

**BETHANY BOARD OF EDUCATION
Regular Meeting**

AGENDA

**Wednesday, February 12, 2025
6:30 p.m.**

Bethany Community School Learning Commons

[Live Stream Link](#)

MISSION STATEMENT

We inspire and empower children to thrive in the world of tomorrow.

1. Call to Order

- a. Pledge of Allegiance

2. Presentation by Silver Petrucelli on the North Campus Ramp Repair Project

3. PTO Report

4. Public Comment (Policy 1120 & Bylaw 9325)

The Board of Education welcomes public comment. Individuals or groups may address the Board concerning any subject which is within the Board's jurisdiction. Three minutes will be allotted to each speaker and a maximum of fifteen minutes to each subject matter. The speaker is requested to state their name and address. [Submit a public comment online](#) to be read at the next available opportunity.

5. Approval of Minutes (Bylaw 9326)

- a. January 8, 2025 Regular Meeting.....Action Item

6. Committee Reports (Bylaw 9132)

- a. Curriculum
- b. Finance
 - i. Report of expenditures and adjustments to the 2024-2025 Operating Budget through January 2025.....Action Item
- c. Policy

7. Unfinished Business (Bylaw 9300)

- a. Approved for first reading at the BOE Regular Meeting on January 8, 2025, the following policies are recommended for revision/no revision:
 - i. Mandated revisions.....Action Item
 - 1. Policy 3100 – Board Budget Procedures and Line Item Transfers
 - 2. Policy 4152.6 – Family and Medical Leave Act

- ii. Recommended revisions.....Action Item
 - 1. Policy 1212 – School Volunteers, Student Interns, and Other Non-Employees
 - 2. Policy 5111 – Admission/Ages of Attendance/Placement
 - 3. Policy 5141.5 - Suicide Prevention
- iii. No revisions recommended.....Action Item
 - 1. Policy 0111 – Goal Setting and Long Range Planning
 - 2. Policy 1112 – News Media Relationships
 - 3. Policy 1140 – Distribution of Materials
 - 4. Policy 1170 – Recognition of Students, Citizens, Staff, and Members of the Board of Education
 - 5. Policy 1210 – School-Community Organizations

8. New Business (Bylaw 9300)

- a. Funding the North Campus Ramp Repair Project.....Action Item

9. Administrative Reports (Policy 2500)

- a. Superintendent
- b. Director of Special Services, Curriculum, and Instruction
- c. Principal

10. Chairman Report (Bylaw 9121)

11. Correspondence (Bylaw 9300)

12. Public Comment (Policy 1120 & Bylaw 9325)

The Board of Education welcomes public comment. Individuals or groups may address the Board concerning any subject which is within the Board's jurisdiction. Three minutes will be allotted to each speaker and a maximum of fifteen minutes to each subject matter. The speaker is requested to state their name and address.

13. Meeting Adjourned

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: February 12, 2025

Re: Meeting Minutes

It is recommended under APPROVAL OF MINUTES:

Recommended Motion:

- a. Move the Bethany Board of Education accept the January 8, 2025 Regular Meeting Minutes as presented.

BETHANY BOARD OF EDUCATION
Regular Meeting Minutes
BCS Learning Commons
January 8, 2025

Present

Angelo Amato
Susan Bradford
Joseph Cafasso
John Paul Garcia
Amy Lestinsky
Shawn Uscilla, arrived at 6:37 p.m.

Administration

Kai Byrd
Cheryl Kiesel
Tom Reed-Swale

Absent

Shannon Lane
Caroline Leary
EJ Maher

Call to Order

Mr. Garcia called the meeting to order at 6:31 p.m.

PTO Report

Mrs. Zaldo reported on recent and upcoming PTO events.

Public Comment

Ramya Suriyanarayananarajan, 51 Humiston Drive, spoke in favor of adding Diwali as a holiday on the school calendar.

Destiny Schilpp, 273 Beacon Road, spoke in favor of a February break and questioned why there is no recess on school days with a delayed opening.

Minutes

Motion by Lestinsky, seconded by Uscilla to accept the December 11, 2024 Regular Meeting Minutes as presented. *The motion carries 6 yes (Amato, Bradford, Cafasso, Garcia, Lestinsky, Uscilla), 3 absent (Lane, Leary, Maher)*

Committee Reports

Facilities:

The committee met on January 7, 2025. They received an update on Building and Grounds maintenance and discussed the water issues at the school.

Finance:

Motion by Cafasso, seconded by Bradford to accept the report of expenditures and adjustments to the 2024-2025 Operating Budget through December 31, 2024. *The motion carries 6 yes (Amato, Bradford, Cafasso, Garcia, Lestinsky, Uscilla), 3 absent (Lane, Leary, Maher)*

Unfinished Business

Motion by Lestinsky, seconded by Bradford to approve the 3rd Version of the proposed Bethany Public School District Calendar for the 2025-206 school year as presented. *The motion carries 5 yes (Bradford, Cafasso, Garcia, Lestinsky, Uscilla), 1 abstain (Amato), 3 absent (Lane, Leary, Maher)*

New Business

Mrs. Byrd presented the Superintendent's 2025-2026 Proposed Spending Plan and answered questions from the Board.

Motion by Cafasso, seconded by Lestinsky to accept the policies 3100 and 4152.6 for Mandated Revision for first reading. *The motion carries 6 yes (Amato, Bradford, Cafasso, Garcia, Lestinsky, Uscilla), 3 absent (Lane, Leary, Maher)*

Motion by Lestinsky, seconded by Cafasso to accept the policies 1212, 5111, and 5141.5 for Recommended Revision for first reading. *The motion carries 6 yes (Amato, Bradford, Cafasso, Garcia, Lestinsky, Uscilla), 3 absent (Lane, Leary, Maher)*

Motion by Lestinsky, seconded by Amato to accept the policies 0111, 1112, 1140, 1170, and 1210 for No Revision for first reading. *The motion carries 6 yes (Amato, Bradford, Cafasso, Garcia, Lestinsky, Uscilla), 3 absent (Lane, Leary, Maher)*

Superintendent Report

Mrs. Byrd reported that on December 31, 2024, PK-6 enrollment was 432 students.

Mrs. Byrd provided a personnel update.

Director Report

Ms. Kiesel reported on Curriculum and Special Services.

Principal Report

Mr. Reed-Swale reported on BCS's recent and upcoming events and took questions from Board members.

Chairman Report Communications

None

None

Public Comment

Destiny Schilpp, 273 Beacon Road, stated she does not favor conferences on Election Day, shared some opinions regarding the school calendar discussions, and reiterated that school days with delayed openings should have recess.

Adjournment

The meeting adjourned at 8:42 p.m.

Visitors in Attendance

In Person: 4

On Livestream: No Live stream for this meeting

Donna Ricciardi
Recording Secretary

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: February 12, 2025

Re: Finance Committee Report of Expenditures and Adjustments

It is recommended that under COMMITTEE REPORTS, (b) Finance:

The attached report presents the adopted 2024-2025 Operating Budget with encumbrances through January 31, 2025.

Recommended Motion:

- i. Move that the Board of Education accept the report of expenditures and adjustments to the 2024-2025 Operating Budget through January 31, 2025.

Bethany Board of Education								
Operating Budget 2024-2025 Summary - as of January 2025								
	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$ December	Var% December	Var\$ January	Var% January
General Education								
Salaries								
Certified	\$2,468,422	\$2,466,864	\$1,124,438	\$2,393,721	\$ 73,143	2.97%	\$ 73,143	2.97%
Curriculum (Supplemental)	\$0	\$0	\$0	\$0	\$ -	0.00%	\$ -	0.00%
Non-Certified	\$272,806	\$264,766	\$187,326	\$301,391	\$ (36,625)	-13.83%	\$ (36,625)	-13.83%
Nurse	\$55,742	\$55,742	\$22,997	\$55,742	\$ -	0.00%	\$ -	0.00%
Total Salaries	\$2,796,970	\$2,787,372	\$1,334,761	\$2,750,854	\$ 36,518	1.31%	\$ 36,518	1.31%
Benefits	\$506,581	\$506,581	\$227,981	\$446,581	\$ 60,000	11.84%	\$ 60,000	11.84%
Services								
BCS	\$5,300	\$5,300	\$1,524	\$5,300	\$ -	0.00%	\$ -	0.00%
Curriculum	\$96,999	\$93,249	\$62,727	\$93,249	\$ -	0.00%	\$ -	0.00%
IT	\$68,500	\$68,500	\$60,926	\$94,500	\$ (26,000)	-37.96%	\$ (26,000)	-37.96%
Total Services	\$170,799	\$167,049	\$125,176	\$193,049	\$ (26,000)	-15.56%	\$ (26,000)	-15.56%
Supplies								
BCS	\$66,660	\$66,660	\$41,636	\$66,660	\$ -	0.00%	\$ -	0.00%
Curriculum	\$4,600	\$4,600	\$1,362	\$4,600	\$ -	0.00%	\$ -	0.00%
IT	\$100,020	\$100,020	\$121,283	\$120,860	\$ (8,840)	-8.84%	\$ (20,840)	-20.84%
Total Supplies	\$171,280	\$171,280	\$164,281	\$192,120	\$ (8,840)	-5.16%	\$ (20,840)	-12.17%
Other								
BCS	\$1,550	\$1,550	\$1,186	\$1,550	\$ -	0.00%	\$ -	0.00%
Curriculum	\$670	\$670	\$0	\$670	\$ -	0.00%	\$ -	0.00%
IT	\$33,720	\$53,720	\$40,154	\$46,720	\$ 17,000	31.65%	\$ 7,000	13.03%
Total Other	\$35,940	\$55,940	\$41,340	\$48,940	\$ 17,000	30.39%	\$ 7,000	12.51%
Subtotal	\$3,681,570	\$3,688,221	\$1,893,539	\$3,631,543	\$ 78,678	2.13%	\$ 56,678	1.54%
Special Education								
Salaries	\$1,417,928	\$1,419,648	\$701,086	\$1,305,992	\$ 113,657	8.01%	\$ 113,657	8.01%
Benefits	\$278,774	\$278,774	\$177,885	\$278,774	\$ -	0.00%	\$ -	0.00%
Services	\$400,256	\$400,256	\$303,104	\$568,002	\$ (112,679)	-28.15%	\$ (167,747)	-41.91%
Supplies	\$9,566	\$9,566	\$9,098	\$9,566	\$ -	0.00%	\$ -	0.00%
Other	\$2,490	\$2,490	\$1,111	\$2,490	\$ -	0.00%	\$ -	0.00%
Subtotal	\$2,109,014	\$2,110,734	\$1,192,284	\$2,164,824	\$ 978	0.05%	\$ (54,090)	-2.56%
Operations and Overhead								
Salaries	\$1,110,471	\$1,066,510	\$602,772	\$1,066,510	\$ -	0.00%	\$ -	0.00%
Benefits	\$247,219	\$247,219	\$108,541	\$227,219	\$ -	0.00%	\$ 20,000	8.09%
Services	\$155,367	\$165,956	\$123,721	\$165,956	\$ -	0.00%	\$ -	0.00%
Supplies	\$44,800	\$44,800	\$30,396	\$44,800	\$ -	0.00%	\$ -	0.00%
Utilities (Electricity)	\$138,000	\$138,000	\$72,141	\$138,000	\$ -	0.00%	\$ -	0.00%
Facilities and Maintenance	\$142,105	\$167,105	\$130,091	\$171,005	\$ (3,900)	-2.33%	\$ (3,900)	-2.33%
Student Transportation	\$300,672	\$300,672	\$148,319	\$300,672.00	\$ -	0.00%	\$ -	0.00%
Other	\$19,800	\$19,800	\$9,857	\$19,800.00	\$ -	0.00%	\$ -	0.00%
Subtotal	\$2,158,434	\$2,150,063	\$1,225,838	\$ 2,133,962.80	\$ (3,900)	-0.18%	\$ 16,100	0.75%
Total	\$7,949,018	\$7,949,018	\$4,311,661	\$7,930,330	\$ 75,756	0.95%	\$ 18,688	0.24%
Prek Account								
as of 07/01/2024			Revenue	Expenditures	Balance			
Tuition Revenue for FY			\$9,116.37		\$84,949.50			
Total Expenditures for FY				\$31,667.34	\$62,398.53			
Estimated Balance at Month End					\$62,398.53			
10-248a								
as of 07/01/2024			Revenue	Expenditures	Balance			
Total Revenue for FY			\$64,894.60		\$424,908.15			
Total Expenditures for FY				\$0.00	\$424,908.15			
Estimated Balance at Month End					\$424,908.15			

excess cost =

#1 rcv'd=

#2 rcv'd =

Total =

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: February 12, 2025

Re: Unfinished Business

It is recommended that under UNFINISHED BUSINESS:

Recommended Motions:

- a.(i)1-2 Move that the Bethany Board of Education approve the mandated revisions to the following policies as presented:
 - 1. Policy 3100 – Board Budget Procedures and Line Item Transfers
 - 2. Policy 4152.6 – Family and Medical Leave Act

- a.(ii)1-3 Move that the Bethany Board of Education approve the recommended revisions to the following policies as presented:
 - 1. Policy 1212 – School Volunteers, Student Interns, and Other Non-Employees
 - 2. Policy 5111 – Admission/Ages of Attendance/Placement
 - 3. Policy 5141.5 - Suicide Prevention

- a.(iii)1-5 Move that the Bethany Board of Education approve no revisions to the following policies as presented:
 - 1. Policy 0111 – Goal Setting and Long Range Planning
 - 2. Policy 1112 – News Media Relationships
 - 3. Policy 1140 – Distribution of Materials
 - 4. Policy 1170 – Recognition of Students, Citizens, Staff, and Members of the Board of Education
 - 5. Policy 1210 – School-Community Organizations



**MODEL POLICY CLIENTS
SUMMARY OF CHANGES TO MODEL POLICIES
SEPTEMBER 2024 UPDATE**

EXCERPTS related to Mandated Revisions

Re: Policy 3100

Budget Procedures and Line Item Transfers (15v14)

Under prior law, a town board of finance, board of selectmen, or other appropriating authority for a school district was authorized to deposit unexpended education funds into a nonlapsing account, provided that certain conditions were met. Public Act 24-45 now authorizes a local board of education, rather than the town, to make deposits of such unexpended education funds into a nonlapsing account, provided the same conditions are met. Prior law also authorized regional boards of education to create a reserve fund for capital and nonrecurring expenditures. Public Act 24-45 now permits regional boards of education to create a reserve fund for educational expenditures more generally, rather than capital and nonrecurring expenditures. We have revised the policy to reflect these changes.

Re: Policy 4152.6

Family and Medical Leave (14v13)

We have revised this policy in light of Section 18 of Public Act No. 24-41, which requires, effective October 1, 2024, that boards of education provide benefits equal to those provided by the federal FMLA to noncertified employees (not just paraeducators in an educational setting, as under current law) who have been employed by the board for at least twelve months and worked at least 950 (rather than 1,250) hours for such board in the previous twelve months. We have also made edits to clarify that an employee's available accrued sick leave will run concurrently with unpaid FMLA leave and other minor technical edits.

EXCERPTS related to Recommended Revisions

Re: Policy 5111

Admission to the Public Schools at or Before Age 5 (3v2)

We have revised this policy to clarify that parents or guardians seeking admission to the public schools for children who will not turn five by September 1 must submit the written request to the principal of the school in which the child would be enrolled based on District residency requirements and attendance area requirements.

Mandated Revision**Board Budget Procedures and Line Item Transfers**

In accordance with Connecticut General Statutes, the Bethany Board of Education (Board) shall prepare an itemized estimate of its budget each year for submission to the Bethany Board of Finance (Fiscal Authority) for review and appropriation.

The Board shall review any recommendations and suggestions made by the Fiscal Authority as to how it may consolidate non-educational services and realize financial efficiencies. If the Board rejects such suggestions and recommendations it shall provide the Fiscal Authority a written explanation of the reason for the rejection.

Following the annual appropriation, the Board shall meet and revise the itemized estimate, if necessary, and adopt a final appropriated budget for the year. Line items in the budget may be allocated more specifically by the Superintendent or designee in the development, administration, and monitoring of the budget.

The Superintendent and/or designee shall be responsible for administering and monitoring the budget through the course of the fiscal year. The Superintendent or designee shall maintain a system of appropriate expenditures and encumbrance accounting that is organized to conform with the requirements for State and Federal Accounting Reports. A monthly budget report shall be prepared in the same format as the annual budget showing for each budgetary category line item the appropriated budget amount, expenditure to date (to include encumbered and expended amounts), projected expenditures, difference between the projected expenditures, and the appropriation, and general comments indicating the reasons for the difference.

Such budget report shall be presented to the Board at the next regularly scheduled meeting.

Based on expenditures and budget projections, with such budget reports, the Superintendent shall recommend to the Board transfers from one of the broad budgetary categories in the itemized estimate to another as needed.

The Superintendent is authorized to make such transfers as necessary if the urgent need for transfer prevents the Board from meeting in a timely fashion to consider the transfer, provided that such transfers by the Superintendent shall not exceed five percent (5%) of the annual budget. Transfers between the broad budgetary categories in the itemized estimate made in such instances shall be announced at the next regularly scheduled meeting of the Board and a written explanation of such transfer shall be provided to the Board of Selectmen and transfers subsequently ratified by the Board at any such meeting shall not be counted in the limitation on the authority of the Superintendent to make transfers.

The Board shall not expend more than the amount of the appropriation and the amount of money received from other sources ~~for school~~, including any unexpended funds that have been set aside in a nonlapsing account as authorized by law and described below, for educational purposes. If any occasion arises whereby additional funds are needed by the Board, the Chairperson of the Board shall notify the Fiscal Authority and submit a request for such necessary additional funds. No additional funds shall be expended until such supplemental appropriation is granted and no supplemental expenditures shall be made in excess of those so authorized.

Unexpended Funds

Notwithstanding any provision of the general statutes, municipal charter, home rule ordinance, or other ordinance, the Board may deposit into a nonlapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation, in an amount not to exceed two per cent of the total budgeted appropriation for such prior fiscal year. Each expenditure from the account must be authorized by the Board and shall be made only for educational purposes, in accordance with state law.

The Board shall, on a quarterly basis, post the Board's current and projected expenditures and revenues on the District's website. In addition, the Board will submit a copy of such current and projected expenditures and revenues to the Town's legislative body, or in a municipality in which the legislative body is a town meeting, to the Board of Selectmen.

Legal Reference: Connecticut General Statutes § 10-221

Connecticut General Statutes § 10-222

Connecticut General Statutes § 10-248a

Public Act 24-45. "An Act Concerning Education Mandate Relief, School Discipline and Disconnected Youth."

Policy adopted: September 9, 1991
Policy reviewed: January 11, 2012
Policy revised: April 13, 2016
Policy revised: November 9, 2016
Policy revised: June 13, 2018
Policy revised: January 8, 2020
Policy revised: December 14, 2022

Policy revised:

Source: Shipman

PERSONNEL – CERTIFIED/NON-CERTIFIED

4152.6(a)

4252.6(a)

Mandated Revision

Family and Medical Leave Act

The purpose of this policy is to apprise Bethany Public School District employees of their rights under the Federal Family and Medical Leave Act of 1993 (FMLA) and applicable Connecticut state law. This policy is not intended to, and does not, recite every provision of applicable law and regulations.

~~Employees other than school paraprofessionals who have~~ An employee who holds a certification under Chapter 166 of the Connecticut General Statutes (i.e. a certified employee) who has been employed by the Bethany Board of Education (Board) for at least twelve (12) months, and who ~~have~~ has worked at least 1,250 actual work hours, during the twelve (12) months immediately preceding the start of the leave, ~~are~~ is eligible for unpaid leave under the FMLA. A full-time instructional employee meets the 1,250 hours of service requirement unless the Board can demonstrate that such employee did not meet the 1,250 hours of service requirement in the 12-month period prior to the start of leave.

~~A school paraprofessional in an educational setting~~ An employee who does not hold a certification under Chapter 166 of the Connecticut General Statutes (i.e. a noncertified employee) is eligible for FMLA if ~~the paraprofessional~~ such employee has worked for the Board for at least twelve (12) months, and has worked at least 950 service hours during the twelve (12) months immediately preceding the start of such leave.

~~Full-time instructional employees meet the 1,250 hours of service requirement unless the Board can demonstrate that the full-time instructional employee did not meet the 1,250 hours of service requirement in the 12-month period prior to the start of leave.~~

The Board directs the Superintendent to promulgate Administrative Regulations in furtherance of this Policy and in accordance with the Federal FMLA and applicable Connecticut state law.

Legal References: The Family and Medical Leave Act of 1993, 29 U.S.C. § 2601 et seq. as amended
 29 CFR Part 825 .100 et seq.
 29 CFR 1635.1 et seq.
 42 U.S.C. 2000ff et seq.
 Connecticut General Statutes § 31-51rr
 Regulations Connecticut State Agencies 31-51rr-1 et seq.
 [Public Act 24-41, “An Act Concerning Educator Certification, Teachers, Paraeducators and Mandated Reporter Requirements”](#)

Policy adopted: March 7, 1994
Policy revised: January 14, 2009
Policy revised: April 8, 2015
Policy revised: May 11, 2016
Policy revised: November 9, 2016
Policy revised: March 14, 2018
Policy revised: April 7, 2021
Policy revised: June 12, 2024

[Policy revised:](#)

Source: Shipman

Recommended Revision**School Volunteers, Student Interns, and Other Non-Employees**

The Bethany Board of Education (Board) recognizes that volunteers can make many valuable contributions to the school. Volunteers can enhance collaboration between the school and community, broaden the school's educational environment, and ultimately enrich students' school experience. The Board further acknowledges that it may, from time to time, be asked to provide learning experiences for student interns within the school environments. In recognition of the benefit of having volunteers, interns, and other such non-employees providing services within the schools, the Board supports the involvement of these individuals in accordance with suitable regulations and safeguards to be developed by the Superintendent.

Volunteers, interns, and other such non-employees working within the schools (volunteers) must work under the supervision of the Bethany Public School District (District) staff. Volunteers are held to the same standards of conduct as school staff and must observe all Board policies, including applicable policies on the confidentiality of student information.

Volunteers may be required to submit to state and federal criminal record checks and a record check of the Department of Children and Families (DCF) Child Abuse and Neglect Registry. No person who is required to register as a sex offender under state or federal law, or whose name is currently listed on the DCF registry, may volunteer in the District.

All volunteers must comply with all school health and safety protocols in place at the time, including but not limited to any health screening protocols.

Persons interested in volunteering their services should contact the school principal.

[The Board directs the Superintendent to establish and maintain administrative regulations for this policy.](#)

Legal Reference: Connecticut General Statutes § 10-4g
 Connecticut General Statutes § 10-220
 Connecticut General Statutes § 10-235
 Connecticut General Statutes § 54-~~254~~ 250 et seq.

Policy adopted: November 17, 1998
Policy revised: November 10, 2004
Policy revised: October 7, 2015
Policy revised: June 13, 2018
Policy revised: December 8, 2021

[Policy revised:](#)

Source: Shipman

Recommended Revision**Admission/Ages of Attendance/Placement****Admission**

A resident student is a student whose parent or person having control of the student resides in the Town of Bethany or who meets state requirements for school accommodations. Each such child shall have and shall be so advised by the appropriate school authorities, an equal opportunity to participate in the Bethany Public School District's (District) programs and activities without discrimination on account of race, color, sex, religion, national origin, sexual orientation, gender identity or expression, marital status, genetic information or membership in any other protected class. Students who are classified as homeless under federal law, and therefore do not have a fixed residence, will be admitted pursuant to federal law and Board of Education Policy or Administrative Regulation.

Each child entering the District school for the first time must present documentation, including but not limited to, a long-form raised seal birth certificate, proof of a recent physical examination and required immunizations as indicated by state law, proof of domicile, military orders, or court documents, as applicable.

Ages of Attendance

The District school shall provide education for all persons five (5) years of age and older, having attained age five (5) on or before the first day of September of any school year. For children who will not reach the age of five on or before the first day of September of the school year, the child's parent or guardian may submit a written request to the principal of the school [in which the child would be enrolled based on District residency and attendance area requirements](#) seeking early admission to the District. Upon receipt of such written request, the principal and an appropriate certified staff member shall assess such child to determine whether admitting the child is developmentally appropriate. For decisions relating to early admission to the District, the decision of the principal and appropriate certified staff shall be final. Additionally, according to Connecticut General Statutes, special education will be provided for children who have attained the age of three (3) and who have been identified as being in need of special education and whose educational potential will be irreparably diminished without special education. The parent or person having control of a child five (5) years of age shall have the option of not sending the child to school until the child is six (6) years of age. The parent or person having control of a child six (6) years of age shall have the option of not sending the child to school until the child is seven (7) years of age.

The parent or person shall exercise such option by personally appearing at the District office and signing an option form. The District shall provide the parent or person with information on the educational opportunities available in the District.

Placement

A child who applies for initial admission to the school by transfer from a non-public school or from a school outside the District will be placed at the grade they would have reached elsewhere pending observation and evaluation by classroom teachers, other school staff, and the principal. After such observations and evaluations have been completed, the principal will determine the final grade placement of the child. The principal's decision is final with no appeals.

Nothing in this policy shall serve as barriers to immediate enrollment of students, designated as homeless or foster children as required by the Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by ESSA. The District shall work with a child welfare agency, the school last attended, or other relevant agencies to obtain the necessary documentation.

Legal References: Connecticut General Statutes § 4-176e to 4-180a
Connecticut General Statutes § 4-181a
Connecticut General Statutes § 10-15
Connecticut General Statutes § 10-15c
Connecticut General Statutes §§ 10-76a to 10-76g

Connecticut General Statutes § 10-184
Connecticut General Statutes § 10-186, as amended
Connecticut General Statutes §§ 10-233a to 10-233f
Connecticut General Statutes § 10-261
Connecticut Agencies Regulation § 10-76a-1
Connecticut Agencies Regulation § 10-76d-7
Connecticut Agencies Regulation § 10-204a
Public Act 19-179
Public Act 21-86
The McKinney-Vento Homeless Education Assistance Act, 42 U.S.C. § 11431 et seq., as amended
Public Act 23-208

Policy adopted: September 9, 1991
Policy revised: September 24, 2003
Policy revised: November 10, 2004
Policy revised: May 13, 2015
Policy revised: June 8, 2016
Policy revised: December 13, 2017
Policy revised: April 8, 2020
Policy revised: December 8, 2021
Policy revised: April 10, 2024

[Policy revised:](#)

Source: Shipman

**ACKNOWLEDGMENT OF OPTION TO EXEMPT ATTENDANCE OF
CHILD FIVE OR SIX YEARS OF AGE FROM SCHOOL**

Pursuant to Section 10-184 of the Connecticut General Statutes, I, _____,
Name of parent/guardian/other

of _____,
Address

the parent, guardian or other person charged with the care of the following minor child,

_____, of
Name of child

_____, who was
Address

born on _____ do hereby choose not to send my child to public school during
Date of birth

_____ school year.

Furthermore, before signing this form, a representative of the Bethany Public School District met with me and provided me with information concerning the educational opportunities and school accommodations available in the District.

ACKNOWLEDGED BY:

Signature of parent/guardian/other

Date

Recommended Revision**Suicide Prevention**

The Bethany Board of Education (Board) recognizes that suicide is a complex issue and that, ~~while the school may recognize a potentially suicidal youth, it cannot make a clinical assessment of risk and provide in-depth counseling. Instead, the Board directs the school staff to refer students who may be at risk of attempting suicide to an appropriate service for professional assessment, counseling, and treatment services outside of the school.~~ schools are not mental health treatment centers. The Bethany Public School District (the "District") cannot be expected to thoroughly evaluate and eliminate suicidal risk. Nevertheless, school personnel may become aware of specific factual circumstances in which a student has communicated a suicidal intent or other specific circumstances in which a student is perceived by school staff to be at risk for suicide. In such cases, the Board is committed to respond in a supportive manner, both aggressively and immediately, to a student who has attempted, has threatened, or who communicates that they are considering attempting suicide.

~~The Board recognizes the need for youth suicide prevention procedures and will establish programs to identify risk factors for youth suicide, procedures to intervene with such youth, referral services, and training for teachers, other school professionals, and students to provide assistance in these programs.~~

Any Bethany Public School District (District) employee who ~~may have knowledge of a suicide threat, attempt, or ideation must take the proper steps to immediately report this information to the school administration or designee, who will, in turn, notify the appropriate school intervention team, the student's family and appropriate resources outside and within the District.~~ has knowledge that a student has made a suicidal threat or attempt or exhibited suicidal ideation must immediately report this information to the building principal or designee, who will, in turn, notify the appropriate school intervention team with administrative assistance, if necessary, will contact the student's family and appropriate resources within and outside the school system, as permitted by law. The Board further directs the school staff to refer students who come to their attention as being at risk of attempting suicide for professional assessment and treatment services outside of the school. Information concerning a student's suicide attempt, threat or risk will be shared with others only as permitted by state and federal law.

~~Information concerning a student's suicide attempt, threat, or risk will be shared with others to the degree necessary to protect that student and others.~~

In recognition of the need for youth suicide prevention procedures, the Board directs the Superintendent or designee to adopt and maintain administrative regulations addressing youth suicide prevention.

Training will be provided for teachers, other school staff, and students regarding the prevention of and response to youth suicide.

Legal Reference: Connecticut General Statutes § 10-220(a)
Connecticut General Statutes § 10-221(e)
Public Act 23-167, "An Act Concerning Transparency in Education."

Policy adopted:	September 9, 1991
Policy revised:	January 8, 2003
Policy revised:	May 13, 2015
Policy reviewed:	April 11, 2018
Policy revised:	December 8, 2021
<u>Policy revised:</u>	

Source: ~~CABE~~ [Shipman](#)

No Change Recommended**Goal Setting and Long Range Planning**

The Bethany Public School District (District) will develop a partnership with staff, parents/guardians, and community members to identify and revise goals consistent with the goals adopted by the State Board of Education and to successfully prepare students to function effectively in a rapidly changing world and for the future, they choose to pursue.

The Bethany Board of Education (Board) believes that the success of our school system depends on the District and community working together toward a common vision for the system. To that end, the Board recognizes the importance of long-range planning and establishing five (5) year District goals. These goals should serve as the basis for developing annual District goals and administrative objectives.

The Board, in conjunction with the Superintendent, administrators, staff, parents/guardians, and community, shall develop a Strategic Plan and a set of five (5) year goals for the District.

These goals shall be reviewed and revised annually in conjunction with the setting of annual District goals.

Policy adopted: September 9, 1991

Policy revised: October 7, 2015

Policy reviewed: January 9, 2018

Policy revised: December 8, 2021

[Policy reviewed:](#)

Source: CABE

News Media Relationships

Schools are public institutions serving the educational needs of the community. Therefore, it is important that information be disseminated concerning programs, activities, and significant school events. The Bethany Board of Education recognizes the important role the media serves in reporting information about the Bethany Public School District's (District) programs, services, and activities. Therefore, the District will make reasonable efforts to provide media access to students.

To ensure that publicity is coordinated with a common effort and purpose, the following shall be followed with news media:

1. Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public.
2. School administrators are authorized to grant permission and set parameters for media access to students in the school.
3. The media may interview and photograph students involved in instructional programs and school activities including athletic events if authorized by the administration provided that their presence will not be unduly disruptive.
4. If in the judgment of the administration, the presence of any photographer, broadcaster, or news journalist causes such disruption that orderly conduct of the activity becomes unfeasible, access by these individuals may be limited to the extent necessary to remove disruption.
5. News media personnel who intend to photograph, broadcast, or record for broadcast student activities shall provide appropriate identification to the school administrator, if requested, prior to access.
6. Only news media personnel employed by a media company including but not limited to, a newspaper, radio, or television broadcasting company, or personnel of a recognized student news medium assigned to cover the activity shall be permitted to photograph, broadcast, or record for broadcast, such activity.
7. Media representatives wishing to photograph or identify particular students must obtain parental or guardian approval as well as school administrator permission.
8. In the case of photographs, videotapes, and/or articles referring to students involved in school events parental or guardian permission must be provided on an annual basis.
9. Parents/Guardians who do not want their student interviewed, photographed, or videotaped by the media shall inform the school administration accordingly. Parents/guardians who do not want their student interviewed, photographed, or videotaped by the media should direct their child accordingly.

Legal Reference: Connecticut General Statutes § 1-226

Policy adopted: September 9, 1991

Policy revised: December 9, 2015

Policy reviewed: January 9, 2018

Policy revised: December 8, 2021

[Policy reviewed:](#)

Source: CABA

No Change Recommended**Distribution of Materials**

Printed materials may be distributed to parents/guardians as a means of mass communications. At the same time, this procedure can prove objectionable to parents/guardians and the Bethany Public School District (District), if overdone.

To provide the most effective use of this technique without exploitation of staff or students, the Superintendent or designee may approve such distribution providing:

1. The materials relate to the school, community, local recreational or civic activities.
2. The materials do not promote any religious belief or activity, private gain, or political position.
3. The materials do not promote any political party or candidate.

All requests from non-school related groups or individuals to distribute materials, with the exception of requests from school-connected organizations or Board-appointed committees, will be referred to the Superintendent or designee to determine whether the requests comply with overall school purposes and policy.

The Principal will have oversight of materials for distribution by students requested by school-related organizations such as the Parent Teacher Organization.

Budget/Referendum Materials

Information concerning a budget or referendum, specifying only the time, date, location, and question or proposal may be disseminated. This information may not contain statements or be written in a manner which may advocate a position on the budget or on a referendum question.

Advertising in the Schools

No advertising of materials used for commercial purposes shall be permitted in the school or on the grounds of the District without prior approval of the Superintendent. Advertising in student publications, including but not limited to school newsletters, planners, notebooks, or book bags, shall be regulated by rules and regulations determined by the Superintendent. Ads concerning drug paraphernalia and any controlled substance are prohibited in any school-sponsored publication.

The Superintendent or designee shall interpret this policy strictly. In case of differences regarding the decision, the decision of the Superintendent will be final in order that the best interests of the students will be served.

Dissemination of Religious Materials

Materials that have a religious content may be made available to students during non-instructional time. The District shall impose content-neutral, time, place, and manner restrictions on the dissemination of religious materials to ensure that students are aware that the materials are not being endorsed or sponsored by the District.

Legal Reference: Connecticut General Statutes § 9-369b

Policy adopted: September 9, 1991
Policy revised: October 7, 2015
Policy revised: December 12, 2018
Policy revised: December 8, 2021

Policy reviewed:

Source: CABE

No Change Recommended**Recognition of Students, Citizens, Staff, and Members of the Board of Education**

The Bethany Board of Education (Board) is committed to recognizing and honoring citizens, students, staff, and groups whose distinguished or exceptional achievements have benefited the Bethany Public School District. Persons so honored shall include retiring staff and Board members. The Board may act through recognition at Board meetings, letters of recognition, or other appropriate methods.

Policy adopted: September 9, 1991
Policy revised: November 18, 2015
Policy reviewed: January 9, 2018
Policy revised: December 8, 2021
[Policy reviewed:](#)

Source: CABE

School-Community Organizations

The Bethany Board of Education (Board) encourages the creation of parent organizations such as Parent-Teacher Organization (PTO) units and student, teachers, and parent councils as an appropriate means of achieving effective and maximum parental involvement with the Bethany Public School District.

The Board encourages the Superintendent, other administrators, teachers, and other staff members to work closely with the officers of parent organizations for the benefit of students.

Among the many services which such associations can offer, the Board especially endorses support for parent/citizen volunteer programs in the school.

Policy adopted: September 9, 1991

Policy revised: October 7, 2015

Policy reviewed: April 10, 2018

Policy revised: December 8, 2021

[Policy reviewed:](#)

Source: CABE

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: February 12, 2025

Re: Use of the 10-248a account to fund the Ramp Repair Project

It is recommended that under NEW BUSINESS:

Recommended Motion:

- i. Move that the Board of Education approve the use of the 10-248a account to fund the Ramp Repair Project expense of \$174,823.51.

ARIS LAND STUDIO

Item No.

ESTIMATE WORKSHEET				DATE:	29-Jan-2025	PROJECT NO.	PURPOSE
PROJECT AND CITY				Bethany School Walks, Bethany, CT		25-301	Concept Design
ESTIMATE VALID TO:		ESTIMATED BY:					
DESCRIPTION OF WORK	REFERENCE / NOTES	QUANTITY		MATERIALS/LABOR		SUBTOTALS	TOTALS
		NO. UNITS	UNIT MEAS.	PER UNIT			
SITE PREPARATON							
Silt Fence		200	LF	\$14.50		\$2,900.00	
Hay Bales			EA	\$22.00		\$0.00	
Temp Fence		630	LF	\$7.00		\$4,410.00	
Tree Protection		80	LF	\$6.00		\$480.00	
Anti-Tracking Pad			SY	\$18.00		\$0.00	
Layout			LS	\$10,000.00		\$0.00	
TOTAL SITE PREPARATION							\$7,790
DEMOLITION							
Demo Ex walks		330	SF	\$8.00		\$2,640.00	
Demo Ex walks	asphalt above	310	SF	\$8.00		\$2,480.00	
Demo Walls / Steps		1	LS	\$5,500.00		\$5,500.00	
Remove Trees		12	EA	\$350.00		\$4,200.00	
TOTAL DEMOLITION							\$14,820
EARTHWORK							
Excavation - Remove from site		0	CY	\$32.00		\$0.00	
Strip and Store topsoil		130	CY	\$10.00		\$1,300.00	
Cut (Earth Excavation on site)		100	CY	\$20.00		\$2,000.00	
Processed Agg. Base for conc. Walks		35	CY	\$60.00		\$2,100.00	
Processed Agg. Base for conc. Walks	Misc. walks	7	CY	\$60.00		\$420.00	
Geotextile Fabric	Tensar BX1100	0	SF	\$6.00		\$0.00	
TOTAL EARTHWORK							\$5,820
DRAINAGE							
TOTAL DRAINAGE							\$0
PAVEMENT							
Concrete Walks -Sidewalk		1,700	SF	\$18.00		\$30,600.00	
Misc. walks		300	SF	\$18.00		\$5,400.00	
Bituminous Curb			LF	\$7.25		\$0.00	
Concrete Curb - Cast in Place	18" High, East Walk	11	CY	\$1,300.00		\$14,300.00	
TOTAL PAVEMENT							\$50,300
SITE IMPROVEMENTS							
Concrete Stairs		1	LS	\$11,000.00		\$11,000.00	
TOTAL SITE IMPROVEMENTS							\$11,000
FENCING							
4' CLF		160	LF	\$55.00		\$8,800.00	
Double Gate CLF	4' Ht.	1	LS	\$2,500.00		\$2,500.00	
TOTAL FENCING							\$11,300

Item No.

DESCRIPTION OF WORK	REFERENCE / NOTES	QUANTITY		MATERIALS/LABOR		TOTALS
		NO. UNITS	UNIT MEAS.	PER UNIT	SUBTOTALS	
LANDSCAPE IMPROVEMENTS						
Trees						
Street Trees		3	EA	\$1,500.00	\$4,500.00	
Flowering Trees		6	EA	\$1,100.00	\$6,600.00	
Shrubs		200	EA	\$65.00	\$13,000.00	
Perennials / grasses		210	SF	\$28.00	\$5,880.00	
Turf Seed		2,500	SF	\$0.75	\$1,875.00	
TOTAL LANDSCAPE IMPROVEMENTS						\$31,855
TOTAL						\$132,885

General Conditions, Overhead, Profit	15%		\$19,932.75
		\$152,818	
Contingency	10%		\$15,281.78
		\$168,100	
Escalation	4%		\$6,723.98
		\$174,823.51	
TOTAL CONSTRUCTION COST			\$174,823.51

Estimates of Probable Construction**Cost:**

In providing estimates of probable construction cost, the Client understands that Aris Land Studio has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that Aris Land Studio's opinions of probable construction costs are made on the basis of their professional judgement and experience. Aris Land Studio makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the opinion of probable construction cost.

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: February 12, 2025

Re: Superintendent Report

Under ADMINISTRATIVE REPORTS:

- Enrollment Update
- Personnel Update
- Budget Update

BETHANY COMMUNITY SCHOOL

2024-2025 ENROLLMENT SUMMARY

2024-2025 ENROLLMENT SUMMARY

Grade (Sections)	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025
PK	17	18	18	20	20	21				
K (4)	53	53	54	54	54	54				
1 (3)	56	56	57	58	58	59				
2 (3)	46	46	46	46	46	46				
3 (3)	62	62	62	62	61	61				
4 (3)	57	57	56	56	56	56				
5 (4)	77	77	77	77	76	76				
6 (3)	62	62	61	61	61	62				
TOTAL (23)	430	431	431	434	432	435				

*Four Open Choice students included.

2023-2024 ENROLLMENT SUMMARY

Grade (Sections)	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
PK	28	27	28	28	29	29	29	29	31	31
K (4)	54	55	55	56	56	56	56	56	56	56
1 (3)	44	44	44	44	44	43	43	43	43	43
2 (3)	60	60	60	60	60	60	60	60	60	60
3 (3)	53	53	53	53	53	53	53	53	53	53
4 (4)	76	76	76	77	77	78	78	78	78	78
5 (3)	64	64	64	64	64	64	64	63	63	63
6 (3)	66	66	66	67	67	67	67	66	66	66
TOTAL (23)	445	445	446	449	450	450	450	448	450	450

*Six Open Choice students included.

2022-2023 ENROLLMENT SUMMARY

Grade (Sections)	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023
PK	27	26	27	27	27	29	31	33	33	34
K (3)	44	43	43	43	43	42	42	43	43	43
1 (3)	56	56	56	56	56	56	56	56	56	56
2 (3)	54	54	54	54	53	53	53	53	53	53
3 (4)	71	72	73	73	73	73	74	74	74	74
4 (3)	65	66	66	66	66	65	65	64	65	65
5 (3)	64	65	65	65	65	65	64	64	64	64
6 (2)	47	47	47	47	47	47	47	46	46	46
TOTAL (21)	428	429	431	431	430	430	432	433	434	435

*Six Open Choice students included.

Memorandum



To: Board of Education Members

From: Cheryl Kiesel

Date: February 12, 2025

Re: Director of Special Services, Curriculum, and Instruction Report

Under ADMINISTRATIVE REPORTS:

- **Curriculum**
 - Professional Development
 - Grant Update

- **Special Education**
 - Department Updates

Memorandum



To: Board of Education Members

From: Tom Reed-Swale

Date: February 12, 2025

Re: Principal's Report

Under ADMINISTRATIVE REPORTS:

- BCS Happenings