GROTON BOARD OF EDUCATION
SPECIAL MEETING
JANUARY 7, 2025 @ 6:00 P.M.
CENTRAL OFFICE, ROOM 11/HYBRID

MEMBERS PRESENT: Beverly Washington-Chairperson, Matthew Shulman, Ian Thomas (left at 6:21 p.m. and returned at 7:10 p.m..), Jay Weitlauf, Jennifer White, Michael Whitney

MEMBERS ABSENT: Adrian Johnson-Vice Chairperson, Andrea Ackerman, Dean Antipas

ALSO PRESENT: Susan Austin, Sam Kilpatrick, Clint Kennedy, Anne Marie Mancini, Lauren Casini, Denise Doolittle, Laurie LePine

I. CALL TO ORDER – Mrs. Beverly Washington, Chairperson called the meeting to order at 6:00 p.m.

II. Discussion re: the Electric Bus Application Grant – Shannon Weigle gave answers to questions raised at the last meeting.

- The application deadline for submitting the grant was extended to January 14, 2025.
- The grant will be offered again next year.
- The cost of buses was $385,000 to $450,000 for full size bus - $250,000 for short buses.
- Greenpower company was suggested for the purchase of a short bus.
- Could not find any company for an electric passenger van that could be used in a school district. However, Ford is considering making one.
- Lighting Company looked promising; however, they have gone out of business.
- Talked with STA regarding adding 3 buses to be used for activities and field trips during the day and it would not conflict with the bus contract.
- Current chargers could accommodate both buses and vans.
- Short School buses would require a special license.
- Did some research online and the University of Delaware study estimates the cost to be $1,700 to $2,100 for full size buses.

The consensus of the Board was to apply for the grant.

III. Discussion & possible action re: a second reading of policy P 3113 Setting Budget Priorities (Attachment #1)

MOTION: Washington, Shulman: To approve policy P 3113 Setting Budget Priorities as a second reading.
PASSED - UNANIMOUSLY

IV. Discussion & possible action re: a second reading of policy P 5145.5/4118.112 Prohibition of Sex Discrimination/Sex-based Harassment (Attachment #2)

MOTION: Washington, White: To approve policy P 5145.5/4118.112 Prohibition of Sex Discrimination/Sex-based Harassment as a second reading.
PASSED - UNANIMOUSLY

V. Discussion & possible action re: a first reading of policy P 3310 Expenditures/Expending Authority (Attachment #3)

MOTION: Washington, White: To approve policy P 3310 Expenditures/Expending Authority as a first reading.

This item was tabled.

VI. Discussion & possible action re: a first reading of policy P 3320 Purchasing (Attachment #4)

MOTION: Washington, White: To approve policy P 3320 Purchasing as a first reading.
PASSED - UNANIMOUSLY

VII. Discussion and possible action re: the 2025 Board of Education meeting schedule (Attachment #5)

MOTION: Washington, Weitlauf: To approve the 2025 Board of Education meeting schedule.
PASSED - UNANIMOUSLY

VIII. Discussion and possible action re: a request to the Town Council to provide funding for any temporary staffing needs to support the Board of Education's operational review

MOTION: Washington, Shulman: To request the Town Council provide funding for any temporary staffing needs to support the Board of Education's operational review.

MOTION: Shulman, Whitney: To amend the motion to read "To request the Town Council provide funding for any temporary staffing and *related printing supplies* to support the Board of Education's operation review.

This item was tabled.

IX. ADJOURNMENT

MOTION: Thomas, Weitlauf: To adjourn at 7:27 p.m.
PASSED UNANIMOUSLY

P 3113

Business

Setting Budget Priorities

The Board of Education (Board) shall, on an annual basis, study the school programs in relation to the present and future needs of ~~the~~ students, staff, and ~~the~~ community ~~and~~ to establish and approve budget guidelines and priorities for the ensuing fiscal year. The Superintendent shall take into consideration the financial priority and needs of the District and involve the administrative staff in its development. The Board ~~of Education~~ in collaboration with the Superintendent shall initiate this process each year in September. ~~upon final approval of the budget and shall include it in consultation with the administration in the early Fall.~~

Legal Reference: Connecticut General Statutes

10-222 Appropriations and budget

Policy adopted: October 9, 1990

GROTON PUBLIC SCHOOLS
Groton, Connecticut

P 5145.5/ 4118.112

Prohibition of Sex Discrimination/Sex-based Harassment

Students/Personnel

The Groton Board of Education (Board) does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX, including in employment.

Prohibited sex discrimination includes discrimination based upon sex stereotypes, sex characteristics, pregnancy and related conditions, sexual orientation and gender identity as well as sex-based harassment.

Inquiries about Title IX may be referred to the District's Title IX Coordinator who is the Director of Pupil Personnel, 860-572-2150 or the U.S. Department of Education's Office for Civil Rights (https://ocrcas.ed.gov/contact-ocr) or both.

The Superintendent of Schools shall establish a regulation to accompany this policy that shall contain grievance procedures in accordance with Title IX and its implementing Regulations to guide the District's response to reports and complaints of sex discrimination including sex-based harassment under this policy.

To report information or make a complaint about conduct that may constitute sex discrimination including sex-based harassment under Title IX, please refer to https://www.boardpolicyonline.com/bl/?b=groton .

This policy and the regulation directed herein shall apply to complaints of conduct occurring on or after August 1, 2024. Complaints of conduct occurring on or before July 31, 2024 will be addressed using the Board's policy and accompanying regulation in effect as of July 31, 2024. If a complaint alleges some conduct occurring on or before July 31, 2024 and some conduct occurring on or after August 1, 2024, the Title IX Coordinator shall determine which policy and regulation shall govern.

Legal References:

C.G.S. 10-15c Discrimination in public schools prohibited. School attendance by five-year-olds.

United States Constitution, Article XIV.

Title IX of the Education Amendments of 1972, 20 U.S.C. 1681, *et seq.*

Title IX of the Education Amendments of 1972, 34 C.F.R. 106.1, *et seq.*

Title IX Regulation, 34 C.F.R. Part 106 (revised 2024)

20 U.S.C. 1092 (f)(6)(A)(v)

34 U.S.C. 12291 (a)(8), (a)(10), (a)(36)

Prohibition of Sex Discrimination/Sex-based Harassment – cont.

Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)

Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)

Davis v. Monroe County Bd. Of Educ., 526 U.S. 629 (1999)

Policy adopted:

GROTON PUBLIC SCHOOLS
Groton, Connecticut

Prohibition of Sex Discrimination/Sex-based Harassment

The District has adopted grievance procedures that provide for the prompt and equitable resolution of complaints made by students, employees, or other individuals who are participating or attempting to participate in its education program or activity, or by the Title IX Coordinator, alleging any action that would be prohibited by Title IX or the Title IX regulations.

This regulation applies to complaints of conduct occurring on or after August 1, 2024. Complaints of conduct occurring on or before July 31, 2024 will be addressed using the Board's policy and accompanying regulation in effect as of July 31, 2024. If a complaint alleges some conduct occurring on or before July 31, 2024 and some conduct occurring on or after August 1, 2024, the Title IX Coordinator shall determine which policy and regulation shall govern.

Definitions:

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 recipient's education program or activity at the time of the alleged sex discrimination.

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

Disciplinary sanctions means consequences imposed on a respondent following a determination under Title IX that the respondent violated the recipient'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 decisionmaker 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 recipient'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 a recipient determines that sex discrimination occurred.

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

Prohibition of Sex Discrimination/Sex-based Harassment – cont.

Retaliation means intimidation, threats, coercion, or discrimination against any person by the recipient, a student, or an employee or other person authorized by the recipient to provide aid, benefit, or service under the recipient'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 an 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 the recipient's 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:

(i) The degree to which the conduct affected the complainant's ability to access the recipient's education program or activity;

(ii) The type, frequency, and duration of the conduct;

(iii) The parties' ages, roles within the recipient's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;

(iv) The location of the conduct and the context in which the conduct occurred; and

(v) Other sex-based harassment in the recipient's education program or activity; or

(3) ***Specific offenses.***

(i) Sexual assault meaning an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;

(ii) Dating violence meaning violence committed by a person:

(A) Who is or has been in a social relationship of a romantic or intimate nature with the complainant; and

(B) 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;

(iii) Domestic violence meaning felony or misdemeanor crimes committed by a person who:

(A) Is a current or former spouse or intimate partner of the complainant under the family or domestic violence laws of the jurisdiction of the recipient, or a person similarly situated to a spouse of the complainant;

Prohibition of Sex Discrimination/Sex-based Harassment – cont.

(B) Is cohabitating, or has cohabitated, with the complainant as a spouse or intimate partner;

(C) Shares a child in common with the victim; or

(D) Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction; or

(iv) Stalking meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

(A) Fear for the person's safety or the safety of others; or

(B) 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 recipient's education program or activity, including measures that are designed to protect the safety of the parties or the recipient's educational environment; or

(2) Provide support during the recipient's grievance procedures or during an informal resolution process.

Complaints:

The following people have a right to make a complaint of sex discrimination, including complaints of sex-based harassment, requesting that the District investigate and make a determination about alleged discrimination under Title IX:

- A "complainant," which includes:
  - a student or employee of the District who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX; or
  - a person other than a student or employee of the District who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX at a time when that individual was participating or attempting to participate in the District's education program or activity;
- A parent, guardian, or other authorized legal representative with the legal right to act on behalf of a complainant; or
- The District's Title IX Coordinator.

Note that a person is entitled to make a complaint of sex-based harassment only if they themselves are alleged to have been subjected to the sex-based harassment, if they have a legal right to act on behalf of such person, or if the Title IX Coordinator initiates a complaint consistent with the requirements of 34 C.F.R. § 106.44(f)(1)(v). When a Title IX Coordinator is notified of conduct that reasonably may constitute sex discrimination under Title IX (and in the absence of a complaint or the withdrawal of any or all of the allegations in a complaint, and in the absence or termination of an informal resolution process), the Title IX Coordinator must determine whether to initiate a complaint of sex discrimination as required under Title IX.

Prohibition of Sex Discrimination/Sex-based Harassment – cont.

With respect to complaints of sex discrimination other than sex-based harassment, in addition to the people listed above, the following persons have a right to make a complaint:

- Any student or employee of the District; or
- Any person other than a student or employee who was participating or attempting to participate in the District's education program or activity at the time of the alleged sex discrimination.

The District may consolidate complaints of sex discrimination against more than one respondent, or by more than one complainant against one or more respondents, or by one party against another party, when the allegations of sex discrimination arise out of the same facts or circumstances. Consolidation of complaints is not permitted if consolidation would violate the Family Educational Rights and Privacy Act ("FERPA"), unless prior written consent from the parents or eligible students is obtained. When more than one complainant or more than one respondent is involved, references below to a party, complainant, or respondent include the plural, as applicable.

Basic Requirements of Title IX Grievance Procedures:

The District will treat complainants and respondents equitably.

The District requires that any Title IX Coordinator, investigator, or decisionmaker not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. A decisionmaker may be the same person as the Title IX Coordinator or investigator.

The District presumes that the respondent is not responsible for the alleged sex discrimination until a determination is made at the conclusion of its grievance procedures.

The District has established the following timeframes for the major stages of the grievance procedures:

- Within 10 **business** days after receiving a report of possible sex discrimination, if the Complainant is known, the Title IX Coordinator or designee shall communicate with the Complainant to discuss supportive measures and inform the Complainant of the right to file a Complaint.
- Within 10 **business** days after communicating with the Complainant as described above, the Title IX Coordinator or designee shall assess whether to file a Complaint if the Complainant has not done so or has indicated an unwillingness to file a Complaint.
- Within 5 **business** days after receiving a Complaint or initiating a Complaint, the Title IX Coordinator or designee shall evaluate whether to dismiss the Complaint or assign the Complaint for investigation.
- Within 60 **calendar** days after the assignment of the Complaint for investigation, the parties shall be provided access to the evidence or a description of the evidence and the matter shall be assigned to the decisionmaker, which may be the same person as the investigator.
- Within 30 **calendar** days after the assignment of the Complaint to the decisionmaker, a written determination shall be issued.
- If an appeal is filed, the decision on appeal shall be rendered within 10 **business** days after all parties have submitted their statements regarding the appeal or the deadline to do so has passed.

Prohibition of Sex Discrimination/Sex-based Harassment – cont.

For purposes of this policy, the term "business days" excludes weekends and school holidays, but includes vacation periods. For example, "business days" includes winter break, but not Christmas Day.

The District has also established the following process that allows for the reasonable extension of timeframes on a case-by-case basis for good cause with notice to the parties that includes the reason for the delay: A party may request a reasonable extension of timeframes by written request to the Title IX Coordinator stating the reason for delay. An individual carrying out a role within the Title IX process (such as the investigator or decisionmaker) may request a reasonable extension of timeframes by written request to the Title IX Coordinator stating the reason for delay. If the individual requesting extension is the Title IX Coordinator, the request is to be made to the Superintendent or a designee. If the Title IX Coordinator requests the extension, the deadline shall be presumptively extended until the Superintendent or designee indicates otherwise, and any delay pending such decision shall not be deemed a violation of these protocols.

The District will take reasonable steps to protect the privacy of the parties and witnesses during its grievance procedures. These steps will not restrict the ability of the parties to obtain and present evidence, including by speaking to witnesses; consult with their family members, confidential resources, or advisors; or otherwise prepare for or participate in the grievance procedures. The parties cannot engage in retaliation, including against witnesses.

The District will objectively evaluate all evidence that is relevant and not otherwise impermissible, including both inculpatory and exculpatory evidence. Credibility determinations will not be based on a person's status as a complainant, respondent, or witness.

The following types of evidence, and questions seeking that evidence, are impermissible (*i.e.*, will not be accessed or considered, except by the District to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether they are relevant:

- Evidence that is protected under a privilege recognized by Federal or State law or evidence provided to a confidential employee, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
- A party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional in connection with the provision of treatment to the party or witness, unless the District obtains that party's or witness's voluntary, written consent for use in its grievance procedures; and
- Evidence that relates to the complainant's sexual interests or prior sexual conduct, unless evidence about the complainant's prior sexual conduct is offered to prove that someone other than the respondent committed the alleged conduct or is evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the complainant and respondent does not by itself demonstrate or imply the complainant's consent to the alleged sex-based harassment or preclude determination that sex-based harassment occurred.

Prohibition of Sex Discrimination/Sex-based Harassment – cont.

Notice of Allegations:

Upon initiation of the District's Title IX grievance procedures, the District will notify the parties of the following:

- The District's Title IX grievance procedures and any informal resolution process;
- Sufficient information available at the time to allow the parties to respond to the allegations, including the identities of the parties involved in the incident(s), the conduct alleged to constitute sex discrimination, and the date(s) and location(s) of the alleged incident(s);
- Retaliation is prohibited; and
- The parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or an accurate description of this evidence. If the District provides a description of the evidence, the parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence upon the request of any party.

If, during an investigation, the District investigates additional allegations of sex discrimination by the respondent toward the complainant that are not included in the notice provided or that are included in a complaint that is consolidated, the District will notify the parties of the additional allegations.

Dismissal of a Complaint:

The District may dismiss a complaint of sex discrimination if:

- The District is unable to identify the respondent after taking reasonable steps to do so;
- The respondent is not participating in the District's education program or activity and is not employed by the District;
- The complainant voluntarily withdraws any or all of the allegations in the complaint, the Title IX Coordinator declines to initiate a complaint, and the District determines that, without the complainant's withdrawn allegations, the conduct that remains alleged in the complaint, if any, would not constitute sex discrimination under Title IX even if proven; or
- The District determines the conduct alleged in the complaint, even if proven, would not constitute sex discrimination under Title IX. Before dismissing the complaint, the District will make reasonable efforts to clarify the allegations with the complainant.

Upon dismissal, the District will promptly notify the complainant of the basis for the dismissal. If the dismissal occurs after the respondent has been notified of the allegations, then the District will also notify the respondent of the dismissal and the basis for the dismissal promptly following notification to the complainant, or simultaneously if notification is in writing.

The District will notify the complainant that a dismissal may be appealed and will provide the complainant with an opportunity to appeal the dismissal of a complaint. If the dismissal occurs after the respondent has been notified of the allegations, then the District will also notify the respondent that the dismissal may be appealed. Dismissals may be appealed on the following bases:

Prohibition of Sex Discrimination/Sex-based Harassment – cont.

- Procedural irregularity that would change the outcome;
- New evidence that would change the outcome and that was not reasonably available when the dismissal was made; and
- The Title IX Coordinator, investigator, or decisionmaker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that would change the outcome.

If the dismissal is appealed, the District will:

- Notify the parties of any appeal, including notice of the allegations, if notice was not previously provided to the respondent;
- Implement appeal procedures equally for the parties;
- Ensure that the decisionmaker for the appeal did not take part in an investigation of the allegations or dismissal of the complaint;
- Ensure that the decisionmaker for the appeal has been trained consistent with the Title IX regulations;
- Provide the parties a reasonable and equal opportunity to make a statement in support of, or challenging, the outcome; and
- Notify the parties of the result of the appeal and the rationale for the result.

When a complaint is dismissed, the District will, at a minimum:

- Offer supportive measures to the complainant as appropriate;
- If the respondent has been notified of the allegations, offer supportive measures to the respondent as appropriate; and
- Take other prompt and effective steps, as appropriate, through the Title IX Coordinator to ensure that sex discrimination does not continue or recur within the District's education program or activity.

If a party wishes to appeal the dismissal of a complaint, the party must submit a written notice of the appeal within 5 business days after notice of dismissal was sent. The notice must state the basis of the appeal. The Title IX Coordinator will notify the parties of the receipt of an appeal, after which the parties shall have 5 business days to submit a statement in support of, or challenging, the outcome. The parties will be notified of the result of the appeal and the rationale for the result.

Investigation:

The District will provide for adequate, reliable, and impartial investigation of complaints.

The burden is on the District—not on the parties—to conduct an investigation that gathers sufficient evidence to determine whether sex discrimination occurred.

The District will provide an equal opportunity for the parties to present fact witnesses and other inculpatory and exculpatory evidence that are relevant and not otherwise impermissible.

Prohibition of Sex Discrimination/Sex-based Harassment – cont.

The District will review all evidence gathered through the investigation and determine what evidence is relevant and what evidence is impermissible regardless of relevance.

The District will provide each party with an equal opportunity to access the evidence that is relevant to the allegations of sex discrimination and not otherwise impermissible, in the following manner:

- The District will provide an equal opportunity to access either the relevant and not otherwise impermissible evidence, or an accurate description of this evidence. If the District provides a description of the evidence, the District will provide the parties with an equal opportunity to access the relevant and not otherwise impermissible evidence upon the request of any party.
- The District will provide a reasonable opportunity to respond to the evidence or the accurate description of the evidence; and
- The District will take reasonable steps to prevent and address the parties' unauthorized disclosure of information and evidence obtained solely through the grievance procedures. Disclosures of such information and evidence for purposes of administrative proceedings or litigation related to the complaint of sex discrimination are authorized.

Questioning the Parties and Witnesses:

The decisionmaker may question parties and witnesses to adequately assess a party's or witness's credibility to the extent credibility is both in dispute and relevant to evaluating one or more allegations of sex discrimination. The decisionmaker may contact the party or witness to pose questions directly, which may be in-person, telephonically, or virtually, as determined by the decisionmaker.

Determination Whether Sex Discrimination Occurred:

Following an investigation and evaluation of all relevant and not otherwise impermissible evidence, the decisionmaker will:

- Use the preponderance of the evidence standard of proof to determine whether sex discrimination occurred. The standard of proof requires the decisionmaker to evaluate relevant and not otherwise impermissible evidence for its persuasiveness. If the decisionmaker is not persuaded under the applicable standard by the evidence that sex discrimination occurred, whatever the quantity of the evidence is, the decisionmaker will not determine that sex discrimination occurred.
- Notify the parties in writing of the determination whether sex discrimination occurred under Title IX including the rationale for such determination, and the procedures and permissible bases for the complainant and respondent to appeal, if applicable;
- Not impose discipline on a respondent for sex discrimination prohibited by Title IX unless there is a determination at the conclusion of the grievance procedures that the respondent engaged in prohibited sex discrimination.
- If there is a determination that sex discrimination occurred, the Title IX Coordinator will, as appropriate:
    - Coordinate the provision and implementation of remedies to a complainant and other people the decisionmaker identifies as having had equal access to the District's education program or activity limited or denied by sex discrimination;

Prohibition of Sex Discrimination/Sex-based Harassment – cont.

- Coordinate the imposition of any disciplinary sanctions on a respondent, including notification to the complainant of any such disciplinary sanctions; and
- Take other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within the District's education program or activity.

- Comply with the grievance procedures before the imposition of any disciplinary sanctions against a respondent; and
- Not discipline a party, witness, or others participating in the grievance procedures for making a false statement or for engaging in consensual sexual conduct based solely on the determination whether sex discrimination occurred. False statements may be addressed by initiating a disciplinary process under the District's code of conduct as long as there is evidence independent of the determination whether sex discrimination occurred.

Informal Resolution:

In lieu of resolving a complaint through the District's Title IX grievance procedures, the parties may instead elect to participate in an informal resolution process. The District does not offer informal resolution to resolve a complaint that includes allegations that an employee engaged in sex-based harassment of an elementary school or secondary school student, or when such a process would conflict with Federal, State, or local law.

Supportive Measures:

The District will offer and coordinate supportive measures as appropriate for the complainant and/or respondent to restore or preserve that person's access to the District's education program or activity or provide support during the District's Title IX grievance procedures or during the informal resolution process. For complaints of sex-based harassment, these supportive measures may include but are not limited to: counseling; extensions of deadlines and other course-related adjustments; campus escort services; increased security and monitoring of certain areas of the campus; restrictions on contact applied to one or more parties; leaves of absence; changes in class, or extracurricular or any other activity, regardless of whether there is or is not a comparable alternative; and training and education programs related to sex-based harassment.

Disciplinary Sanctions and Remedies:

Following a determination that sex-based harassment occurred, the District may impose disciplinary sanctions, which may include disciplinary action up to and including expulsion or termination, as applicable. The District may also provide remedies, which may include safety plans, separation of the parties, increased monitoring, training, or any other remedy the decisionmaker deems appropriate.

If a student respondent is a special education student or a 504 student, prior to implementation of a disciplinary remedy, such students will be afforded due process as required by state and federal law, as applicable. For example, a Manifestation PPT shall be scheduled and conducted prior to the expulsion of a special education student and likewise, a Manifestation 504 Meeting is required prior to the expulsion of a 504 student.

Prohibition of Sex Discrimination/Sex-based Harassment – cont.

A respondent who is a regular education student shall be afforded due process in accordance with applicable state law related to student discipline.

Policy adopted:

GROTON PUBLIC SCHOOLS
Groton, Connecticut

GROTON PUBLIC SCHOOLS
ADMINISTRATION OFFICES
P.O. Box K, Groton, Connecticut 06340 • 1300 Flanders Road, Mystic, Connecticut 06355
PHONE (860) 572-2100 • FAX (860) 572-2107

NOTICE TO COMPLAINANT OF A COMPLAINT OF SEX DISCRIMINATION

[Date]

Dear [Student or Employee]

This letter is to confirm that you filed a complaint of sex discrimination or one has been brought on your behalf. Specifically, it has been alleged that **[insert description to provide sufficient detail. Where known, include the name of parties, including the respondent, the conduct alleged to be sex-based harassment, the date and location of the conduct]**.

The [Town] Public Schools prohibits sex discrimination including sex-based harassment in its educational program and activities and follows its established grievance procedures for the investigation of and response to complaints of sex discrimination/sex-based harassment. When deemed appropriate, the district may offer informal resolution to resolve a complaint. Use of informal resolution requires the consent of the parties and consent may be withdrawn any time prior to a final determination of responsibility.

An individual alleged to be the subject of conduct that could constitute sex discrimination under Title IX, is referred to as a "complainant" and the person alleged to have violated the district's prohibition on sex discrimination is referred to as a "respondent." **P 5145.5/ 4118.112/4218.112 Prohibition of Sex Discrimination/Sex-based Harassment** and its regulation containing the district's grievance procedures in its entirety.

The Title IX grievance procedures contain information about how a complaint will be investigated and explain the rights of both the complainant and respondent. One right is the right to designate an advisor of your choosing to review and inspect evidence on your behalf prior to a final determination. An advisor may be, but is not limited to, a parent, a relative, an advocate or a lawyer, but need not be a lawyer. Additionally, the complainant and respondent are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or to receive an accurate description of the evidence collected through investigation of the complaint. If provided with a description of the evidence, the parties are entitled to an equal opportunity to access the evidence upon the request of any party.

Whether or not the respondent has violated the district's prohibition on sex discrimination will be determined at the conclusion of the district's grievance process. A respondent is presumed not responsible for the alleged conduct until proven otherwise. If sex discrimination is determined to have occurred, remedies will be provided. Supportive measures may be offered and modified as appropriate during the investigation of the complaint and may continue after the conclusion of this matter.

Retaliation is prohibited against any party, witness or other individual involved in the grievance process. The respondent(s) has/have also been provided with written notification of the complaint. If you are subjected to new or continued sex discrimination, are threatened by the respondent or others, or retaliated against by anyone for your involvement in this matter, contact the Title IX Coordinator so appropriate responsive action may be taken.

Efforts will be made to promptly resolve this complaint. Your cooperation, patience and understanding are appreciated as the timeline for resolution may vary depending upon the number of parties, allegations, complexity of the case and other factors.

Sincerely,

Director of Pupil Personnel Services

cc:

Enclosure: 5145.5 4118.1124218.112 P Complaint of Sexual Harassment and other harassment based on sex

GROTON PUBLIC SCHOOLS
ADMINISTRATION OFFICES
P.O. Box K, Groton, Connecticut 06340 • 1300 Flanders Road, Mystic, Connecticut 06355
PHONE (860) 572-2100 • FAX (860) 572-2107

NOTICE TO RESPONDENT OF A COMPLAINT OF SEX DISCRIMINATION

[Date]

Dear [Student or Employee]

This letter is to advise you a complaint of sex discrimination has been brought naming you as the individual alleged to be responsible for the discrimination (respondent). Specifically, it has been alleged that **[insert description to provide sufficient detail. Where known, include the name of parties, including the respondent, the conduct alleged to be sex-based harassment, the date and location of the conduct]**.

The Groton Public Schools prohibits sex discrimination including sex-based harassment in its educational program and activities and follows its established grievance procedures for the investigation of and response to complaints of sex discrimination/sex-based harassment. When deemed appropriate, the district may offer informal resolution to resolve a complaint. Use of informal resolution requires the consent of the parties, and consent may be withdrawn any time prior to a final determination of responsibility.

An individual alleged to be the subject of conduct that could constitute sex discrimination under Title IX, is referred to as a "complainant" and the person alleged to have violated the district's prohibition on sex discrimination is referred to as a "respondent."

Attached for your review is a copy of Groton Board of Education Policy **P 5145.5/ 4118.112/4218.112 Prohibition of Sex Discrimination/Sex-based Harassment** and its regulation containing the district's grievance procedures in its entirety.

The Title IX grievance procedures contain information about how a complaint will be investigated and explain the rights of both the complainant and respondent. One right is the right to designate an advisor of your choosing to review and inspect evidence on your behalf prior to a final determination. An advisor may be, but is not limited to, a parent, a relative, an advocate or a lawyer, but need not be a lawyer. Additionally, the complainant and respondent are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or to receive an accurate description of the evidence collected through investigation of the complaint. If provided with a description of the evidence, the parties are entitled to an equal opportunity to access the evidence upon the request of any party.

Whether or not a respondent has violated the district's prohibition on sex discrimination will be determined at the conclusion of the district's grievance process. A respondent is presumed not responsible for the alleged sex discrimination until a determination is made otherwise at the conclusion of this process. If sex discrimination is determined to have occurred, remedies will be provided. Supportive measures may be offered and modified as appropriate during the investigation of the complaint and may continue after the conclusion of this matter.

Retaliation is prohibited against any party, witness or other individual involved in the grievance process. If you are retaliated against by anyone for your involvement in this matter, contact the Title IX Coordinator so appropriate responsive action may be taken.

Efforts will be made to promptly resolve this complaint. Your cooperation, patience and understanding are appreciated as the timeline for resolution may vary depending on the number of parties, allegations, complexity of the case and other factors.

Sincerely,

Director of Pupil Personnel Services

cc:

Enclosure: 5145.5 4118.1124218.112 P Complaint of Sexual Harassment and other harassment based on sex

GROTON PUBLIC SCHOOLS
ADMINISTRATION OFFICES
P.O. Box K, Groton, Connecticut 06340 • 1300 Flanders Road, Mystic, Connecticut 06355
PHONE (860) 572-2100 • FAX (860) 572-2107

GROTON PUBLIC SCHOOLS
NOTICE OF DISMISSAL
OF A COMPLAINT OF SEX DISCRIMINATION
AND APPEAL RIGHTS

Date:

Dear _____:

On [insert date], a complaint of sex discrimination was initiated by [insert name of the complainant or the name of parent/guardian initiating the complaint on behalf of their child [insert name of child] or the Title IX Coordinator [insert name and title] against [insert name of the respondent if known].

You are hereby notified of the dismissal of the complaint for the following reason or reasons as checked below:

____ the District is unable to identify the respondent after taking reasonable steps to do so

____ the respondent is not participating in the District's education program or activity or employed by the District.

____ the complainant voluntarily withdrew any or all allegation in the complaint, the Title IX Coordinator declines to initiate a complaint, and the District determines that, with out the Complainant's withdrawn allegation, the conduct that remains alleged, if any, would not constitute sex discrimination under Title IX even if proven

____ the District determined that conduct alleged in the complaint, even if proven, would not constitute sex discrimination under Title IX. Prior to dismissing the complaint for this reason, the District has made reasonable efforts to clarify the allegations with the Complainant.

Right to Appeal the Dismissal

The Complainant has the right to appeal the dismissal of the complaint based upon the following reasons only:

1. procedural irregularity that would change the outcome
2. new evidence that would change the outcome and that was not reasonably available when the determination whether sex discrimination occurred, or dismissal was made
3. the Title IX personnel (Title IX coordinator, investigator/decision maker, etc.) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that would change the outcome

A Complainant wishing to contest the dismissal for one or more of the above reasons may file an appeal by providing a written, signed and dated communication to the Superintendent of Schools. This communication must contain an explanation of the basis for the appeal and provide supporting documentation and/or argument to support the appeal. All appeals must be received by the Superintendent on or before [*insert the final date for bringing an appeal. Note: Check your District's regulation for the correct timeline*] or the right to appeal is waived. The other party shall be provided with an opportunity to respond with a statement challenging the appeal. The Superintendent or designee will serve as the Appeal Decisionmaker will issue a decision on the appeal. The decision on appeal is final and is not further appealable. Refer to Groton Board of Education Policy **P 5145.5/ 4118.112/4218.112 Prohibition of Sex Discrimination/Sex-based Harassment** for complete appeal procedures.

The initiation of an appeal does not impact the provision of supportive measures to the parties.

Sincerely,

Director of Pupil Personnel Services

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ADMINISTRATION OFFICES
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Form A

GROTON PUBLIC SCHOOLS

COMPLAINT OF SEX DISCRIMINATION, SEX-BASED HARASSMENT OR OTHER HARASSMENT BASED ON SEX

Students or employees of the District who believe they are a victim of sex-discrimination occurring in the District's education program or activity may use this form to lodge a complaint of sex-discrimination, sex-based harassment or other harassment on the basis of sex, including discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation and gender identity.

An individual other than a student or employee may use this form to complain of sex discrimination other than sex-based harassment that occurred while participating in or attempting to participate in the District's education program or activity.

To initiate this complaint, return this form to the District's Title IX Coordinator who may be contacted as follows: Director of Pupil Personnel Services 860-572-2150

Complainant's Name_____

Home Address _____

Name of School of attendance or employment _____

Home Phone_____Work Phone Cell Phone_____

Grade (student) _____

Current position/job (employee) _____

Email address_____

Preferred method of contact _____

Date of Alleged Incident(s) _____

Full name of person(s) you believe engaged in prohibited sex discrimination/harassment

_____

List any witnesses that were present/have knowledge

_____

Where did the incident(s) occur?_____

Describe the incident(s) as clearly as possible, including information such as: where, when and what happened; if applicable, specific verbal or written statements made (e.g., threats, requests, demands, etc.); what, if any, physical contact was involved and what force, if any, was used; your response to the situation, etc. (Attach additional pages if necessary.) _____

_____

_____

_____

_____

I hereby certify that the information provided in this complaint is true, correct, and complete to the best of my knowledge and belief. By signing below, I request an investigation and determination occur in accordance with the District's Sex Discrimination/Sex-Based Harassment Board Policy [insert#] and its regulations.

_____ _____

(Complainant's Signature) (Date)

Received By: _____ _____

(Name) (Date)

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NON-DISCLOSURE AGREEMENT

TITLE IX INVESTIGATION

I, _____ am a party (either a complainant or respondent) or advisor to a Title IX complaint and investigation. As a party or advisor, I may permissibly discuss allegations under investigation. I will be provided a description of or access to evidence collected for the purposes of the Title IX investigation that includes both exculpatory and inculpatory evidence and evidence that is not otherwise impermissible. Accordingly, some of the information I access or that is described to me may include "confidential information" about others.

I understand and agree that the information described to or accessed by me is for the sole purpose of the Title IX Grievance Process. I agree that I will not disclose confidential information disclosed to me about others (i.e., the complainant, respondent, witnesses, etc.) with anyone other than my legal representatives, including any advisor that I have authorized to act on my behalf. I am free to treat information that is solely about me in any manner I choose.

I may not copy, share, provide or otherwise disclose or disseminate confidential information about the opposing party to any individuals, organizations, groups or entities either in person, in writing, or by use of electronic technology or social media or in any other manner.

I acknowledge that in the event that I breach this agreement, in addition to any other remedies which are available, the school district would be entitled to injunctive relief in that there may not be an adequate remedy at law in the event of such a breach.

I agree by signing below not to further disclose the confidential information thereof. In so doing, I do not waive my First Amendment rights to discuss the allegations or to gather evidence.

_____
(Name of Student/Employee)

_____ _____
(Signature) (Date)

Received by: _____ _____
(Name/signature) (Date)

Business

Expenditures/Expending Authority

Purchasing ~~Guidelines~~

The goal of a successful purchasing system is to provide the ~~school~~ District with goods and services at the lowest price, to properly account for all purchases, and to designate the proper ~~procedure for~~ purchasing of goods or services.

The Board of Education (Board) or its agents shall refrain from entering into contracts with, or purchasing goods or services from, any firm or individual who has a sales representative or owner on the Board. This policy shall not apply to goods or services that are put out for public bid or where there are no other comparable sources of supply.

All contracts for goods and services, unless otherwise specified, shall be put out for bid annually, with the exception of transportation, which may be negotiated for periods not to exceed a cumulative total service of five years.

~~Definitions~~

~~Requisition: A procedure initiated by a teacher/administrator requesting that the Board of Education purchase a good or service.~~

~~Purchase Order: A document approved by the Finance Business Manager authorizing the purchase of specific goods or services from a designated vendor at an established price.~~

~~Procedure~~

~~Requisitions for goods or services shall originate from the individual requesting the desired good or service. If the requisition originates at the building level, the building administrator must approve the requisition prior to review by the Finance Business Manager. Only after the Finance Business Manager has reviewed and approved the requisition, will it be converted to a purchase order.~~

~~Pre-authorization is required from the principal or building/site administrator prior to requesting reimbursement from the Business Office.~~

~~A Groton Public Schools purchase order (PO) will be issued before any purchase may be made, except as provided below in this policy. Each PO will be assigned an identifying number prior to being issued to a vendor. No employee of the Groton Board of Education or other person will make any purchase, or commitment of funds, without an approved PO.~~

~~Special Procedure – Maintenance Department~~

~~A requisition may be established for a period of no more than one week with an individual local vendor from whom many small materials purchases are likely to be made by the Maintenance Department personnel on school work assignment. The Director of Buildings and Grounds will approve, and is responsible for, all such purchases. The purpose of this procedure is to expedite required small materials purchases and reduce paperwork.~~

~~Emergency Procedure~~

~~A purchase occasionally may be required on an immediate basis. In such cases, a PO number may be requested from the Finance Business Manager. If approved, the PO number may be given to the vendor. The employee making the emergency request will cause a requisition to be created. A confirming PO will be issued to the vendor confirming price, delivery, etc.~~

Legal Reference: Connecticut General Statutes 10-241

Policy adopted: July 10, 1995

GROTON PUBLIC SCHOOLS
Groton, Connecticut

P 3320

Business

Purchasing ~~Procedures~~

The duties of purchasing for the Board of Education (Board) shall be directed by the Superintendent ~~of Schools~~ through the ~~school~~ Director of Finance/Business Manager who shall conduct all purchase transactions for the District in accordance with the annual budget spending plan.

The Superintendent ~~of Schools~~ shall develop regulations and procedures for the purchasing program of the District ~~school system~~, including ordering, verifying receipt of orders, distribution of materials received, and payment of bills. Every transaction involving the transfer of property shall be by purchase order or formal contract. Purchase orders and other purchase obligations shall be signed by the Superintendent or designee.

~~The purchase system shall be followed as established with exception to be made only upon the approval of the Superintendent, and purchases or contracts made outside of the approved purchasing system shall not be the responsibility of the Board of Education. The Superintendent and other staff shall:~~

~~1. Buy the proper product for the purpose required.~~

~~2. Have the product available when needed.~~

~~3. Buy the proper amount of the product.~~

~~4. Pay the proper price.~~

~~The Finance Business Manager shall be familiar with and perform all purchasing activities within the limitations prescribed by law, legal opinions, and in accordance with Board of Education policies.~~

~~Specifications governing materials are a joint responsibility of the educational and business departments.~~

Legal Reference: Connecticut General Statutes

10-51 Fiscal year. Budget. Payments by member towns; adjustments to payments. Investment of funds. Temporary borrowing. Reserve fund.

10-222 Appropriations and budget. Financial information system.

10-259 Fiscal and school year defined.

Policy approved: November 28, 2016

GROTON PUBLIC SCHOOLS
Groton, Connecticut

GROTON BOARD OF EDUCATION
2025 MEETING SCHEDULE

Finance/Facilities Com. 6:00 p.m. Central Office, Room 11 (1st Tuesday of Month)	Policy Committee 6:00 p.m. Central Office, Room 11 (2nd Tuesday of Month)	Curriculum Committee 6:00 p.m. Central Office, Room 11 (1st Monday of Month)	Committee of the Whole 6:00 p.m. Central Office, Room 11 (2nd & 3rd Monday of Month)	Regular Meeting 6:00 p.m. Central Office, Room 11 (4th Monday of Month)
---	---	January 16 (Thursday)	---	---
February 4	February 11	February 6 (Thursday)	February 10 February 19 (Wednesday)	February 24
March 4	March 11	March 3	March 10, March 17	March 24
April 1	April 8	April 7	April 21	April 28
May 6	May 13	May 5	May 12, May 19	May 27 (Tuesday)
June 3	June 10	June 2	June 9 (GMS Café), June 16	June 23
July 1	July 8	July 7	July 14, July 21	July 28
August 5	August 12	August 4	August 11, August 18	August 25
September 2	September 9	September 3 (Wednesday)	September 8, September 15	September 22
October 7	October 14	October 6	October 14 (Tuesday) October 20	October 27
November 5 (Wednesday)	November 12 (Wednesday)	November 3	November 10, November 17	November 24
December 2	December 9	December 1	December 8	December 15 (3rd Monday)

DRAFT

For Information Only

- Groton Scholarship Fund – meets the 2nd Thursday of the month @ 5:15 p.m.
- LEARN Board of Directors – meets the 2nd Thursday of the month @ 9:00 a.m.
- Town & City Councils/RTM/BOE Liaison – meets quarterly @ 5:00 p.m.
- AGSA/GEA/BOE Liaison – meets quarterly @ 4:15 p.m.
- Communications Committee – meets as needed

Notes

- Rosh Hashana Monday, 9/22 through Wednesday, 9/24
- Awards Meeting – first COW in June @ GMS Café