

Regular Meeting
KILLINGLY BOARD OF EDUCATION
Wednesday, November 13, 2024
7:00 PM
Central Office 79 Westfield Ave., 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. 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.*
- 6. TOWN COUNCIL LIAISON REPORT**
- 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 SECOND Reading of Policy #4000.1/5145.44 Personnel & Students- Sexual Harassment/Title IX
 2. Discussion and Possible Action of SECOND Reading of Revised KPS Policy #5131- Student Conduct & Discipline
 3. Discussion and Possible Action of SECOND Reading of Policy #3542.43 Business Non-Instructional Operation Food Service-Meal Charging
 - F. AdHoc Committee to Discuss School Mascot
 - G. AdHoc Committee to Discuss District-wide Bullying

Continued
Regular Meeting
KILLINGLY BOARD OF EDUCATION
Wednesday, November 13, 2024
7:00 PM

8. **MONTH OF OCTOBER 2024 FINANCIAL REPORT including System Object Report**
9. **REVIEW AND POSSIBLE ACTION REGARDING MONTHLY CHECK AUTHORIZATION (FY2023-24 & FY2024-25)**
10. **DISCUSSION AND POSSIBLE ACTION OF A TRANSFER OVER \$10,000 FOR RECLASSIFICATION OF THE PYRAMID COACH POSITION.**
11. **DISCUSSION AND POSSIBLE ACTION OF A TRANSFER OVER \$10,000 FOR RECLASSIFICATION OF A SEL SPECIALIST**
12. **SUPERINTENDENT'S UPDATE**
 - A. Career Center Update
 - B. Discussion and Possible Action of Perkins Grant FY2025
 - C. Update Regarding Non-Lapsing Account
 - D. Update on Effective School Solutions (ESS) Program on 2nd Floor at Westfield Ave.
13. **CONSENT AGENDA**
 - A. October 23, 2024 Board Meeting Minutes
 - B. November 1, 2024 Student Enrollment
 - C. KHS Photography Class Field Trip Requests (2) to Roger Williams National Memorial, Providence RI in November and April
 - D. KHS Robotics Class Field Trip Request to Worcester Polytechnic Institute Dec. 5, 6, & 7
 - E. KHS Music Dept. Field Trip Request to NYC
14. **EXECUTIVE SESSION TO DISCUSS RATIFICATION OF KAA CONTRACT**
15. **POSSIBLE ACTION OF JULY 1, 2025 - JUNE 30, 2028 KAA RATIFIED CONTRACT**
16. **ADJOURNMENT**

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/departments/human-resources>

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/departments/human-resources>

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to

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/departments/human-resources>

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 not 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

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.

P5131(z.2)

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

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 **the account has a negative balance of \$15.00 or greater** 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

MEMO: Susan Nash-Ditzel, Superintendent of Schools

FROM: Christine Clark, Manager of Business Affairs

RE: Monthly Financial Report (October 2024)

DATE: November 7, 2024

Attached please find the financial report for the month of October, the fourth month of fiscal year 2024-2025, which reflects expenditures and encumbrances of \$16,983,014 or 35.84% of the \$47,383,839 budget.

BUDGET STATUS: In general, most budget accounts are at expected levels of expenditures and encumbrances for this point in time. Overall, salaries are currently projected within budget, however, they bear watching since the prior years' significant positive balances do not exist. Projections of salary and benefit costs remain a challenge and will be a primary focus of the budget review over the course of the year. Projected costs for special education outplacements exceed the total budgeted appropriations as of 10/31/24 by approximately \$1.68M. Application of estimated excess cost reimbursement reduces the impact to the overall budget to \$(713,533). Details of the projected costs are provided in the **OTHER** section below. Other notable accounts are detailed in the following commentary.

SALARIES:

Expenditures include eight payroll periods (out of 26) or 30.77% for our full year (twelve-month) employees. Salary accounts for Central Administration (5111) are at the expected expenditure level with School Administration (5112), Finance/HR/Computer (5114), Secretarial/Clerical (5121), and Operations & Maintenance (5124) close to expected. Overall salary budget savings currently total \$88,000. Although it is early in the year for certainty in salaries, this is a much tighter budget than in recent years. The estimated budget savings do not account for overruns in substitutes (5126). The historical trending in substitutes over the past few years indicates total expenditures for 2024-2025 may exceed the \$550,000 budgeted appropriation by as much or more than the overall budget savings.

Analysis of the Teachers' Salaries (5113) accounts as of 10/31/24 shows a preliminary budget surplus of approximately \$171K. Most certified positions have been filled; however a few vacancies remain, and some positions are being covered currently with contractors from educational agencies. Their costs will be included in the Professional/Technical Services (5330) line-item. It is expected that these arrangements may change as positions are filled or vacated throughout the year.

Finance/HR/Computer (5114) salaries are projected to exceed the budget for current and anticipated assistance in the Business Office by approximately \$82,000. With the unfilled Financial Assistant- Payroll position since July, the Business Office is short-staffed and has been working to complete all tasks and meet deadlines with a combination of assistance, including temporary help and overtime. The costs have been conservatively projected at full-time for the full year but are subject to change as the circumstances require.

Tutoring (5115)- During the month of October, a new budget line for math tutoring at KHS was added. Projected expenditures of \$20,363.75 are to be funded with a forthcoming budget transfer from the currently unfilled KHS Remedial Teacher position.

Non-Certified Salaries (5120)- During the month of October, expenditures for two non-certified positions, a pyramid coach and a SEL specialist, were reclassified from the paraeducator (5122) budget line to the non-certified (5120) budget line. Budget transfers to correspond to the expenditure reclassification have been submitted for BOE approval at the November meeting.

Paraeducators (5122)- Formerly labeled “paraprofessionals”, the (5122) line-item has been changed to “paraeducators” to reflect the term used in the collective bargaining agreement for the new three-year agreement (7/1/24-6/30/27). Projection of paraeducator salaries reflects an anticipated budget surplus of approximately \$35K as of 10/31/24. Since the paraeducator position is an hourly paid position, the actual expenditures can vary substantially from the budget and will be projected throughout the year to estimate the budget variance. As of the end of October four full-time and three part-time special education paraeducator positions were open.

Student Services (5127) with 50.7% expended includes payments for summer and school-year help in the Agriculture Education, Information Technology, and Operations and Maintenance departments.

Computer Maintenance (5131) salaries reflect expenditures of 31.3% of budget. Included are additional summer hours worked by existing Killingly Public Schools’ employees totaling \$16,000, resulting in a line-item budget deficit of \$(14,816). The 2024-2025 budget included four IT technician positions, one of which was vacant. The budget for the vacant position was transferred to partially fund the Student Information Systems coordinator position, leaving three technician positions currently filled.

BENEFITS:

Health/Dental Insurance (5210)- Total contributions of \$1.5M to the health insurance fund for 2024-2025 have been made based on current enrollments. Projection of total expenditures and placeholders for potential additions indicates a line-item surplus of approximately \$307K. This will change with normal staffing and coverage changes throughout the year.

HSA Contributions (Health Savings Account) (5212)- As of the end of October most HSA account holders have received 50% of their annual contributions. Agreements for the administrators, supervisors, paraeducators, nurses, and teachers call for 50% of the annual contribution to be made in September. Contributions to health savings accounts as of October 31, 2024 totaling \$221,925 reflect the terms of the collective bargaining unit agreements. The collective bargaining unit agreement through June 30, 2025 for the custodians, secretaries, et al. requires 50% of the annual contribution to the health savings accounts to be deposited in July with the remaining 50% to be deposited in January 2025. The agreement through June 30, 2026 with supervisors requires 50% contribution to be deposited in July with the remaining 50% to be deposited in January 2025. The remaining units' agreements call for 50% of the annual contribution to be made in September. Projection of expenditures for HSA contributions based on the current and expected staffing in line with health-dental insurance expenditures indicates a line-item surplus of approximately \$20,000.

Disability Insurance (5217)- The full year premium for the Board of Education's share (66%) of administrator disability insurance has been encumbered, resulting in 99% of the account balance expended.

HRA Funding (Health Reimbursement Account) (5218)- HRA funding is provided as an alternative to HSA contributions for employees enrolled in Medicare and ineligible to contribute to a health savings account. In lieu of the HSA deductible funding, health expenditures up to the annual contribution amount are paid through an administrative service agreement with 90 Degree Benefits. Health reimbursement account expenditures are recorded in the month incurred. HRA funding was budgeted based on the participants enrolled in 2023-2024. As of 10/31/24, there is only one participant and expenditures of \$0. If the currently enrolled participant uses their maximum contributions and rollover balances from the prior year, there will be a line-item deficit of \$875 at year-end.

Pension (5231)- Contribution to the defined benefit pension plan for non-certified staff is actuarially determined and will be booked by the Town by year-end.

Unemployment Compensation (5250)- The State of Connecticut rolled out a new tax and benefit system, ReEmployCT, in July 2022. As a reimbursable employer, Killingly Public

Schools' billing was switched from monthly to quarterly. Unemployment compensation is always unpredictable and ranged over the last ten years from a high of \$65,000 for 2019-2020 to a low of \$2,314 for 2022-2023 with a median expenditure of \$30,000. As of the end of October \$39,266 has been paid. This is more than three times the charges for the entire 2023-2024 year of \$11,559. An inquiry report on charges for the month of October indicates additional charges of \$8,944. With only \$58,310 budgeted, this account is expected to exceed the budget.

Workers' Compensation (5260)- The full year guaranteed premium has been encumbered for 2024-2025, leaving an available balance of \$25,820. This balance is not expected to materially change.

OTHER:

Field Trips (5324)- The 10/31/24 report reflects 0% of the budget expended or encumbered. Field trip transportation has been covered in-house this year, resulting in lower overall costs than in the prior year when outside carriers were needed to cover the trips. The district-provided transportation costs remain in the transportation salary (5125) and related cost line-items and will be reclassified to line-item 5324 periodically throughout the year. As of 10/31/24, salary costs of \$19,943 have been incurred for trips.

Pupil Transportation (5510)- Expenditures of \$701.50 were made as of the 10/31/24 report, reflecting the reduced need for reliance on outside transportation providers from last year. The 2024-2025 line-item budget of \$35,000 was prepared with the assumption that most runs would be covered with in-district staffing. Our use of outside carriers is currently restricted to special education outplacements within and outside of town with the transportation charges reflected along with the placement costs in line-items (5561) and (5562). Outside carriers are also being used to meet the recent steadily increasing need for homeless transportation. Pending approval of the McKinney-Vento Homeless Assistance grant budget, a portion of these costs are expected to be covered with grant funding. Driver absences for medical and personal issues continue to present challenges in meeting all transportation needs, which may require the use of outside transportation providers at some point in the year.

Other Insurance & Judgments (5529)- \$13,375 was paid for the annual premiums of the interscholastic sports accident and catastrophic accident medical policies. The premium decreased over the prior year and the remaining balance of \$4,625 is not expected to change.

Tuition (5560)- Tuition costs of \$159,251 for students enrolled in two magnet high schools, Quinebaug Middle College (QMC) and Eastconn's Arts at the Capitol Theater (ACT), have been expended as of 10/31/24. CH Barrows STEM is expected to confirm enrollment and costs in the coming month. Currently, projected costs are expected to be within budget.

Local and Agency Placement Tuition (5561) and (5562)- Local and agency outplacements per the October 31 report reflect balances of \$(1,673,068) and \$(7,293) respectively. Expenditures and encumbrances of \$5,860,316 for local and agency placement tuition have been recorded for known placements. For purposes of estimating excess cost reimbursement, a per pupil expenditure amount of \$20,667 is being applied to agency placements and 4.5 times or \$93,003 is being applied to local placements. A cap of 30% is being assumed (the 2023-2024 cap was 28.58%). The payment of the excess costs grant was modified by the State in 2022-2023 to include three tiers of reimbursement percentages based on a town's wealth ranking. Although intended to increase funding to less wealthy towns and Killingly fell within the lowest tier, the reimbursement rate for 2023-2024 was, except for 2019-2020, the lowest in the past several years at 71.42%. Excess cost reimbursement on outplacements known as of 10/31/24 totals \$966,828. This results in an account balance of \$(706,240) for local outplacements and \$(7,293) for agency outplacements, or net \$(713,533). It is important to note any of the variables in the analysis are subject to change in a positive or negative direction as the year progresses.

The line-item budget impact is calculated based on the stated assumptions as follows:

As of October 31, 2024	Budget Impact without Excess Cost Reimbursement	Budget Impact with Excess Cost Reimbursement
Budgeted Local Placement Costs	\$4,179,955	\$4,179,955
Total Projected Local Placement Costs	\$5,853,023	\$5,853,023
Excess Cost Reimbursement-Local Placements	\$0	\$966,828
Net Local Placements	(\$1,673,068)	\$(706,240)
Budgeted Agency Placement Costs	\$0	\$0
Total Projected Agency Placement Costs	\$7,293	\$7,293
Excess Cost Reimbursement- Agency Placements	\$0	\$0
Net Agency Placements	\$(7,293)	\$(7,293)
Net Outplacements	(\$1,680,361)	\$(713,533)

The Other Purchased Services (5590) line-item budget includes Adult Education services provided by Eastconn and the School Resource Officer (SRO) and Armed Security Officers (ASO) provided by the Town of Killingly. To date, only expenditures of \$98,038 for Adult Education services have been made. Reimbursement for the SRO and ASOs will be booked by the Town at year-end. As of 10/31/24 only four of the five budgeted ASO positions have been filled.

Instructional Supplies-Warehouse (5611)- includes the districtwide copier paper budget. Purchases are made by the pallet and no expenditures have been made as of 10/31/24.

Transportation Supplies (5627)- As of 10/31/24 70.65% of the budget, or \$94,049, has been expended, indicating a potential budget deficit for the purchase of parts and supplies for in-house repairs.

Heat Energy (5620)- The 2024-2025 budget of \$3,500 was prepared with the expectation that natural gas service would be fully operational for Killingly High School and Killingly Central School. There have been no expenditures to date and anticipate limited propane purchases during the heating season.

BUDGET TRANSFERS: The following transfers were made in October.

Four transfers in excess of \$10,000 approved by the Board of Education at the October 9, 2024 meeting were made:

From: 100-160-60-23000-5120 CO- Non-Certified Salaries	\$55,351.00
From: 100-160-60-23000-5220 CO- FICA	\$ 3,431.76
From: 100-160-60-23000-5225 CO- Medicare	\$ 802.59
To: 100-140-00-21100-5120 PPS- Non-Certified Salaries	\$55,312.66
To: 100-140-00-21000-5213 PPS- Life Insurance	\$ 38.34
To: 100-140-00-21100-5220 PPS- FICA	\$ 3,431.76
To: 100-140-00-21100-5225 PPS- Medicare	\$ 802.59

To transfer Central Office (CO) funds to Pupil Personnel Services (PPS) department for the district attendance coordinator salary and benefits to correct expenditure coding

From: 100-140-10-12700-5113 PPS- Teacher Salaries	\$72,068.00
From: 100-140-20-12500-5113 PPS- Teacher Salaries	\$13,317.54
From: 100-140-00-12000-5210 PPS- Health/Dental Insurance	\$14,768.35
From: 100-140-00-12000-5212 PPS- HSA Contributions	\$ 1,125.00
From: 100-140-00-12000-5213 PPS- Life Insurance	\$ 51.12
From: 100-140-10-12700-5225 PPS- Medicare	\$ 1,044.99
To: 100-140-10-12000-5330 PPS- Professional/Technical Services	\$102,375.00

To transfer PPS salary and benefit funds for KHS special education teacher to professional/technical services for services contracted through a placement agency

From: 100-140-00-21400-5113 PPS- Teacher Salaries	\$72,068.00
From: 100-140-20-12500-5113 PPS- Teacher Salaries	\$21,500.54
From: 100-140-00-21000-5210 PPS- Health/Dental Insurance	\$14,768.35
From: 100-140-00-21000-5212 PPS- HSA Contributions	\$ 1,125.00
From: 100-140-00-21000-5213 PPS- Life Insurance	\$ 51.12
From: 100-140-00-21400-5225 PPS- Medicare	\$ 1,044.99
To: 100-140-00-21000-5330 PPS- Professional/Technical Services	\$110,558.00

To transfer PPS salary and benefit funds for a school psychologist to professional/technical services for services contracted through a placement agency

From: 100-160-00-23000-5330 CO- Professional/Technical Services	\$21,600.00
To: 100-155-00-22100-5330 II- Professional/Technical Services	\$12,000.00
To: 100-155-00-22100-5330 II- Professional/Technical Services	\$ 4,800.00
To: 100-160-60-25000-5330 CO- Professional/Technical Services	\$ 4,800.00

To reclassify professional/technical services funding to correct expenditure coding from CO department to Instructional Improvement (II) for administrators' professional development for observation of classroom instruction, for team-building for administrators and secretaries and for data management services for classroom observation data

Following are additional budget transfers made:

From: 100-120-20-10110-5612 KIS Instructional Supplies	\$ 33.79
To: 100-120-20-10100-5612 KIS Instructional Supplies	\$ 33.79

To transfer KIS instructional supplies funds from Math to Technical Education department to cover shipping for robotics competition kit

From: 100-120-20-10080-5612 KIS Instructional Supplies	\$ 350.00
To: 100-120-20-10080-5530 KIS Communications	\$ 350.00

To transfer KIS Physical Education/Health department funds for renewal of Polar GoFit app license for fitness assessments

From: 100-110-10-10050-5530 KHS- Communications	\$ 122.24
To: 100-110-10-10050-5810 KHS- Dues and Fees	\$ 122.24

To transfer KHS English department funds for the balance of tickets to a performance of "The Crucible"

From: 100-110-10-13100-5119 KHS- Extracurricular Stipends	\$ 3,594.00
From: 100-110-10-13100-5225 KHS- Medicare	\$ 52.11
From: 100-120-20-10150-5113 KIS- Teacher Salaries	\$ 1,353.89
To: 100-150-00-22300-5530 IT- Communications	\$ 2,400.00
To: 100-150-00-22300-5330 IT- Professional/Technical Services	\$ 2,600.00

To transfer funds budgeted for KHS auditorium technical coordinator stipend and KIS teacher salaries, which will not be expended, for payment of Lasso Marketplace license fee and contracted audiovisual technology services

From: 100-160-60-23000-5730 CO- Non-Instructional Equipment	\$ 200.00
To: 100-160-00-26600-5691 CO- Office Supplies	\$ 200.00

To transfer CO funds for purchase of Raptor visitor badges

From: 100-160-60-23000-5730 CO- Non-Instructional Equipment	\$ 1,000.00
From: 100-160-60-23000-5430 CO- Repairs & Maintenance Services	\$ 1,000.00
To: 100-160-60-23000-5691 CO- Office Supplies	\$ 2,000.00

To transfer CO funds for purchase of office supplies including recognition pins, micr toner, sympathy cards, accounting paper, and letterhead

From: 100-150-00-22300-5530 IT- Communications	\$ 2,400.00
To: 100-150-00-22300-5330 IT- Professional/Technical Services	\$ 2,400.00

To correct previous budget transfer for Lasso Marketplace license fee and contracted audiovisual technology services since the license had been budgeted, but additional funds will be needed for technology services

From: 100-120-20-10110-5612 KIS- Instructional Supplies \$ 1,000.00
To: 100-120-20-10000-5695 KIS- Computer Software & Supplies \$ 1,000.00

To transfer KIS funds for the purchase of translator device earbuds and covers for non-English speaking students

From: 100-110-10-10060-5530 KHS Communications \$ 341.19
To: 100-110-10-10060-5612 KHS Instructional Supplies \$ 341.19

To transfer KHS World Language department funds for replacement purchases of Latin readers

From: 100-140-00-12000-5530 PPS- Communications \$ 1,800.00
To: 100-150-00-22300-5695 IT- Computer Software & Supplies \$ 1,800.00

To transfer PPS department funds to IT department for Touch Chat with Word Power licenses for use with iPad minis

From: 100-140-00-12000-5730 PPS- Non-Instructional Equipment \$ 300.00
To: 100-140-00-12000-5731 PPS- Instructional Equipment \$ 300.00

To transfer PPS department funds for purchase of a table for KMS speech therapist

2023-2024 STATUS: As of 10/31/24 there are 31 outstanding purchase orders totaling \$449,660 that remain open from fiscal year 2023-2024. Several larger projects are included, such as technology security assessment, wireless access point installations, and audiovisual streaming upgrades for the KHS auditorium. Others represent purchases or services not received in their entirety, with items either backordered or not delivered in good form, such as furniture purchases for KIS, KMS and KCS, and Viewboards for Ag-Ed. Efforts continue to resolve the remaining issues.

SUBSTANTIAL DONATIONS: In accordance with BOE policy, the following substantial donations were received and reported to the Business Office in October 2024:

Web Industries	\$ 800.	Monopod Camera	KHS Football
Parents of Cheerleaders	\$ 1,800.	Uniforms	KHS Cheerleading

If you have any questions or would like to discuss this report, please let me know.

Killingly Public Schools

System Object

Report # 135835

Statement Code: System Obj

Account Number / Description	Adopted Budget 7/1/2024 - 6/30/2025	Transfers 7/1/2024 - 6/30/2025	Revised Budget 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 10/31/2024	Requisitions	Expenditures 7/1/2024 - 10/31/2024	Amount Remaining 7/1/2024 - 10/31/2024	Percent Expended
5111 Central Administration	\$380,856.99	\$0.00	\$380,856.99	\$0.00	\$0.00	\$117,210.08	\$263,646.91	30.78%
5112 School Administration	\$2,265,980.54	\$0.00	\$2,265,980.54	\$0.00	\$0.00	\$671,064.70	\$1,594,915.84	29.61%
5113 Teachers' Salaries	\$16,730,716.98	\$(192,225.33)	\$16,538,491.65	\$0.00	\$0.00	\$2,607,490.47	\$13,931,001.18	15.77%
5114 Finance/HR/Computer	\$513,628.81	\$0.00	\$513,628.81	\$0.00	\$0.00	\$162,108.08	\$351,520.73	31.56%
5115 Tutoring	\$30,500.00	\$0.00	\$30,500.00	\$0.00	\$0.00	\$5,420.00	\$25,080.00	17.77%
5119 Co-Curricular Stipends	\$327,182.32	\$(3,594.00)	\$323,588.32	\$0.00	\$0.00	\$42,573.92	\$281,014.40	13.16%
5120 Non-Certified Salaries	\$497,384.13	\$27,515.41	\$524,899.54	\$0.00	\$0.00	\$99,846.93	\$425,052.61	19.02%
5121 Secretarial/Clerical	\$1,386,808.15	\$0.00	\$1,386,808.15	\$0.00	\$0.00	\$409,665.61	\$977,142.54	29.54%
5122 Para-Educators	\$2,182,600.84	\$41,071.25	\$2,223,672.09	\$0.00	\$0.00	\$383,856.16	\$1,839,815.93	17.26%
5123 Medical/Health	\$504,888.63	\$0.00	\$504,888.63	\$0.00	\$0.00	\$79,239.49	\$425,649.14	15.69%
5124 Operations & Maintenance	\$1,937,864.90	\$0.00	\$1,937,864.90	\$0.00	\$0.00	\$582,878.50	\$1,354,986.40	30.08%
5125 Transportation	\$1,526,954.85	\$0.00	\$1,526,954.85	\$0.00	\$0.00	\$360,992.24	\$1,165,962.61	23.64%
5126 Substitutes	\$550,000.00	\$0.00	\$550,000.00	\$0.00	\$0.00	\$113,163.40	\$436,836.60	20.58%
5127 Student Services	\$39,250.00	\$0.00	\$39,250.00	\$0.00	\$0.00	\$19,901.51	\$19,348.49	50.70%
5128 Temporary	\$90,300.00	\$0.00	\$90,300.00	\$0.00	\$0.00	\$28,558.04	\$61,741.96	31.63%
5130 Overtime	\$201,250.00	\$0.00	\$201,250.00	\$0.00	\$0.00	\$59,874.06	\$141,375.94	29.75%
5131 Computer Maintenance	\$228,952.00	\$(44,245.50)	\$184,706.50	\$0.00	\$0.00	\$71,618.25	\$113,088.25	38.77%

Killingly Public Schools

System Object

Report # 135835

Account Number / Description	Adopted Budget 7/1/2024 - 6/30/2025	Transfers 7/1/2024 - 6/30/2025	Revised Budget 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 10/31/2024	Requisitions	Expenditures 7/1/2024 - 10/31/2024	Amount Remaining 7/1/2024 - 10/31/2024	Percent Expended
5200 Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5210 Health/Dental Insurance	\$4,858,517.39	\$(29,536.70)	\$4,828,980.69	\$0.00	\$0.00	\$1,489,671.12	\$3,339,309.57	30.85%
5212 HSA Contributions	\$474,937.50	\$(2,250.00)	\$472,687.50	\$0.00	\$0.00	\$221,925.00	\$250,762.50	46.95%
5213 Life Insurance	\$32,034.42	\$(63.90)	\$31,970.52	\$0.00	\$0.00	\$10,312.40	\$21,658.12	32.26%
5214 Benefits- Early Retirees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5215 Post-Employment Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5217 Disability Insurance	\$5,759.62	\$0.00	\$5,759.62	\$3,839.68	\$0.00	\$1,845.38	\$74.56	98.71%
5218 HRA Funding	\$3,375.00	\$0.00	\$3,375.00	\$0.00	\$0.00	\$0.00	\$3,375.00	0.00%
5220 FICA	\$511,935.36	\$1,511.53	\$513,446.89	\$0.00	\$0.00	\$120,894.15	\$392,552.74	23.55%
5225 Medicare	\$424,424.36	\$(1,788.59)	\$422,635.77	\$0.00	\$0.00	\$79,574.90	\$343,060.87	18.83%
5230 ERIP Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5231 Pension	\$199,176.00	\$0.00	\$199,176.00	\$0.00	\$0.00	\$0.00	\$199,176.00	0.00%
5232 Annuity Contributions	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$2,153.84	\$4,846.16	30.77%
5250 Unemployment Compensation	\$58,310.00	\$0.00	\$58,310.00	\$0.00	\$0.00	\$39,266.00	\$19,044.00	67.34%
5260 Workers' Compensation	\$375,000.00	\$0.00	\$375,000.00	\$174,590.65	\$0.00	\$174,589.35	\$25,820.00	93.11%
5322 Instructional Improvement	\$28,850.00	\$0.00	\$28,850.00	\$1,100.00	\$0.00	\$9,800.00	\$17,950.00	37.78%
5323 Pupil Services	\$132,030.00	\$0.00	\$132,030.00	\$0.00	\$0.00	\$21,631.48	\$110,398.52	16.38%

Killingly Public Schools

System Object

Report # 135835

Account Number / Description	Adopted Budget 7/1/2024 - 6/30/2025	Transfers 7/1/2024 - 6/30/2025	Revised Budget 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 10/31/2024	Requisitions	Expenditures 7/1/2024 - 10/31/2024	Amount Remaining 7/1/2024 - 10/31/2024	Percent Expended
5324 Field Trips	\$142,375.00	\$(417.00)	\$141,958.00	\$0.00	\$0.00	\$6.50	\$141,951.50	0.00%
5326 Testing	\$30,482.00	\$0.00	\$30,482.00	\$0.00	\$0.00	\$1,764.40	\$28,717.60	5.79%
5330 Professional/Technical Services	\$643,050.00	\$191,688.47	\$834,738.47	\$306,830.02	\$21,800.00	\$172,281.90	\$355,626.55	57.40%
5410 Utilities	\$1,491,385.66	\$0.00	\$1,491,385.66	\$36,320.50	\$0.00	\$321,608.74	\$1,133,456.42	24.00%
5420 Contracted Maintenance Services	\$1,026,280.20	\$0.00	\$1,026,280.20	\$267,142.76	\$0.00	\$499,418.81	\$259,718.63	74.69%
5430 Repairs & Maintenance Services	\$475,877.00	\$(1,000.00)	\$474,877.00	\$63,435.74	\$0.00	\$110,222.01	\$301,219.25	36.57%
5432 Technology-Related Repairs/Maintenance	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
5440 Rentals	\$26,950.00	\$(1,575.00)	\$25,375.00	\$6,724.18	\$0.00	\$566.24	\$18,084.58	28.73%
5510 Pupil Transportation	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$0.00	\$701.50	\$34,298.50	2.00%
5520 Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5529 Other Insurance & Judgments	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$13,375.00	\$4,625.00	74.31%
5530 Communications	\$658,864.40	\$(344.08)	\$658,520.32	\$67,233.54	\$19,786.00	\$346,440.95	\$244,845.83	62.82%
5531 Postage	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$10,000.00	\$16,000.00	38.46%
5532 Telephone	\$80,000.00	\$0.00	\$80,000.00	\$0.00	\$0.00	\$22,040.99	\$57,959.01	27.55%
5540 Advertising	\$8,374.00	\$0.00	\$8,374.00	\$50.00	\$0.00	\$6,785.00	\$1,539.00	81.62%
5550 Printing & Binding	\$22,965.00	\$(70.83)	\$22,894.17	\$4,077.53	\$0.00	\$761.27	\$18,055.37	21.14%
5560 Tuition	\$221,657.40	\$0.00	\$221,657.40	\$0.00	\$0.00	\$159,251.00	\$62,406.40	71.85%

Killingly Public Schools

System Object

Report # 135835

Account Number / Description	Adopted Budget 7/1/2024 - 6/30/2025	Transfers 7/1/2024 - 6/30/2025	Revised Budget 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 10/31/2024	Requisitions	Expenditures 7/1/2024 - 10/31/2024	Amount Remaining 7/1/2024 - 10/31/2024	Percent Expended
5561 Local Placement Tuition	\$4,179,954.98	\$0.00	\$4,179,954.98	\$4,724,062.39	\$0.00	\$1,128,960.52	\$(1,673,067.93)	140.03%
5562 Agency Placement Tuition	\$0.00	\$0.00	\$0.00	\$6,435.00	\$0.00	\$858.00	\$(7,293.00)	---
5580 Travel	\$49,966.00	\$0.00	\$49,966.00	\$0.00	\$0.00	\$8,138.79	\$41,827.21	16.29%
5590 Other Purchased Services	\$586,568.36	\$0.00	\$586,568.36	\$0.00	\$0.00	\$98,038.00	\$488,530.36	16.71%
5611 Instructional Supplies- Warehouse	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0.00%
5612 Instructional Supplies	\$120,403.61	\$(1,003.16)	\$119,400.45	\$19,570.64	\$333.55	\$28,804.82	\$71,024.99	40.52%
5613 Custodial & Maintenance Supplies	\$175,777.00	\$0.00	\$175,777.00	\$27,506.19	\$0.00	\$33,433.53	\$114,837.28	34.67%
5620 Heat Energy	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0.00%
5626 Motor Fuels & Oils	\$289,296.00	\$0.00	\$289,296.00	\$0.00	\$0.00	\$50,407.99	\$238,888.01	17.42%
5627 Transportation Supplies	\$137,500.00	\$0.00	\$137,500.00	\$3,094.48	\$0.00	\$94,048.50	\$40,357.02	70.65%
5641 Textbooks	\$3,256.00	\$0.00	\$3,256.00	\$55.99	\$0.00	\$3,141.43	\$58.58	98.20%
5642 Library Books/Periodicals	\$7,497.60	\$70.83	\$7,568.43	\$0.00	\$0.00	\$196.17	\$7,372.26	2.59%
5691 Office Supplies	\$7,591.00	\$2,200.00	\$9,791.00	\$295.97	\$46.21	\$2,008.52	\$7,486.51	23.54%
5692 Health Supplies	\$18,000.00	\$0.00	\$18,000.00	\$14,780.57	\$0.00	\$0.00	\$3,219.43	82.11%
5695 Computer Software & Supplies	\$35,000.00	\$2,800.00	\$37,800.00	\$4,937.37	\$640.65	\$28,594.19	\$4,268.44	88.71%
5730 Non-Instructional Equipment	\$24,650.00	\$(1,500.00)	\$23,150.00	\$0.00	\$0.00	\$2,968.75	\$20,181.25	12.82%
5731 Instructional Equipment	\$16,647.00	\$12,634.36	\$29,281.36	\$1,440.65	\$0.00	\$18,638.69	\$9,202.02	68.57%

Killingly Public Schools

System Object

Report # 135835

Account Number / Description	Adopted Budget 7/1/2024 - 6/30/2025	Transfers 7/1/2024 - 6/30/2025	Revised Budget 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 10/31/2024	Requisitions	Expenditures 7/1/2024 - 10/31/2024	Amount Remaining 7/1/2024 - 10/31/2024	Percent Expended
5732 Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5734 Computer Hardware	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$1,161.75	\$1,098.00	\$8,902.00	10.98%
5810 Dues & Fees	\$121,252.00	\$122.24	\$121,374.24	\$1,633.00	\$25.00	\$57,199.93	\$62,541.31	48.47%
5890 Other Objects	\$133,250.00	\$0.00	\$133,250.00	\$10,179.60	\$0.00	\$28,792.64	\$94,277.76	29.25%
5900 Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
GRAND TOTAL	\$47,383,839.00	\$0.00	\$47,383,839.00	\$5,745,336.45	\$43,793.16	\$11,237,677.84	\$30,400,824.71	35.84%

Killingly Public Schools

Check Authorization

2023-2024

31444	21275	10/11/2024	78808	AMAZON CAPITAL SERVICES	216.03	Instructional Supplies
	21276	10/11/2024	105732	B & H PHOTO/VIDEO/PRO AUDIO	51,762.96	Computer Hardware
	21277	10/11/2024	120560	BLANK AMMUNITION	305.00	Instructional Supplies
	21278	10/11/2024	32750	DANIELSON SURPLUS	1,232.00	Other Objects
	21279	10/11/2024	116375	FOLLETT CONTENT SOLUTIONS	571.51	Library Books & Periodicals
	21280	10/11/2024	43780	KILLINGLY CENTRAL SCHOOL	310.00	Other Objects
	21281	10/11/2024	116380	MASON, W B	126.22	Office Supplies
	21282	10/11/2024	50200	SCHOOL SPECIALTY	1,883.06	Instructional Supplies & Instructional Equipment
	21283	10/11/2024	59010	STADIUM SYSTEMS INC.	6,905.80	Instructional Supplies
	21284	10/11/2024	64831	WESTERN PSYCHOLOGICAL SERVICES - WPS	2,964.50	Testing
					66,277.08	

Killingly Public Schools
Check Authorization

2023-2024

31542	21436	10/28/2024	120410	FORTE, SOLANDY	50.00	Professional Technical Services
	21437	10/28/2024	43900	KILLINGLY HIGH SCHOOL STUDENT ACTIV	700.00	Dues & Fees
	21438	10/28/2024	116713	LOWE'S	303.15	Instructional Supplies
	21439	10/28/2024	116380	MASON, W B	227.86	Instructional Supplies
	21440	10/28/2024	50200	SCHOOL SPECIALTY	3,153.03	Instructional Supplies
	21441	10/28/2024	111239	UNIVERSITY OF CONNECTICUT	65.00	Instructional Improvement
	21442	10/28/2024	120718	VIK, KRISTIN	85.00	Other Objects
	21443	10/28/2024	106043	VIRCO INC	90,746.66	Instructional Supplies & Instructional Equipment
					95,330.70	

Killingly Public Schools Check Authorization

2024-2025

31443	21285	10/11/2024	95068	ADAMSON, DIANE	170.94	Athletic Official
	21286	10/11/2024	100372	ADVANCE AUTO PARTS	55.59	Maintenance Supplies
	21287	10/11/2024	11865	AIRGAS USA	27.90	Instructional Supplies
	21288	10/11/2024			6,072.56	Instructional Supplies, Maintenance Supplies, Office Supplies, Computer Software & Supplies & Instructional Equipment
			78808	AMAZON CAPITAL SERVICES		
	21290	10/11/2024	73229	AMERICAN SCHOOL FOR THE DEAF	15,336.98	Special Ed Tuition
	21291	10/11/2024	119439	AMERICAN UNITED LIFE INSURANCE COMPANY	2,810.59	Life Insurance
	21292	10/11/2024	119367	ANDERSON MOTORS INC	2,923.79	Transportation Supplies
	21293	10/11/2024	119202	ASHWORTH, DAVID	104.05	Athletic Official
	21294	10/11/2024	119192	BARTLETT LAW LLC	3,687.66	Professional Technical Services
	21295	10/11/2024	118931	BENDZINSKI, MIKE	150.00	Dues & Fees
	21296	10/11/2024	33325	BLICK ART MATERIALS	271.74	Instructional Supplies
	21297	10/11/2024	119737	BRAMAN CHEMICAL ENTERPRISES INC	400.00	Contracted Maintenance
	21298	10/11/2024	119508	BRIONES, ROBERT	104.05	Athletic Official
	21299	10/11/2024	120594	BRUNSON, BENJAMIN RILEY	104.05	Athletic Official
	21300	10/11/2024	27258	CAPITOL REGIONAL EDUCATION COUNCIL	201,855.74	Special Ed Tuition
	21301	10/11/2024	111334	CASELLA WASTE	9,637.62	Contracted Maintenance
	21302	10/11/2024	95217	CENTRAL COFFEE COMPANY	29.98	Other Objects
	21303	10/11/2024	120044	CF LESSEE FT LLC	6,078.14	Utilities
	21304	10/11/2024	120445	CF MASTER LESSEE SF LLC	10,447.45	Utilities
	21305	10/11/2024	120785	CHAUDE, LUCAS	104.05	Athletic Official
	21306	10/11/2024	116414	CINTAS CORPORATION #756	43.78	Rentals
	21307	10/11/2024	28828	CLARK, CHRISTINE	89.78	Travel
	21308	10/11/2024	120026	CLEAN FOCUS DEVELOPMENT LLC	4,994.79	Utilities
	21309	10/11/2024	119102	COMMONWEALTH OF MASSACHUSETTS	6.50	Field Trips
	21310	10/11/2024	118505	CONNECTICUT EDUCATIONAL NETWORK	75.00	Dues & Fees
	21311	10/11/2024	64450	CONNECTICUT FARM BUREAU	70.00	Dues & Fees
	21312	10/11/2024	73593	CONNECTICUT WATER COMPANY	10,724.07	Utilities
	21313	10/11/2024	79065	CORPORATE BILLING LLC	4,864.17	Transportation Supplies
	21314	10/11/2024	118055	CORRIVEAU, ARTHUR W	81.74	Travel
	21315	10/11/2024	30752	COSTA	134.00	Professional Technical Services
	21316	10/11/2024	118345	CUES	1,723.30	Contracted Maintenance
	21317	10/11/2024	32750	DANIELSON SURPLUS	2,822.96	Other Objects
	21318	10/11/2024	89618	DANIEWICZ, KENNETH	105.05	Athletic Official
	21319	10/11/2024	92275	DAVIS, SCOTT	105.05	Athletic Official
	21320	10/11/2024	95067	DEEB, JUDY	170.94	Athletic Official
	21321	10/11/2024	118555	DICOLELLA, THOMAS S	176.89	Athletic Official
	21322	10/11/2024	100486	DIFFERENT ROADS TO LEARNING INC	1,347.00	Testing
	21323	10/11/2024	120194	DOWNS, VALERIE TAYLOR	6.03	Travel
	21324	10/11/2024	120404	E D S MECHANICAL INC	3,304.33	Repairs & Maintenance
	21325	10/11/2024	33900	EAST CONN	151,540.50	Special Ed Tuition
	21327	10/11/2024	120143	EASY WAY SAFETY SERVICES INC	300.00	Transportation Supplies
	21328	10/11/2024	100595	US ELECTRICAL SERVICES INC	132.99	Maintenance Supplies
	21329	10/11/2024	50850	EVERSOURCE	20.94	Utilities

21330	10/11/2024	64940	EVERSOURCE	8,840.21	Utilities
21331	10/11/2024	120188	EVERYDAY SPEECH LLC	599.99	Communications
21332	10/11/2024	120149	FAUXBEL, ALEXANDER	104.05	Ah
21333	10/11/2024	36936	FOLEY CARRIER SERVICES LLC	1,061.42	Professional Technical Services
21334	10/11/2024	120043	FORERUNNER TECHNOLOGIES INC	1,287.65	Non-Instructional Equipment
21335	10/11/2024	119238	FRITZ, JAMES M	69.65	Athletic Official
21336	10/11/2024	118420	FRONTIER COMMUNICATIONS	4,498.26	Telephone
21337	10/11/2024	120281	FRUCHTENICHT, JEFFREY	7,970.00	Contracted Maintenance
21338	10/11/2024	89609	CONNECTICUT FFA ASSOCIATION	4,323.00	Dues & Fees
21339	10/11/2024	118405	GERUM, JASON H	104.05	Athletic Official
21340	10/11/2024	118044	GILBERT, ALLISON	53.87	Travel
21341	10/11/2024	119753	GOYETTE, JASON E	34.84	Travel
21342	10/11/2024	79035	GRANITE GROUP WHOLESALERS	512.20	Maintenance Supplies
21343	10/11/2024	117883	GREENE, MARK D	105.05	Athletic Official
21344	10/11/2024	84232	GRODEN CENTER INC	8,161.57	Special Ed Tuition
21345	10/11/2024	116382	HAWTHORNE EDUCATIONAL SERVICES	56.35	Instructional Supplies
21346	10/11/2024	120786	HEALEY, MICHAEL	104.05	Athletic Official
21347	10/11/2024	42120	INFOSHRED	134.50	Contracted Maintenance
21348	10/11/2024	118590	JUSTICE RESOURCE INSTITUTE	48,784.56	Special Ed Tuition
21349	10/11/2024	44112	KILLINGLY, TOWN OF	413,558.61	Insurance
21350	10/11/2024	111104	KINNE, KEVIN	100.55	Athletic Official
21351	10/11/2024	100481	LACKNER JR, JAMES M	115.71	Travel
21352	10/11/2024			1,991.28	Contracted Maintenance, Repairs & Maintenance & Maintenance Supplies
		120477	LAFRAMBOISE WATER SERVICE	53.60	Travel
21353	10/11/2024	120783	LAJOIE, JANETTE J	270.78	Instructional Supplies
21354	10/11/2024	120681	LAKEWAY TILAPIA	2,400.00	Professional Technical Services
21355	10/11/2024	120590	LASSO SOFTWARE INC	67,903.40	Special Ed Tuition
21356	10/11/2024	53900	LEARN	10,302.60	Special Ed Tuition
21357	10/11/2024	45215	LEARNING CLINIC	35,784.00	Special Ed Tuition
21358	10/11/2024	118435	LIFESPAN SCHOOL SOLUTIONS	105.05	Athletic Official
21359	10/11/2024	89687	LOPRESTO, CHRISTOPHER	105.05	Athletic Official
21360	10/11/2024	120095	LOUIS, SAIGE WILLIAM	703.73	Instructional Supplies & Maintenance Supplies
21361	10/11/2024	116713	LOWE'S	479.96	Insurance
21362	10/11/2024	117136	MADISON NATIONAL LIFE INSURANCE COMPANY	265.75	Transportation Supplies
21363	10/11/2024	119216	MAINE OXY	2,750.00	Communications
21364	10/11/2024	46920	MASTER TEACHER	2,209.00	Repairs & Maintenance
21365	10/11/2024	117612	MCR REFRIGERATION LLC	105.05	Athletic Official
21366	10/11/2024	100431	MORELAND, KEVIN	116.00	Instructional Supplies
21367	10/11/2024	120671	MULTISENSORY LEARNING ASSOCIATES	316.77	Communications
21368	10/11/2024	117936	N2Y INC	4,600.00	Special Ed Tuition
21369	10/11/2024	48557	HARTFORD HEALTHCARE CORPORATION SBO	399.50	Communications
21370	10/11/2024	120158	NEW ENGLAND CENTER FOR CHILDREN INC	3,812.50	Professional Technical Services
21371	10/11/2024	78817	NEW ENGLAND CENTER FOR HEARING REHABILIT	990.00	Professional Technical Services
21372	10/11/2024	117010	NOVUS INSIGHT INC	147.74	Transportation Supplies
21373	10/11/2024	119258	O'REILLY	159.89	Athletic Official
21374	10/11/2024	116877	OUELLET, TIMOTHY J	421.56	Instructional Supplies
21375	10/11/2024	117563	NCS PEARSON INC		

21376	10/11/2024	120773	PHILLIPS, ELIZA	206.14	Athletic Official
21377	10/11/2024	95618	PIGNONE, CARL A	189.88	Athletic Official
21378	10/11/2024	118315	POND, REBECCA	33.10	Travel
21379	10/11/2024	54060	PAR	108.00	Communications
21380	10/11/2024	117124	READ NATURALLY	1,725.00	Communications
21381	10/11/2024	11220	RICOH USA INC	507.95	Contracted Maintenance
21382	10/11/2024	96250	ROUILLARD, JEFFREY S	104.05	Athletic Official
21383	10/11/2024	116518	ROY KITKA'S TIRE SALES AND SERVICE	1,480.00	Transportation Supplies
21384	10/11/2024	116732	SAFETY-KLEEN SYSTEMS INC	322.77	Transportation Supplies
21385	10/11/2024	120778	SAVOIE, JENNIFER L	85.00	Other Objects
21386	10/11/2024	56250	SCHOLASTIC MAGAZINES	933.90	Instructional Supplies
21387	10/11/2024	117970	SCOTT, ADAM B	105.05	Athletic Official
21388	10/11/2024	119958	SEESAW LEARNING INC LOCKBOX	2,646.00	Communications
21389	10/11/2024	100652	SHIPMAN & GOODWIN LLP	6,156.50	Professional Technical Services
21390	10/11/2024	120296	SHOOK, JONA	905.00	Professional Technical Services
21391	10/11/2024	117730	SHRED-IT USA	1,239.24	Contracted Maintenance
21392	10/11/2024	40325	SID HARVEY	2,794.96	Maintenance Supplies
21393	10/11/2024	120774	SNELLING JR, DENNIS	72.84	Athletic Official
21394	10/11/2024	120212	SOLANT HEALTH	25,570.50	Professional Technical Services
21395	10/11/2024	59010	STADIUM SYSTEMS INC.	106.38	Repairs & Maintenance
21396	10/11/2024	119335	STAMBUK, IGOR	208.10	Athletic Official
21397	10/11/2024	117986	STATE OF CONNECTICUT DEPT ADMINISTRATIVE	320.00	Dues & Fees
21398	10/11/2024	59350	STERICYCLE INC	48.63	Contracted Maintenance
21399	10/11/2024	95207	AHOLD FINANCIAL SERVICES	373.26	Instructional Supplies
21400	10/11/2024	89824	SUMNER, MATTHEW	132.66	Travel
21401	10/11/2024	89841	SUPREME INDUSTRIAL PRODUCTS INC	1,251.55	Maintenance Supplies
21402	10/11/2024	120784	TAVCOM INC	1,500.00	Advertising
21403	10/11/2024	111189	TORRES, ANDRES	105.05	Athletic Official
21404	10/11/2024	120152	TORRES, AUSTIN	105.05	Athletic Official
21405	10/11/2024	119765	TUNESKI, ALEX	105.05	Athletic Official
21406	10/11/2024	117724	UNDERWOOD, PATRICIA G	92.65	Other Objects
21407	10/11/2024	44199	VACHON CADILLAC GMC, INC	177.54	Transportation Supplies
21408	10/11/2024	78903	VANDI AUTO SUPPLY	77.14	Transportation Supplies
21409	10/11/2024	119483	VANDI AUTO SUPPLY	108.79	Maintenance Supplies
21410	10/11/2024	120116	VERIZON COMMUNICATIONS INC	788.25	Telephone
21411	10/11/2024	84165	VERIZON WIRELESS	2,494.26	Telephone
21412	10/11/2024	118058	VEX ROBOTICS INC	173.78	Instructional Supplies
21413	10/11/2024	118913	VEZINA, SHAINA ALYSE	60.30	Travel
21414	10/11/2024	106043	VIRCO INC	11,917.36	Instructional Equipment
21415	10/11/2024	111245	VITALE, PETER D	104.05	Athletic Official
21416	10/11/2024	120238	WACHTARZ JR, RAYMOND	181.50	Athletic Official
21417	10/11/2024	63060	WATERFORD COUNTRY SCHOOLS	62,072.40	Special Ed Tuition
21418	10/11/2024	63169	WEBB, F W	401.37	Maintenance Supplies
21419	10/11/2024	97565	WOODS, ROBERT	210.10	Athletic Official
21420	10/11/2024	116473	XEROX CORPORATION	12,932.67	Contracted Maintenance
				1,221,419.81	

Killingly Public Schools Check Authorization

2024-2025

31543	21444	10/28/2024	119533	ADAMS, JENNIFER DONNA	100.00	Other Objects
	21445	10/28/2024	95068	ADAMSON, DIANE	100.55	Athletic Official
	21446	10/28/2024	100372	ADVANCE AUTO PARTS	215.82	Maintenance Supplies
	21447	10/28/2024	11865	AIRGAS USA	55.80	Instructional Supplies
	21448	10/28/2024			1,893.29	Instructional Supplies, Maintenance Supplies, Computer Software & Supplies, Instructional Equipment & Other Objects
			78808	AMAZON CAPITAL SERVICES		
	21449	10/28/2024	120162	AMERICAN RIDES LIVERY SERVICE LLC	33,500.00	Special Ed Tuition
	21451	10/28/2024	119367	ANDERSON MOTORS INC	2,978.76	Transportation Supplies
	21452	10/28/2024	119729	ARC EASTERN CONNECTICUT	5,050.92	Special Ed Tuition
	21453	10/28/2024	15780	ASCD	75.00	Dues & Fees
	21454	10/28/2024	11400	AWARDS PRINTING	83.00	Printing & Binding
	21455	10/28/2024	120369	BARLOW, ANNIE	104.05	Athletic Official
	21456	10/28/2024	119717	BATES, SHAWN	72.84	Athletic Official
	21457	10/28/2024	119744	BAUGHMAN, ERIC	104.05	Athletic Official
	21458	10/28/2024	120141	BERNHARDT, MERRILEE	2,700.00	Professional Technical Services
	21459	10/28/2024	89800	BIG BOY'S TOYS LLC	2,460.86	Repairs & Maintenance
	21460	10/28/2024	23855	BIG Y FOOD INC	199.34	Other Objects
	21461	10/28/2024	111217	BRADLEY PLAYHOUSE	117.24	Dues & Fees
	21462	10/28/2024	119737	BRAMAN CHEMICAL ENTERPRISES INC	280.48	Contracted Maintenance
	21463	10/28/2024	120788	C & M LLC D/B/A ALLIANCE RESTORATION	3,335.52	Repairs & Maintenance
	21464	10/28/2024	27258	CAPITOL REGIONAL EDUCATION COUNCIL	17,414.10	Special Ed Tuition
	21465	10/28/2024	111334	CASELLA WASTE	1,091.69	Contracted Maintenance
	21466	10/28/2024	117751	CHALKO, GEORGE	145.64	Athletic Official
	21467	10/28/2024	73422	CHILDREN'S CENTER OF HAMDEN	13,955.94	Special Ed Tuition
	21468	10/28/2024	116414	CINTAS CORPORATION #756	43.78	Rentals
	21469	10/28/2024	89736	CONN, EDWARD LEE	104.05	Athletic Official
	21470	10/28/2024	73593	CONNECTICUT WATER COMPANY	2,039.47	Utilities
	21471	10/28/2024	120004	CONTINUED	99.00	Communications
	21472	10/28/2024	79065	CORPORATE BILLING LLC	7,525.91	Transportation Supplies
	21473	10/28/2024	119725	COUTURE, LUCAS	72.84	Athletic Official
	21474	10/28/2024	120792	CRM CO LLC	195.00	Transportation Supplies
	21475	10/28/2024	119733	DION, PAUL F	327.14	Athletic Official
	21476	10/28/2024	117150	DVFLORA DELAWARE VALLEY WHOLESALE FLORIS	1,210.04	Instructional Supplies
	21477	10/28/2024	120404	E D S MECHANICAL INC	22,254.63	Repairs & Maintenance
	21478	10/28/2024	33900	EAST CONN	159,251.00	Tuition
	21479	10/28/2024	117507	IMPERIAL DADE	144.04	Transportation Supplies
	21480	10/28/2024	84339	ENCYCLOPEDIA BRITANNICA	1,200.00	Communications
	21481	10/28/2024	118963	EPLUS TECHNOLOGY INC	5,646.20	Professional Technical Services
	21482	10/28/2024	50850	EVERSOURCE	48,156.75	Utilities
	21483	10/28/2024	64940	EVERSOURCE	5,540.85	Utilities
	21484	10/28/2024	120793	FAUCHER, THOMAS	204.05	Athletic Official
	21485	10/28/2024	116506	FOLLETT SCHOOL SOLUTIONS INC	5,168.60	Communications
	21486	10/28/2024	118420	FRONTIER COMMUNICATIONS	52.56	Telephone
	21487	10/28/2024	120281	FRUCHTENICHT, JEFFREY	13,400.00	Contracted Maintenance

21488	10/28/2024	38185	GERRY'S MUSIC	50.00	Repairs & Maintenance
21489	10/28/2024	38265	GIANT PIZZA & GRINDER SHOP	47.47	Other Objects
21490	10/28/2024	73644	GOLDSTEIN, RONALD	100.00	Athletic Official
21491	10/28/2024	118958	GONZALEZ, HECTOR	104.05	Athletic Official
21492	10/28/2024	79035	GRANITE GROUP WHOLESALERS	548.60	Maintenance Supplies
21493	10/28/2024	118395	GUARANTEED AUTO GLASS	185.00	Repairs & Maintenance
21494	10/28/2024	89666	HEALTHCALL MEDICAL CENTER LLC	150.00	Professional Technical Services
21495	10/28/2024	120145	HEBERT, TANIA WOLCHESKY	13.40	Travel
21496	10/28/2024	84341	HORIZONS INC	14,112.19	Special Ed Tuition
21497	10/28/2024	120102	INSTITUTE FOR MULTI-SENSORY EDUCATION	125.00	Library Books & Periodicals
21498	10/28/2024	117799	KENT, MARGARET	73.70	Travel
21499	10/28/2024	43780	KILLINGLY CENTRAL SCHOOL	370.84	Other Objects
21500	10/28/2024	44050	KILLINGLY PUBLIC SCHOOLS LUNCH PROGRAM	4,150.50	Other Objects
21501	10/28/2024	111279	KNOWLTON, BETHANY L	220.00	Travel
21502	10/28/2024	120022	LANGUAGE LINE SERVICES INC	51.20	Professional Technical Services
21503	10/28/2024	119627	LEARN WELL	1,980.00	Special Ed Tuition
21504	10/28/2024	45215	LEARNING CLINIC	20,605.20	Special Ed Tuition
21505	10/28/2024	118435	LIFESPAN SCHOOL SOLUTIONS	18,472.00	Special Ed Tuition
21506	10/28/2024	120794	LISKEY, NEIL	69.65	Athletic Official
21507	10/28/2024			1,215.59	Instructional Supplies, Maintenance Supplies & Non-Instructional Equipment
		116713	LOWE'S	159.89	Athletic Official
21508	10/28/2024	120174	MERRELL, CHELLEY A	6,062.11	Contracted Maintenance
21509	10/28/2024	111069	NALCO WATER	18,400.00	Special Ed Tuition
21510	10/28/2024	48557	HARTFORD HEALTHCARE CORPORATION SBO	399.50	Communications
21511	10/28/2024	120158	NEW ENGLAND CENTER FOR CHILDREN INC	675.00	Communications
21512	10/28/2024	119373	NOODLE TOOLS INC	36.72	Travel
21513	10/28/2024	120444	NORMANDIE, DANA LEE	69.01	Travel
21514	10/28/2024	84486	O'LEARY, TIFFANY A	136.33	Instructional Supplies & Transportation Supplies
21515	10/28/2024	119258	O'REILLY	170.94	Athletic Official
21516	10/28/2024	118943	PARO, LAURA B	271.49	Athletic Official
21517	10/28/2024	120773	PHILLIPS, ELIZA	373.47	Office Supplies
21518	10/28/2024	116872	PITNEY BOWES GLOBAL FINANCIAL SVCS	65.06	Office Supplies
21519	10/28/2024	118865	PRUDENT PUBLISHING	700.00	Dues & Fees
21520	10/28/2024	118264	ROBOTICS EDUCATION & COMPETITION FOUNDAT	181.50	Athletic Official
21521	10/28/2024	95066	SHAMSIDEEN, VARNAUD	100.00	Other Objects
21522	10/28/2024	118486	SHERMAN, SALLY E	16,209.50	Professional Technical Services
21523	10/28/2024	100652	SHIPMAN & GOODWIN LLP	1,670.00	Professional Technical Services
21524	10/28/2024	120296	SHOOK, JONA	386.33	Contracted Maintenance
21525	10/28/2024	117730	SHRED-IT USA	276.89	Athletic Official
21526	10/28/2024	119713	SMITH, TOD L	2,968.00	Professional Technical Services
21527	10/28/2024	120212	SOLIAANT HEALTH	23,950.59	Special Ed Tuition
21528	10/28/2024	117786	SPECIALIZED EDUCATION OF CT INC DBA	626.74	Instructional Supplies & Other Objects
21529	10/28/2024	95207	AHOLD FINANCIAL SERVICES	327.03	Maintenance Supplies
21530	10/28/2024	89841	SUPREME INDUSTRIAL PRODUCTS INC	79.99	Communications
21531	10/28/2024	100329	TOBII DYNAVOS LLC	129.98	Maintenance Supplies
21532	10/28/2024	60910	TURF PRODUCTS CORPORATION	1,649.76	Instructional Equipment
21533	10/28/2024	117365	ULINE		

21534	10/28/2024	84188	US POSTAL SERVICE - RESERVE ACCOUNT
21535	10/28/2024	44199	VACHON CADILLAC GMC, INC
21536	10/28/2024	119483	VANDI AUTO SUPPLY
21537	10/28/2024	118058	VEX ROBOTICS INC
21538	10/28/2024	111245	VITALE, PETER D
21539	10/28/2024	120238	WACHTARZ JR, RAYMOND
21540	10/28/2024	118219	WHALLEY COMPUTER ASSOCIATES INC
21541	10/28/2024	78802	WIMBERLY, CARLOS
21542	10/28/2024	119932	WITNESS STONES PROJECT

10,000.00	Postage
8,018.97	Repairs & Maintenance & Transportation Supplies
364.83	Maintenance Supplies & Transportation Supplies
57.68	Instructional Supplies
204.05	Athletic Official
189.88	Athletic Official
210.00	Dues & Fees
189.88	Athletic Official
1,000.00	Instructional Supplies
517,626.31	

BUDGET TRANSFER REQUEST

TO: Business Office

Date of Request: 10/22/24Budget Year: 2024-2025

Requester

A Clark / C Carey

Supervisor's Signature

Transfer:

From Account 100.140.00.21000.5122 Para Educator salaries Amount \$ 41,071.25

From Account 100.140.00.21000.5220 FICA Amount \$ 2,546.42

From Account 100.140.00.21000.5225 Medicare Amount \$ 595.53

100.140.00.21000.5210 Health/Dental Insurance 16,541.73

100.140.00.21000.5213 Life Insurance 34.00

100.140.00.21000.5212 HSA 2,250.00

To Account 100.155.30.22100.5120 Non-Certified salaries Amount \$ 41,071.25

To Account 100.155.30.22100.5220 FICA Amount \$ 2,546.42

To Account 100.155.30.22100.5225 Medicare Amount \$ 595.53

100.155.00.22100.5210 Health/Dental Insurance 16,541.73

100.155.00.22100.5212 HSA 2,250.00

100.155.00.22100.5213 Life Insurance 34.00

Item(s) or Service(s) Requiring Transfer: revision of a previous reclassification - Para to a Pyramed Coach
CES

Explanation of need: previous reclass to a paraeducator salary account - Pyramed coach
to be classified as non-certified salary - change in department and object codes.
Also required transfers for insurance benefits to new department.

Reason why item(s) or service(s) was not originally budgeted: n/aWhat won't be purchased due to this transfer? n/a

Business Office Use

--

BUDGET TRANSFER REQUEST

TO: Business Office

Date of Request: 10/22/24

Budget Year: 2024-2025

Requester Calark / C. Geary

Supervisor's Signature

Transfer:

From Account 100.140.00.21000.5122 *Para-Educator salary* Amount \$ 21323.90

From Account _____ Amount \$ _____

From Account _____ Amount \$ _____

To Account 100.140.00.21000.5120 ^{Non-Certified} Salaries Amount \$ 21323.90

To Account _____ Amount \$ _____

To Account _____ Amount \$ _____

Item(s) or Service(s) Requiring Transfer: revision of a ^{previous} ~~past~~ reclassification - SET specialist
 @ KMC

Explanation of need: previous reclass to a paraeducator salary account - SEL specialist to be classified as non-certified salary - change in object code only.

Reason why item(s) or service(s) was not originally budgeted: n/a

What won't be purchased due to this transfer? None

Business Office Use

Secondary Grant Budget

Killingly School District (0000000069-00) Public School District - FY 2025 - Perkins (20742) - Rev 0 - Perkins Secondary Grant (20742)

Object	Total
111A - Non-Instructional Salaries	\$868.00
111B - Instructional Salaries	\$8,525.00
200 - Personal Services > Employee Benefits	\$268.00
320 - Professional Education Services	\$0.00
322 - In Service	\$0.00
330 - Employee Training (Non-Direct Services)	\$1,125.00
510 - Student Transportation Services	\$0.00
580 - Travel	\$531.00
600 - Supplies	\$32,999.00
700 - Property	\$0.00
917 - Indirect Costs	\$0.00
	Total \$44,316.00
	Allocation \$44,316.00
	Remaining \$0.00

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

MINUTES

Present: Laura Dombkowski, (absent) Meredith Giambattista, (absent with notification) Susan Lannon, Laura Lawrence, (absent) Kevin Marcoux, Kelly Martin, Misty Murdock, Kyle Napierata, Danny Rovero.
Student Board Member: Phillip Purcell

Others Present: Superintendent Susan Nash, Assistant Superintendent Jeff Guiot and Recording 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. **BOARD SHOUT-OUTS** Misty Murdock thanked teachers and staff for giving their time for parent/teacher conferences.

4. **REPORT BY STUDENT BOARD MEMBERS**

Phillip Purcell shared news about events happening in the district. Some of those events are the following.

KHS: The Parent/Teacher Conferences was well attended. Ms. Lopez and Mrs. Knowlton are attending the National FFA Convention in Indianapolis with AgEd student leaders. Over 60,000 FFA students from all over the world will participate. School Counseling recently held a College Planning Night. The Celebrate Veterans Concert performance by the KHS Music Department will be held on Tuesday, October 29, 2024 at 7:00pm. A reception & light refreshments at 6pm in the cafeteria.

KIS: Girls' Soccer, Boys' Soccer and the KIS Cross Country team all made it to the QVJC championship playoffs. Next week is Spirit Week.

KMS: Math & Literacy Night is taking place on October 24 from 5-6pm. Grade 3 students visited the Audubon Society in Pomfret.

KCS: Teachers, staff, and students held their fourth annual Trunk or Treat. Over 1,000 trick or treaters attended. The PTO organized this event.

Goodyear: The Lions Club completed vision screenings on preschoolers. The Williamsville Fire Department made their annual visit to Goodyear during Fire Prevention Week.

5. **RECOGNITION OF VISITORS-** October 2024 Employee of the Month, Jeanne Sisko.
Jeanne currently serves as a full-time classroom paraeducator and joined the Goodyear team in September 2004. 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.
6. **PUBLIC COMMENT** Ben Kipp, 905 Upper Maple Street.
Mr. Kipp is a Territory Sales Representative at Sullivan Tire, Ellington, CT. He would like to speak to someone regarding replacement tires for our transportation department.
7. **BOARD CHAIRPERSON, COMMITTEE & LIAISON UPDATES**
- A. Curriculum Committee-No report at this time.
- B. Facilities Committee
Mr. Jeff Guiot shared that the committee met earlier this evening. The committee discussed the KIS roof, the KHS access road to lower field and major repairs to the bathrooms at Westfield Ave. Significant repairs are needed on the KIS roof. The roof continues to leak. The Board could decide whether to continue to repair or replace the roof after estimates for both options are presented to the Board at a future meeting. Most of the design for the access road at KHS to the lower fields is complete.
Unexpected repairs were needed and are completed on the bathrooms at 79 Westfield Ave., on the EASTCONN side. There was substantial damage in the walls and new plumbing was needed.
- C. Fiscal Committee- No report at this time.
- D. Personnel Committee- No report at this time.
- E. Policy Committee
Ms. Misty Murdock shared that members of the policy committee reviewed the CABA's suggested revised policies at their last meeting. Changes to the three policies are driven by new public acts and legislation. New language is needed to be compliant with State statutes. Board members were asked if they had any questions.
- 7.E.1 Discussion and Possible Action of FIRST Reading of Policy #4000.1/5145.44 Person & Students Sexual Harassment/Title IX
- 7.E.2 Discussion and Possible Action of FIRST Reading of Revised KPS Policy #5131 Student Conduct and Discipline
- 7.E.3 Discussion and Possible Action of FIRST Reading of Policy #3542.43 Business/Non-Instructional Operation Food Service, Meal Charging
- Ms. Kelly Martin asked if the readings are for just the board's benefit and suggested that the public should know about the changes to the policies. Ms. Lannon reminded Ms. Martin that all agenda items are available for the public to view on the KPS website.

MOTION: Mr. Danny Rovero, seconded by Mr. Kevin Marcoux to approve the the three policies as presented as FIRST readings.
Yes- 5
No -1
Motion Carries

AdHoc Mascot Committee- Ms. Misty Murdock shared that the committee discussed options of having the mascot retirement ceremony at a basketball game or having a mascot retirement ceremony on its own. Ideas for a retirement ceremony would be at an Alumni game, having a slide show, hanging the banner in the cafeteria, giving opportunity to those who would like to take pictures, selling jerseys.

AdHoc Bullying Committee- No report at this time.

8. SUPERINTENDENT'S UPDATE

A. Athletics Update

District-wide Athletic Director Mr. Jim Lackner gave an update regarding athletic events and achievements.

Killingly was awarded the Michael's Cup, on October 7 at the CIAC Sportsmanship Conference. This is the first time since 2016 and only the 2nd time Killingly has been awarded this.

Currently there are 22 members of the Varsity Athletic Leadership Team. The mission is for students to take ownership in their athletic experience and share ideas on how to improve the athletic programs and promote sportsmanship. Students also do volunteer work.

Football is halfway through the season and Killingly is undefeated and ranked #2 in class SS.

There are 201 students participating in a Fall sport at KHS. At KIS there are 73 students participating in a Fall sport. Killingly will be hosting the Wrestling State Championships.

B. Attendance Update

Mr. Jeffrey Guiot shared that overall things are looking more positive for attendance. Student incentives for each of the schools includes raffles. Tardies have also gone down. Communications to parents has increased.

C. Discussion and Possible Action of Consolidated Title 1-A & Title II-A Grant

Title I provides assistance to "schools with high numbers or high percentages of children from low-income families." Academic support and learning opportunities are offered to enable children to master the curriculum and to meet state standards in core subjects. Funding totals \$605,921.00.

Title IIA- Improving Instruction is designed to increase the academic achievement of all students by helping schools and districts improve teacher and principal quality and ensure that all teachers are highly qualified. Funding totals \$76,242.00,

MOTION: by Mr. Kevin Marcoux, seconded by Ms. Misty Murdock to approve the application for Consolidated Title 1-A & Title II-A Grant.

Yes-6

Motion Carries

D. Discussion and Possible Action of Consolidated Title III EL Grant

Title III, English Language Acquisition and Language Enhancement is for our non-English native speaking students. A partnership consortium with EASTCONN will provide tutoring services to multilingual learners. The Title III grant amount is \$6,797.00.

MOTION: by Kevin Marcoux, seconded by Ms. Misty Murdock to approve application process for Consolidated Title III EL Grant.

Yes-6

Motion Carries

E. Discussion and Possible Action of Title IV, Part A Grant

This grant is being used to train teachers to provide support for students with adverse childhood experiences. Funding will support stipends and services for the new CNA pathway at the high

school, security equipment, community engagement and attendance initiatives. Private school funding totals \$3,761.56 for St. James and Natchaug. The total grant is \$44,056.

MOTION: by Mr. Kevin Marcoux, seconded by Mr. Danny Rovero to approve application process for Title IV, Part A Grant

Yes-6

Motion Carries

F. Discussion and Possible Action for Board of Education to Establish Non-lapsing Fund

Dr. Nash read the new legislation regarding Non-lapsing accounts.

Under prior law, the town appropriating authority for a school district was authorized to deposit unexpended education funds into a nonlapsing account, provided that (1) such deposited amount did not exceed 2% of the budgeted appropriation for education for the prior fiscal year, and (2) expenditures were authorized by the local board of education and made only for educational purposes.

Section 7 of Public Act 24-45 now authorizes a local board of education, rather than the town, to make deposits of unexpended funds into a nonlapsing account provided the same conditions are met.

New legislation supercedes the current agreement between Town Council and the Board of Education of a 2M cap. Under new legislation the Board no longer needs to ask permission to deposit funds into a non-lapsing including capping it at 2M.

Dr. Nash conveyed that the Board could consider creating a new fund but it would be a Board decision. If a new account were to come to fruition, it would be managed as the current fund is. It would be separate from the non-lapsing account we have right now. Dr. Nash would like to share this new legislation with Town Council at the Nov. 12 Town Council meeting. Dr. Nash will report back to the Board after her meeting with Town Council.

Ms. Kelly Martin suggested that because three Board members are not present tonight, that no action be taken on this agenda item. **No action was taken.**

9. CONSENT AGENDA

A. October 9, 2024 Board Meeting Minutes

B. KHS Ski Club Trip Request starting Jan 2025 through March 2025.

MOTION: by Mr. Kevin Marcoux, seconded by Mr. Kyle Napierata to approve consent items as presented.

Yes- 6

Motion Carries

10. ADJOURNMENT

MOTION: by Ms. Misty Murdock, seconded by Mr. Kevin Marcoux to adjourn at 8:07pm.

Yes- 6

Motion Carries

Respectfully submitted by,

Keely Doyle

Killingly Board of Education Recording Secretary

2024-2025 Killingly Public Schools Student Enrollment																
November 1, 2024							October 1, 2024									
GRADE	KHS	KIS	KCS	KMS	GDYR	OD										
PREK			25		119	0										
K			139			0										
1			146			3										
2				169		0										
3				148		2										
4				173		2										
5		163				3										
6		185				5										
7		179				4										
8		168				5										
9	192					7										
10	182					10										
11	203					6										
12	160					17										
Totals	737	695	310	490	119	64	2,415		Totals	744	692	315	486	119	64	2,420
COMPARATIVE DATA: 2023-2024									KMS by Teacher		KCS by Teacher					
									Crabtree, M.-2		19	Griffiths, D.-PreK	11			
									Fratoni, D.-2		18	Racine, M.-PreK	13			
									Juhola, N.-2		18	Angelo, K.-K	18			
									Lanzoni, L.-2		19	Collins, K.-K	20			
January 4, 2023			105	339	531	664	773	54	2,466	Maheu, J. - 2		20	Crawford, K.-K	20		
February 1, 2023			110	340	530	665	763	58	2,466	McMerriman,S.-2		19	Horne, F.-K	20		
March 1, 2023			109	340	526	665	762	58	2,460	Moulton, J.-2		19	Livingston, H.-K	20		
April 3, 2023			115	340	527	657	766	59	2,464	Riordan, E.-2		19	Lopez, K.-K	21		
May 1, 2023			118	340	527	659	765	58	2,467	Sakidovitch, A.-2		18	Parsell, S.-K	16		
June 1, 2023			119	339	526	655	764	57	2,460	Bitgood, C.-3		18	Blackmar, C.-1	13		
June 23, 2023			118	339	527	655	760	58	2,457	Breen, T.-3		19	Brock, J.-1	16		
September 1, 2023			117	324	500	704	771	59	2,475	Carlson, J.-3		18	Bufmack, E. - 1	15		
October 2, 2023			117	326	485	697	760	62	2,447	Gaulin, N.-3		19	Guillot, J.-1	14		
November 1, 2023			117	328	484	698	752	61	2,440	Hand, H.-3		18	Hanson, D. -1	17		
December 1, 2023			120	329	483	699	751	58	2,440	Penner, K. -3		18	Horvath S.-1	16		
January 3, 2024			119	327	484	697	749	61	2,437	Siegmund, L.-3		19	Santaniello,M.-1	16		
February 1, 2024			119	324	481	694	755	64	2,437	Tillinghast, A.-3		19	Steuernagel, M.-1	15		
March 1, 2024			123	319	482	685	754	66	2,429	Breen, C.-4		21	Watson, J.-1	16		
April 1, 2024			128	320	483	685	746	68	2,430	Burdick, S.-4		21	Loghry, S. - IL	10		
May 1, 2024			130	319	483	683	744	70	2,429	Delfarno, M.-4		22	Gagnon, R -IL	3		
June 3, 2024			132	319	485	683	736	68	2,423	Ellal, H.-4		22	Total	310		
June 17, 2024			132	319	485	683	732	69	2,420	Lee, B.-4		22				
September 3, 2024			118	317	496	690	749	63	2,433	Salisbury, R.-4		22				
October 1, 2024			119	315	486	692	744	64	2,420	Scott, A.-4		21				
November 1, 2024			119	310	490	695	737	64	2,415	Tenaglia, D.-4		22				
									0	Total		490				
									0							
									0							
									0							
									0							
									0							

Agency and Sp. Ed. Placements	
Agency-Out of District	
Domus -Stamford, CT	1
Agency Total	1
Local- Out of District	
ASD (American School for the Deaf), West Hartford, CT	1
ARC of NE CT - Danielson, CT	1
Bradley School New London - New London, CT	3
Bradley School Windham -Thompson, CT	7
Children's Center Hamden, CT	1
CREC Birken - Bloomfield,CT	3
CREC Riverstreet - South Windsor, CT	2
EASTCONN Bridges - Columbia, CT	1
EASTCONN EVC -Willimantic, CT	1
EASTCONN NRP - Danielson, CT	10
EASTCONN Transition - Willimantic, CT	1
Groden Center - Providence, RI	1
High Road - Danielson, CT	2
Horizons - Windham, CT	1
Learning Clinic - Brooklyn,CT	3
Natchaug Joshua Center - Danielson, CT	2
Ocean Learning Academy , New London, CT	3
Project Genesis - Windham, CT	13
Sargent Rehabilitation Center , Providence, RI	1
Susan Wayne Center - Thompson, CT	3
Watford Country School - Quaker Hill, CT	3
Local Out of District Total	63
Agency	1
Total	64

KILLINGLY PUBLIC SCHOOLS FIELD TRIP REQUEST

REV. 7/08

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

SCHOOL: KHS GRADE/CLASS/CLUB: 9-12 / Photo DATE: 10/16/24

TEACHER/FIELD TRIP LEADER: Danica Temple

DATE OF TRIP: 11/19/24 NUMBER OF STUDENTS: 21

NUMBER OF CHAPERONES: 4

DEPARTURE TIME: 8:30 am RETURN TIME: 2:00 pm

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): Roger Williams National Memorial, Providence RI

Yes ☒ No _____ **Transportation availability confirmed with Transportation Supervisor.**

Objectives of Trip (relation to curriculum, etc.): Architectural + Street photography

Transportation Desired:

Names of Chaperones:

☒ School Bus _____
_____ Mini Bus _____
_____ Other (specify) _____
_____ Van _____

Special Equipment Required:

Substitutes Req. 1
(Number)

_____ Car Seats _____
(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.

Danica Temple
Teacher

Ka Legoe
Principal/Program Administrator

Superintendent's Office

[Signature]
Transportation Supervisor

KILLINGLY PUBLIC SCHOOLS FIELD TRIP REQUEST

REV. 7/08

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

SCHOOL: KHS GRADE/CLASS/CLUB: 9-12 / Photo DATE: 10/16/24

TEACHER/FIELD TRIP LEADER: Danica Temple

DATE OF TRIP: 4/24/25 NUMBER OF STUDENTS: 32

NUMBER OF CHAPERONES: 5

DEPARTURE TIME: 8:30 am RETURN TIME: 2:00 pm

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): Roger Williams National Memorial, Providence RI

Yes ☒ No _____ **Transportation availability confirmed with Transportation Supervisor.**

Objectives of Trip (relation to curriculum, etc.): Architectural + Street photography

Transportation Desired:

Names of Chaperones:

☒ School Bus _____
_____ Mini Bus _____
_____ Other (specify) _____
_____ Van _____

Special Equipment Required:

Substitutes Req. 1
(Number)

_____ Car Seats _____
(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.

Danica Temple
Teacher

Kari Legas
Principal/Program Administrator

Superintendent's Office

Transportation Supervisor

KILLINGLY PUBLIC SCHOOLS FIELD TRIP REQUEST

REV. 7/08

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

SCHOOL: KHS GRADE/CLASS/CLUB: KHS Robotics DATE: 10/10/24

TEACHER/FIELD TRIP LEADER: Dr. Robert Polsell

DATE OF TRIP: 12/5-12/7 NUMBER OF STUDENTS: 15-20

DEPARTURE TIME: 6:45am NUMBER OF CHAPERONES: 3-4

RETURN TIME: 7:00pm

On a school day: 8:30 AM or later unless approved in writing by the Transportation Supervisor
End 2 PM or earlier unless approved in writing by the Transportation Supervisor

DESTINATION/DIRECTIONS (be specific): Worcester Polytechnic Institute (WPI) - 100 Institute Rd. Worcester, MA 01609

Yes No N/A **Transportation availability confirmed with Transportation Supervisor.**

Objectives of Trip (relation to curriculum, etc.): Promote the highest level of problem-solving and engineering design through real-world, competitive application of learning.

Transportation Desired:

Names of Chaperones:

<u> </u> School Bus	<u>Dr. Robert Polsell</u>	<u>Coach/Advisor</u>
<u> </u> Mini Bus	<u>Virginia Martin</u>	<u>Parent</u>
<u> </u> Other (specify)	<u>Lauren Klosowski</u>	<u>Sub/Parent</u>
<u> </u> Van	<u>Brian Sprouse</u>	<u>Parent</u>

Special Equipment Required:

Substitutes Req. 2
(Number)

 Car Seats
(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.

Teacher

Principal/Program Administrator

Superintendent's Office

Transportation Supervisor

Side 1 of 2

NOTE: Parents will provide travel to/from the event.



KILLINGLY HIGH SCHOOL

226 PUTNAM PIKE
KILLINGLY, CT 06241
(860) 779-6620
Fax (860) 774-0846

October 10, 2024

Dear Killingly Board of Education Members:

I would like permission to take 15-20 members of the KHS Robotics team to the WAVE Signature Event at Worcester Polytechnic Institute (WPI) in Worcester, Massachusetts from Dec. 5-7 (Thurs - Sat.). This event could qualify two of our teams for the World Robotics Championship later this year and will provide an opportunity for students to tour the incredible campus and see the amazing engineering programs that WPI has to offer. This event will bring students together from all over the United States and will also serve as an incredible opportunity for our students to work with students of vastly diverse backgrounds. This experience is both a practical application of their engineering work that they have been developing over the past several years and an opportunity to do a college visit at the level few students get to experience.

As an educator since 1996, I have had the unique opportunity to travel with more than 262 students on over 42 trips both nationally and internationally to compete in the New England Regional, US National, World, New Zealand National, and Japan International National robotics competitions. Each of these experiences has been incredibly impactful for my students. Upon reflection, my students describe their experience of meeting peers from another culture, interacting with teams from other countries, and learning about diverse people as "life changing," "the best experience I've ever had in school," and "a once-in-a-lifetime opportunity." I truly believe that traveling for competitive robotics with a focus on developing students skills and knowledge in engineering, culture, and global citizenship is the most impactful experience I have ever provided students in nearly 3 decades of teaching.

A trip to WPI is not just a fun experience for our students. Unlike many field trips, this one is earned through very hard work, dedication, hundreds of hours of focused testing and practice, and ultimately by invitation only where they will embark on a journey of a lifetime. Parents will provide transportation to their student and some may stay at a hotel locally as a family. Students will compete in robot skills (both operator control and programming), head-to-head competition, and multiple engineering design interviews to defend their incredible engineering notebook.

Over the past decade, I have chaperoned 42 out-of-state (including 2 international) robotics trips and am comfortable with the extreme responsibility of caring for students 24/7. Multiple parent chaperones will be with me. These adventures will be an excellent opportunity for our students and will be well within my comfort zone. Through the exciting experience of competitive robotics, our students not only learn to become engineers, problem solvers, and collaborators, they learn the value of diversity, culture, and global citizenship that will make our world a truly better place.

Please contact me at rpolselli@killinglyschools.org if you have questions. Thank you for your time and consideration.

Respectfully,

Dr. Robert N. Polselli, Jr.
Engineering and Technology Teacher
HS Robotics Coach

KILLINGLY PUBLIC SCHOOLS FIELD TRIP REQUEST

REV. 7/08

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

SCHOOL: KHS GRADE/CLASS/CLUB: KHS Music Dept. DATE: 11/7/24

TEACHER/FIELD TRIP LEADER: Ethier / Largent

DATE OF TRIP: Wednesday, February 5, 2025 NUMBER OF STUDENTS: 100
NUMBER OF CHAPERONES: 10

DEPARTURE TIME: 7am RETURN TIME: 9:30pm

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): _____

Broadway - New York City.

Not needed - using coach buses with Perkins Travel.
Yes ___ No ___ Transportation availability confirmed with Transportation Supervisor.

Objectives of Trip (relation to curriculum, etc.): Opportunity to see a live Broadway musical (Hedestown) of the highest quality. Directly connected to performing arts career pathways.

Transportation Desired:

Names of Chaperones:

_____ School Bus	<u>Jeff Ethier</u>	<u>Jason Largent</u>
_____ Mini Bus	<u>Staff</u>	<u>Music Booster</u>
_____ Other (specify)	_____	<u>Parents.</u>
_____ Van	_____	_____

Special Equipment Required:

_____ Car Seats _____
(Number)

_____ Handicap Equipped

Specify: _____

Substitutes Req. _____

(Number)

Aide(s) Required _____

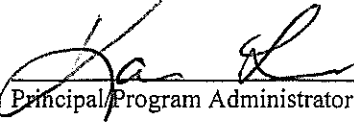
(Number)

Nurse Required _____

(Number)

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.


Teacher


Principal/Program Administrator

Superintendent's Office

Transportation Supervisor

***Killingly High School Music Department
NYC Broadway Trip “Hadestown”
February 5, 2025***

Dear Killingly Board of Education,

The KHS Music Department will be organizing a Broadway trip to NYC to see the Tony Award winning Show, Hadestown on February 5th of 2025. The itinerary is included in this proposal. We will depart from KHS at 7am and return at approximately 9:30pm. The students, directors, and chaperones will travel by hired motor coach, (approximately 4 hours each way). The trip will include lunch at Bubba Gump’s in NYC, Coach Bus Transportation, and tickets to Hadestown on Broadway. This trip provides an incredible and unique opportunity for our students to see a live performance of the highest quality on Broadway. This will particularly have a positive impact on our career pathway students in the performing arts by creating a job shadow opportunity. The Music Department will be traveling with Perkins Travel, based in New Britain, Connecticut. I am seeking BOE approval at the 11/13/24 Board meeting which will be essential for us to prepare, recruit, and gather payments. The leaders of this trip include me, Jeffrey Ethier, KHS Band Director, and Jason Largent, KHS Choir Director.

Cost of Trip: Approximately \$200.00 per student, based upon number of participating students/chaperones (approximately 110 total participants – 100 students, 10 chaperones).

1 fundraiser has already occurred, and additional fundraisers totaling at least 3 will be organized by our Booster Club to assist students financially this year.

Expenses covered: Motorcoaches
1 Lunch including taxes, tips.
Also included: One Ticket for the show, Hadestown.

NOT covered: The price of the trip includes one meal for all participants (lunch). Breakfast & Dinner will be the financial responsibility of each participant, as are personal souvenirs and snacks.

**KILLINGLY HIGH SCHOOL NEW YORK CITY “TENTATIVE” ITINERARY
WEDNESDAY, FEBRUARY 5, 2025**

7:00AM	TWO BUSES ARRIVE @KILLINGLY HIGH SCHOOL TO LOAD GROUP
7:30AM	DEPART KILLINGLY HIGH SCHOOL FOR LUNCH AT BUBBA GUMPS OR SIMILAR
11:00AM	APPROXIMATE ARRIVAL IN TIMES SQUARE
11:30AM	LUNCH AT BUBBA GUMPS OR SIMILAR (INCLUDED)
1:00PM	GROUP WILL WALK OVER TO THE WALTER KERR THEATRE TO BE SEATED
2:00PM	“HADESTOWN” (SHOW - 2 HOURS & 25 MINUTES INCLUDING INTERMISSION)
4:45PM	GROUP WILL BOARD BUSES AND DEPART NEW YORK CITY FOR KHS WITH A DINNER STOP ENROUTE (ON OWN)
9:30PM	APPROXIMATE ARRIVAL AT KILLINGLY HIGH SCHOOL

PLEASE NOTE THE ABOVE ITINERARY IS TENTATIVE AND SUBJECT TO CHANGE AT ANYTIME FOR ANY REASON.