

**THE W. L. GILBERT SCHOOL CORPORATION
REGULAR MEETING
WEDNESDAY, DECEMBER 18, 2024
THE GILBERT SCHOOL
Immediately Following 6:30 PM Organizational Meeting
Library**

AGENDA

(A portion of this meeting may be held in executive session)

1. OPENING OF MEETING

The W. L. Gilbert School Corporation

Scott Beecher	Holly Cassaday	Ellen Marino
Jonathan Morhardt	Theresa Padin	Renata Waldron
Kurt Werner		

Administration

Debra Lewis
Interim Head of School

Student Representatives

Shelby Salius
James Slauta

- A. Pledge of Allegiance - Ellen Marino
- B. Vision and Mission Statement - Ellen Marino

The Gilbert School is committed to ensuring that all our students are prepared to be thoughtful and productive citizens in a complex, global society.

In pursuing this Mission, we believe that:

- All students can learn and be successful.
- All students are valued and deserve an education that addresses their academic, physical, and social/emotional needs.
- All students are entitled to a safe, healthy, and respectful learning environment.
- All The Gilbert School community members must uphold high expectations, be accountable, and demonstrate a commitment to excellence.
- Celebrating the heritage of The Gilbert School strengthens community pride and inspires individual accomplishments.

2. PUBLIC FORUM

A. General Public

The W. L. Gilbert School Corporation welcomes comments from the public. Please state your name and address. Speakers will be limited to three (3) minutes. (Board Policy 1120).

B. Student Representatives Report

3. CALL FOR AGENDA ITEMS

4. STUDENT PRESENTATION

5. APPROVAL OF MINUTES

A. Minutes of Regular Meeting - November 20, 2024

1. VOTE: Yeas _____ Nays _____ Abstain _____

6. RESIGNATION OF SCHOOL CORP. MEMBERS

A. Shane Centrella

1. VOTE: Yeas _____ Nays _____ Abstain _____

B. Jared Fritch

1. VOTE: Yeas _____ Nays _____ Abstain _____

7. COMMITTEE REPORTS

A. Finance

1. Monthly Finance Report
2. Next Meeting - January 15, 2025

B. Policy

1. Report on Meeting - ~~December 5, 2024~~ Canceled
2. Next Meeting - January 2, 2025

C. Building & Grounds

1. Report on Meeting - October 16, 2024
2. Next Meeting - January 15, 2025

D. Personnel

1. Next Meeting - TBD

8. RESIGNATIONS/APPOINTMENTS

A. Resignations

1. Buckley Morgan - CTE

a. VOTE: Yeas _____ Nays _____ Abstain _____

9. SECURITY UPDATE

A. ASO Update

10. SECOND READING OF POLICIES

A. #5131.81 - Electronic Devices

B. #5141.27 - First Aid/Emergency Medical Care

11. APPROVAL OF POLICIES

A. #5142.4 - (Safety) Armed School Security Officers

1. VOTE: Yeas _____ Nays _____ Abstain _____

B. #5142.41- (Students) Armed School Security Officers

1. VOTE: Yeas _____ Nays _____ Abstain _____

12. OUT OF STATE FIELD TRIP REQUEST (Wrestling)

A. VOTE: Yeas _____ Nays _____ Abstain _____

13. PRINCIPAL'S REPORT

14. HEAD OF SCHOOL REPORT

- A. Delivered by Interim Head of School Debra Lewis
 - 1. Enrollment
 - 2. Attendance
 - 3. Food Service Report

15. BOARD OF EDUCATION REPORT

- A. Winchester

16. SCHOOL CORPORATION CHAIRMAN'S REPORT

- A. Holly Cassaday

17. ADJOURNMENT

- A. VOTE: Yeas _____ Nays _____ Abstain _____

PREVIOUS MEETING MINUTES

**THE W. L. GILBERT SCHOOL CORPORATION
REGULAR MEETING
WEDNESDAY, NOVEMBER 20, 2024
THE GILBERT SCHOOL
6:30 PM
Library
MINUTES**

1. OPENING OF MEETING

Meeting called to order at 6:27PM by Chair Holly Cassaday.

Scott Beecher (Absent Excused), Holly Cassaday (School Corp Chair), Shane Centrella, Jared Fritch, Ellen Marino (Absent Excused), Jonathan Morhardt, Theresa Padin, Renata Waldron, Kurt Werner, Greg P. Shugrue (Head of School), Deb Lewis (Principal) Shelby Salius & James Slauta (Student Representatives)

A. Pledge of Allegiance - Holly Cassaday

B. Vision and Mission Statement - Holly Cassaday

2. PUBLIC FORUM

A. General Public

None

B. Student Representatives Report

PSATs concluded. Fall sports completed. Little Mermaid in April. Winter Concert Dec 17th. Spirit Week. Midterms. Winter Sports.

3. CALL FOR AGENDA ITEMS

None

4. APPROVAL OF MINUTES

A. Minutes of Regular Meeting - October 16, 2024

Motion to approve minutes of the October 16, 2024 meeting by Jared Fritch and seconded by Theresa Padin. Motion is approved. Renee Waldron and Kurt Warner abstain.

5. COMMITTEE REPORTS

A. Finance: Renee Waldron reports. Building maintenance spending.

1. Monthly Finance Report

2. Next Meeting - December 18, 2024

B. Policy: Holly Cassaday reports: By-Laws updated.

1. Report on Meeting - November 7, 2024

2. Next Meeting - December 5, 2024

C. Building & Grounds: Holly Cassaday reports. Many building projects.

1. Report on Meeting - October 16, 2024

2. Next Meeting - December 18, 2024

D. Personnel

1. Next Meeting – TBD

6. RESIGNATIONS/APPOINTMENTS

A. Resignations

1. Matthew Mercure - MS English

B. Appointments/Certified Staff Hires

1. Thomas Durham - MS English

7. SECURITY UPDATE

A. ASO Update: Greg Shugrue reports.

MOU signed. Job posted yet not bringing applicants. One so far. Will NOT rush the process, need the perfect fit.

8. FIRST READING OF POLICIES

A. #5131.81 - Electronic Devices

B. #5141.27 - First Aid/Emergency Medical Care

9. SECOND READING OF POLICIES

A. #5142.4 - (Safety) Armed School Security Officers

B. #5142.41- (Students) Armed School Security Officers

10. APPROVAL OF POLICIES

A. # 5131.911 - School Climate (formerly Hazing/Bullying)

Motion to approve by Theresa Padin, seconded by Jonathan Morhardt and unanimously approved.

B. # 5145.44 - Title IX

Motion to approve by Renee Waldron, seconded by Theresa Padin and approved by the board. Jonathan Morhardt abstained.

11. 2025 MEETING SCHEDULE

List of Board Meetings for 2025 provided by Greg Shugrue.

Lay-out of budgeting process by month.

Change: Building and Grounds meeting and Finance Committee meetings to begin at 6PM and join content. Agenda will specify whether or not additional meeting time is necessary or not.

12. PRINCIPAL'S REPORT

Deb Lewis reports.

Buildings and grounds apparently need updates as reported by visiting educators. Report for school by mid-December will include recommendations. PSAT results. Scores are up for all grades, the first time in 24 years.

8th grade average scores are higher than global average.

40% of Seniors have applied to a 2 or 4 year school as of today. Numbers are much higher than last year. Trending in a positive direction.

13. HEAD OF SCHOOL REPORT

A. Greg P. Shugrue

1. Enrollment is steady at 438 students. 14 are international students.
2. Attendance: Steady and making small improvements. Close to 94%.
3. Food Service Report: 102 breakfasts and 354 lunches per day. Free for all students. New hire to help increase hot lunch options.
160 students enrolled in 7th-12 athletics. 137 participated.
Lock-down drill. Emergency security system in place and working effectively. Parents and the police department were notified of the drill beforehand.

14. BOARD OF EDUCATION REPORT

A. Winchester

Renee Waldron, Shane Centrella and Jonathan Morhardt report. Veterans Day Celebration. Alignment of terms for WPS BOE and Gilbert School Corp representatives. Nominating Committee membership discussion.

15. SCHOOL CORPORATION CHAIRMAN'S REPORT

A. Holly Cassaday

Next meeting will need to appoint officers prior to the start of the meeting. Once a month future meetings with WPS BOE and Superintendent to make sure we are working together in positive ways.

16. ADJOURNMENT

Motion to adjourn at 7:09 PM by Jonathan Morhardt, seconded by Theresa Padin and unanimously approved.

Respectfully submitted,
Lauren Jones Dombrowski

RESIGNATIONS & APPOINTMENTS

Buckley Morgan

CTE Teacher

Buckley W. Morgan II
12 Oregon St.
Torrington, CT 06790
860 866-8928
buckley2100@gmail.com

25 November 2024

Deb Lewis
Principal, The Gilbert School
200 Willians Ave.
Winsted, CT 06798

Dear Ms. Lewis,

I will resign as of the 6th of June 2025 to pursue my retirement. Please accept this letter as official notification of my retirement from The Gilbert School. I am providing early notice so that you may be able to start the search for a replacement as soon as possible. I know CTE positions here in Connecticut are very difficult to fill.

I would also like to take this opportunity to thank you for your support during my time here at Gilbert. My experiences here have been numerous and very rewarding. I will not soon forget my time here at The Gilbert School.

As a note, I request all funds withdrawn from my pay to meet Teacher Retirement Board requirements, be returned upon my departure. I will not reach ten years of service before that date, I will not be eligible for the TRB retirement program. I will be happy to turn in any forms that may be required.

Sincerely,



Buckley W. Morgan II

**SECOND READING OF POLICY:
#5131.81 - ELECTRONIC DEVICES**

Students

Electronic Devices

Personal Technology Use in Schools/Cellular Phones/Electronic Communication Devices

The Board is committed to providing a safe, positive and productive learning environment for its students. The Board recognizes that, depending on how they are used, cellular telephones and other wireless communication devices can be either a valuable learning tool or a source of disruption in the learning environment. In order to maintain a secure and orderly learning environment, student use and possession of cellular telephones and other wireless communication devices shall be subject to the limitations set forth in this policy.

There is a growing body of evidence that suggests student access to cellular telephones and other electronic communication devices may be detrimental to student emotional wellbeing and academic growth. Therefore, the use of electronic communication devices and other such technology at school is considered a privilege, not a right.

Students may possess cellular telephones and other wireless communication devices on school property and school-sponsored transportation, provided students adhere to the restrictions contained within this policy. Any unauthorized use of cellular telephones and other wireless communication devices during the instructional school day or at such times as not authorized by the school principal or designee is prohibited, as it disrupts the instructional program or distracts from the educational environment.

1. ***Middle School Students:*** No use of a cell phone/smartwatch or other personal communication device will be permitted during school hours. These devices must be turned off or on silent and left in backpacks, stored in a student's locker or other place designated by building administration.

Students may use their cellular phones and other wireless communication devices while waiting for the beginning of the instructional school day or waiting for a school bus at the end of the instructional school day.

2. ***High School Students:*** Possession of a cell phone/smartwatch or other personal communication device while in school is permitted, however, the devices must be turned off or on silent and be out of sight in classrooms during the school day unless authorized by a classroom teacher for academic purposes. Cell phones may be used in non-classroom areas as designated by school administration.

The use of cellular telephones or other wireless communication devices in any manner that disrupts the educational environment or violates the rights of others, including the use of the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules is prohibited. Prohibited conduct specifically includes creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person.

Students

Electronic Devices

Personal Technology Use in Schools/Cellular Phones/Electronic Communication Devices (continued)

(2. High School Students continued)

Unless otherwise banned by this policy or by the building principal, all cellular telephones or other wireless communication devices must be powered off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) the use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

Unauthorized Use of Devices

A student's possession, display or use of a cellular telephone and other wireless communication devices on school property contrary to the provisions of this policy shall be viewed as the unauthorized use of the cellular phone or other wireless communication devices when such possession, display or use of such devices results in conduct which includes, but is not limited to:

- a. Interference with or disruption of the instructional or educational environment.
- b. Use that violates academic integrity, such as reproducing images of tests, communicating test or examination contents or answers, providing access to unauthorized school information, or assisting students in any aspect of their instructional program in a manner that violates school Board policy or the Student Code of Conduct.
- c. The communication of the marks or grades assigned to students resulting from evaluation or the actual contents, or parts thereof, of any evaluation activity being completed by an individual(s).
- d. Use to commit a crime, under federal or state law.
- e. Violation of a student's or other person's reasonable expectation of privacy by using such devices with photographic capabilities in student locker rooms, restrooms, any other student changing areas, or the classroom, whether such use occurs during the instructional school day or on school property. Cellular telephones and other wireless communication devices may not be utilized to take "photographs" or "videos" while on school property, while on school-sponsored transportation or while a student is engaged in school-sponsored activities.
- f. Use in a manner that is profane, indecent, obscene, threatening, discriminatory, bullying or harassing language, pictures or gestures. Cellular telephones and other wireless communication devices which have the capability to take "photographs" or "moving pictures" shall not be used for such purposes while on school property, while on school-sponsored transportation or while a student is engaged in school-sponsored activities.

Students

Electronic Devices

Personal Technology Use in Schools/Cellular Phones/Electronic Communication Devices (continued)

Other Responsible Uses

Cellular telephones and other wireless communication devices are permissible in the following circumstances:

- a. *IEP, 504, or Health Care/Medical Plan.* Students may use cellular phones, wireless communication devices, and other electronic devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care/Medical Plan with supportive documentation from the student's physician.
- b. *Health, Safety or Emergency Reasons.* Exceptions to the restrictions in this policy, in part or in its entirety, may be made for health, safety and emergency reasons by the principal.
- c. *School Trips or School-Sponsored Activities.* The use, display, or activation of cellular phones or other wireless communication devices during school trips or school-sponsored activities shall be at the discretion of the principal or designee but shall not be disruptive to the activity.
- d. *Other Reasons.* Other reasons determined appropriate by the principal.

Unauthorized use of these devices is grounds for confiscation by school officials, including classroom teachers. Repeated unauthorized use of such devices may lead to disciplinary action.

Responsibility/Liability

Any student who chooses to bring a cellular telephone or other wireless communication device to school shall do so at his or her own risk and shall be personally responsible for the security of his or her cellular phone or wireless communication device. Neither the school personnel nor the Board will assume any responsibility or liability for loss, theft, damage, or vandalism to a cellular phone or other wireless communication device brought onto school property or for the unauthorized use of any such device.

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

(cf. 5131 – Conduct)

(cf. 5131.8 – Off School Grounds Misconduct)

(cf. 5131.82 – Restrictions on Publications and Written or Electronic Material)

(cf. 5131.911 – Bullying)

(cf. 5131.913 – Cyberbullying)

(cf. 5144 – Discipline/Punishment)

(cf. 5145.5 – Sexual Harassment)

(cf. 5145.51 – Peer Sexual Harassment)

Students

Electronic Devices

Personal Technology Use in Schools/Cellular Phones/Electronic Communication Devices

Legal Reference: Connecticut General Statutes

10-233j Student possession and use of telecommunications devices

Eisner v. Stamford Board of Education, 440 F. 2d 803 (2nd Cir 1971)

Trachtman v. Anker, 563 F. 2d 512 (2nd Cir. 1977) cert. denied, 435 U.S. 925 (1978)

Hazelwood School District v. Ruhlmeir, 484 U.S. 260, 108 S Ct 562 (1988)

Bethel School District v. Fraser, 478 US 675 (1986)

Tinker v. Des Moines Independent Community Dist., 393 US 503, (1969)

Policy adopted:

cps 1/19
reviewed 11/23
revised 8/24

**SECOND READING OF POLICY:
#5141.27 - FIRST AID/EMERGENCY MEDICAL CARE**

Students

First Aid/Emergency Medical Care

Use of Automatic External Defibrillators (AEDs)

The Gilbert School strives to provide a safe environment for students, staff, parents and community as they learn and recreate in school facilities. In achieving a safe environment, automatic external defibrillators (AEDs) shall be placed within the school if funding is available. The AED and trained personnel shall be available during (1) the school's normal operational hours, (2) school-sponsored athletic events and practices on school grounds, and (3) school-sponsored events not taking place during normal school operational hours. The automatic external defibrillators shall be used in emergency situations when sudden cardiac arrest occurs (*or shall be used in emergency situations warranting its use*). Each school shall also have school staff trained in the use of AEDs and in cardiopulmonary resuscitation (CPR). Such training shall be in accordance with the standards set forth by the American Red Cross or the American Heart Association. Only individuals who have completed the required initial training and recurrent training as specified by state law and regulations and as advised by the District's Medical Advisor will administer the device.

The AED will be stored in an accessible location in the school. The defibrillators shall be maintained and tested in accordance with the operational guidelines of the manufacturer and monitored by the school nurse. (or medical advisor, athletic director, safety coordinator, etc.)

Students who inappropriately access and/or use an AED will be deemed to have violated the school's conduct code and subject to disciplinary action.

The Emergency Medical Service Team is to be activated immediately upon discovery of a situation in which the use of an AED is anticipated, as required. Activation will be via the 911 emergency telephone system. The activation of the Emergency Medical Service Team must not be delayed due to the actual or anticipated use of an AED.

Students

First Aid/Emergency Medical Care

Use of Automatic External Defibrillators (AEDs) (continued)

Each AED within the school shall be registered with the Town's Emergency Medical Service provider and with the Connecticut Office of Emergency Medical Services. A report shall be forwarded to the local EMS provider for medical review (*and to the District's Medical Advisor*) each time an AED is activated.

The [Medical Advisor, Principal, Superintendent, etc.] may specify that an authorized user may bring an AED to other areas of a school or its grounds for the purpose of standing by at specific events or activities. A communication mechanism will be established for the purpose of notifying trained authorized users within each building of the relocation of an AED from its usual place of storage.

A regulation will delineate the procedures to be followed when using an AED. The procedure constitutes a physician's order and is to be written by the District's Medical Advisor.

Teachers and other school personnel, who have fulfilled the training requirements of this policy, providing emergency first aid involving the use of an AED shall be immune from liability if they meet the statutory requirements for immunity, which include a course in first aid that includes CPR and training in the use of AEDs provided in accordance with the standards of the American Red Cross or the American Heart Association.

It is the policy of the Board of Education to support the use of automatic external defibrillators and trained school personnel during medically appropriate circumstances.

The Board recognizes that in accordance with applicable legislation, it does not have to comply with these provisions if state, federal, or private funding is not available to it for AED purchasing and for school personnel training.

Students

First Aid/Emergency Medical Care

Use of Automatic External Defibrillators (AEDs) (continued)

The Board recognizes that it may, in lieu of purchasing an AED, accept an AED donation provided the donated AED meets the U.S. Food and Drug Administration standards and the device is in compliance with the manufacturer's maintenance schedule. The Board may also accept gifts, grants, and donations, including in-kind donations, designated for an AED purchase and the costs of (1) inspecting and maintaining the device and (2) training staff in its use.

Emergency Action Response Plans

Each school shall develop an emergency action response plan addressing the appropriate use of school personnel to respond to incidents involving an individual experiencing sudden cardiac arrest or a similar life-threatening emergency while on school grounds. Also, each school with an athletic department or organized athletic program shall develop an emergency action response plan addressing appropriate school personnel response to the same circumstances while attending or participating in an athletic event or practice on school grounds.

(cf. 5141 - Student Health Services)

(cf. 5141.1 - Care of Accidents)

(cf. 5141.26 - Emergency Situation with No Nurse in School)

(cf. 5141.3 - Health Assessments and Immunizations)

(cf. 5142 - Safety)

Legal Reference: Connecticut General Statutes
 19a-175 Definitions
 10-212d Availability of automatic external defibrillators in schools
 10-221 Boards of education to prescribe rules.
 52-557b "Good Samaritan law." Immunity from liability for emergency
 medical assistance, first aid or medication by injection. School personnel
 not required to administer or render (as amended by P.A. 09-59).
 Public Law 106-505 Cardiac Arrest Survival Act.
 Public Law 105-170 Aviator Medical Assistance Act.
 Public Law 107-188 The Public Health Security and Bioterrorism Response Act.

Policy adopted:

cps 3/03
rev 7/09
rev 1/17

Registry# _____

State of Connecticut
Department of Public Health
Office of Emergency Medical Services
(860) 509-7975

PSAP# _____

AUTOMATIC EXTERNAL DEFIBRILLATOR (AED) REGISTRY FORM

(Required by Public Act 98-62 – Please Print or Type – Use One Form Per AED)

1. Name of Owner
2. Mailing Address

3. Name of Contact Person
4. Telephone# _____ Fax# _____
5. AED Manufacturer _____ Model _____ Serial# _____
6. Name of Prescribing Physician
7. If AED is situated at a fixed location, please include town, street address, building name or number, and floor location. Note: Be as specific as possible.

8. If AED will not be in a fixed location, please describe how and where it will be deployed:

Mail completed form to: State of Connecticut
Department of Public Health
OEMS – AED REGISTRY
410 Capitol Avenue MS#12-EMS
P.O. Box 340308
Hartford, CT 06134-0308

**THE GILBERT SCHOOL
Winsted, Connecticut**

**AUTOMATIC EXTERNAL DEFIBRILLATOR
INCIDENT REPORT**

Name of person completing report:

Date report is being completed:

Date of Incident:

Name of patient on which AED was applied:

Age

Known status of patient

- Student
- Parent of Student
- Other, explain

Describe incident:

List series of events from the start of the emergency until its conclusion:

Your Signature:

Please forward to the Head of School no later than 48 hours after the incident.

THE GILBERT SCHOOL
Winsted, Connecticut

AUTOMATIC EXTERNAL DEFIBRILLATOR INCIDENT REPORT

Event Details

Date:

Location of Incident:

Defibrillator Operator:

Additional Responder(s)

Shocks Delivered: ____ Defibrillator Model: _____ Serial #

Defibrillator Location with in School:

TIMELINE

Enter times: Cardiac Arrest _____ Begin CPR: _____
 Arrival of AED: _____ 1st Shock: _____
 EMS Arrival: _____

Patient Detail

Last Name: _____ First Name: _____ MI:

Date of Birth: _____ Age: ____ Gender:

Transporting Ambulance Service:

Hospital Transported To:

Patient Outcome on Scene: Unresponsive Return of Pulse
(check all that apply) Responsive Return of Respirations

Additional Information

List additional rescue equipment used by responders:

Comments:

Note: Use the back of this form for additional comments

Report Completed by: _____ Date: _____

Please forward to the Head of School no later than 48 hours after the incident.

THE GILBERT SCHOOL
Winsted, Connecticut

**CERTIFICATION OF COMPLIANCE WITH AED
POLICIES AND PROCEDURES**

I, _____ have read The Gilbert School's Automatic External Defibrillation Program Policy and Administrative Regulations. I am aware of its contents and I am comfortable with the procedures. I have had an opportunity to ask questions regarding the program and have had my questions answered. If at any time, while functioning as an AED Provider using the AEDs available in The Gilbert School, I have a concern or a question, I will ask the Head of School or designee for clarification. I agree to follow the terms and conditions set forth in the policy and administrative regulations.

AED Provider Signature

Date

School Nurse

Date

Head of School

Date

THE GILBERT SCHOOL
Winsted, Connecticut

**AUTOMATIC EXTERNAL DEFIBRILLATOR
SERVICE LOG**

Date	Inspected and In-Service	Inspected and Out-of-Service	Signature of Nurse

Once per month or more often the school nurse will inspect the AED. If the AED is out-of-service or does not have the appropriate equipment, the school nurse will contact the Head of School or his/her designee immediately.

THE GILBERT SCHOOL
Winsted, Connecticut

AED AGENCY NOTIFICATION LETTER

To: Office of Emergency Medical Services

From: The Gilbert School

We would like to notify you and your department about a Public Access Defibrillator Program in The Gilbert School. Our Medical Director for the AED program is _____. He/She works directly with the Head of School regarding the implementation and management of the AED program. We have Automatic External Defibrillators in certain school buildings. The defibrillators are strategically placed and readily accessible to Predetermined AED Providers to maximize rapid utilization. The AED is available during school hours and after school hours during on site school activities. Each school nurse has received training in the use of the AED. A list of Predetermined AED Providers is available in the school nurse's office, the principal's office and in the office of the Head of School. The Predetermined AED Providers are school nurses and any other person who has received AED and CPR training (American Heart, American Red Cross, or an equivalent training), has a completion card on file with The Gilbert School Head of School, has received and read The Gilbert School policy and administrative regulations and certified in writing his/her agreement to comply with same.

We look forward to meeting the challenge of healthcare in the new millennium and are constantly trying to enhance and improve our program. We appreciate your support.

Sincerely,

Head of School
The Gilbert School

THE GILBERT SCHOOL
Winsted, Connecticut

State of Connecticut
Department of Public Health
Office of Emergency Medical Service
(860) 509-7975

Registry # _____

PSAP # _____

AUTOMATIC EXTERNAL DEFIBRILLATOR (AED) REGISTRY FORM
(Required by Public Act 98-62 – Please print or type – Use one form per AED)

Name of Owner

Mailing Address

Name of Contact Person

Telephone #

Fax #

AED Manufacturer

Model

Serial #

Name of Prescribing Physician

If AED is situated at a fixed location, please include town, street address, building name or number and floor location. Note: Be as specific as possible.

If AED will not be in a fixed location, please describe how and where it will be deployed:

Mail completed form to:

State of Connecticut
Department of Public Health
OEMS – AED REGISTRY
410 Capitol Avenue MS #12-EMS
P.O. Box 340308
Hartford, CT 06134-0308

**POLICY FOR APPROVAL:
#5142.4 - ARMED SCHOOL SECURITY OFFICERS**

Students

Safety

Armed School Security Officers

The W.L. Gilbert School Corp. (the "Board") authorizes the placement of armed school security officers in its school during times that the Superintendent or his/her designee deems necessary in order to provide for the safety and security of students and school personnel.

The armed school security officer(s) is an employee of the Board and shall support the school administration and staff in maintaining a safe and positive school environment.

At the discretion of the Board, the armed school security officers shall be authorized to carry firearms on school grounds in the performance of their duties, consistent with state and federal law, Board policy and administrative regulations, and any applicable memorandum of understanding or agreement with the Town of Winchester.

An armed school security officer will not draw, point, or discharge his/her firearm on school grounds unless it is necessary to protect a person, including himself or herself, from what the armed school security officer reasonably believes to be the imminent use of deadly physical force. Any use of a firearm will be preceded by a verbal warning, if possible. Any use of firearms must be consistent with state and federal law, Board policy and administrative regulations, and any applicable memorandum of understanding or agreement with the Town of Winchester.

The Superintendent will adopt and maintain administrative regulations to implement this Policy.

Legal Reference: Connecticut General Statutes

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

10-220 Duties of boards of education.

10-233a through 10-233f. Suspension, removal and expulsion of students, as amended by PA 95-304, PA 96-244, and PA 98-139.

53a-3 Definitions.

53a-217b Possession of Firearms and Deadly Weapons on School Grounds.

PA 15-168 An Act Concerning Collaboration Between Boards of Education and School Resource Officers and the Collection and Reporting of Data on School-Based Arrests

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

Students

Safety

Armed School Security Officers

Legal Reference: Connecticut General Statutes (continued)

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

18 U.S.C. 921 Definitions.

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

Sec. 314 (Local Control Over Violence)

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

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

Kyle P. Packer PPA Jane Packer v. Thomaston Board of Education.

**POLICY FOR APPROVAL:
#5142.41 - ARMED SCHOOL SECURITY OFFICERS**

Students

Armed Security Officer

Through Public Act 13-188, The Gilbert School has approved the hiring of an Armed Security Officer (ASO) and authorizes the placement of an ASO in the school to provide for the safety and security of students and school personnel during the school day as well as times that the Superintendent deems necessary.

The ASO is an employee of the school and shall support the school administration and staff in maintaining a safe and positive school environment. The ASO reports to the building Principal as needed, and ultimately to the Superintendent of Schools. At the discretion of the Board, the ASO is authorized to carry a firearm in the performance of his or her duties consistent with state and federal law and Board policy.

The function of the ASO is to assist the administration and other school staff in promoting a safe, non-threatening school environment, including assisting in the prevention of school violence. The ASO shall be charged with taking steps to safeguard and protect the school community and school property. The ASO shall engage in the detection or prevention of any unauthorized activity on or near school grounds, including, but not limited to, the unlawful intrusion or entry on school property and act when students, visitors, or staff are placed in imminent life threatening danger.

The Board's policy and any applicable administrative regulations shall be subject to all applicable federal and/or Connecticut laws, as may be amended from time to time. In the event that any portion of this policy or the applicable administrative regulations is determined to be contrary to the provisions of any such federal and/or Connecticut law at any time, the Board shall promptly review and revise the policy and administrative regulations as may be necessary to comply with such federal and/or Connecticut laws.

The Superintendent will adopt and maintain administrative regulations to implement this policy including the duties and responsibilities of the ASO. The specific qualifications for the position of ASO shall be those set forth in the ASO regulation as part of Board policy, as may be amended from time to time at the discretion of the Board, consistent with state and federal law.

Legal Reference: Connecticut General Statutes
10-220 Duties of boards of education
10-233a through 10-233f Suspension, removal and expulsion of students
10-233m Memorandum of understanding re: school resource officers
10-244a Employment of persons to provide security services in a public school while in possession of a firearm
53a-3 Definitions
53a-217b Possession firearms and deadly weapons of school grounds.

Policy adopted:
cps 10/19

OUT OF STATE FIELD TRIP REQUEST

THE GILBERT SCHOOL
200 WILLIAMS AVENUE
WINSTED, CT 06098

Field Trip Request Form
For
Overnight
and/or
Out-of-State Field Trips



Revised 11/2/22

Revised 12/15/23 SB

THE GILBERT SCHOOL
200 WILLIAMS AVENUE
WINSTED, CT 06098

FIELD TRIP REQUEST FORM
OVERNIGHTAND/OROUT-OF-STATE

This form must be submitted for all Overnight and/or Out-of-State trips.
Forms must be submitted at least 90 days prior to the trip and will be forward to
The W. L. Gilbert School Corporation for approval

DATE(S) OF TRIP: _____1/4, 1/11, 1/25_____

TIME(S) OF TRIP: _____TBD_____

PRIMARY DESTINATION(S): MOUNT ANTHONY UNION HIGH SCHOOL PARK ST. EXT. BENNINGTON, VT
05201 Taconic High School, Pittsfield, MA, Mount Everett High School _____

NUMBER OF STUDENTS ATTENDING: _____About 30_____

STUDENT CLASS/GROUP: _____Gilbert/Torrington/ OWT Wrestling Team_____

NAME(S) OF SPONSORING FACULTY: Josh Penn, Darek Schibi, Ed DeSimas

NAMES OF CHAPERONES:

_____Darek Schibi_____

_____Ed DeSimas_____

ANTICIPATED COST TO STUDENTS: _____\$0_____

Attached Curriculum and Objective Linkages Form must be submitted.

ENROLLMENT DATA

Grade Level Enrollment

Gilbert Grade Level Enrollment - Winchester Only											
	August 2024	September 2024	October 2024	November 2024	December 2024	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025
Grade 7	81	85	86	85	85						
Grade 8	86	88	89	89	89						
Grade 9	70	69	67	68	68						
Grade 10	53	51	50	51	51						
Grade 11	61	61	61	61	61						
Grade 12	82	85	85	84	84						
Total	433	439	438	438	438	438					

*Winchester Enrollment should be 437 for the month of October, and Grade 12 Enrollment should be 84. A student residing outside of Winchester was erroneously included in your October numbers.

ATTENDANCE DATA

2024-2025

Date	Membership	Number of Students Absent	Percentage in Attendance
11/01/2024	455	56	87.69%
11/04/2024	455	26	94.29%
11/06/2024	455	28	93.85%
11/07/2024	454	31	93.17%
11/08/2024	454	38	91.63%
11/11/2024	454	48	89.43%
11/12/2024	454	30	93.39%
11/13/2024	454	29	93.61%
11/14/2024	454	27	94.05%
11/15/2024	454	33	92.73%
11/18/2024	454	27	94.05%
11/19/2024	454	24	94.71%
11/20/2024	454	26	94.27%
11/21/2024	454	31	93.17%
11/22/2024	454	32	92.95%
11/25/2024	455	37	91.87%
11/26/2024	455	60	86.81%
Average	454		92.45%

2023-2024

Date	Membership	Number of Students Absent	Percentage in Attendance
11/01/2023	441	38	91.38%
11/02/2023	439	55	87.47%
11/03/2023	438	38	91.32%
11/06/2023	439	32	92.71%
11/08/2023	439	22	94.99%
11/09/2023	439	30	93.17%
11/10/2023	439	41	90.66%
11/13/2023	439	42	90.43%
11/14/2023	439	28	93.62%
11/15/2023	439	35	92.03%
11/16/2023	439	29	93.39%
11/17/2023	439	41	90.66%
11/20/2023	439	34	92.26%
11/21/2023	440	68	84.55%
11/27/2023	440	33	92.50%
11/28/2023	440	48	89.09%
11/29/2023	440	37	91.59%
11/30/2023	440	43	90.23%
Average	439		91.28%

2022-2023

Date	Membership	Number of Students Absent	Percentage in Attendance
11/01/2022	411	37	91.00%
11/02/2022	411	43	89.54%
11/03/2022	411	31	92.46%
11/04/2022	412	36	91.26%
11/07/2022	415	28	93.25%
11/09/2022	415	26	93.73%
11/10/2022	415	30	92.77%
11/11/2022	415	38	90.84%
11/14/2022	417	32	92.33%
11/15/2022	417	36	91.37%
11/16/2022	417	34	91.85%
11/17/2022	417	39	90.65%
11/18/2022	417	42	89.93%
11/21/2022	417	33	92.09%
11/22/2022	417	47	88.73%
11/28/2022	418	45	89.23%
11/29/2022	418	43	89.71%
11/30/2022	419	48	88.54%
Average	416		91.22%

2021-2022

Date	Membership	Number of Students Absent	Percentage in Attendance
11/01/2021	439	61	86.10%
11/03/2021	438	48	89.04%
11/04/2021	438	50	88.58%
11/05/2021	438	32	92.69%
11/08/2021	437	26	94.05%
11/09/2021	437	28	93.59%
11/10/2021	437	26	94.05%
11/11/2021	437	40	90.85%
11/12/2021	434	38	91.24%
11/15/2021	434	32	92.63%
11/16/2021	434	22	94.93%
11/17/2021	434	34	92.17%
11/18/2021	434	29	93.32%
11/19/2021	434	42	90.32%
11/22/2021	434	20	95.39%
11/23/2021	434	27	93.78%
11/29/2021	435	30	93.10%
11/30/2021	435	37	91.49%
Average	436		92.07%