE) Reading Teachers _____ (FTE) Math Teachers _____ (FTE) Other (please specify) <u>Other:</u> _____ (FTE) Paraprofessionals <u>.4</u> (FTE) Tutors (if on LEA Payroll)		
200	PERSONAL SERVICES – EMPLOYEE BENEFITS Amounts paid by the grantee on behalf of employees; these amounts are not included in the gross salary but are in addition to that amount. Such payments are fringe benefit payments and, while not paid directly to employees, nevertheless are part of the cost of personal services. Expenditures for administrative costs may not exceed 2 percent of the total grant. Differentiate between administrative and instructional salaries. (Include the number of FTE(s) for each position, such as: Teachers, Paraprofessionals and Tutors, etc.) Specify under each category.	\$90.67	\$

<input checked="" type="checkbox"/> Title III, Part A – English Language Acquisition (20868)			
CODE	OBJECT	AMOUNT	
		Public	Non-Public
300	PURCHASED PROFESSIONAL/TECHNICAL SERVICES Services which, by their nature, can be performed only by persons or firms with specialized skills and knowledge. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided. Included are the services of architects, engineers, auditors, dentists, medical doctors, lawyers, consultants, teachers, accountants, etc.	\$	\$
400	PURCHASED PROPERTY SERVICES Services purchased to operate, repair, maintain and rent property owned or used by the grantee. These services are performed by persons other than grantee employees. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.	\$	\$
500	OTHER PURCHASED SERVICES Amounts paid for services rendered by organizations or personnel not on the payroll of the grantee (separate from Professional and Technical Services or Property Services). While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.	\$	\$
600	SUPPLIES Amounts paid for items that are consumed, worn out or deteriorated through use, or items that lose their identity through fabrication or incorporation into different or more complex units or substances.	\$	\$
700	PROPERTY Expenditures for acquiring fixed assets, including land or existing buildings, improvements of grounds, initial equipment, additional equipment and replacement of equipment. In accordance with the Connecticut State Comptroller's definition, included in this category are all items of equipment (e.g., machinery, tools, furniture, vehicles, apparatus, etc.) with a value of over \$1,000.00 and the useful life of more than one year and data processing equipment that has a unit price under \$1,000.00 and a useful life of not less than five years.	\$	\$
800	MISCELLANEOUS Amounts paid for goods and services not otherwise classified above.	\$	\$
917	INDIRECT COSTS Costs incurred by the grantee which are not directly related to the program but are a result thereof. Grantees must submit indirect cost proposals to the Connecticut State Department of Education to apply for a restricted and unrestricted rate. Only grantees that have received rate approvals are eligible to claim indirect costs. Please note, however, that grantees who receive the majority of their grant funds other than through the Connecticut State Department of Education may use the rate approved by another federal agency.	\$543.76	\$
	TOTAL	\$6797.00	\$



CONNECTICUT STATE DEPARTMENT OF EDUCATION

eGMS Home
Administer
Search
Reports
Inbox
Monitoring
Application Supplement
Funding Application
Fund Requests
Expenditure Reports
Grant Summary
LEA Document Library
Address Book
CSDE Resources
Information for this Page
Request Help
eGMS Sign Out

Guiot, Jeffrey

Production Site
Session Timeout
(Hide Timer)
00:59:10

Budget

Killingly School District (0000000069-00) Public School District - FY 2025 - Title IV Part A (22854) - Rev 0 - Title IV Part A (22854)

[Upload Budget Data](#) | [Download Budget Data](#)

Modify All	Object	Total
Modify	100 - Personal Services > Salaries	\$13,849.00
Modify	200 - Personal Services > Employee Benefits	\$201.81
Modify	300 - Purchased Professional and Technical Services	\$20,645.00
Modify	400 - Purchased Property Services	\$0.00
Modify	500 - Other Purchased Services	\$5,385.64
Modify	600 - Supplies	\$3,974.55
Modify	700 - Property	\$0.00
Modify	800 - Debt Service and Miscellaneous	\$0.00
Modify	914 - Internal Transfers - Must specify grant(s) to which funds are being transferred. Provide transferred amounts for each grant.	\$0.00
Modify	917 - Indirect Costs	\$0.00
Total		\$44,056.00
Allocation		\$44,056.00
Remaining		\$0.00

Consortia Participant Grant Budget Narrative

Name of Applicant District

AND Consortium:

Killingly/EASTCONN

Town Code: 069

Title III, Part A – English Language Acquisition (20868)

Directions:

- 1) Provide a separate budget narrative for each grant.
- 2) Under code 100, differentiate between various salary groups. Include the number of full-time employee(s) (FTE) for each position.

<input checked="" type="checkbox"/> Title III, Part A – English Language Acquisition (20868)			
CODE	OBJECT	AMOUNT	
		Public	Non-Public
100	PERSONAL SERVICES – SALARIES Amounts paid to both permanent and temporary grantee employees, including personnel substituting for those in permanent positions. This includes gross salary for personal services rendered while on the payroll of the grantees. Expenditures for administrative costs may not exceed 2 percent of the total grant. Differentiate between administrative and instructional salaries. (Include the number of FTE(s) for each position, such as: teachers, paraprofessionals and tutors, etc.) Specify under each category.	\$6162.57	\$
	<u>Administrators:</u> _____ (FTE) Coordinators <u>Teachers:</u> _____ (FTE) Full-Day Kindergarten _____ (FTE) Reading Teachers _____ (FTE) Math Teachers _____ (FTE) Other (please specify) <u>Other:</u> _____ (FTE) Paraprofessionals <u>.4</u> _____ (FTE) Tutors (if on LEA Payroll)		
200	PERSONAL SERVICES – EMPLOYEE BENEFITS Amounts paid by the grantee on behalf of employees; these amounts are not included in the gross salary but are in addition to that amount. Such payments are fringe benefit payments and, while not paid directly to employees, nevertheless are part of the cost of personal services. Expenditures for administrative costs may not exceed 2 percent of the total grant. Differentiate between administrative and instructional salaries. (Include the number of FTE(s) for each position, such as: Teachers, Paraprofessionals and Tutors, etc.) Specify under each category.	\$90.67	\$

<input checked="" type="checkbox"/> Title III, Part A – English Language Acquisition (20868)			
CODE	OBJECT	AMOUNT	
		Public	Non-Public
300	PURCHASED PROFESSIONAL/TECHNICAL SERVICES Services which, by their nature, can be performed only by persons or firms with specialized skills and knowledge. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided. Included are the services of architects, engineers, auditors, dentists, medical doctors, lawyers, consultants, teachers, accountants, etc.	\$	\$
400	PURCHASED PROPERTY SERVICES Services purchased to operate, repair, maintain and rent property owned or used by the grantee. These services are performed by persons other than grantee employees. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.	\$	\$
500	OTHER PURCHASED SERVICES Amounts paid for services rendered by organizations or personnel not on the payroll of the grantee (separate from Professional and Technical Services or Property Services). While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.	\$	\$
600	SUPPLIES Amounts paid for items that are consumed, worn out or deteriorated through use, or items that lose their identity through fabrication or incorporation into different or more complex units or substances.	\$	\$
700	PROPERTY Expenditures for acquiring fixed assets, including land or existing buildings, improvements of grounds, initial equipment, additional equipment and replacement of equipment. In accordance with the Connecticut State Comptroller's definition, included in this category are all items of equipment (e.g., machinery, tools, furniture, vehicles, apparatus, etc.) with a value of over <u>\$1,000.00</u> and the useful life of more than one year and data processing equipment that has a unit price under \$1,000.00 and a useful life of not less than five years.	\$	\$
800	MISCELLANEOUS Amounts paid for goods and services not otherwise classified above.	\$	\$
917	INDIRECT COSTS Costs incurred by the grantee which are not directly related to the program but are a result thereof. Grantees must submit indirect cost proposals to the Connecticut State Department of Education to apply for a restricted and unrestricted rate. Only grantees that have received rate approvals are eligible to claim indirect costs. Please note, however, that grantees who receive the majority of their grant funds other than through the Connecticut State Department of Education may use the rate approved by another federal agency.	\$543.76	\$
	TOTAL	\$6797.00	\$



CONNECTICUT STATE DEPARTMENT OF EDUCATION

eGMS Home

Administer

Search

Reports

Inbox

Monitoring

Application Supplement

Funding Application

Fund Requests

Expenditure Reports

Grant Summary

LEA Document Library

Address Book

CSDE Resources

Information for this Page 0

Request Help

eGMS Sign Out

Guiot, Jeffrey

Production Site

Session Timeout

(Hide Timer)

00:59:10

Budget

Killingly School District (0000000069-00) Public School District - FY 2025 - Title IV Part A (22854) - Rev 0 - Title IV Part A (22854)

Go To

[Upload Budget Data](#) | [Download Budget Data](#)

Modify	Object	Total
All		
Modify	100 - Personal Services > Salaries	\$13,849.00
Modify	200 - Personal Services > Employee Benefits	\$201.81
Modify	300 - Purchased Professional and Technical Services	\$20,645.00
Modify	400 - Purchased Property Services	\$0.00
Modify	500 - Other Purchased Services	\$5,385.64
Modify	600 - Supplies	\$3,974.55
Modify	700 - Property	\$0.00
Modify	800 - Debt Service and Miscellaneous	\$0.00
Modify	914 - Internal Transfers - Must specify grant(s) to which funds are being transferred. Provide transferred amounts for each grant.	\$0.00
Modify	917 - Indirect Costs	\$0.00

Total \$44,056.00

Allocation \$44,056.00

Remaining \$0.00

Go To

Regular Meeting
KILLINGLY BOARD OF EDUCATION
Wednesday, October 9, 2024
7:00 PM
CENTRAL OFFICE, 79 WESTFIELD AVE.
CONFERENCE ROOM A

MINUTES

Present: Susan Lannon Laura Dombkowski, Meredith Giambattista, Laura Lawrence,
 Kevin Marcoux (7:17), Kelly Martin, Misty Murdock, Kyle Napierata, Danny Rovero.
 Student Board Member: Evan Kozey.

Others Superintendent Susan Nash, Assistant Superintendent Jeff Guiot and Recording
Present: Secretary Keely Doyle.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chairperson Susan Lannon called the meeting to order at 7:00pm.

2. ROLL CALL-See above

3. REPORT BY STUDENT BOARD MEMBERS

Evan Kozey shared information about recent and upcoming events in the district.

GECC: A UNFI donation to the Family Resource Center at Goodyear made it possible to distribute 8,000 pounds of food on September 28th.

On October 2, Goodyear celebrated School Custodian Day honoring Mr. Pellerin and Mr. Tucker. Thanks to an early childhood grant, rain gear was distributed to students.

KCS is collecting candy for Trunk or Treat. The Attawaugan & Dayville Fire Departments will be at KCS on Friday, October 11th. Students will explore vehicles and equipment and learn about Fire Prevention.

KMS: Grade 2 students are visiting the Killingly Public Library. Students listen to a read aloud, tour the library, learn how to get a library card, and check out books.

Killingly's Fire Departments visited students to teach them about fire safety. Bus Safety Day will take place on Wednesday, October 16th.

KIS: The boys' and girls' soccer teams are doing very well. Continuing the positivity campaign with the message of positive attitude, kind words, and supporting one another. KIS held its 2nd annual High School Night for 8th graders and there was representation from 7 area high schools.

KHS: Spirit week was last week. Thursday, everyone wore Pink for Think Pink Day and at the football game. The KHS National Honor Society held fundraisers to raise money for cancer research.

Great Things Happen Here assembly took place on Monday. Teacher of the Year Mrs. Farquhar and the Paraeducator of the year Mrs. Pion, both received a Golden Apple from administration. Many students recognized teachers with appreciation certificates.

Friday, October 18th FBLA will be hosting a guest speaker from the Foundation for Economic Education. October 21st and 22nd, Parent/Teacher Conferences which will take place 1pm-3pm and 5pm-7pm.

4. **RECOGNITION OF VISITORS-** No visitors.

5. **PUBLIC COMMENT**

Jasmine Davis, mother of two students, expressed her concerns about bullying and asked the Board to look more closely at the current policy. Maybe have extra paras in the classroom and hallways. There should be more consequences for students who bully other students. More preventative measures should be implemented.

6. **TOWN COUNCIL LIAISON REPORT**

Michelle Murphy shared that the new Vision Committee met two weeks ago and they are still accepting applications for those wishing to serve on the committee. There will be a presentation with PURA on Dec. 5. The Town's 2023-24 budget has been closed out. There were some overages on some line items, but overall the budget closed in the positive and money will be returned to the general fund.

7. **BOARD CHAIRPERSON, COMMITTEE & LIAISON UPDATES**

Susan Lannon shared that on Sept. 26 that she, Dr. Nash and members of Town Council met for conversation at the Chubby Dog Coffee bar. Residents are urged to attend and participate in conversation. The next opportunity for those wanting to attend will be on Oct. 19 from 9-10:00am. Ms. Lannon reminded Board members about the KMS Ribbon Cutting Ceremony & Open House on Nov. 2 from 10:00am-12:00pm.

A. Discussion regarding Board Shout-Outs

Susan Lannon conveyed that "Shout-Outs" are a great way to recognize and acknowledge staff. Discussion included options of when to have shout-outs, having a sign-up sheet or just keep it open-ended. Laura Lawrence and Kelly Martin prefer that shout-outs stay as is. The Board agreed to continue shout-outs on the agenda and keep it open-ended.

Ms. Lannon did a "shout-out" to Ms. Gluck's 5th homeroom class for their kindness and compassion by creating well-wishes for a family in the community.

B. Curriculum Committee

Meredith Giambattista shared that the committee met on September 30 and were introduced to Love 146 Training. United Services and Youth Service Bureau for the Town of Killingly Director Lori Bergstrom, and her coordinator Rebecca Teczar were introduced to speak about the curriculum.

MOTION: by Misty Murdock, seconded by Laura Lawrence to amend the agenda to add Discussion and Action to adopt the Love 146 Curriculum.

Unanimous

Motion Carries.

Love 146 Training is an interactive child trafficking and exploitation preventative curriculum. It provides students with information so they can make safe choices if they were to encounter exploitative situations.

The Board was very supportive of the curriculum and discussion took place regarding which grades to start introducing the curriculum.

MOTION: by Laura Lawrence, seconded by Misty Murdock adopt the Love 146 curriculum at middle and high school levels.
Unanimous.
Motion Carries.

- C. Facilities Committee- Danny Rovero shared that they hope to have a meeting prior to the next Board meeting on October 23
- D. Fiscal Committee- No update.
- E. Personnel Committee- Misty Murdock shared that they continue to work on administrators negotiations.
- F. Policy Committee- Misty Murdock reminded board members of new language added at the first reading for Policy #5131.81.

1. Discussion and Possible Approval of **SECOND Reading of Revised Policy #5131.81** Students- Electronic Devices

MOTION: by Kevin Marcoux, seconded by Danny Rovero to approve the second reading of Revised Policy #5131.8 Students- Electronic Devices as presented.
Unanimous
Motion Carries.

2. Discussion and Possible Approval of **SECOND Reading of Revised Policy #0521** Mission, Goals Objectives, Non-Discrimination Policy and Notice

MOTION: by Kevin Marcoux, seconded by Misty Murdock to approve the second reading of Revised Policy #0521 Mission, Goals Objectives, Non-Discrimination Policy and Notice as presented.
Unanimous
Motion Carries.

3. Discussion and Possible Approval of **SECOND Reading of Revised Policy #4152.6/4252.6**, Personnel, Family and Medical Leave Act (FMLA)

MOTION: by Kevin Marcoux, seconded by Misty Murdock to approve the second reading of Revised Policy #4152.6/4252.6, Personnel, Family and Medical Leave Act (FMLA) as presented.

- G. AdHoc Committee to Discuss District-wide Bullying- Laura Lawrence shared that the committee on October 7. Transportation supervisor Joseph Boulanger was in attendance and shared how bus drivers address bullying or discipline incidents on the bus. Superintendent Nash gave an update on student discipline incidents by building. The next meeting is scheduled for January 13 at 7:00pm.
- H. AdHoc Committee to Discuss District School Mascot – Kevin Marcoux shared that there are no new updates at this time.

Ms. Martin expressed concern about the length of time it takes to receive a banner for the mascot retirement ceremony, and having the ceremony at a football game rather than a basketball game. She added that other companies that she checked with could have a banner created within a few days. Susan Lannon mentioned that Board members did send emails with ideas regarding the retirement of the mascot and those ideas would be communicated with members of the adhoc committee.

8. FINANCIAL REPORTS

- A. 2024-25FY Financial Report, Including System Object Report & July, Aug., Sept. Check Authorizations
- B. 2023-24FY End of Year Financial Report, Including System Object & June through Sept. Check Authorizations
- C. 2022-23FY Check Authorization
- D. Current & Projected Revenues and Current & Projected Expenditures by Object Code

Tonight's financial reports include summaries and/or check authorizations for three different fiscal years. Manager of Business Affairs, Christine Clark shared further information related to her financial reports and gave the board opportunity to ask questions.

2024-25FY Financial Report

The 2024-25 approved budget is \$47,383,839. Expenditures and encumbrances total \$11,193,426. Most of the certified positions have been filled for the 2024-25 school year. Teachers' salaries account shows a preliminary budget surplus of approximately \$199K. Some positions remain vacant and some are covered with contractors from education agencies and these costs will be included in Professional /Technical Services line-item. There are adjustments for paraeducator wages to align with the new three year agreement. Expenditures and encumbrances for local and agency placement tuition at this time is approximately \$3,537,741, just slightly under budget, but does not yet include transportation costs. Additional placements during the year is unknown which would impact this line item.

Most transportation for field trips have been covered in-house, resulting in lower costs than prior years when outside carriers were needed to cover the trips.

2023-24FY End of Year Financial Report Summary. As of Sept 30, 2024 there are 59 outstanding purchase orders totaling \$613,967. Budget transfers for the months of July, August and September are reflected in the report. There were five transfers over \$10,000 that were approved by the Board on September 11.

The Non-Lapsing account has a cap of a 2M balance. As of 6/30/24 the balance is 1.66 million. The allowable transfer is limited to 2% of the total budget of the 2023-24 surplus which is \$346,266. A new law that went into effect last year allow Boards of Education to make deposits without the town's approval. Expenditures from this fund require authorization from the Board of Education and funds are used for any education purpose.

8.D Current Projected Revenues and Revenues

The first quarterly report for 2024-25 expenditures and revenues has been prepared for submission to the Town and will be put on the KPS website. All projections are as of September 30.

9. REVIEW AND POSSIBLE APPROVAL OF CHECK AUTHORIZATIONS INCLUDED IN TONIGHT'S FINANCIAL REPORTS (2022-23FY, 2023-24FY, 2024-25).

MOTION: by Danny Rovero, seconded Kevin Marcoux to approve all check authorizations presented in tonight's financial reports.

Unanimous

Motion Carries.

10. PER POLICY #3160 DISCUSSION AND POSSIBLE ACTION of FOUR TRANSFERS OVER \$10,000 EA.

- A. Possible Action of Transfer to Support District Attendance Coordinator Position in the amount of \$59,585.35
- B. Possible Action of Transfer to Support KHS Special Education Teacher through Outside Agency in the amount of \$102,375.00
- C. Possible Action of Transfer to Support Contracted Psychologist Services through Outside Agency in the amount of \$110,558.00
- D. Possible Action of Transfer for EASTCONN Professional Development for Administrator Observations in the amount of \$21,600

MOTION: by Kevin Marcoux, seconded by Meredith Giambattista to approve all transfers (10 A,B C, & D) as presented.

Unanimous

Motion Carries.

11. SUPERINTENDENT'S UPDATE

A. Mental Health Update

Meredith Tukey, Director of Mental Health Student Wellness provided an update and showed results taken from a 2023-24 climate survey. Climate survey shows most students feel connected to at least one adult in school, feel safe and treat each other with respect. The district also implements DESSA which is a social-emotional learning tool that helps identify students who may need additional support. Dessa data shows that 86% of students fall in the Typical and Strength range in regard to CASEL competencies.

Administrators, counselors and social workers created priorities with the goal of impacting and improving comprehensive school mental health systems. CSMH offers support and services to promote positive school climate, and well being. CSMH is at no cost to the district and includes fee training, technical assistance. Staff at KCS, KMS, KIS and KHS are completing training in the Aperture System and beginning to assess students. Students will be assessed three time during the school year. Each school will work with a trainer from the Connect IV to address each building's needs that were identified in an assessment. Caseloads for CHR are increasing with over 25 new referrals during September. Regular collaborative meetings take place with counselors, social workers and clinicians.

B. 2023-24 SY Academic Results

Dr. Nash welcomed Matt Sierakowsk, district ELA coordinator and Lydia Miudo, district math coordinator. Science, Math and ELA assessments data were included in tonight's PowerPoint presentation. SBAC comparisons charts showed other schools in the same DRG as Killingly, as well as how many students met SAT Benchmarks.

Standardized district assessments are given three times a year to measure student's progress. The strongest growth in math is in the younger grades. Data shows evidence of growth in math after

2nd year of Illustrative Math Program was implemented. Teachers analyze learning target data for each specific grade-level. Ms. Miudo shared plans on how they will work to increase the number of students at or above proficiency math standards.

Matt Sierakowski showed elements of growth in ELA. Last year there was growth in literacy more at the elementary level, especially in kindergarten. Killingly's trend mirrors the national trend in regards to literacy. Students who suffered the most during the pandemic were the weakest readers, while top level readers were not effected. The newly adopted CKLA k-4 curriculum incorporates science, social studies and continues to make a positive difference since being adopted.

12. **CONSENT AGENDA**

- A. September 25, 2024 Board Meeting Minutes
- B. October 1, 2024 Student Enrollment
- C. Employee of the Month Nominee
- D. KHS Broadcast Journalism Trip to Tampa, Fl for Annual Convention Feb. 27, 2025 through March 5, 2025.

Susan Lannon asked to pull consent item 12A. September 25, 2024 Board Meeting Minutes.

MOTION: by Kevin Marcoux, seconded by Misty Murdock to approve consent items 12 B, C, & D.
Unanimous
Motion Carries.

MOTION: by Kevin Marcoux, seconded by Misty Murdock to approve consent item 12.A
Yes-7
Abstain -2 (Kyle Napierata & Susan Lannon)
Motion Carries.

13. **EXECUTIVE SESSION TO DISCUSS POTENTIAL SALE OF PROPERTY**

MOTION: by Kevin Marcoux, seconded by Danny Rovero to enter into executive session to discuss potential sale of property with invite to Dr. Nash, Jeff Guiot & Town Manager Mary Calorio.
Unanimous
Motion Carries.

Executive session at 8:50pm. Board members and guests came out of executive session and the regular Board meeting resumed at 9:18pm.

14. **POSSIBLE ACTION REGARDING SALE OF PROPERTY- No motion**

15. **ADJOURNMENT**

MOTION: by Danny Rovero, seconded by Kevin Marcoux to adjourn at 9:19pm
Unanimous
Motion Carries.

Respectfully submitted by,
Keely Doyle
Recording Secretary

KILLINGLY PUBLIC SCHOOLS FIELD TRIP REQUEST

REV. 7/08

Trip Number: _____ Bldg _____ Use _____ Sequence (e.g. 010-1-001) _____ Billing Code: _____

SCHOOL: KHS GRADE/CLASS/CLUB: SKI CLUB DATE: 9/27/24

TEACHER/FIELD TRIP LEADER: Jane Carver

DATE OF TRIP: 1/8, 22, 29 NUMBER OF STUDENTS: 30-40

2/5, 26 3/4 makeup 3/11

NUMBER OF CHAPERONES: 5 minimum

DEPARTURE TIME: 3pm RETURN TIME: 9:45pm

On a school day: 8:30 AM or later unless approved in writing by the Transportation Supervisor

2 PM or earlier unless approved in writing by the Transportation Supervisor

DESTINATION/DIRECTIONS (be specific): Wachusett MT.

499 Mountain Rd Princeton MA 01473

Yes X No Not Killingly - Datto

Transportation availability confirmed with Transportation Supervisor.

Objectives of Trip (relation to curriculum, etc.): To get interested students out to Mountain as a group to enjoy skiing +

Transportation Desired:

Names of Chaperones:

_____ School Bus

Jane Carver

Peter Harnley

_____ Mini Bus

Beth Tippet

Dustin Munson

_____ Other (specify)

Lori Roscarelli

_____ Van

Special Equipment Required:

Substitutes Req.

_____ Car Seats _____

(Number)

(Number)

Aide(s) Required

(Number)

_____ Handicap Equipped

Nurse Required

(Number)

Specify: _____

NOTE: Requests to be submitted with all entries complete at least two weeks prior to the trip. Approval will be given only for trips where careful and early planning insures that worthwhile educational outcomes will result. PLEASE NOTE: Head teacher (school) is responsible for any parking fees.

Jane Carver
Teacher

Kan Lague
Principal/Program Administrator

Superintendent's Office

Transportation Supervisor