



Ellington Public Schools
Regular Board of Education Meeting
Ellington High School Library Media Center, 37 Maple Street
Wednesday, December 13, 2023, 6:00 p.m.

AGENDA

Please click [here](#) to stream the meeting live on YouTube @EllingtonPublicSchoolsCT.

6:00 PM

- I. Call to Order & Roll Call**
- II. National Anthem**
 - A. American Sign Language Students - Ellington High School
- III. Special Recognition(s)**
 - A. Exploring By The Seat of Your Pants JWST Art Contest Winners - Windermere School
- IV. Board Chair Report**
- V. Citizens & Staff Forum**
- VI. Consent Agenda**
 - A. Approval of Minutes: Special Meeting, November 15, 2023, 5:30 p.m.
 - B. Human Resources Monthly Report
- VII. Report & Discussion Items**
 - A. Special Reports
 - 1. Discussion and Possible Action on Part-Time Paraeducator Compensation – Ms. Alisha Carpino, Director of Finance and Operations
 - 2. Budget 2024-2025 Process Update – Ms. Alisha Carpino, Director of Finance and Operations
 - B. Regular Board Committee Reports
 - 1. Curriculum
 - 2. Policy
 - 3. Operations
 - 4. Finance
 - 5. Communications
 - C. Administrative Reports
 - 1. Superintendent's Report
 - a) Donation from the Ellington Roadrunners
 - b) Draft Proposed Legislative Platform Agenda 2024
 - 2. Directors' Reports
 - a) Monthly Finance Report – Ms. Alisha Carpino, Director of Finance and Operations
 - D. Board Liaison Reports
- VIII. Action Items**
 - A. Second read to approve the adoption of revisions to Policy 4040, Child Abuse, Neglect and Sexual Assault Reporting
 - B. Second read to approve the adoption of revisions to Policy 5330, Improve Completion Rates of FAFSA
 - C. Second read to approve the adoption of revisions to Policy 5430, Physical Activity and Student Discipline
 - D. Second read to approve the adoption of revisions to Policy 6157, Parental Access to Instructional Material
 - E. Approval of Part-time Paraeducator Compensation
 - F. Approval of EDUinnovate 2023 Fall Grant Cycle
 - G. Approval of the appointment of Board Members to Town Liaison Positions
 - H. Approval of Board of Education Legal Counsel
- IX. Correspondence/Roundtable**
- X. Adjournment**



TO: The Ellington Board of Education
FROM: Dr. Scott V. Nicol
Superintendent of Schools
RE: Board Bulletin
DATE: December 8, 2023

Meeting Time: 6:00 p.m.

I. AGENDA COMMENTS AND RECOMMENDATIONS

A. National Anthem

1. American Sign Language Students - Ellington High School

B. Special Recognition(s)

1. Exploring By The Seat of Your Pants JWST Art Contest Winners - Windermere School

C. Citizen & Staff Forum

D. Board Chair Report

E. Consent Agenda

1. Approval of Minutes: Special Meeting, November 15, 2023, 5:30 p.m. – [See attached](#)
2. Human Resources Monthly Report – [See memo](#)

F. Reports & Discussion Items

1. Special Reports

- a) Discussion and Possible Action on Part-Time Paraeducator Compensation – Ms. Alisha Carpino, Director of Finance and Operations – [See memo](#)
- b) Budget 2024-2025 Process Update – Ms. Alisha Carpino, Director of Finance and Operations – [See memo](#)

2. Regular Board Committees

- a) Curriculum – Next meeting, December 12, 2023, 5:45 p.m.
- b) Policy – [See attached minutes](#)
- c) Operations – Next meeting, Tuesday, December 12, 2023, 5 p.m.
- d) Finance – Next meeting, Wednesday, January 10, 2023, 5 p.m.
- e) Communications – No meeting – Newsletter Release after 12/13 BOE meeting

3. Administrative Reports

a) Superintendent's Report

- i) Donation from the Ellington Roadrunners – [See attached](#)
- ii) Draft Proposed Legislative Platform Agenda 2024 – [More information to follow, no Board action until January](#)

b) Directors' Reports

- i) Monthly Finance Report – Ms. Alisha Carpino, Director of Finance and Operations – [See memo](#)

4. Board Liaison Report(s)

II. ACTION ITEMS

- A. Second read to approve the adoption of revisions to Policy 4040, Child Abuse, Neglect and Sexual Assault Reporting
- B. Second read to approve the adoption of revisions to Policy 5330, Improve Completion Rates of FAFSA
- C. Second read to approve the adoption of revisions to Policy 5430, Physical Activity and Student Discipline
- D. Second read to approve the adoption of revisions to Policy 6157, Parental Access to Instructional Material
- E. Approval of Part-time Paraeducator Compensation
- F. Approval of EDUinnovate 2023 Fall Grant Cycle – [See attached](#)
- G. Approval of the appointment of Board Members to Town Liaison Positions
- H. Approval of Board of Education Legal Counsel

III. CORRESPONDENCE/ROUNDTABLE

V. ADJOURNMENT

A Special Meeting of the Ellington Board of Education was held on Wednesday, November 15, 2023, in the Ellington High School Library Media Center, 37 Maple Street, Ellington, CT 06029.

The meeting was called to order at 5:34 p.m. by Chair Jennifer Dzen.

PRESENT Chair Jennifer Dzen, Vice-Chair Mike Young, Secretary Jennifer Mullin (Virtual), Gary Blanchette, Marcia Kupferschmid, Angela Moser (Virtual), Miriam Underwood, Kerry Socha, Steve Viens

ALSO PRESENT Dr. Scott V. Nicol, Superintendent of Schools
Mr. Oliver Barton, Assistant Superintendent for Curriculum and Instruction
Ms. Alisha Carpino, Director of Finance and Operations
Dr. Kristy LaPorte, Director of Special Services
Mr. Aaron Fliss, Director of Technology
Ms. Jennifer Brown, Coordinator of Human Resources

PLEDGE OF ALLEGIANCE

SPECIAL RECOGNITIONS

Watch [HERE](#)

Windermere Elementary School - Named 'School of Distinction' by the State of Connecticut

Principal Hill shared that she is honored and feels very proud to have Windermere School recognized as a school of Distinction. This honor is a testament to the dedication and hard work of our incredible students, talented teachers, and supportive parents, she shared. Principal Hill stated that the recognition reflects Windermere's Commitment to academic excellence and innovation fostering a positive school climate where everyone can come to school and learn while getting their needs met. Principal Hill thanked the teachers and staff who are dedicated to doing what is right for kids and who work tirelessly to maximize potential.

CAUCUS ADJOURNMENT

At this time, Chair Jennifer Dzen announced that the Board will adjourn to enter into a Caucus for purposes of discussing the election of officers.

The Board entered the Caucus at 5:40 p.m.

The Board returned to the Special Meeting at 6:37 p.m.

ELECTION OF OFFICERS

Watch [HERE](#)

Chair Dzen called for a motion for the Chairman Position

MOTION First: M. Young
Second: M. Kupferschmid
To appoint Jennifer Dzen for the position of Chairman of the Board of Education.
Motion carried unanimously.

Chair Dzen called for a motion for the Vice Chair Position

MOTION First: S. Viens
Second: M. Kupferschmid
To appoint Kerry Socha for the position of Vice Chairman of the Board of Education
Discussion: Board Member Miriam Underwood requested to enter a nomination for Jennifer Mullin as Vice Chair and would like to share her reasons for the nomination.

A discussion continued as to whether both nominations had to go to the table as a motion and would result in being carried or not by a number of votes. Steve Viens withdrew the motion to appoint Kerry Socha as Vice-Chair at this time for further discussion of the nominees. It was decided that through roll call the position will be filled. A roll call vote will occur after the discussion. Chair Dzen opened the discussion of nominees.

Board Member Miriam Underwood stated as a Democrat, she wants to nominate Jennifer Mullin for the Vice-Chair position.

Board Member Gary Blanchette added that a Chair and Vice-Chair in different parties would be beneficial to the Board overall. He stated that Jenn Mullin has served as secretary well and is ready to move to a leadership role.

Chair Dzen asked if there was anyone else that the Board may wish to consider. Board Member Steve Viens shared that he would like to nominate Kerry Socha for Vice Chairman of the Board. He shared that Kerry Socha is passionate about the children and teachers and has shown that she is capable of handling parliamentary procedures and supporting the Vice Chairman of the Board.

Current Vice-Chair, Dr. Micheal Young, added that though historically the top positions have been of the same party so there won't be a change from the current status. Marcia Kupferschmid added that Kerry Socha has been on the Board for many years and has done a great job.

Current Secretary, Jennifer Mullin, added that it is not a question of who is more qualified for the position but would like to see bipartisan representation in the top officers since there is a position on the Board that will no longer be filled.

Angie Moser shared that she supports Kerry Socha as Vice Chair. Ms. Moser stated that Kerry has an energy that she brings to her care for the school system.

Jennifer Dzen called for a motion for Vice Chairman of the Board

MOTION

First: S. Viens

Second: L. Williams

To vote to appoint either Kerry Socha or Jennifer Mullin to Vice-Chair of the Board of Education through a roll call vote.

Motion carried unanimously.

Chair Dzen stated we would start the vote with the virtual participants, then in person.

ROLL CALL VOTE

Angie Moser (virtual) - Vote for Kerry Socha

Jennifer Mullin (virtual) - Vote for Jenn Mullin

Gary Blanchette -Vote for Jenn Mullin

Marcia Kupferschmid - Vote for Kerry Socha

Kerry Socha - Vote for Kerry Socha

Mike Young - Vote for Kerry Socha

Lenora Willimas - Vote for Jenn Mullin

Steve Viens - Vote for Kerry Socha

Miriam Underwood - Vote for Jenn Mullin

Point of order for Chair Dzen from Dr. Nicol. If the vote carries, the Chair does not have to vote. Chair Dzen shared that the majority vote is for Kerry Socha. Kerry Socha is appointed Vice Chair with a 5-4 vote.

Jennifer Dzen called for a motion for Secretary of the Board

MOTION

First: M. Underwood

Second: M. Young

To appoint Jennifer Mullin to continue as Secretary of the Board of Education.

Motion carried unanimously.

Chair Dzen announced that the Board now has the Positions of Chair (Jennifer Dzen), Vice-Chair (Kerry Socha), and Secretary (Jennifer Mullin).

BOARD CHAIR REPORT

Watch [HERE](#)

Chair Jennifer Dzen began by sharing her thanks for the vote of confidence. Ms. Dzen stated that she will do what she can to ensure growth in the district and continue to move our students and staff forward. Ms. Dzen will share committees and a list of liaison positions available in the coming weeks. Ms. Dzen personally welcomed Lenora Williams to the Board. Ms. Dzen closed by mentioning Liz Nord and recognizing her work and contributions. She shared that Liz was diligent and worked tirelessly for the Board and the district is in a better position because of her and we (the Board) thank her for her hard work.

CITIZEN & STAFF FORUM - None

CONSENT AGENDA

Watch [HERE](#)

1. Approval of Minutes: Regular Meeting, October 25, 2023, 6:00 p.m.
2. Human Resources Monthly Report

Chair Dzen asked if anyone wished to remove any item(s) from the Consent Agenda. Chair Dzen announced that with hearing none, the Consent Agenda stands.

REPORT AND DISCUSSION ITEMS

SPECIAL REPORTS

Watch [HERE](#)

REGULAR BOARD COMMITTEE REPORTS

Finance Committee

The Budget Calendar was presented by Ms. Carpino and built based on past years. A time request was made to adjust the meeting times to 5:45 p.m. to accommodate schedules. Ms. Carpino discussed the FY2024 update. The Finance Committee was concerned about the overage in the group insurance; it was shared that it was due to a spike in enrollment that was unexpected. Next, the district hired a BCBA for a partial year from December to June - Ms. Carpino shared that by hiring staff directly, the district saved approximately \$29,000. The position will be an at-will employee with benefits provided. More discussion will be presented and considered in the Superintendent's proposed budget.

Curriculum

Watch [HERE](#)

Dr. Young shared that there were two items on the agenda for the Committee meeting. First, the Internship Program with local businesses that was offered to Ellington High School students with Desco Manufacturing. The district will look to expand with other local businesses and this opportunity would not only provide a paid internship but career development and skills along with High School credit. The next item was the NGSS science test review. The results show good performance in Grades 5 and 8 with Ellington above State averages at all three tested grade levels. However, compared to Ellington's prior performance on this assessment, we were less successful at grade 11 than in previous years. The addition of Earth Science to this test before some students may have taken it is one possible reason. The committee will continue to monitor the issue of high school performance on this assessment and look for reports on efforts to address any issues.

Communications

Watch [HERE](#)

Committee Chair Jenn Mullin shared that we did not meet in November and decided to postpone due to the election and potential new board members, however, did have data to share. The September edition of Communications Corner has 1800 views and has been viewed in multiple countries. Ms. Mullin shared that was really amazing news. Facebook followers are at 853, and Instagram is at 300. Both platforms are growing steadily. In the last 90 days, Facebook visits are up 24%, and Instagram, 17%. Ms. Mullin reminded the Board to please take photos at any winter events they attend. The next edition of Communications Corner will go out after the December Regular Board Meeting. Board Member Viens asked about Twitter or X. Dr. Nicol is on X with an account on behalf of the district. Ms. Mullin will get more specifics on that.

ADMINISTRATION REPORTS

Watch [HERE](#)

Superintendent's Report

Dr. Scott V. Nicol, Superintendent

Dr. Nicol shared that the Permanent Building Committee designated December 5, 2023, as the groundbreaking ceremony for Windermere School. Many people will be invited so we can showcase the project and the work that has been done up to this point. More details to come on that. Dr. Nicol also shared a brief update on the process of developing the Superintendent Goals for Dr. Williams and that the goals are developed to align with the district Improvement Plan and the School Improvement Plans. Miriam Underwood inquired about the addition of another School Security Officer. Dr. Nicol shared that we hired a third officer this year and we will look at the effectiveness of having three and any recommendation for additional security will come at the end of this year or next.

Director's Report

Monthly Financial Report

Watch [HERE](#)

Ms. Alisha Carpino, Director of Finance and Operations

Ms. Carpino shared that the non-certified salaries are over budget. This is because there are encumbrances that are still being looked at and will continue throughout the year. She is also monitoring Group Insurance to see if there are any trends as to why that has increased significantly besides the increased enrollment. Retirements and tuition are also over but both are in the right place and will continue to be monitored.

BOARD LIAISON REPORTS

Watch [HERE](#)

Student Liaison, Noelle Krawsynski's report included the following points:

1. Ellington High School held its annual Veteran's Day Breakfast and Assembly to honor those who have served. The Student Council and Vocal Ensemble did an excellent job.
2. The NCC Music Festival was hosted at the high school. Multiple schools come together to perform a chosen set of music.
3. The CT Music Educators Association (CEMA) Festival is taking place and a select group of singers and instrumental players will attend to learn and perform music.
4. On November 21, 2023, the Mock Trial Team will be scrimmaging against RHAM to prepare for the first round of the Civics First High School Competition.
5. Half-Day of School on Wednesday, November 22, 2023, and no school on Thursday (11/23) and Friday (11/24).

Permanent Building Committee

Watch [HERE](#)

Liaison Gary Blanchette shared an update on the Windermere Building Project. We were able to gain 2% more savings. Unexpected costs can come from demolition which can affect the budget. For the first two phases were are in a good spot at 5%. A special meeting is coming up on Tuesday, November 21, 2023, for another vote. Mr. Blanchette also shared an update on the HVAC and lighting. HVAC is in the design phase and there was discussion about bringing on a project manager. As for the lighting project, there is only one bid from Earthlight.

Center School

Watch [HERE](#)

Liaison Kupferschmid shared dates and events as follows:

December 1, 2023 - Conferences start

December 2, 2023 - Winterfest Tree Lighting and Parade, 4th graders sing at Gazebo at 4:10 p.m.

December 5, 2023 - Holiday Shop

December 8, 2023 - Pajama Day to support CCMC

Ellington Middle School

Watch [HERE](#)

Liaison Kerry Socha wanted to share that the Ski Club is available at the Middle School this winter and has grown. The High School has a new school store with all the new styles available that can also be personalized.

Windermere School

Watch [HERE](#)

Liaison Steve Viens shared that the team was honored to be recognized as a School of Distinction and that has really been a motivation for the teachers and students, they are really excited about the honor. The Kindergarten team is hosting a Friendsgiving and connecting the tradition to Ellington Unplugged having each dish be "Cooked from Scratch." Mr. Viens shared that the Veterans Day Celebration was successful and the Holiday Boutique is coming up on December 11, 2023.

ACTION ITEMS

Watch [HERE](#)

First read to approve the adoption of revisions to Policy 4040, Child Abuse, Neglect and Sexual Assault Reporting

MOTION First: M. Young
Second: S. Viens
To approve first read to approve the adoption of revisions to Policy 4040, Child Abuse, Neglect and Sexual Assault Reporting.
Motion unanimously carried.

First read to approve the adoption of revisions to Policy 5330, Improve Completion Rates of FAFSA

MOTION First: M. Kupferschmid
Second: M. Young
To approve first read to approve the adoption of revisions to Policy 5330, Improve Completion Rates of FAFSA.
Motion unanimously carried.

First read to approve the adoption of revisions to Policy 5430, Physical Activity and Student Discipline

MOTION First: S. Viens
Second: M. Kupferschmid
To approve first read to approve the adoption of revisions to Policy 5430, Physical Activity and Student Discipline.
Motion unanimously carried.

First read to approve the adoption of revisions to Policy 6157, Parental Access to Instructional Material

MOTION First: S. Viens
Second: M. Kupferschmid
To approve first read to approve the adoption of revisions to Policy 6157, Parental Access to Instructional Material.
Motion unanimously carried.
Discussion/clarifications requested by Dr. Young.

Approval of the 2024-2025 Budget Calendar, as amended.

MOTION First: M. Kupferschmid
Second: M. Underwood
To approve the 2024-2025 Budget Calendar, as amended.
Motion unanimously carried.

Approval of the 2023-2024 Superintendent Goals

MOTION First: M. Kupferschmid
Second: S. Viens
To approve the 2023-2024 Superintendent Goals.
Motion unanimously carried.

CORRESPONDENCE/ROUNDTABLE

Watch [HERE](#)

Chair Dzen stated she would be remiss to not thank Michael Young publicly as Vice-chair of the Board for his service and appreciates his time. Kerry Socha asked for clarification on the meeting time changes for the budget meetings and that it affects teachers and staff who have to come back.

ADJOURNMENT

MOTION First: M. Kupferschmid
Second: S. Viens
To adjourn the Regular Meeting of the Board (7:48 p.m.)
Motion unanimously carried.



Ellington Public Schools

47 Main Street • PO Box 179
Ellington, Connecticut 06029

(860) 896-2300

To: Dr. Scott V. Nicol, Superintendent of Schools
From: Jennifer Brown, Human Resources Coordinator
Re: December HR Staffing Report
Date: December 8, 2023

Corresponding Agenda Item: Consent Agenda

Presentation Type: FULL Q & A **FYI**

The grid below exhibits all staffing changes since the last BOE meeting.

New Hires and Transfers

Name	Type	Title	E - Date	Building	Salary	Step
Feindel, Laurel P	Current Employee Assignment	Sub Para	12/18/2023	Systemwide	\$15.00/hr	At Will
Cintron, Isabel Rose	Current Employee Assignment	Sub Para	12/11/2023	Systemwide	\$15.00/hr	At Will
Evageliou, Susan A	New Hire Assignment	Academic Tutor	12/11/2023	Center School	\$20.58/hr	
Curtis, Rachel	New Hire Assignment	BCBA	12/6/2023	Systemwide	\$75,000/yr	Unaffiliated
Cain, Tracy Ann	Current Employee Assignment	Cafe/Play Aide PT	12/4/2023	Crystal Lake School	\$15.00/hr	At Will
Crawford, Shatisha	Current Employee Assignment	Para SEP	11/28/2023	Center School	\$17.91/hr	Step 3
Allen, Wade Thomas	Current Employee Assignment	Para SEP	11/27/2023	BASES	\$17.91/hr	Step 3
Acker, Jessica L	New Hire Assignment	Para SEP	11/27/2023	Ellington Middle School	\$17.57/hr	Step 2
Jacques-Snow, Amanda J	Current Employee Assignment	Sub Para	11/21/2023	Systemwide	\$15.00/hr	At Will
McDonald, Allison	New Hire Assignment	Sub Nurse	11/20/2023	Systemwide	\$40.00/hr	Sub Nurse Rate
Hany, Lindsey B	New Hire Assignment	Para SEP	11/19/2023	Crystal Lake School	\$17.91/hr	Step 3
Peci, Paula	Current Employee Assignment	Interim Cook Manager	11/15/2023	Ellington High School	\$18.93/hr	Cook Manager
Dobrowolski, Nancy	New Hire Assignment	Sub Teacher	11/15/2023	Systemwide	\$115/day	Sub Teacher Rate
Gifford, Crystal L	New Hire Assignment	Para SEP PT	11/14/2023	Windermere	\$15.00/hr	At Will
Powers-Groat, Caitlin A	New Hire Assignment	LTS English Teacher	11/13/2023	Ellington Middle School	\$312.92/day	Per Diem Rate
Carner, Stefanie A	Current Employee Assignment	Cafe/Play Aide PT	11/10/2023	Windermere	\$15.00/hr	At Will

Shahid, Asifa	New Hire Assignment	Sub Teacher	11/9/2023	Systemwide	\$115/day	Sub Teacher Rate
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Resignations and Retirements

Name	Type	Title	E - Date	Building	Salary	Step
Turkson, Patience E	Resignation	Indoor Track Asst. Coach	11/13/2023	Ellington High School	\$3,957	Stipend
McDaniel, Beth	Resignation	Cafe/Play Aide PT	11/3/2023	Crystal Lake School	\$15.00/hr	At Will



Ellington Public Schools

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(860) 896-2300

To: Dr. Scott V. Nicol, Superintendent of Schools
From: Ms. Alisha Carpino, Director of Operations and Finance
Re: Possible Action on Part-Time Paraeducator Compensation
Date: December 8, 2023

Corresponding Agenda Item: VII., A., 1.

Presentation Type: FULL Q & A FYI

Currently, full-time paraeducators who are assigned to a student whose individual education programs (IEPs) require significant behavioral interventions and/or support in daily living and/or hygiene needs on a regular basis receive a stipend of \$750 for the 2023-24 school year.

Due to the shortage of full-time paraeducators available to perform these functions, part-time educators have been completing these duties and are currently not receiving compensation.

The administration discussed this and gathered information to explore the possibility of paying a stipend to the part-time paraeducators who are undertaking these responsibilities. Since this is being looked at for part-time, the numbers below were calculated at half the \$750, or \$375 per employee. For the open positions, this was calculated at the \$375 and then prorated based on the months left in the school year.

<u>Part-Time Paraeducators</u>	<u>Count</u>	<u>Financial Impact</u>
Filled and Performing Duties	14	\$ 5,250
Open Positions	7	\$ 1,838
Total	21	<u>\$ 7,088</u>

The proposed stipend—applied as a retention strategy— would be paid in the last paycheck of the school year and if paraeducators undertaking the duties were to resign before the stipend was paid, it would not be received.



Ellington Public Schools

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(860) 896-2300

To: Dr. Scott V. Nicol, Superintendent of Schools
From: Ms. Alisha Carpino, Director of Operations and Finance
Re: Budget Process Update
Date: December 8, 2023

Corresponding Agenda Item: VII., A., 2.

Presentation Type: FULL Q & A FYI

Budget Process Update

Preparation of the 2024-2025 proposed budget has started and budget meetings with principals and department heads began last week.

- As we progress through the budget preparation, there will be targeted press releases to keep people informed. With this, we are also exploring the addition of targeted press releases with the town to increase transparency and knowledge throughout the process.
- The first event related to the 2024-2025 budget will be the BOE budget workshop with faculty, staff, and administration on January, 10th at 5:45 p.m., and will cover the following topics;
 - o Athletics – Exploring, swim, gymnastics, and hockey
 - o Student Needs (Special Education) – Specifically, Board Certified Behavior Analysts (BCBA), their importance, and challenges faced with finding qualified individuals for these positions.
 - o Subscriptions – The process, where we were, the work being done, and where are we going.
- As part of the process this year, there will be presentations for instructional staff in February
 - o All Elementary schools
 - o Middle and High School

**Ellington Board of Education
Policy Committee Meeting**

**Board of Education Conference Room
Tuesday, December 5, 2023**

A meeting of the Policy Committee was held on Tuesday, December 5, 2023, in the Board of Education Conference Room, 47 Main Street, Ellington, CT 06029.

The meeting was called to order at 4:05 p.m. by Angela Moser.

PRESENT Angela Moser, Chair, Jennifer Dzen, Steve Viens

ABSENT Marcia Kupferschmid

ALSO PRESENT Dr. Scott Nicol, Superintendent of Schools

AGENDA ITEM

Review and Discussion of the 9000 Series Policies: Board Bylaws

Dr. Scott V. Nicol, Superintendent of Schools

Dr. Nicol and the Policy Committee reviewed and discussed general questions regarding the Superintendent's recommended 9000 Series - Board Bylaws. The committee will review the bylaws over the next month before meeting again in January to discuss the 9000 series further.

ADJOURNMENT

MOTION

First: A. Moser

Second: S. Viens

To adjourn the meeting of the Policy Committee (4:45 p.m.)

Motion carried unanimously.

Respectfully submitted by Ms. Angela Moser, Policy Committee Chair



ELLINGTON FOOTBALL LEAGUE
PO BOX 501
ELLINGTON, CT 06029-0501

10-4
220 8352

5336

DATE 11/21/23



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ELLINGTON BOE

PAY TO THE ORDER OF

Two Hundred Fifty 00/100

\$ 250.-

DOLLARS



Security Features
Details on Back

M&T Bank

MEMO

Donation

To Dr. Nicol + Tracey*

On behalf of the entire EFL
Roadrunners Football and cheerleaders,
thank you so much for your
assistance in providing our cheerleaders
with a warm and safe place to practice
once nights started getting colder and
it was getting dark out earlier. We are
so grateful for the gym space waiver!
Wishing you a wonderful holiday
season!

Cheerfully,

Coach Marguerite + The Ellington Roadrunners
Board



Ellington Public Schools

47 Main Street • PO Box 179
Ellington, Connecticut 06029

(860) 896-2300

To: Dr. Scott V. Nicol, Superintendent of Schools
From: Alisha Carpino, Director of Finance & Operations
Re: Financial Update
Date: December 8, 2023

Corresponding Agenda Item(s): VII., F., 3., a.: Monthly Financial Report – Ms. Carpino, Director of Finance and Operations

Presentation Type:

FULL

Q & A

FYI

The current balance on the budget of \$45,083,347 is \$952,791.86. This includes all encumbrances, pre-encumbrances, accounts payable, and payroll through December 8, 2023.

An analysis of material variances from the budget are listed below.

Object 112: Non-Certified Salaries - Encumbrances are being looked at to ensure proper funding sources of staff are accounted for.

Object 210: Group Insurance - The insurance actuals, encumbrances and pre-encumbrances are still being evaluated to ensure accuracy and planning.

Object 560: Tuition - This line item does not include an adjustment for the Excess Cost Grant. We expect it will be within budget by the end of the year. Projection could change if unexpected additions or outputs occur.

Budget transfers for November are included below.

Attachments:

[FY24 Object Summary - December 8, 2023](#)

[FY24 Budget Transfers - November](#)



Policy 4040
Personnel

POLICY REGARDING
REPORTS OF SUSPECTED ABUSE OR NEGLECT OF CHILDREN OR
REPORTS OF SEXUAL ASSAULT OF STUDENTS BY SCHOOL EMPLOYEES

Conn. Gen. Stat. Section 17a-101 et seq. requires school employees who have reasonable cause to suspect or believe (1) that any child under eighteen has been abused or neglected, has had a nonaccidental physical injury, or injury which is at variance with the history given of such injury, or has been placed at imminent risk of serious harm, or (2) that any person who is being educated by the Technical Education and Career System or a local or regional board of education, other than as part of an adult education program, is a victim of sexual assault, and the perpetrator is a school employee, to report such suspicions to the appropriate authority. In furtherance of this statute and its purpose, it is the policy of the Ellington Board of Education ("Board") to require ALL EMPLOYEES of the Board of Education to report suspected abuse and/or neglect, nonaccidental physical injury, imminent risk of serious harm, or sexual assault of a student by a school employee, in accordance with the procedures set forth below.

1. Scope of Policy

This policy applies not only to school employees who are required by law to report suspected child abuse and/or neglect, nonaccidental physical injury, imminent risk of serious harm, or sexual assault of a student by a school employee but to ALL EMPLOYEES of the Board of Education.

2. Definitions

For the purposes of this policy:

"Abused" means that a child (a) has had physical injury or injuries inflicted upon him or her other than by accidental means, or (b) has injuries which are at variance with the history given of them, or (c) is in a condition which is the result of maltreatment, such as, but not limited to, malnutrition, sexual molestation or exploitation, deprivation of necessities, emotional maltreatment or cruel punishment.

"Neglected" means that a child (a) has been abandoned, or (b) is being denied proper care and attention, physically, educationally, emotionally or morally, or (c) is being permitted to live under conditions, circumstances or associations injurious to his well-being, or (d) has been abused.

"School employee" means (a) a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, school counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by the Board or who is working in a Board elementary, middle or high school; or (b) any other person who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in the Ellington Public Schools ("District"), pursuant to a contract with the Board.

"Sexual assault" means, for the purposes of the mandatory reporting laws and this policy, a violation of Sections 53a-70, 53a-70a, 53a-71, 53a-72a, 53a-72b or 53a-73a of the Connecticut General Statutes. Please see Appendix A of this policy for the relevant statutory definitions of sexual assault laws and related terms covered by the mandatory reporting laws and this policy.

"Statutorily mandated reporter" means an individual required by Conn. Gen. Stat. Section 17a-101 et seq. to report suspected abuse and/or neglect of children or the sexual assault of a student by a school employee. The term "statutorily mandated reporter" includes all school employees, as defined above, any person who is a licensed behavior analyst, and any person who holds or is issued a coaching permit by the State Board of Education, is a coach of intramural or interscholastic athletics, and is eighteen years of age or older.

3. What Must Be Reported

- a) A report must be made when any employee of the Board of Education in the ordinary course of such person's employment or profession has reasonable cause to suspect or believe that any child under the age of eighteen years:
 - i) has been abused or neglected;
 - ii) has had non accidental physical injury, or injury which is at variance with the history given for such injury, inflicted upon him/her;
 - iii) is placed at imminent risk of serious harm; or
- b) A report must be made when any employee of the Board of Education in the ordinary course of such person's employment or profession has reasonable cause to suspect or believe that any person, regardless of age, who is being educated by the Technical Education and Career System or a local or regional board of education, other than as part of an adult education program, is a victim of the following sexual assault crimes, and the perpetrator is a school employee:
 - i) sexual assault in the first degree;
 - ii) aggravated sexual assault in the first degree;
 - iii) sexual assault in the second degree;
 - iv) sexual assault in the third degree;
 - v) sexual assault in the third degree with a firearm; or
 - vi) sexual assault in the fourth degree.

Please see Appendix A of this policy for the relevant statutory definitions of sexual assault laws and related terms covered by the mandatory reporting laws and this policy.

- c) The suspicion or belief of a Board employee may be based on factors including, but not limited to, observations, allegations, facts or statements by a child or victim, as described above, or a third party. Such suspicion or belief does not require certainty or probable cause.

4. Reporting Procedures for Statutorily Mandated Reporters

The following procedures apply only to statutorily mandated reporters, as defined above.

- a) When an employee of the Board of Education who is a statutorily mandated reporter and who, in the ordinary course of the person's employment, has reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm, or a student is a victim of sexual assault by a school employee, as described in Paragraph 3, above, the following steps shall be taken.
 - (1) The employee shall make an oral or electronic report as soon as practicable, but not later than twelve (12) hours after having reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm, or a student is a victim of sexual assault by a school employee.
 - (a) An oral report shall be made by telephone or in person to the Commissioner of the Department of Children and Families ("DCF") or the local law enforcement agency. DCF has established a 24 hour Child Abuse and Neglect Careline at 1-800-842-2288 for the purpose of making such oral reports.
 - (b) An electronic report shall be made in the manner prescribed by the Commissioner of DCF. An employee making an electronic report shall respond to further inquiries from the Commissioner of DCF or designee made within twenty-four (24) hours. Such employee shall inform the Superintendent or his/her designee as soon as possible as to the nature of the further communication with the Commissioner or designee.
 - (2) The employee shall also make an oral report as soon as practicable to the Building Principal or his/her designee, and/or the Superintendent or his/her designee. If the Building Principal is the alleged perpetrator of the abuse/neglect or sexual assault of a student, then the employee shall notify the Superintendent or his/her designee directly.
 - (3) In cases involving suspected or believed abuse, neglect, or sexual assault of a student by a school employee, the Superintendent or his/her designee shall immediately notify the child's parent or guardian that such a report has been made.

- (4) Not later than forty-eight (48) hours after making an oral report, the employee shall submit a written or electronic report to the Commissioner of DCF or the Commissioner's designee containing all of the required information. The written or electronic report should be submitted in the manner prescribed by the Commissioner of DCF. When such report is submitted electronically, the employee shall respond to further inquiries from the Commissioner of DCF or designee made within twenty-four (24) hours. Such employee shall inform the Superintendent or his/her designee as soon as possible as to the nature of the further communication with the Commissioner or designee.
- (5) The employee shall immediately submit a copy of the written or electronic report to the Building Principal or his/her designee and to the Superintendent or the Superintendent's designee.
- (6) If the report concerns suspected abuse, neglect, or sexual assault of a student by a school employee holding a certificate, authorization or permit issued by the State Department of Education, the Commissioner of DCF (or his/her designee) shall submit a copy of the written or electronic report to the Commissioner of Education (or his/her designee).

5. Reporting Procedures for Employees Other Than Statutorily Mandated Reporters

The following procedures apply only to employees who are not statutorily mandated reporters, as defined above.

- a) When an employee who is not a statutorily mandated reporter and who, in the ordinary course of the person's employment or profession, has reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm, or a student is a victim of sexual assault by a school employee, as described in Paragraph 3, above, the following steps shall be taken.
 - (1) The employee shall make an oral report as soon as practicable, but not later than twelve (12) hours after the employee has reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm or a student is a victim of sexual assault by a school employee. Such oral report shall be made by telephone or in person to the Superintendent of Schools or his/her designee, to be followed by an immediate written report to the Superintendent or his/her designee.
 - (2) If the Superintendent or his/her designee determines that there is reasonable cause to suspect or believe that a child has been abused or neglected or placed at imminent risk of serious harm or a student is a victim of sexual assault by a school employee, ~~he/she~~ the Superintendent, or designee shall cause reports to be

made in accordance with the procedures set forth for statutorily mandated reporters.

- b) Nothing in this policy shall be construed to preclude an employee reporting suspected child abuse, neglect or sexual assault by a school employee from reporting the same directly to the Commissioner of DCF.

6. Contents of Reports

Any report made pursuant to this policy shall contain the following information, if known:

- a) The names and addresses of the child* and his/her parents or other person responsible for his/her care;
- b) the age of the child;
- c) the gender of the child;
- d) the nature and extent of the child's injury or injuries, maltreatment or neglect;
- e) the approximate date and time the injury or injuries, maltreatment or neglect occurred;
- f) information concerning any previous injury or injuries to, or maltreatment or neglect of the child or his/her siblings;
- g) the circumstances in which the injury or injuries, maltreatment or neglect came to be known to the reporter;
- h) the name of the person or persons suspected to be responsible for causing such injury or injuries, maltreatment or neglect;
- i) the reasons such person or persons are suspected of causing such injury or injuries, maltreatment or neglect;
- j) any information concerning any prior cases in which such person or persons have been suspected of causing an injury, maltreatment or neglect of a child; and
- k) whatever action, if any, was taken to treat, provide shelter or otherwise assist the child.

*For purposes of this Paragraph, the term "child" includes any victim of sexual assault by a school employee, as described in Paragraph 3, above.

7. Investigation of the Report

- a) The Superintendent or his/her designee shall thoroughly investigate reports of suspected abuse, neglect or sexual assault if/when such report involves an employee of the Board of Education or other individual under the control of the Board, provided the procedures in subparagraph (b), below are followed. In all other cases, DCF shall be responsible for conducting the investigation with the cooperation and collaboration of the Board, as appropriate.

- b) Recognizing that DCF is the lead agency for the investigation of child abuse and neglect reports and reports of a student's sexual assault by school employees, the Superintendent's investigation shall permit and give priority to any investigation conducted by the Commissioner of DCF or the appropriate local law enforcement agency. The Superintendent shall conduct the District's investigation and take any disciplinary action, consistent with state law, upon notice from the Commissioner of DCF or the appropriate local law enforcement agency that the District's investigation will not interfere with the investigation of the Commissioner of DCF or the local law enforcement agency.
- c) The Superintendent shall coordinate investigatory activities in order to minimize the number of interviews of any child or student victim of sexual assault and share information with other persons authorized to conduct an investigation of child abuse or neglect **or sexual assault**, as appropriate.
- d) Any person reporting child abuse or neglect or the sexual assault of a student by a school employee, or having any information relevant to alleged abuse or neglect or of the sexual assault of a student by a school employee, shall provide the Superintendent with all information related to the investigation that is in the possession or control of such person, except as expressly prohibited by state or federal law.
- e) When the school district is conducting an investigation involving suspected abuse or neglect or sexual assault of a student by an employee of the Board or other individual under the control of the Board, the Superintendent's investigation shall include an opportunity for the individual suspected of abuse, neglect or sexual assault to be heard with respect to the allegations contained within the report. During the course of such investigation, the Superintendent may suspend a Board employee with pay or may place the employee on administrative leave with pay, pending the outcome of the investigation. If the individual is one who provides services to or on behalf of students enrolled in the District, pursuant to a contract with the Board of Education, the Superintendent may suspend the provision of such services, and direct the individual to refrain from any contact with students enrolled in the District, pending the outcome of the investigation.

8. Evidence of Abuse, Neglect or Sexual Assault by a School Employee

- a) If, upon completion of the investigation by the Commissioner of DCF ("Commissioner"), the Superintendent has received a report from the Commissioner that he or she has reasonable cause to believe that (1) a child has been abused or neglected by a school employee, as defined above, and the Commissioner has recommended that such employee be placed on the DCF Child Abuse and Neglect Registry, or (2) a student is a victim of sexual assault by a school employee, the Superintendent shall request (and the law provides) that DCF notify the Superintendent not later than five (5) working days after such finding, and provide the Superintendent with records, whether or not created by DCF, concerning such investigation. The Superintendent shall suspend such school

employee. Such suspension shall be with pay and shall not result in the diminution or termination of benefits to such employee.

- b) Not later than seventy-two (72) hours after such suspension, the Superintendent shall notify the Board of Education and the Commissioner of Education, or the Commissioner of Education's representative, of the reasons for and the conditions of the suspension. The Superintendent shall disclose such records to the Commissioner of Education and the Board of Education or its attorney for purposes of review of employment status or the status of such employee's certificate, permit or authorization, if any.
 - c) The suspension of a school employee employed in a position requiring a certificate shall remain in effect until the Superintendent and/or Board of Education acts pursuant to the provisions of Conn. Gen. Stat. §10-151. If the contract of employment of such certified school employee is terminated, or such certified school employee resigns such employment, the Superintendent shall notify the Commissioner of Education, or the Commissioner of Education's representative, within seventy-two (72) hours after such termination or resignation.
 - d) The suspension of a school employee employed in a position requiring an authorization or permit shall remain in effect until the Superintendent and/or Board of Education acts pursuant to any applicable termination provisions. If the contract of employment of a school employee holding an authorization or permit from the State Department of Education is terminated, or such school employee resigns such employment, the Superintendent shall notify the Commissioner of Education, or the Commissioner of Education's representative, within seventy-two (72) hours after such termination or resignation.
 - e) Regardless of the outcome of any investigation by the Commissioner of DCF and/or the police, the Superintendent and/or the Board, as appropriate, may take disciplinary action, up to and including termination of employment, in accordance with the provisions of any applicable statute, if the Superintendent's investigation produces evidence that a child has been abused or neglected by a school employee or that a student has been a victim of sexual assault by a school employee.
 - f) The District shall not employ a person whose employment contract is terminated or who resigned from employment following a suspension pursuant to Paragraph 8(a) of this policy and Conn. Gen. Stat. § 17a-101i, if such person is convicted of a crime involving an act of child abuse or neglect or an act of sexual assault of a student, as described in Paragraph 2 of this policy.
9. Evidence of Abuse, Neglect or Sexual Assault by an Independent Contractor of the Board of Education

If the investigation by the Superintendent and/or the Commissioner of DCF produces evidence that a child has been abused or neglected, or a student has been sexually assaulted, by any individual who provides services to or on behalf of students enrolled in the District, pursuant to a contract with the Board, the

Superintendent shall permanently suspend the provision of such services, and direct the individual to refrain from any contact with students enrolled in the District.

10. Delegation of Authority by Superintendent

The Superintendent may appoint a designee for the purposes of receiving and making reports, notifying and receiving notification, or investigating reports pursuant to this policy.

11. Confidential Rapid Response Team

The Superintendent shall establish a confidential rapid response team to coordinate with DCF to (1) ensure prompt reporting of suspected abuse or neglect or sexual assault of a student by a school employee, as described in Paragraph 2, above, and (2) provide immediate access to information and individuals relevant to the department's investigation. The confidential rapid response team shall consist of a teacher and the Superintendent, a local police officer and any other person the Board of Education, acting through its Superintendent, deems appropriate.

12. Disciplinary Action for Failure to Follow Policy

Except as provided in Section 14 below, any employee who fails to comply with the requirements of this policy shall be subject to discipline, up to and including termination of employment.

13. The District shall not hire any person whose employment contract was previously terminated by a board of education or who resigned from such employment, if such person has been convicted of a violation of Section 17a-101a of the Connecticut General Statutes, as amended, relating to mandatory reporting, when an allegation of abuse or neglect or sexual assault has been substantiated.

14. Non-Discrimination Policy/Prohibition Against Retaliation

The Board of Education expressly prohibits retaliation against individuals reporting child abuse or neglect or the sexual assault of a student by a school employee and shall not discharge or in any manner discriminate or retaliate against any employee who, in good faith, makes a report pursuant to this policy, or testifies or is about to testify in any proceeding involving abuse or neglect or sexual assault by a school employee. The Board of Education also prohibits any employee from hindering or preventing or attempting to hinder or prevent any employee from making a report pursuant to this policy or state law concerning suspected child abuse or neglect or the sexual assault of a student by a school employee or testifying in any proceeding involving child abuse or neglect or the sexual assault of a student by a school employee.

15. Distribution of Policy and Posting of Careline Information

This policy shall be distributed annually to all school employees employed by the Board. The Board shall document that all such school employees have received this written policy and completed the training and refresher training

programs required by in Section 16, below. The Board shall post the Internet web site address and telephone number for the DCF Child Abuse and Neglect Careline in a conspicuous location frequented by students in each school under the jurisdiction of the Board.

16. Training

- a) All new school employees, as defined above, shall be required to complete an educational training program for the accurate and prompt identification and reporting of child abuse and neglect. Such training program shall be developed and approved by the Commissioner of DCF.
- b) All school employees, as defined above, shall take a refresher training course developed and approved by the Commissioner of DCF at least once every three years.
- c) The principal for each school shall annually certify to the Superintendent that each school employee, as defined above, working at such school, is in compliance with the training provisions in this policy and as required by state law. The Superintendent shall certify such compliance to the State Board of Education.

17. Records

- a) The Board shall maintain in a central location all records of allegations, investigations, and reports that a child has been abused or neglected by a school employee employed by the Board or that a student has been a victim of sexual assault by a school employee employed by the Board, as defined above, and conducted in accordance with this policy. Such records shall include any reports made to DCF. The State Department of Education shall have access to such records upon request.
- b) Notwithstanding the provisions of Conn. Gen. Stat. §10-151c, the Board shall provide the Commissioner of DCF, upon request and for the purposes of an investigation by the Commissioner of DCF of suspected child abuse or neglect by a teacher employed by the Board, any records maintained or kept on file by the Board. Such records shall include, but not be limited to, supervisory records, reports of competence, personal character and efficiency maintained in such teacher's personnel file with reference to evaluation of performance as a professional employee of the Board, and records of the personal misconduct of such teacher. For purposes of this section, "teacher" includes each certified professional employee below the rank of superintendent employed by the Board in a position requiring a certificate issued by the State Board of Education.

18. Child Sexual Abuse and/or Sexual Assault Response Policy and Reporting Procedure

The Board has adopted a uniform child sexual abuse and/or sexual assault response policy and reporting procedure in connection with the implementation of its sexual assault and abuse prevention and awareness program, as outlined in Board Policy regarding Child Sexual Abuse and Assault Response Policy and Reporting Procedure. Upon receipt of any report of child sexual abuse and/or sexual assault from any source, a school employee shall report such suspicion to

the Safe School Climate Coordinator in addition to complying with his/her obligations under this Policy and the law regarding mandatory reporting of abuse, neglect and sexual assault.

Legal References:

Connecticut General Statutes:

Section 10-151	Employment of teachers. Definitions. Tenure. Notice and hearing on failure to renew or termination of contract. Appeal.
Section 10-221s	Posting of Careline telephone number in schools. Investigations of child abuse and neglect. Disciplinary action.
Section 17a-101 <u>et seq.</u>	Protection of children from abuse. Mandated reporters. Educational and training programs. Model mandated reporting policy.
Section 17a-101q	Statewide Sexual Abuse and Assault Awareness and Prevention Program.
Section 17a-103	Reports by others. False reports. Notifications to law enforcement agency.
Section 46b-120	Definitions.
Section 53a-65	Definitions.

Public Act 23-47, “An Act Concerning Various Revisions to the Criminal Law and Criminal Justice Statutes.”

ADOPTED: September 28, 2022

REVISED:

APPENDIX A

RELEVANT EXCERPTS OF STATUTORY DEFINITIONS OF SEXUAL ASSAULT AND RELATED TERMS COVERED BY MANDATORY REPORTING LAWS AND THIS POLICY

An employee of the Board of Education must make a report in accordance with this policy when the employee of the Board of Education in the ordinary course of such person's employment or profession has reasonable cause to suspect or believe that any person, regardless of age, who is being educated by the Technical Education and Career System or a local or regional board of education, other than as part of an adult education program, is a victim of the following sexual assault crimes, and the perpetrator is a school employee. The following are relevant excerpts of the sexual assault laws and related terms covered by mandatory reporting laws and this policy.

Intimate Parts (Conn. Gen. Stat. § 53a-65)

"Intimate parts" means the genital area or any substance emitted therefrom, groin, anus or any substance emitted therefrom, inner thighs, buttocks or breasts.

Sexual Intercourse (Conn. Gen. Stat. § 53a-65)

"Sexual intercourse" means vaginal intercourse, anal intercourse, fellatio or cunnilingus between persons regardless of sex. Penetration, however slight, is sufficient to complete vaginal intercourse, anal intercourse or fellatio and does not require emission of semen. Penetration may be committed by an object manipulated by the actor into the genital or anal opening of the victim's body.

Sexual Contact (Conn. Gen. Stat. § 53a-65)

"Sexual contact" means (A) any contact with the intimate parts of a person for the purpose of sexual gratification of the actor or for the purpose of degrading or humiliating such person or any contact of the intimate parts of the actor with a person for the purpose of sexual gratification of the actor or for the purpose of degrading or humiliating such person-or (B) for the purposes of subdivision (4) of subsection (a) of section 53a-73a, ... any contact with the intimate parts of a dead human body, or any contact of the intimate parts of the actor with a dead human body, for the purpose of sexual gratification of the actor.

Sexual Assault in the First Degree (Conn. Gen. Stat. § 53a-70)

A person is guilty of sexual assault in the first degree when such person (1) compels another person to engage in sexual intercourse by the use of force against such other person or a third person, or by the threat of use of force against such other person or against a third person which reasonably causes such person to fear physical injury to such person or a third person, or (2) engages in sexual intercourse with another person and such other person is under thirteen years of age and the actor is more than two years older than such person, or (3) commits sexual assault in the second degree as provided in section 53a-71 and in the commission of such offense is aided by two or more other persons actually present, or (4) engages in sexual intercourse with another

person and such other person is mentally incapacitated to the extent that such other person is unable to consent to such sexual intercourse.

Aggravated Sexual Assault in the First Degree (Conn. Gen. Stat. § 53a-70a)

A person is guilty of aggravated sexual assault in the first degree when such person commits sexual assault in the first degree as provided in section 53a-70 and in the commission of such offense (1) such person uses or is armed with and threatens the use of or displays or represents by such person's words or conduct that such person possesses a deadly weapon, (2) with intent to disfigure the victim seriously and permanently, or to destroy, amputate or disable permanently a member or organ of the victim's body, such person causes such injury to such victim, (3) under circumstances evincing an extreme indifference to human life such person recklessly engages in conduct which creates a risk of death to the victim, and thereby causes serious physical injury to such victim, or (4) such person is aided by two or more other persons actually present. No person shall be convicted of sexual assault in the first degree and aggravated sexual assault in the first degree upon the same transaction but such person may be charged and prosecuted for both such offenses upon the same information.

Sexual Assault in the Second Degree (Conn. Gen. Stat. § 53a-71)

A person is guilty of sexual assault in the second degree when such person engages in sexual intercourse with another person and: (1) Such other person is thirteen years of age or older but under sixteen years of age and the actor is more than three years older than such other person; or (2) such other person is impaired because of mental disability or disease to the extent that such other person is unable to consent to such sexual intercourse; or (3) such other person is physically helpless; or (4) such other person is less than eighteen years old and the actor is such person's guardian or otherwise responsible for the general supervision of such person's welfare; or (5) such other person is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over such other person; or (6) the actor is a psychotherapist and such other person is (A) a patient of the actor and the sexual intercourse occurs during the psychotherapy session, (B) a patient or former patient of the actor and such patient or former patient is emotionally dependent upon the actor, or (C) a patient or former patient of the actor and the sexual intercourse occurs by means of therapeutic deception; or (7) the actor accomplishes the sexual intercourse by means of false representation that the sexual intercourse is for a bona fide medical purpose by a health care professional; or (8) the actor is a school employee and such other person is a student enrolled in a school in which the actor works or a school under the jurisdiction of the local or regional board of education which employs the actor; or (9) the actor is a coach in an athletic activity or a person who provides intensive, ongoing instruction and such other person is a recipient of coaching or instruction from the actor and (A) is a secondary school student and receives such coaching or instruction in a secondary school setting, or (B) is under eighteen years of age; or (10) the actor is twenty years of age or older and stands in a position of power, authority or supervision over such other person by virtue of the actor's professional, legal, occupational or volunteer status and such other person's participation in a program or activity, and such other person is under eighteen years of age; or (11) such other person is placed or receiving services under the direction of the Commissioner of Developmental Services

in any public or private facility or program and the actor has supervisory or disciplinary authority over such other person.

Sexual Assault in the Third Degree (Conn. Gen. Stat. § 53a-72a)

A person is guilty of sexual assault in the third degree when such person (1) compels another person to submit to sexual contact (A) by the use of force against such other person or a third person, or (B) by the threat of use of force against such other person or against a third person, which reasonably causes such other person to fear physical injury to himself or herself or a third person, or (2) subjects another person to sexual contact and such other person is mentally incapacitated or impaired because of mental disability or disease to the extent that such other person is unable to consent to such sexual contact, or (3) engages in sexual intercourse with another person whom the actor knows to be related to him or her within any of the degrees of kindred specified in section 46b-21.

Sexual Assault in the Third Degree with a Firearm (Conn. Gen. Stat. § 53a-72b)

A person is guilty of sexual assault in the third degree with a firearm when such person commits sexual assault in the third degree as provided in section 53a-72a, and in the commission of such offense, such person uses or is armed with and threatens the use of or displays or represents by such person's words or conduct that such person possesses a pistol, revolver, machine gun, rifle, shotgun or other firearm. No person shall be convicted of sexual assault in the third degree and sexual assault in the third degree with a firearm upon the same transaction but such person may be charged and prosecuted for both such offenses upon the same information.

Sexual Assault in the Fourth Degree (Conn. Gen. Stat. § 53a-73a)

A person is guilty of sexual assault in the fourth degree when: (1) Such person subjects another person to sexual contact who is (A) under thirteen years of age and the actor is more than two years older than such other person, or (B) thirteen years of age or older but under fifteen years of age and the actor is more than three years older than such other person, or (C) physically helpless, or (D) less than eighteen years old and the actor is such other person's guardian or otherwise responsible for the general supervision of such other person's welfare, or (E) in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over such other person; or (2) such person subjects another person to sexual contact without such other person's consent; or (3) such person engages in sexual contact with an animal ~~or dead body~~; or (4) such person ~~is a~~ engages in sexual contact with a dead human body; or (5) such person is a psychotherapist and subjects another person to sexual contact who is (A) a patient of the actor and the sexual contact occurs during the psychotherapy session, or (B) a patient or former patient of the actor and such patient or former patient is emotionally dependent upon the actor, or (C) a patient or former patient of the actor and the sexual contact occurs by means of therapeutic deception; or ~~(56)~~ such person subjects another person to sexual contact and accomplishes the sexual contact by means of false representation that the sexual contact is for a bona fide medical purpose by a health care professional; or ~~(67)~~ such person is a school employee and subjects another person to sexual contact who is a student enrolled in a school in which the actor works or a school under the jurisdiction of the local or regional board of education which employs the actor; or ~~(78)~~ such person is a coach in an athletic

activity or a person who provides intensive, ongoing instruction and subjects another person to sexual contact who is a recipient of coaching or instruction from the actor and (A) is a secondary school student and receives such coaching or instruction in a secondary school setting, or (B) is under eighteen years of age; or (89) such person subjects another person to sexual contact and (A) the actor is twenty years of age or older and stands in a position of power, authority or supervision over such other person by virtue of the actor's professional, legal, occupational or volunteer status and such other person's participation in a program or activity, and (B) such other person is under eighteen years of age; or (910) such person subjects another person to sexual contact who is placed or receiving services under the direction of the Commissioner of Developmental Services in any public or private facility or program and the actor has supervisory or disciplinary authority over such other person.

APPENDIX B

Operational Definitions of Child Abuse and Neglect

The purpose of this policy is to provide consistency for staff in defining and identifying operational definitions, evidence of abuse and/or neglect and examples of adverse impact indicators.

The following operational definitions are working definitions and examples of child abuse and neglect as used by the Connecticut DCF.

For the purposes of these operational definitions,

- A person responsible for a child's health, welfare or care means:
 - the child's parent, guardian, or foster parent; an employee of a public or private residential home, agency or institution or other person legally responsible under State law for the child's welfare in a residential setting; or any staff person providing out-of-home care, including center-based child day care, family day care, or group day care.
- A person given access to a child is a person who is permitted to have personal interaction with a child by the person responsible for the child's health, welfare or care or by a person entrusted with the care of a child.
- A person entrusted with the care of a child is a person who is given access to a child by a person responsible for the health, welfare or care of a child for the purpose of providing education, child care, counseling, spiritual guidance, coaching, training, instruction, tutoring or mentoring.
- **Note:** Only a "child" as defined in the policy above may be classified as a victim of child abuse and/or neglect; only a "person responsible," "person given access," or "person entrusted" as defined above may be classified as a perpetrator of child abuse and/or neglect.
 - While only a child under eighteen may be a victim of child abuse or neglect, a report under mandatory reporting laws and this policy is required if an employee of the Board of Education in the ordinary course of such person's employment or profession has reasonable cause to suspect or believe that any person, regardless of age, who is being educated by the Technical Education and Career System or a local or regional board of education, other than as part of an adult education program, is a victim of sexual assault, as set forth in this policy, and the perpetrator is a school employee.

Physical Abuse

A child may be found to have been physically abused who:

has been inflicted with physical injury or injuries other than by accidental means, is in a condition which is the result of maltreatment such as, but not limited to, malnutrition, sexual molestation, deprivation of necessities, emotional maltreatment or cruel punishment, and/or

has injuries at variance with the history given of them.

Evidence of physical abuse includes, but is not limited to the following:

excessive physical punishment;
bruises, scratches, lacerations;
burns, and/or scalds;
reddening or blistering of the tissue through application of heat by fire, chemical substances, cigarettes, matches, electricity, scalding water, friction, etc.;
injuries to bone, muscle, cartilage, ligaments: fractures, dislocations, sprains, strains, displacements, hematomas, etc.;
head injuries;
internal injuries;
death;
misuse of medical treatments or therapies;
malnutrition related to acts of commission or omission by an established caregiver resulting in a child's malnourished state that can be supported by professional medical opinion;
deprivation of necessities acts of commission or omission by an established caregiver resulting in physical harm to child; and/or
cruel punishment.

Sexual Abuse/Exploitation Sexual Abuse/Exploitation

Sexual Abuse/Exploitation is any incident involving a child's non-accidental exposure to sexual behavior.

Evidence of sexual abuse includes, but is not limited to the following:

rape;
penetration: digital, penile, or foreign objects;
oral / genital contact;
indecent exposure for the purpose of sexual gratification of the offender, or for purposes of shaming, humiliating, shocking or exerting control over the victim;
incest;
fondling, including kissing, for the purpose of sexual gratification of the offender, or for purposes of shaming, humiliating, shocking or exerting control over the victim;
sexual exploitation, including possession, manufacture, or distribution of child pornography, online enticement of a child for sexual acts, child prostitution, child-sex tourism, unsolicited obscene material sent to a child, or misleading domain name likely to attract a child to an inappropriate website;
coercing or forcing a child to participate in, or be negligently exposed to, pornography and/or sexual behavior;
disease or condition that arises from sexual transmission; and/or

other verbal, written or physical behavior not overtly sexual but likely designed to “groom” a child for future sexual abuse.

Legal References: Federal Law 18 U.S.C. 2251 Sexual Exploitation of Children.

Emotional Maltreatment-Abuse

Emotional Maltreatment-Abuse is an:

act(s), statement(s), or threat(s), which
has had, or is likely to have an adverse impact on the child; and/or
interferes with a child’s positive emotional development.

Evidence of emotional maltreatment-abuse includes, but is not limited to, the following:

rejecting;
degrading;
isolating and/or victimizing a child by means of cruel, unusual, or excessive methods of discipline; and/or
exposing the child to brutal or intimidating acts or statements.

Indicators of Adverse Impact of emotional maltreatment-abuse may include, but are not limited to, the following:

depression;
withdrawal;
low self-esteem;
anxiety;
fear;
aggression/ passivity;
emotional instability;
sleep disturbances;
somatic complaints with no medical basis;
inappropriate behavior for age or development;
suicidal ideations or attempts;
extreme dependence;
academic regression; and/or
trust issues.

Physical Neglect

A child may be found neglected who:

has been abandoned;
is being denied proper care and attention physically, educationally, emotionally, or morally;
is being permitted to live under conditions, circumstances or associations injurious to his well-being; and/or
has been abused.

Evidence of physical neglect includes, but is not limited to:

inadequate food;
malnutrition;
inadequate clothing;
inadequate housing or shelter;
erratic, deviant, or impaired behavior by the person responsible for the child's health, welfare or care; by a person given access to the child; or by a person entrusted with the child's care which adversely impacts the child;
permitting the child to live under conditions, circumstances or associations injurious to his well-being including, but not limited to, the following:

- substance abuse by caregiver, which adversely impacts the child physically;
- substance abuse by the mother of a newborn child and the newborn has a positive urine or meconium toxicology for drugs;
- psychiatric problem of the caregiver which adversely impacts the child physically;
- exposure to family violence which adversely impacts the child physically;
- exposure to violent events, situations, or persons that would be reasonably judged to compromise a child's physical safety;
- non-accidental, negligent exposure to drug trafficking and/or individuals engaged in the active abuse of illegal substances;
- voluntarily and knowingly entrusting the care of a child to individuals who may be disqualified to provide safe care, *e.g.*, persons who are subject to active protective or restraining orders; persons with past history of violent/drug/sex crimes; persons appearing on the Central Registry;
- non-accidental or negligent exposure to pornography or sexual acts;
- inability to consistently provide the minimum of child-caring tasks;
- inability to provide or maintain a safe living environment;

action/inaction resulting in death;
abandonment;
action/inaction resulting in the child's failure to thrive;
transience;

inadequate supervision: creating or allowing a circumstance in which a child is alone for an excessive period of time given the child's age and cognitive abilities;

holding the child responsible for the care of siblings or others beyond the child's ability; and/or

failure to provide reasonable and proper supervision of a child given the child's age and cognitive abilities.

Note:

- Inadequate food, clothing, or shelter or transience finding must be related to caregiver acts of omission or commission and not simply a function of poverty alone.
- The presence of legal or illegal substances in the bodily fluids of (1) a parent or legal guardian or (2) a pregnant person shall not form the sole or primary basis for any action or proceeding by the Department. Any action or proceeding by the Department must be based on harm or risk of harm to a child and the parent or guardian's ability to provide appropriate care for the child.
- Whether or not the adverse impact has to be demonstrated is a function of the child's age, cognitive abilities, verbal ability and developmental level.
- Adverse impact may not be required if the action/inaction is a single incident that demonstrates a serious disregard for the child's welfare.

Medical Neglect

Medical Neglect is the unreasonable delay, refusal or failure on the part of the person responsible for the child's health, welfare or care or the person entrusted with the child's care to seek, obtain, and/or maintain those services for necessary medical, dental or mental health care when such person knows, or should reasonably be expected to know, that such actions may have an adverse impact on the child.

Evidence of medical neglect includes, but is not limited to:

frequently missed appointments, therapies or other necessary medical and/or mental health treatments;

withholding or failing to obtain or maintain medically necessary treatment from a child with life-threatening, acute or chronic medical or mental health conditions; and/or

withholding medically indicated treatment from disabled infants with life-threatening conditions.

Note: Failure to provide the child with immunizations or routine well-child care in and of itself does not constitute medical neglect.

Educational Neglect

Except as noted below, **Educational Neglect** occurs when a school-aged child has excessive absences from school through the intent or neglect of the parent or caregiver.

Definition of School-Aged Child: Except as noted below, a school-aged child is a child five years of age and older and under 18 years of age who is not a high school graduate.

Note: Excessive absenteeism and school avoidance may be presenting symptoms of a failure to meet the physical, emotional or medical needs of a child. Careline staff shall consider these potential additional allegations at the time of referral.

Criteria:

- **For children school-aged to age 12, excessive absenteeism** may be indicative of the parent's or caregiver's failure to meet the educational needs of a student.
- **For children older than age 12, excessive absenteeism**, coupled with a failure by the parent or caregiver to engage in efforts to improve the child's attendance, may be indicative of educational neglect.
 - For children older than age 12, excessive absenteeism through the child's own intent, despite the parent's or caregiver's efforts, is not educational neglect. Rather, this is truancy, which is handled through the school district.

Child's Characteristics. In determining the criteria for excessive absenteeism, the following characteristics of the child shall be considered by the social worker:

- Age;
- Health;
- Level of functioning;
- Academic standing; and
- Dependency on parent or caregiver

Parent or Caregiver's Characteristics. In determining the criteria for excessive absenteeism, the following characteristics of the parent or caregiver shall be considered by the social worker:

- Rationale provided for the absences;
- Efforts to communicate and engage with the educational provider; and
- Failure to enroll a school-aged child in appropriate educational programming (including homeschooling)

Exceptions (in accordance with Conn. Gen. Stat. § 10-184):

1. A parent or person having control of a child may exercise the option of not sending the child to school at age five (5) or age six (6) years by personally appearing at the school district office and signing an option form. In these cases, educational neglect occurs if the parent or person having control of the child has registered the child at age five (5) or age (6) years and then does not allow the child to attend school or receive home instruction.

2. A parent or person having control of a child seventeen (17) years of age may consent to such child's withdrawal from school. Such parent or person shall personally appear at the school district office and sign a withdrawal form.

Note: Failure to sign a registration option form for such child is not in and of itself educational neglect.

Emotional Neglect

Emotional Neglect is the denial of proper care and attention, or failure to respond, to a child's affective needs by the person responsible for the child's health, welfare or care; by the person given access to the child; or by the person entrusted with the child's care which has an adverse impact on the child or seriously interferes with a child's positive emotional development.

Note: Whether or not the adverse impact has to be demonstrated is a function of the child's age, cognitive abilities, verbal ability and developmental level. Adverse impact is not required if the action/inaction is a single incident which demonstrates a serious disregard for the child's welfare.

Note: The adverse impact may result from a single event and/or from a consistent pattern of behavior and may be currently observed or predicted as supported by evidence-based practice.

Evidence of emotional neglect includes, but is not limited to, the following:

- inappropriate expectations of the child given the child's developmental level;

- failure to provide the child with appropriate support, attention and affection;

- permitting the child to live under conditions, circumstances or associations;

- injurious to his well-being including, but not limited to, the following:

- substance abuse by caregiver, which adversely impacts the child emotionally;

- psychiatric problem of the caregiver, which adversely impacts the child emotionally; and/or

- exposure to family violence which adversely impacts the child emotionally.

Indicators may include, but are not limited to, the following:

- depression;

- withdrawal;

- low self-esteem;

- anxiety;

- fear;

- aggression/ passivity;

- emotional instability;

sleep disturbances;
somatic complaints with no medical basis;
inappropriate behavior for age or development;
suicidal ideations or attempts;
extreme dependence;
academic regression; and/or
trust issues.

Moral Neglect

Moral Neglect: Exposing, allowing, or encouraging the child to engage in illegal or reprehensible activities by the person responsible for the child's health, welfare or care or person given access or person entrusted with the child's care.

Evidence of Moral Neglect includes but is not limited to:

stealing;
using drugs and/or alcohol; and/or
involving a child in the commission of a crime, directly or by caregiver indifference.

APPENDIX C

INDICATORS OF CHILD ABUSE AND NEGLECT

Indicators of Physical Abuse

HISTORICAL

- Delay in seeking appropriate care after injury
- No witnesses
- Inconsistent or changing descriptions of accident by child and/or parent
- Child's developmental level inconsistent with history
- History of prior "accidents"
- Absence of parental concern
- Child is handicapped (physically, mentally, developmentally) or otherwise perceived as "different" by parent
- Unexplained school absenteeism
- History of precipitating crisis

PHYSICAL

- Soft tissue injuries on face, lips, mouth, back, buttocks, thighs or large areas of the torso
- Clusters of skin lesions; regular patterns consistent with an implement
- Shape of lesions inconsistent with accidental bruise
- Bruises/welts in various stages of healing
- Burn pattern consistent with an implement on soles, palms, back, buttocks and genitalia; symmetrical and/or sharply demarcated edges
- Fractures/dislocations inconsistent with history
- Laceration of mouth, lips, gums or eyes
- Bald patches on scalp
- Abdominal swelling or vomiting
- Adult-size human bite mark(s)
- Fading cutaneous lesions noted after weekends or absences
- Rope marks

BEHAVIORAL

- Wary of physical contact with adults
- Affection inappropriate for age
- Extremes in behavior, aggressiveness/withdrawal
- Expresses fear of parents

Reports injury by parent
Reluctance to go home
Feels responsible (punishment "deserved")
Poor self-esteem
Clothing covers arms and legs even in hot weather

Indicators of Sexual Abuse

HISTORICAL

Vague somatic complaint
Excessive school absences
Inadequate supervision at home
History of urinary tract infection or vaginitis
Complaint of pain; genital, anal or lower back/abdominal
Complaint of genital itching
Any disclosure of sexual activity, even if contradictory

PHYSICAL

Discomfort in walking, sitting
Evidence of trauma or lesions in and around mouth
Vaginal discharge/vaginitis
Vaginal or rectal bleeding
Bruises, swelling or lacerations around genitalia, inner thighs
Dysuria
Vulvitis
Any other signs or symptoms of sexually transmitted disease
Pregnancy

BEHAVIORAL

Low self-esteem
Change in eating pattern
Unusual new fears
Regressive behaviors
Personality changes (hostile/aggressive or extreme compliance)
Depression
Decline in school achievement
Social withdrawal or poor peer relationships
Indicates sophisticated or unusual sexual knowledge for age

Seductive behavior, promiscuity or prostitution
Substance abuse
Suicide ideation or attempt
Runaway

Indicators of Emotional Abuse

HISTORICAL

Parent ignores/isolates/belittles/rejects/scapegoats child
Parent's expectations inappropriate to child's development
Prior episode(s) of physical abuse
Parent perceives child as "different"

PHYSICAL

(Frequently none)
Failure to thrive
Speech disorder
Lag in physical development
Signs/symptoms of physical abuse

BEHAVIORAL

Poor self-esteem
Regressive behavior (sucking, rocking, enuresis)
Sleep disorders
Adult behaviors (parenting sibling)
Antisocial behavior
Emotional or cognitive developmental delay
Extremes in behavior - overly aggressive/compliant
Depression
Suicide ideation/attempt

Indicators of Physical Neglect

HISTORICAL

High rate of school absenteeism
Frequent visits to school nurse with nonspecific complaints
Inadequate supervision, especially for long periods and for dangerous activities
Child frequently unattended; locked out of house
Parental inattention to recommended medical care

No food intake for 24 hours

Home substandard (no windows, doors, heat), dirty, infested, obvious hazards

Family member addicted to drugs/alcohol

PHYSICAL

Hunger, dehydration

Poor personal hygiene, unkempt, dirty

Dental cavities/poor oral hygiene

Inappropriate clothing for weather/size of child, clothing dirty; wears same clothes day after day

Constant fatigue or listlessness

Unattended physical or health care needs

Infestations

Multiple skin lesions/sores from infection

BEHAVIORAL

Comes to school early, leaves late

Frequent sleeping in class

Begging for/stealing food

Adult behavior/maturity (parenting siblings)

Delinquent behaviors

Drug/alcohol use/abuse



Policy 5330 Students

POLICY TO IMPROVE COMPLETION RATES OF THE FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

The Ellington Board of Education (the “Board”) understands that completion of the Free Application for Federal Student Aid (“FAFSA”) is an important step in the path to postsecondary education and is associated with higher rates of college enrollment. The Board is committed to improving the completion rates of the FAFSA for students enrolled in the Ellington Public Schools (the “District”).

Program to Improve FAFSA Completion Rates

In order to improve the completion rates of the FAFSA by students enrolled in grade twelve in the District, the District shall develop a systematic program through which **such** students are educated about the purpose and content of the FAFSA, encouraged to complete the FAFSA, and assisted in the completion of the FAFSA, as may be necessary and appropriate. The Board directs the Superintendent or designee to develop administrative regulations in furtherance of this policy. The Board further directs the Superintendent or designee to conduct periodic assessments of such regulations to determine **the effectiveness of such regulations** in improving completion rates of the FAFSA.

FAFSA Graduation Requirements

Students graduating in 2025 and beyond are required to have satisfied one of the following prior to graduation:

- 1) completed a FAFSA;**
- 2) for students without legal immigration status, completed and submitted to a public institution of higher education an application for institutional financial aid; or**
- 3) completed a waiver of completion of the FAFSA and/or financial aid application, as applicable, on a form prescribed by the Commissioner of Education, signed by the student’s parent or guardian or signed by the student if the student is eighteen or older.**

On and after March 15 of each school year, a principal, school counselor, teacher, or other certified educator may complete the waiver on behalf of any student who has not satisfied the above requirements if such principal, school counselor, teacher, or other certified educator

affirms that they have made a good faith effort to contact the parent/guardian or student about completion of such applications.

Confidentiality of FAFSA

Any information contained in a FAFSA, held by the Board, shall not be a public record for purposes of the Freedom of Information Act and thus shall not be subject to disclosure under the provisions of section 1-210 of the Connecticut General Statutes.

Gifts, Grants and Donations to Implement Policy

The Board may accept gifts, grants and donations, including in-kind donations, to implement the provisions of this policy.

Legal References:

Conn. Gen. Stat. § 10a-11i

Conn. Gen. Stat. § 10-223m

Public Act No. 23-204, “An Act Concerning the State Budget for the Biennium Ending June 30, 2025, and Making Appropriations Therefor, and Provisions Related to Revenue and Other Items Implementing the State Budget”

ADOPTED: September 28, 2022

REVISED:



Policy 5430
Students

POLICY REGARDING
~~PHYSICAL ACTIVITY, UNDIRECTED PLAY AND STUDENT DISCIPLINE~~
RECESS AND PLAY-BASED LEARNING

It is the policy of the Ellington Board of Education (the “Board”) to promote the health and well-being of district students by encouraging healthy lifestyles **and mental health wellness**, including promoting physical exercise **and**, activity **and play** as part of the school day **within the Ellington Public School District**.

~~Prohibition on Deprivation of Physical Exercise Period or Undirected Play Period as a Form of Discipline:~~

~~For elementary school students, the Board includes a time of not less than twenty (20) minutes in total, during the regular school day, to be devoted to physical exercise, except that a planning and placement team (“PPT”) may develop a different schedule for students requiring special education and related services.~~

For the purposes of this policy, a “school employee” is defined as (1) a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, school counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by the Board or working in the district schools, or (2) any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in the district schools pursuant to a contract with the Board.

For purposes of this policy, “recess” means the time during the regular school day for each student enrolled in elementary school that is devoted to physical exercise of not less than twenty minutes in total pursuant to Conn. Gen. Stat. § 10-221o.

~~Prohibition on Deprivation of Physical Exercise Period~~ Recess or Undirected Play Period as a Form of Discipline:

For elementary school students, the Board includes a time of not less than twenty (20) minutes in total, during the regular school day, ~~to be devoted to physical exercise for~~ **recess**, except that a planning and placement team (“PPT”) may develop a different schedule for students requiring special education and related services.

The administration may include additional time, beyond the twenty (20) minutes required for ~~physical exercise recess~~, devoted to undirected play during the regular school day for elementary school students.

In an effort to promote physical exercise and undirected play, the Board prohibits school employees from disciplining elementary school students by preventing them from participating in the full twenty (20) minutes of ~~time devoted to physical exercise recess~~ or additional time devoted to undirected play during the regular school day, except in instances where the student's behavior poses a health and/or safety concern or as determined by a student's Section 504 or planning and placement team.

Recess Period

School employees may prevent or otherwise restrict a student from participating in the entire time devoted to recess as a form of discipline only under the following circumstances:

- 1) When a student poses a danger to the health or safety of other students or school personnel; or
- 2) If there are two or more periods devoted to recess in a school day, then when the prevention or restriction of recess is limited to the period of recess that is the shortest in duration, provided that the student still participates in at least twenty minutes of recess in a school day.

School employees may prevent or restrict a student from participating in the entire time devoted to recess as a form of discipline, in accordance with this policy, only one time during a school week, unless the student is a danger to the health or safety of other students or school personnel.

School employees may not prevent or restrict a student from participating in the entire time devoted to recess if such prevention or restriction is related to the student's failure to complete school work on time or to the student's academic performance.

This policy distinguishes between a) discipline that is imposed before recess begins and b) discipline imposed during recess or methods used to redirect a student's behavior during recess. School personnel may impose discipline during recess as a result of student's behavior during recess, if such discipline is in accordance with Board policies and procedures. School personnel may also use methods to redirect a student's behavior, in the event such behavior warrants redirection, during recess. For clarity, the prohibition against preventing or restricting a student's participation in the time devoted to recess shall apply to student conduct that occurs prior to the recess time, rather than during the recess time.

Undirected Play Period

School employees may not discipline elementary school students by preventing them from participating in the full time devoted to undirected play, if any, during the regular

school day, except when a student poses a danger to the health or safety of other students or school personnel, or as determined by a student's Section 504 team or PPT.

Play-Based Learning Requirements for Pre-Kindergarten to Grade Five

Effective July 1, 2024, the Board directs the District administration to 1) provide for play-based learning during the instructional time of each regular school day for all students in kindergarten and any preschool program operated by the Board; and 2) permit a teacher to utilize play-based learning during the instructional time of the regular school day for all students in grades one to five, inclusive.

A. Definitions for Section II

- 1) "Free play" means unstructured, voluntary, child-initiated activities that are performed by a child for self-amusement and have behavioral, social and psychomotor rewards, except free play may be structured to promote activities that are child-directed, joyful and spontaneous.
- 2) "Guided play" means learning experiences that combine the child-directed nature of free play with a focus on learning outcomes and adult guidance.
- 3) "Play-based learning" means a pedagogical approach that emphasizes play in promoting learning and includes developmentally appropriate strategies that can be integrated with existing learning standards. Play-based learning does not mean time spent in recess or as part of a physical education course or instruction.
- 4) "Mobile electronic device" means any hand-held or other portable electronic equipment capable of providing data communication between two or more individuals, including, but not limited to, a text messaging device, a paging device, a personal digital assistant, a laptop computer, equipment that is capable of playing a video game or a digital video disk, or equipment on which digital images are taken or transmitted.
- 5) "Instructional time" means the time of actual school work during a regular school day.

Play-Based Learning Requirements for Pre-Kindergarten and Kindergarten

Play-based learning shall be provided during the instructional time of each regular school day for all students in kindergarten and any preschool program operated by the Board. Such play-based learning shall:

- 1) be incorporated and integrated into daily practice;
- 2) allow for the needs of such students to be met through free play, guided play and games; and
- 3) be predominantly free from the use of mobile electronic devices.
- 4) Play-Based Learning Requirements for Grades One to Five, Inclusive

The Board permits teachers to utilize play-based learning during the instructional time of a regular school day for all students in grades one to five, inclusive. Such play-based learning:

- 1) may be incorporated and integrated into daily practice;
- 2) shall allow for the needs of such students to be met through free play, guided play and games; and
- 3) shall be predominantly free from the use of mobile electronic devices.

Play-Based Learning for Students with IEPs or Section 504 Plans

Any play-based learning utilized shall comply with a student's individualized education program ("IEP") or Section 504 plan.

Deprivation of Play-Based Learning as a Form of Discipline

School employees may not discipline elementary school students by preventing them from participating in the full-time devoted to play-based learning, if any, during the regular school day, except when a student poses a danger to the health or safety of other students or school personnel, or as determined by a student's Section 504 team or PPT.

Prohibition on Compulsion of Physical Activity as a Form of Discipline:

For all students, the Board prohibits school employees from disciplining students by requiring students to engage in physical activity as a form of discipline during the regular school day.

Definition:

~~For the purposes of this policy, a "school employee" is defined as (1) a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, school counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by the Board or working in the district schools, or (2) any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in the district schools pursuant to a contract with the Board.~~

Disciplinary Action for Failure to Follow Policy:

Any employee who fails to comply with the requirements of this policy may be subject to discipline, up to and including termination of employment. Any contracted individual who provides services to or on behalf of students enrolled in the district and who fails to comply with the requirements of this policy may be subject to having his/her contract for services suspended by the district.

Legal References:

Connecticut General Statutes:

§ 10-221o Lunch periods. Recess. Boards to adopt policies addressing limitation of physical exercise

§ 10-221u Boards to adopt policies addressing the use of physical activity as discipline

Public Act No. 23-159, “An Act Concerning Teachers and Paraeducators”

Public Act No. 23-101, “An Act Concerning the Mental, Physical and Emotional Wellness of Children”

ADOPTED: September 28, 2022

REVISED:



Policy 6157
Instruction

POLICY REGARDING
PARENTAL ACCESS TO INSTRUCTIONAL MATERIAL

In accordance with federal law, state law, and Ellington Board of Education (the “Board”) policy, parents or guardians shall be permitted access to instructional material used as part of the educational curriculum for any student ~~and all curriculum approved by the Board’s curriculum committee established pursuant to section 10-220 of the Connecticut General Statutes and all associated curriculum materials (“Curriculum”).~~ Curriculum does not include academic tests or academic assessments.

"Instructional ~~m~~Material" means any instructional content that is provided to a student, regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Upon request, the district shall permit parents or guardians to inspect any ~~instructional material~~ Instructional Material and Curriculum. The district shall grant reasonable access to ~~instructional material~~ Instructional Material and Curriculum within a reasonable period of time after a request is received from a parent or guardian.

Legal Reference:

Federal Law:

Elementary and Secondary Education Act of 1965, 20 U.S.C. § 1232h, as amended by the Every Student Succeeds Act, Pub. L. 114-95

State Law:

Conn. Gen. Stat. § 10-220, Duties of Boards of Education

Public Act 23-160, “An Act Concerning Education Mandate Relief and Other Technical and Assorted Revisions and Additions to the Education and Early Childhood Education Statutes.”

ADOPTED: September 28, 2022

REVISED:

EDUinnovate Approved Grants Fall 2023

By School	Number	Amount
All EPS	0	\$0
3 Elementary Schools	1	\$3,000
Center	0	\$0
Crystal Lake	2	\$3,453
Windermere	0	\$0
EMH	2	\$4,300
EHS	4	\$15,470
Total Grants	9	\$26,223

Project Name	Automotive Lift
School	Ellington High School
Name	Matthew Lane
Amount	\$8000 A Rotary Two Post Lift
Goal of Project	To give the students industry experience diagnosing and maintaining vehicles.
Need Project Addresses	This project addresses the need to safely lift a vehicle in the air for the students to identify and maintain vehicles.
Outcome	I hope to have a course that is aligned with what industry professionals need and also give our students the skills to be able to know the different components of vehicles so they know what is wrong with their car.

Project Name	EMS Greenhouse
School	Ellington Middle School
Name	Shawn Trout
Amount	\$2500 An entrance to the greenhouse in a centralized location.

Goal of Project	Goals are to be able to access our existing greenhouse so classrooms and clubs can utilize it.
Need Project Addresses	Not only can we utilize this for cross-curricular integration, but we can also use this for our after school zones that run throughout the year.
Outcome	Not only academic growth utilized in the classroom, but also to activate student interest and passion within after school activities. Also, to allow students to grow their own items from seed to take home or beautify the school's grounds.

Project Name	Using Vertical Whiteboards for Collaborative Student Thinking
Schools	Center, Windermere, and Crystal Lake
Name	Lisa Schumacher, Loretta Donovan, Nancy Powell, Chad Sullivan, Julia Decerbo, Melissa Brandt, and Kelly Browne (Elementary District Numeracy Specialist Team)
Amount	\$3000 The grant will fund vertical whiteboards that can be used by all students in the math classrooms grades 4-6 that are currently using Illustrative Math (project based curriculum). The whiteboards may include a mix of portable tabletop standing whiteboards and more permanent whiteboards if classroom areas have space for them.
Goal of Project	The goal of this project is to outfit classrooms in our elementary schools that will create workspaces that are most conducive to initiating and sustaining student thinking and engagement.
Need Project Addresses	The project addresses the need for increasing student collaboration, engagement, and thinking which is often stifled by traditional instruction in which teachers do the thinking and students mimick procedures. This purchase will encourage early learners at the elementary level to begin the work towards Ellington Public School's vision of a graduate. We want to prepare students to be "collaborators, problem solvers and innovators... to work systematically to achieve a common goal" .
Outcome	We hope to increase student engagement and thinking. When students work on whiteboards they can quickly erase errors which may allow for more risk taking. While standing and working, it may decrease the sense of anonymity and promote more active participation.

Project Name	Go the Distance with Spheros
School	Crystal Lake School
Name	Christine Marshall, Amanda Warner, Diane Vozzola, and Alyse Castonguay
Amount	\$3178 includes the cost of the Sphero Bolt Power Pack along with a two-sided mat that offers a simple, accessible way to learn block-based coding, basic math principles, and collaborative problem-solving with any round Sphero robot. The Code Mat comes with three sets of 10 double-sided coding cards that provide guided, hands-on coding lessons. This pack contains 15 individual bolts for students in an elementary classroom to pair up and collaborate with another student. Additionally, it contains all of the tools to charge, safely transport, and begin implementing in classrooms.
Goal of Project	The goal of this project is to bring engagement, real-world connections, robotics, and differentiation to the elementary mathematics classrooms throughout the district. Currently, there is one set of Spheros to be shared across 3 elementary schools in Ellington. We would love to have an additional set to make this learning more accessible to more students.
Need Project Addresses	Spheros can bring the mathematical concepts taught in a classroom to life. Let's take learning geometry for example, a concept that is generally taught with paper and pencil. When learning about geometry, you learn about angles, how to compare them, and perform operations with them. What if while learning about angles you were able to watch a robot move based on how you program it with angles and distances at the same time?
Outcome	Lessons with Spheros will bring enhanced engagement and differentiation to elementary mathematics classrooms. Additionally, students in our Gifted and Talented program will be competing in the international Sphero Global Challenge in grades 4-8. More robots will allow for more students to broaden their mathematical experiences across the district.

Project Name	Interior Designs Applications Hardware
School	Ellington High School
Name	Kirsten J. Labranche
Amount	\$2500 Our Technology Specialist researched software (Sketch-up and Adobe for schools are free) and hardware options which would meet the need for an Advanced Interior Design Applications course. She then met with our IT department to discover what they could reasonably support. They offered to build and/or support: 2 Wacom Intuos Pro S PTH460K0A tablets @ \$250

	2 Larger 27" monitors @ \$170 2 Computers w/ GPUs @ \$850 (good graphics cards for rendering 2D/3D visualizations)
Goal of Project	Differentiating learning by adding authentic 3D Design to an advanced Interior Design Applications course.
Need Project Addresses	EHS had over sixty students sign up for our new Foundations of Interior Design course. A number of these students wish to pursue Interior Design careers which creates a need for an advanced course providing hands-on experience working with design programs in the field. Programs like Sketch-Up Pro will not properly run on their Chromebooks
Outcome	I hope to equip the students who enroll in an advanced Interior Design course with skills they need to be successful in the field.

Project Name	STEM Guitar
School	Ellington High School
Name	Brandon Higley-Blair
Amount	\$1500 The Program of Studies includes an innovative, engaging course called S.T.E.M. Guitar. In this course, students build an electric guitar using a kit that we order. In the process of building, they develop skills in project management, electronics, woodworking, painting and finishing, design, and time management. This year the course was unexpectedly popular, with enrollment exceeding our projections. The purpose of this grant is to partially offset the price of the additional kits we have already purchased for this innovative and popular course.
Goal of Project	To build life and S.T.E.M. career skills for high school students around an engaging project.
Need Project Addresses	Development of relevant skills for high school students.
Outcome	Students will manifest further interest and abilities related to S.T.E.M career fields.

Project Name	Robotic Pet Therapy
School	Crystal Lake School
Name	Mary Cosgrove
Amount	\$275 Two robotic "Joy For All" Companion (therapy) Pets - Dog

	(\$139.99), Cat (\$124.99) for MAP students
Goal of Project	Robotic pet therapy has been shown to decrease stress, agitation and loneliness. They also may increase mood, attention span, communication and language skills in the Map program. These companions have been shown to have good results in a wide age range.
Need Project Addresses	This project will address behavioral issues and therefore increase students' ability to learn and grow.
Outcome	We hope to decrease stress levels and negative behaviors. For other students it may improve communication skills.

Project Name	Readers Rejoice: Literary Journey for Aspiring Authors
School	Ellington Middle School
Name	Jennifer Melnick
Amount	\$1800 The grant will fund the \$1,500 presentation fee and the \$300 travel fee. The travel fee includes a rental car and mileage.
Goal of Project	<p>The goal of this project is to provide students with the opportunity to learn essential writing skills from the skilled author, Sarah Darer Littman. In her workshop, "I Write Well-And So Should You," students will see the importance of writing and how it correlates to tasks required of a majority of jobs such as critical thinking, research, and creativity. Students can then apply these skills to their writing in school and future careers.</p> <p>Additionally, it will allow students to further their learning. Two books written by Ms. Littman, Backlash and Deepfake, are used as book club titles. Students who have read the books will be able to participate in the Q&A segment. Students can engage in conversation relating to the author's purpose, theme, and character perspectives.</p>
Need Project Addresses	This project addresses the need for students to participate in Ellington Unplugged and Seeds of Civility. In one of the workshops, "Media Literacy," Ms. Littman discusses her book Deepfake, which highlights the dangers and benefits of technology and social media as well as the pressures to share personal information online. This is an ongoing issue that impacts our students every day. By having an author share her research relating to these topics, it will hopefully raise awareness and will help raise credibility to the importance of spending time throughout the day not using technology. It will also encourage students to read her books and think twice about what they post online.
Outcome	By having this author visit, I hope that the workshops will provide students with a lifelong experience that will have a positive impact on their work as writers and their self-esteem. I believe that these workshops are a unique opportunity that align with the mission and

	philosophy of the Ellington community. Students will receive valuable information to enhance their writing skills that can be used in their future careers. I also hope that students will learn to be kinder to their peers and more cognizant of the impacts that social media has on their lives and others.
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Project Name	CPR & Stop the Bleed Training and Certification Program
School	Ellington High School
Name	Katie Thorner & Anderson Rawlins
Amount	<p>\$14,883 requested.</p> <p>EDUInnovate will fund the AED trainer, Infant dummy, First Aid and CPR student kits and CPR mask for a total of \$3,470.25.</p>
Goal of Project	The goal of this project is to make sure that every graduating student from Ellington High School is CPR and Stop the Bleed certified.
Need Project Addresses	This project will advance Ellington High School's student knowledge concerning emergency aid. Students will learn the skills and complete training in order to effectively conduct CPR and Stop the Bleed. We strive to educate our students in emergency aid services so they are able to better serve the Ellington High School Community and in general people in need.
Outcome	Through this project / initiative we intend to expand the PE and Health Curriculum by providing our students with emergency and life-saving skills.

EDUinnovate Grant Proposals Not Approved Fall 2023

Project	Name
EMS PRIDE Incentive Program- Raffle prizes for students	Scott Raiola
NoRedInk- Subscription on online literacy program	Michele Murray
Strengthening Phonics with Decodable Text- decodable text	Emma Czaplinski
Know & Navigate Fear- Health education and self-defense curriculum	Greg Lunski
Project Calming- purchase cubicles	Carol Feindel

Modern Classrooms Project Virtual Mentorship Program- tuition	Emma Czaplinski
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