



**Ellington Public Schools**  
**Special Board of Education Meeting**  
**Ellington High School Library Media Center, 37 Maple Street**  
**Wednesday, November 15, 2023, 5:30 p.m.**

**AGENDA**

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

**As it is anticipated that the Board will adjourn after the 'Citizens & Staff Forum' so that it may caucus, the meeting will begin at 5:30 PM as opposed to its regular start time of 6:00 PM.**

**5:30 PM**

- I. Call to Order & Roll Call**
- II. Pledge of Allegiance**
- III. Special Recognition(s)**
  - A. Windermere Elementary School - Named 'School of Distinction' by the State of Connecticut
- IV. Citizens & Staff Forum**

***At this time, we anticipate a brief adjournment so the Board can caucus. There isn't a determined time allotted for the caucus. The election of officers will follow.***

- V. Election of Officers**
- VI. Board Chair Report**
- VII. Consent Agenda**
  - A. Approval of Minutes: Regular Meeting, October 25, 2023, 6:00 p.m.
  - B. Human Resources Monthly Report
- VIII. Report & Discussion Items**
  - A. Special Reports
  - B. Regular Board Committee Reports
    - 1. Finance
    - 2. Curriculum
    - 3. Policy
    - 4. Operations
    - 5. Communications
  - C. Administrative Reports
    - 1. Superintendent's Report
      - a) Superintendent Goals 2023-2024
    - 2. Directors' Reports
      - a) Monthly Finance Report – Ms. Alisha Carpino, Director of Finance and Operations
  - D. Board Liaison Reports
- IX. Action Items**
  - A. First read to approve the adoption of revisions to Policy 4040, Child Abuse, Neglect and Sexual Assault Reporting
  - B. First read to approve the adoption of revisions to Policy 5330, Improve Completion Rates of FAFSA
  - C. First read to approve the adoption of revisions to Policy 5430, Physical Activity and Student Discipline
  - D. First read to approve the adoption of revisions to Policy 6157, Parental Access to Instructional Material
  - E. Approval of the 2024-2025 Budget Calendar
  - F. Approval of the 2023-2024 Superintendent Goals
- X. Correspondence/Roundtable**
- XI. Adjournment**



**TO:** The Ellington Board of Education  
**FROM:** Dr. Scott V. Nicol  
Superintendent of Schools  
**RE:** Board Bulletin  
**DATE:** November 10, 2023

**As it is anticipated that the Board will adjourn after the 'Citizens & Staff Forum' so that it may caucus, the meeting will begin at 5:30 PM as opposed to its regular start time of 6:00 PM.**

**5:30 p.m.**

**I. AGENDA COMMENTS AND RECOMMENDATIONS**

**A. Pledge of Allegiance**

**B. Special Recognition(s)**

1. Windermere Elementary School - Named 'School of Distinction' by the State of Connecticut – [See attached Press Release](#)

**C. Citizen & Staff Forum**

***At this time, we anticipate a brief adjournment so the Board can caucus. There isn't a determined time allotted for the caucus. The election of officers will follow.***

**D. Election of Officers**

**E. Board Chair Report**

**F. Consent Agenda**

1. Approval of Minutes: Regular Meeting, October 25, 2023, 6:00 p.m. – [See attached](#)
2. Human Resources Monthly Report – [See memo](#)

**F. Reports & Discussion Items**

**1. Special Reports**

**2. Regular Board Committees**

- a) Finance – Next meeting, November 14, 2023, 4 p.m.
- b) Curriculum – Next meeting, November 14, 2023, 5 p.m.
- c) Policy – Next meeting, Tuesday, December 5, 2023, 5 p.m.
- d) Operations – Next meeting, Tuesday, December 12, 2023, 5 p.m.
- e) Communications – Next meeting date TDB

**3. Administrative Reports**

**a) Superintendent's Report**

**b) Directors' Reports**

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

**4. Board Liaison Report(s)**

**II. ACTION ITEMS**

- A. First read to approve the adoption of revisions to Policy 4040, Child Abuse, Neglect and Sexual Assault Reporting – [See attached](#)
- B. First read to approve the adoption of revisions to Policy 5330, Improve Completion Rates of FAFSA – [See attached](#)
- C. First read to approve the adoption of revisions to Policy 5430, Physical Activity and Student Discipline – [See attached](#)
- D. First read to approve the adoption of revisions to Policy 6157, Parental Access to Instructional Material – [See attached](#)
- E. Approval of the 2024-2025 Budget Calendar – [To follow](#)
- F. Approval of the 2023-2024 Superintendent Goals – [See attached](#)

**III. CORRESPONDENCE/ROUNDTABLE**

**V. ADJOURNMENT**



**FOR IMMEDIATE RELEASE:**  
**PRESS CONTACT:**

November 3, 2023  
Dr. Scott V. Nicol, Superintendent of Schools  
(860) 896-2300

## **CT State Department of Education Names Windermere Elementary – ‘School of Distinction’**

Student growth in Mathematics and Literacy performance place Windermere in the top 10% of schools in the State in three of the four growth categories

**ELLINGTON, CT** – On November 1, 2023, the Connecticut State Department of Education publicly released results from the 2022-2023 Next Generation Accountability System with Windermere Elementary School earning ‘School of Distinction’ honors.

The Next Generation Accountability System is where schools and districts earn points on a broad set of indicators. Windermere students achieved ‘high growth’ across *all students* in grades 3-8 in Math and for *high-needs students* in Math and English Language Arts – this puts Windermere Elementary School in the top 10% of schools in the State in the identified categories for the 2022-2023 school year.



Windermere School construction to be completed by Fall 2025

**Dr. Michael Young**, Professor at the University of Connecticut’s NEAG School of Education and Chair of the Ellington Board of Education Curriculum Committee remarked, “*The staff at Windermere Elementary should be proud of their efforts not only for the 2022-2023 school year but also for their work in past years – especially throughout the pandemic. Piloting new early Science of Reading and Math curricula should help Windermere students to continue to excel.*”

Actions taken during COVID helped the Ellington Schools [buck pandemic-induced learning loss trends state-wide](#) in 2022, making it the only school district in the State to increase overall growth in Grades 3-8 and SATs in both English Language Arts and Mathematics.

*“I am honored to partner with the talented and caring staff at Windermere. Their daily dedication to not only Windermere students but to the overall success of the Ellington Family is outstanding. Ellington educators are collaborative professionals who build upon the success of each other across schools PreK-12. The Ellington Family is a great team!”*

**-Ms. Jennifer Hill, Windermere Principal**

Windermere staff will be honored at the November 15, 2023, regular Board of Education meeting. School administration is currently in the process of analyzing district-wide student growth on the state assessments for discussion at future Board of Education meetings.

Look for the announcement of the Windermere School building project groundbreaking ceremony in the coming weeks. The project was approved by Ellington voters at a referendum on May 23, 2023, with the project completion anticipated for Fall 2025.

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A Regular Meeting of the Ellington Board of Education was held on Wednesday, October 25, 2023, in the Ellington High School Library Media Center, 37 Maple Street, Ellington, CT 06029.

**The meeting was called to order at 6:02 p.m. by Chair Jennifer Dzen.**

**PRESENT** Chair Jennifer Dzen, Vice-Chair Mike Young, Gary Blanchette, Marcia Kupferschmid, Angela Moser, Miriam Underwood (Virtual), Kerry Socha (6:29 p.m.), Steve Viens

**ABSENT** Secretary Jennifer Mullin, Treasurer Liz Nord

**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

**NATIONAL ANTHEM**

Watch [HERE](#)

Star Spangled Banner presented by members of the Ellington High School Treble Choir directed by Mr. Richard Diamond, Director of Vocal Music.

**SPECIAL RECOGNITIONS**

Watch [HERE](#)

**Ellington High School Alum, Class of 2020, Specialist Edward Moriarty – Fire Control Specialist, 82nd Airborne Chorus Member and Paratrooper**

Dr. Nicol introduced Specialist Edward Moriarty to the audience and welcomed his family, Jason and Pam Moriarty and Tutor Sherri Krausse. Unfortunately, Eddie was unable to join the Board remotely however the board welcomed a statement from Andrea Howarth, School Counselor at Ellington High School. Edward's Father, Jason Moriarty shared a statement as well. Ellington Public Schools thanks the entire group for their service and is honored to host Edward's family as the Special Recognition.

*"As seen on AGT the 82nd Airbourne Chorus is comprised of many different backgrounds, they represent nearly twenty thousand servicemen and women who are ready to deploy around the globe in less than 48 hours. They are highly trained and effective, compassionate and understanding, they understand they have a job to do for the collective and as individuals. The Board of Education is similar, policies address the collective but it's the people who address the individuals. Without the help of principals, guidance, teachers, and tutors, students would never know their true potential. Thank you."*

-Jason Moriarty

*"I want to extend my congratulations to Eddie Moriarty and the 82 Airborne Division Chorus for their accomplishments on America's Got Talent. Eddie has an undeniable talent in music. I can remember walking the halls during open house and hearing in a distance a voice during a Vocal Ensemble performance. When I turned the corner, it was Eddie Moriarty singing a solo part. When he was a senior, Eddie started to set his musical dreams into motion by writing and recording his own music. Eddie also had a strong desire and commitment to serve his country. With the same fervor he applied to music, he committed himself to serving his country and these experiences have found him incredible personal growth and success. Congratulations again on your many accomplishments."*

-Andrea Howarth, School Counselor, Ellington High School

**BOARD CHAIR REPORT** - No Report

**CITIZEN & STAFF FORUM**

Watch [HERE](#)

**Allison Hadden, 14 Allen Ridge Drive, Ellington, CT 06029**

Ms. Hadden addressed the Board.

## **CONSENT AGENDA**

Watch [HERE](#)

1. Approval of Minutes: Regular Meeting, September 27, 2023, 6:00 p.m.
2. Approval of Minutes: Special Meeting, October 10, 2023, 11:00 a.m.
3. 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](#)

#### **Update – Kindergarten Age 5 Law Implications Including PreK Programming, Ms. Alisha Carpino, Director of Finance and Operations and Ms. Sara Spak, Special Education Supervisor**

**Ms. Alisha Carpino, Director of Finance and Operations and Ms. Sara Spak, Special Education Supervisor**

Dr. Nicol shared the challenge of the new law change to require students are five prior to September 1 for Kindergarten. He shared that it is important to understand that even with good intentions from the legislature, oftentimes changes are made without consultation with the superintendents and the public, and that affects the implementation of the new laws. In this case, this dynamic is going to put a lot of parents and districts under great strain to implement it. Alisha Carpino shared that one challenge is that there are 40-60 students on the Pre-K-Kindergarten line that will have to remain in Pre-K for an additional year and three-year-olds may not be able to enter the program due to the fact we do not have the space. Also a challenge, parents will have an additional year of financial strain to keep their students in either EPS Pre-K or another program. From the curriculum perspective, Ms. Spak shared that a new curriculum will have to be created for the 5-year-olds that have to remain in the program because we do not want those students to repeat a year of the Pre-K curriculum. We will have summer curriculum writing opportunities to re-write the current curriculum to now cover the ages three to five. Ms. Spak shared that certification is another factor, teachers may have to instruct outside of their certification areas. Ms. Carpino added that the next steps included perhaps an off-site preschool and that it is highly unlikely due to costs. Ms. Spak shared that effective communication with parents is the key, being fiscally responsible and educating parents on the changes so that they are informed of all their options moving forward is a must. Kerry Socha added that she doesn't want to see the current kids' resources being pulled to assist the unfunded kindergarten mandate implementation. Dr. Nicol responded that it is the educator's job to smoothly balance this out so that all students benefit. There was continued discussion on the topic and updates will be shared as they arise.

### **REGULAR BOARD COMMITTEE REPORTS**

#### **Operations**

Watch

[HERE](#)

Kerry Socha shared that the committee met and discussed funding for a bus. They discussed the heat days and shared that Dr. Nicol attended the meeting to discuss the weather operations process for the district. Dr. Nicol shared that although the process is defined, it will always be a judgement call by the Superintendent. Another emphasis was that we need to get through another May/June before the year-long construction of Windermere School. Regardless of the heat, a new school construction will be a challenge for parents, students and teachers.

Also discussed was the use of the ARPA funds that came through the pandemic from the State. We can submit our request for the funding. The district will have to work with the town to determine if funds can be allocated to us to purchase a minibus (29-passenger van at approximately \$106,000). This can be used for Special Education transportation, field trips, and athletics. For staff, certification needs to be obtained in order to drive the bus. This includes a CDL Class C with a PS endorsement.

Ms. Socha shared that Brandon HuBrins and Anderson Rawlins presented the branding initiative to the committee and discussed the funding needed to create school spirit and cohesiveness at the high school. Banners, wraps, signs, and apparel were all discussed. The Operations Committee is recommending to the full board for approval to move forward with the initiative. Student Liaison, Noelle Krawsynski added that the new logos are great and that they hope that this will really bring school spirit out and that more students will be wearing EHS Knight apparel.



In regard to the Capital Projects, Ms. Carpino shared that Instead of proposing to the Town by project, there will be three “buckets” of money that can be rolled over if not fully spent in any given year: Vehicle replacement, equipment upgrades, and CIP Construction Projects are topics to note.

#### **Finance**

Watch [HERE](#)

Chair Dzen shared in Committee Chair Nord’s absence that the committee met and discussed the Mental Health Service Partnership and the use of an outside counseling service that our families can utilize, this would place a counselor in our schools for students to use, as needed. Ms. Dzen shared that there was also an Informative insurance presentation from Brown & Brown, our insurance provider.

#### **Policy**

Watch [HERE](#)

Policy Chair Moser shared that a positive meeting was held and new legislative policy revisions are being recommended to the Board for first reads at the November meeting.

#### **Curriculum**

Watch [HERE](#)

Mr. Young shared that the committee met on October 24, 2023, to discuss teacher evaluations and the new process. The committee discussed Teacher Evaluation (TEVAL). We have a pilot program this year. The focus will be on educator growth and agency for setting professional learning goals. Ellington is also seeking to connect their process more directly to teacher professional learning opportunities. An Ellington TEVAL Professional Development and Evaluation Committee (PDEC) was selected. Mr. Barton added that the last program design was from 2016. In the new system, we are focusing on professional goals aligned with the school improvement plans and allow teachers to make bolder commitments to their professional growth and collaborate with other teachers and administration all while still tracking student progress. The new process will ask the teacher for observations of how they improved their practice as well as a portfolio of evidence. Miriam Underwood shared that this is a very positive way to encourage our teachers and wanted to share accolades for starting something with a short turnaround time. She shared her support of these efforts. Angie Moser also shared that the feedback was that the teachers were very excited about the new evaluation process as there is a more growth process happening rather than waiting until the end of the year.

#### **Communications** - No Report

#### **ADMINISTRATION REPORTS**

Watch [HERE](#)

##### **Superintendent’s Report - Superintendent’s Goals 2023-2024**

##### **Dr. Scott V. Nicol, Superintendent**

Dr. Nicol shared a handout of the 2023 goals for review. Dr. Nicol shared highlights of his goals. Some highlights include Ellington Unplugged, Ruler, Transparency for Trust, Seeds of Civility, exploring statewide legislation, Science of Reading, and the age five Kindergarten requirements. Recommendations from the Board directly included: high school professional learning groups, and working with the Information Technology Department for teacher planning and instruction. Lastly, on the goals was Operational Effectiveness which includes: school security and shared services - ie. custodial and maintenance service, the Windermere design process, HVAC units, and 9000 series Bylaws of the Board (to be reviewed and completed). These goals were presented for review and consideration for approval at the next Board meeting in November.

#### **Directors’ Reports**

##### **Monthly Financial Report**

Watch [HERE](#)

##### **Ms. Alisha Carpino, Director of Finance and Operations**

Ms. Carpino shared that the current balance on the budget of \$45,083,347 is \$4,033,551.67. This includes all encumbrances, pre-encumbrances, accounts payable, and payroll through October 20, 2023.

#### **BOARD LIAISON REPORTS**

Watch [HERE](#)

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

1. Opening Knights Players had their first performance of the year titled 30x60
2. PSAT for Freshman - Juniors was held 10/11-10/12
3. Open House was successful for parents and students
4. Student Council hosted the Fall Dodge Ball Tournament, eight teams signed up
5. Homecoming Dance was a success with almost 500 tickets sold
6. Spirit Week - a wide range of costumes represented from Disney to the Roman Empire
7. Pumpkin Paint Night and fun Pep rally with performances from the Dance and Color Guard Teams
8. Dates to note: 11/1 last day of Q1, 11/7 Election Day, Veterans Day Assembly on 11/10

#### **Crystal Lake School**

Watch [HERE](#)

Liaison Miriam Underwood wanted to publicly thank CLS for the beautiful flowers received. Ms. Underwood shared that the School Store is open, the PTO meeting is on November 20, 2023, a teacher experience raffle is being held, and the Scholastic Book Fair is from November 29, 2023, to December 1, 2023. Donuts with Grown-Ups is a new event being added on November 10th and December 1st and the Holiday Shoppe dates are December 7th and December 8th.

#### **Permanent Building Committee**

Watch [HERE](#)

Liaison Gary Blanchette shared an update on the Windermere Building Project. The bid opening is October 31, 2023, and construction is to begin on December 10, 2023. The groundbreaking date is to be determined. The committee was happy with the turnout of contractors who expressed interest in the job.

#### **Center School**

Watch [HERE](#)

Liaison Kupferschmid shared that Unity Day was a great success, the school spelled the word unity in the back all dressed in orange. Trunk or Treat is scheduled for October 28th. The annual Harvest Parade will be held on October 31st at Arbor Park, the Book Fair, and Donuts with Grown-ups are all coming up on the calendar.

#### **Ellington Middle School**

Watch [HERE](#)

Liaison Kerry Socha wanted to share that the students are excited about the Washington D.C. trip. Spirit Week is also coming up.

#### **Shared Services**

Watch [HERE](#)

Jen Dzen shared that the committee met and will be looking at maintenance and shared services between the Town and schools, more conversation on that to come. Angie Moser and Steve Viens inquired about shared lawn services.

#### **Ellington High School**

Watch [HERE](#)

Liaison Moser shared that the 1st quarter is coming to an end so all parents should check in with their students and check Infinite Campus. On November 10th, the Annual Veteran's Day Celebration is being held. The event is student-driven to honor local veterans and the BOE is invited. Parent-teacher conferences are in November, and sign-ups are required. The Ellington All-Boosters club is meeting tonight, any additional support for athletics is helpful.

#### **Windermere School**

Watch [HERE](#)

Liaison Steve Viens shared that the Scholastic Book Fair and Donuts with Grow-Ups was held. A new Glo Run fundraiser was held and Principal Hill was slimed.

#### **ACTION ITEMS**

Watch [HERE](#)

##### **Second read to adopt revisions to Policy 5800, Student Discipline**

##### **MOTION**

First: A. Moser

Second: M. Young

To approve upon the recommendation of the Policy Committee, the Board of Education hold a second read to approve the adoption of the revisions to Policy 5800, Student Discipline.

Motion unanimously carried.



**Second read to adopt revisions to Policy 4300, Employment and Student Teacher Checks**

**MOTION** First: M. Kupferschmid  
Second: A. Moser  
To approve upon the recommendation of the Policy Committee, the Board of Education hold a second read to approve the adoption of the revisions to Policy 4300, Employee and Student Teacher Checks.  
Motion unanimously carried.

**Second read to adopt revisions to Policy 4500, Hiring of Staff**

**MOTION** First: A. Moser  
Second: M. Underwood  
To approve upon the recommendation of the Policy Committee, the Board of Education hold a second read to approve the adoption of the revisions to Policy 4500, Hiring of Staff.  
Motion unanimously carried.

**Second read to adopt revisions to Policy 6147, Grade Weighting/Class Ranking**

**MOTION** First: M. Kupferschmid  
Second: A. Moser  
To approve upon the recommendation of the Policy Committee, the Board of Education hold a second read to approve the adoption of the revisions to Policy 6147, Grade Weighting/Class Ranking.  
Motion unanimously carried.

**Approval of the 2024 Board of Education Meeting Calendar**

**MOTION** First: M. Kupferschmid  
Second: M. Young  
To approve the 2024 Board of Education Meeting Calendar.  
Motion unanimously carried.

**Authorization of the Superintendent to recommend to the Town of Ellington ARPA Committee for the purchase of a mini-bus**

**MOTION** First: K. Socha  
Second: M. Kupferschmid  
To approve upon recommendation of the Operations Committee, the Board of Education authorize the Superintendent to recommend to the Town of Ellington ARPA Committee for the purchase of a mini-bus.  
Motion unanimously carried.

**Authorization of the Superintendent to move forward with the Ellington High School Branding Initiative and Authorize Funding using Choice and Student Activity Funds**

**MOTION** First: K. Socha  
Second: M. Kupferschmid  
To approve upon recommendation of the Operations Committee, the Board of Education authorize the Superintendent to move forward with the Ellington High School branding initiative and authorize funding using Choice and Student Activity Funds.  
Motion unanimously carried.

**Approval of the 5-year Capital Improvement Plan starting in 2024**

**MOTION** First: K. Socha  
Second: M. Kupferschmid  
To approve upon recommendation of the Operations Committee, the Board of Education to approve the 5-year Capital Plan for 2024-2028 emphasizing the four Capital Categories, as

presented.  
Motion unanimously carried.

**Approval of the Ellington Middle School Field Trip to Washington D.C.**

**MOTION**

First: A. Moser

Second: M. Kupferschmid

To approve the Ellington Middle School Field Trip to Washington D.C., subject to the conditions as outlined in Board Policy #5150.

Motion unanimously carried.

**Approval of Sarah Maltese-Brown's Unpaid Extended Child-Rearing Leave**

**MOTION**

First: M. Kupferschmid

Second: A. Moser

To approve the requested unpaid extended child-rearing leave of Sarah Maltese-Brown, District Behavior Analyst, to commence on the completion of her FMLA, approximately March 1, 2024, and to conclude April 1, 2024.

Motion unanimously carried.

**CORRESPONDENCE/ROUNDTABLE**

Watch [HERE](#)

Chair Dzen shared that correspondence was received by Allison Hadden regarding the Ellington High School Swim Team and from Shannon Kent regarding the hot days in early September. Chair Dzen requested further updates on the swim team from Dr. Nicol and wanted to ensure this discussion is included in the budget meeting discussions.

Board Member Steve Viens asked if the recent Freedom of Information Act request has been completed. Dr. Nicol shared that it is a legal process that is still in process and the costs associated to date are approximately \$1100 to date.

**ADJOURNMENT**

**MOTION**

First: K. Socha

Second: M. Young

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: November HR Staffing Report  
Date: November 10, 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
Karvandi, Rose	New Hire Assignment	Sub Teacher	11/13/2024	Systemwide	\$115/day	Sub Rate
Yelavarthi, Sritulasi	New Hire Assignment	Sub Teacher	11/10/2024	Systemwide	\$115/day	Sub Rate
Stone, Rachel	New Hire Assignment	Sub Para	11/9/2023	Systemwide	\$15/hr	At Will
Trask, Nathaniel T	Current Employee Assignment	Media Assistant	11/8/2023	Ellington High School	\$18.95/hr	Step 6
Stone, Rachel	New Hire Assignment	Sub Para	11/8/2023	ECLIPSE/TEPSEP	\$15/hr	At Will
Malt, Barbara	New Hire Assignment	Sub Teacher	11/8/2023	Systemwide	\$115/day	Sub Rate
Leach, Jennifer	New Hire Assignment	Para SEP	11/7/2023	Windermere	\$17.57/hr	Step 2
Feindel, Carol J	Current Employee Assignment	Media Assistant	11/05/2023	Center School	\$18.60/hr	Step 6
Scafuri, Jacklyn M	New Hire Assignment	Food Service Worker	11/1/2023	Windermere	\$15.44/hr	FSW
Ferolano, Elizabeth	Current Employee Assignment	Para SEP	10/29/2023	Center School	\$19.31/hr	Step 7

## Resignations and Retirements

Name	Type	Title	E - Date	Building	Salary	Step
Raymond, Holly B	Resignation	Cafe/Play Aide PT	11/2/2023	Windermere	\$15/hr	At Will



## 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: November 10, 2023

**Corresponding Agenda Item(s):** VII., C., 2., 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 \$1,385,438.61. This includes all encumbrances, pre-encumbrances, accounts payable, and payroll through November 11, 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** - Encumbrances are being looked at to ensure proper funding sources of staff are accounted for.

**Object 230: Retirement** - Encumbrances are being looked at to ensure proper funding sources of staff are accounted for.

**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.

**Object 915: Fund Transfers - Out** - The total balance here is made up of various transactions between enterprise accounts and will be reimbursed from other funds at the end of the year.

Budget transfers for October are included below.

Attachments:

[FY24 Object Summary - November 20, 2023](#)

[FY24 Budget Transfers - October](#)



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**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:



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**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:**



**DR. SCOTT V. NICOL**

*Superintendent of Schools*

**2023 – 2024**

## VISION

*Ellington Public Schools grows exceptional learners and leaders who are courageous, reflective, and contributing citizens of the world.*

## MISSION

*Ellington Public Schools creates a culture of learning that challenges and inspires all students on their personalized educational journey.*

## AREAS OF FOCUS

CONDITIONS FOR LEARNING

ACADEMIC EXCELLENCE

OPERATIONAL EFFECTIVENESS &  
INFRASTRUCTURE

## GOALS

- I. Develop and implement strategies to create conditions for learning involving staff, parents, and community members on a local and state-wide level.
  - a) Promote balance and wellness in the lives of students, at home and with their families by promoting and building understanding of the seven elements of Ellington Unplugged within the school community and state-wide.
  - b) Continue to build capacity of teachers and staff, implementing Ellington's contextualized RULER approach across all four schools building on last year's full implementation in the pilot school, Windermere Elementary.
  - c) Continue the practice of Transparency for Trust by increasing the level of parent understanding of curriculum (i.e. - book availability/syllabi/what is taught in classrooms) and best practices for parents to engage teachers in the spirit of partnership.
  - d) Continue to embed Seeds of Civility in school culture, classroom practices, and processing of behaviors especially for students to demonstrate openness to diverse perspectives and common goals.
  - e) Continue to explore and develop partnerships in the area of possible statewide legislation that will benefit not only Ellington but also the Hartford region and/or districts throughout the State of Connecticut.

II. Develop and implement strategies to promote academic excellence.

- a) Improve the quality of the reading program based on the "science of reading" in part by piloting and adopting a new reading program as required by the State in order to promote literacy on or above grade level by grade 3.
- b) Ensure a smooth transition to the newly enacted state statute regarding age 5 kindergarten requirements for the 2024-2025 SY, focusing on implications for parents, students, and the school district specifically the learning needs of students who are required to repeat another year of preschool.
- c) Clarify and implement expectations for high school Professional Learning Groups, including the refresh of curriculum using the new framework for rigorous curriculum development.
- d) Ensure educator use of data, as supported by technology and visualizations, to inform teacher planning and instruction, and curriculum implementation in grades K-12.

III. Enhance operational effectiveness and infrastructure at the district and school level ensuring financial responsibility

- a) Enhance school security by effectively operationalizing three school security officers and a school resource officer while increasing the coordination with the shared service emergency services director.
- b) Continue to identify and operationalize shared service opportunities and initiatives with the Town, specifically exploring the feasibility of shared custodial and maintenance services.
- c) Ensure the design process for Windermere Elementary School has broad input from end users and provides effective oversight during construction to minimize disruption to the learning and working environment for both students and staff.
- d) Ensure the effective installation of HVAC units in three schools (Center, EHS, and EMS) while developing a plan for HVAC needs for the next 5-10 years.
- e) Work with the Board to review and modify Board of Education Policy Series 9000 (By-Laws).

- Highlights denote alignment to Board of Education's feedback on 2022-2023 Superintendent's evaluation.