

Board of Education Regular Meeting

Tuesday, April 5, 2022 7:30 PM

Hammonasset Room / Zoom, 10 Campus Drive, Madison, CT 06443

I. Call to Order / Attendance

I.A. Pledge of Allegiance

II. School / Community Session

II.A. Public Participation

III. Board of Education Student Representative Report

Speaker (s): Isabelle Vagell and Lucy Fritzing

IV. Superintendent's Report

Speaker (s): Craig A. Cooke, Ph.D.

IV.A. Madison Youth & Family Services Presentation

IV.B. Paraprofessional Recognition

V. Board Member Comments

VI. Audience Response to Information Presented (Ref. Bylaw #9540.10)

VII. Board of Selectmen Liaison

Speaker (s): Scott Murphy

VIII. Consent Agenda (Ref. Bylaw #9540.2 and #9540.8)

VIII.A. Line Item Transfers - None

VIII.B. Budget Expenditures as of March 31, 2022

IX. Action Item: Motion to approve Consent Agenda

X. Board Committees / Liaison Updates (Ref. Bylaw #9450)

X.A. Curriculum and Student Development

Speaker (s): Members: Steve Pynn, Chair; Catherine Miller, Jen Gordon

X.B. Facilities Committee

Speaker (s): Members: Emily Rosenthal, Chair, Steven Pynn, Galen Cawley

X.C. Finance Committee

Speaker (s): Members: Calen Cawley, Chair; Diane Infantine-Vyce, Emily Rosenthal

X.D. Personnel Committee

Speaker (s): Members: Maureen Lewis, Chair; Catherine Miller, Mary Ann Connelly

X.E. Policy Committee

Speaker (s): Members: Diane Infantine-Vyce, Chair; Maureen Lewis,

X.E.1. Policies for Approval

X.E.1.a. Third Reading: Bylaw #9600: Formation, Adoption, Amendment or Deletion of Bylaws and Policies

X.E.1.b. Third Reading: Bylaw #9640 - Formulation, Adoption, Amendment or Deletion of Administrative Regulations

X.E.1.c. Third Reading: Bylaw #9660 - Suspension of Policies, Bylaws or Administrative Regulations

X.E.1.d. Second Reading: Policy #5113 - Student Attendance, Truancy and Chronic Absenteeism

X.E.1.e. Second Reading: Policy #5121 - Chemical Health for Student Athletes

X.E.1.f. Second Reading: Policy #5131.911 - Bullying Prevention and Intervention

X.E.1.g. Second Reading: Policy #5131.914 - Safe School Climate Policy

X.E.2. Policies for a First Reading

X.E.2.a. First Reading: Policy #1150 - Prohibition Against Nicotine and Cannabis Use

X.E.2.b. First Reading: Policy #3100.3 - Petty Cash Accounts

X.E.2.c. First Reading: Policy #3130 - Money in School Buildings

X.E.2.d. First Reading: Policy & Regulation #3281 - Grants, Gifts & Bequests to the District

X.E.2.e. First Reading: Policy #4112.5 - Drug Free Schools

X.E.2.f. First Reading: Policy #4116 - Alcohol, Tobacco & Drug Free Workplace

X.E.2.g. First Reading: Policy #5090.7 - Drug, Alcohol, Tobacco and Inhalant Use by Students

X.E.2.h. First Reading: Policy & Regulation #5141 - Fundraising Activities

X.E.3. Policies Proposed for Rescission

X.E.3.a. First Reading: Policy #4118.5 - Freedom of Speech/Expression

X.E.3.b. First Reading: Policy #4121 - Substitute Teachers

X.E.3.c. First Reading: Policy #4122 - Student Teachers/Internship

X.E.3.d. First Reading: Policy #4126 - Consultants

X.E.3.e. First Reading: Policy #4135 - Organizational Development/Employee Communications

X.E.3.f. First Reading: Policy #4140 - Computers: Websites/Pages

X.E.3.g. First Reading: Policy #4211.1 - Affirmative Action

X.E.3.h. First Reading: Policy #4212.42 - Drug and Alcohol Testing for Bus Drivers

X.F. LEARN Liaison

Speaker (s): Mary Ann Connelly

X.G. Town American Rescue Plan Funding Committee

Speaker (s): Emily Rosenthal

X.H. Town Marijuana Advisory Committee

Speaker (s): Mary Ann Connelly

XI. **Action item: Motion to approve the following policies:**

Bylaw #9600 - Formulation, Adoption, Amendment or Deletion of Bylaws and Policies

Bylaw #9640 - Formulation, Adoption, Amendment or Deletion of Administrative Regulations

Bylaw #9660 - Suspension of Policies, Bylaws or Administrative Regulations

XII. **Action Item: Motion to approve the following policies:**

#5113 - Student Attendance, Truancy and Chronic Absenteeism

#5121 - Chemical Health for Student Athletes

#5131.911 - Bullying Prevention and Intervention

#5131.914 - Safe School Climate

XIII. **Action Item: Motion to waive the second reading of the following policies proposed for rescission:**

#4118.5 - Freedom of Speech/Expression

#4121 - Substitute Teachers

#4122 - Student Teachers/Internship

#4126 - Consultant

#4135 - Organizational Development/Employee Communications

#4140 - Computers: Websites/Pages

#4211.1 - Affirmative Action

#4212.42 - Drug and Alcohol Testing for School Bus Drivers

XIV. **Action Item: Motion to approve rescission of the following policies:**

#4118.5 - Freedom of Speech/Expression

#4121 - Substitute Teachers

#4122 - Student Teachers/Internship

#4126 - Consultant

#4135 - Organizational Development/Employee Communications

#4140 - Computers: Websites/Pages

#4211.1 - Affirmative Action

#4212.42 - Drug and Alcohol Testing for School Bus Drivers

XV. **Action Item: Motion to approve \$2,000 donation from Jeffrey PTO to Jeffrey Elementary School. Each grade level to receive \$500 for wish list items.**

XVI. **Action Item: Motion to appoint Diane Infantine-Vyce as Board Parliamentarian**

XVII. **Action Item: Motion to approve the minutes of the March 1, 2022 Board of Education minutes (Ref. Bylaw #9540.9)**

XVIII. Action Item: Motion to approve the minutes of the March 15, 2022 Board of Education Meeting (Ref. Bylaw #9540.9)

XIX. Old Business

XX. Future Agenda Items

XXI. Meetings/Dates of Importance

XXII. Adjournment

XXIII. *The Town of Madison does not discriminate on the basis of disability, and the meeting facilities are ADA accessible. Individuals who need assistance are invited to make their needs known by contacting Paula Carabetta at 203-245-5644 or by email at carabettap@madisonct.org at least five (5) business days prior to the meeting.*



Madison Youth & Family Services
SUPPORT • COMMUNITY • EMPOWERMENT

Madison Survey Data

Working Together Towards Next Steps

MYFS is:

- Defined under State Statute as the “YSB” for Madison
- Member of the Connecticut Youth Services Association
- Town Department, approx 12 FTEs, plus interns and contractual staff
- Comprised of three subdivisions
 - Clinical Services (Outpatient and School-based)
 - Positive Youth Development
 - Community Support (MADE and Social Services)



Madison Youth & Family Services
SUPPORT • COMMUNITY • EMPOWERMENT

Recap of the youth survey:

- The survey was conducted on October 27th for students in grades 9-12 in close collaboration with DHHS and Central Office
- The survey was taken online in two parts the Search Institute Attitudes and Behaviors survey and our short Madison specific addendum survey
- The survey reflects the voluntary responses of the students and best reflects a quantitative “snap shot.” It is critical to understand its place in a broader context, in relation to other information we receive formally and informally from all sources

The data and a look beyond:

- Survey results have been processed and shared with numerous community stakeholders, including the MPS administrative council, DHHS PTO, DHHS faculty, MYFS Board, and community-wide via public zoom last February. Data is shared with students via various mediums throughout the year.
- The survey data and the shared experiences of our youth are not solely based upon their in-school experiences, but reflective of their lives across all domains.
- The questions and needs that rise from our youth are important for us all to consider. These are not merely challenges for the schools to address. We can not afford to think in silos.

Areas of Strength:

- Data reflects youth developmental assets are UP, exposure to substance use generally DOWN, especially among high school underclassmen
- High level of youth involvement, strong student leaders
- Societal trends to acknowledge mental health needs
- Madison community values strong school system, access to extracurricular programs, increasing the variety of community programs beyond sports, strong support for healthy kids/families
- Strong interfaith community and charitable organizations such as Madison Foundation and N2N
- Presence of active stakeholders, civic groups and organizations such as the Arts Barn, Scranton Library, Rotary Club, Jaycees, Chamber of Commerce

Areas of Concern:

- Youth Behavioral and Mental Health:
 - Risk for attempts of suicide
 - Continued high rates of anxiety and depression
 - Disordered eating
 - Stretched resources for help
- Substance Abuse
 - Increasing promotion of cannabis products with greater access and decreased perception of harm
 - Risk of opioid overdose due to prevalence of fentanyl
- Sexual Assault and Sexual Harassment
- Youth Safety and Self-Esteem (particularly for our females)

How Do We Address Our Areas of Concern:

Developmental Assets:

- Developmental assets are the positive values, relationships, skills and experiences that help children and teens thrive.
- Building assets is a community approach that strengthens youth in the following areas:
 - Support
 - Empowerment
 - Boundaries and Expectations
 - Constructive Use of Time
 - Commitment to Learning
 - Positive Values
 - Social Competencies
 - Positive Identity

How Do We Address Our Areas of Concern:

Youth behavioral and mental health and substance abuse

▪ Prevention and Intervention

– For Youth:

- Information, education, empowerment
 - (Peer Advocates/Helpers, classroom QPR, health curriculum, assemblies, student-led events and initiatives)
- Opportunities for group dialogue
 - (Student Advisory, “Community Conversations”, Girl’s United, GASP, Pride)
- Access to support/counseling resources
 - (Variety or school-based counseling resources, MYFS)

– For Adults

- Support, educate and train adults who work or interact often with youth re mental health and suicide prevention
 - (MADE Coalition, QPR, PTOs)
- Promote healthy norms and coping among adults
 - (Asset Building)
- Access to programs and services for themselves and their children
 - (MYFS)

How Do We Address Our Areas of Concern:

Sexual Assault and Sexual Harassment and Youth Safety and Self-Esteem (particularly for our females)

- **Prevention and Intervention: Shifting the culture**
 - Information, education, empowerment for all
 - Identifying and confronting the factors that reinforce unhealthy beliefs and attitudes towards sexuality, gender and relationships
 - **For Youth:**
 - Empower youth leadership
 - (Girl's United, Roots, student leaders)
 - Access to support/counseling resources
 - (MYFS, WFLC)
 - **For Adults**
 - Empower adults as role models
 - (Asset building)
 - Confront and push back on unhealthy messaging to youth
 - (Community Awareness events, parent groups such as PTOs, interfaith community, sports community)

Some Highlights This Year:

- Suicide Prevention-QPR Training (Community and ALL DHHS students)
- Girls United - Youth-led advocacy, training team captains, Anti-violence pledge
- New and growing programs: "Grub Club" and Polson Pride
- Collaborating on high school assemblies ("Jane Doe No More", "I am Dirt", "Power of Choice")
- Classroom trainings in elementary schools
 - "In Your Shoes", Mindfulness
- New outpatient clinical groups for social skills

A Look Ahead for Programming:

- Educational events for parents and community members
 - Potential topics:
 - Substance use (vaping, fentanyl, marijuana, trends)
 - Youth mental health
 - The impact of social media
 - Gender specific trends and interventions
- Continuing to find leadership roles, and advocacy opportunities for youth
- Public education on priority areas
- Continued collaboration with MPS and MPD

On the Horizon:

- Community-based “Youth Leadership Council”
 - Youth input to future Academy Community Center
- Collaborative development and support of DHHS Advisory, contribute as needed to curriculum development
- New Mentoring Program at Polson
- Community Conversations/Asset Building
 - Suicide Prevention
 - Violence Prevention
- Collaboration with Madison PD to integrate Social Work

Big Picture Trends:

- National
 - A social culture that tends to reinforce unhealthy behaviors that now include legalized gambling and use of marijuana products.
 - Continued political and economic divide
 - The impact of distancing over the past 2 years on social development
 - Continued unhealthy gender norms fueled by social media usage.
- Local
 - Shortage of housing, especially affordable housing
 - Continued financial strain on families recovering from the pandemic amid rising cost of living

Thank you!

Thank you for your partnership in not only data collection, but creating meaningful programs that tackle some of the biggest issues our youth are facing.



Madison Youth & Family Services

SUPPORT • COMMUNITY • EMPOWERMENT

21-22 MADISON PUBLIC SCHOOLS EXPENDITURE
BOE MEETING 4.5.22

FOR 2022 13

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
51000 NEW STAFF AREA I	-153,266	0	-153,266	-24,080.00	.00	-129,186.00	15.7%
51060 REDUCTION/BUDGET	-218,250	0	-218,250	-38,800.00	.00	-179,450.00	17.8%
51109 11TH COURSE STIPENDS	15,000	5,250	20,250	7,500.00	6,250.00	6,500.00	67.9%
51110 TEACHERS	23,181,293	-541,698	22,639,595	14,741,043.32	7,827,409.91	71,141.31	99.7%
51111 ADMINISTRATORS	2,120,192	-1,400	2,118,792	1,634,302.46	484,406.54	83.25	100.0%
51112 EPED	214,812	0	214,812	107,406.00	107,406.00	.00	100.0%
51113 CO CURRICULAR	450,325	2,811	453,136	279,223.50	46,632.00	127,280.36	71.9%
51114 EARLY RETIREMENT	234,008	-168,716	65,292	.00	18,270.00	47,021.67	28.0%
51116 DIRECTORS / MANAGERS	361,052	0	361,052	337,944.96	23,107.00	.19	100.0%
51120 OFFICE STAFF	1,560,605	-3,507	1,557,098	1,140,437.19	408,921.46	7,739.66	99.5%
51121 INSTRUCTIONAL PARAPROFESSIOA	2,045,831	-168,500	1,877,331	1,293,407.40	527,335.72	56,588.35	97.0%
51122 CUSTODIANS	1,655,737	-50,000	1,605,737	1,062,504.53	464,832.72	78,400.24	95.1%
51123 MEDIA / TECH PARAPROFESSIONAL	290,192	-2,838	287,354	204,442.05	61,870.91	21,041.19	92.7%
51124 SECURITY / SUSPENSION	420,580	-541	420,039	351,732.19	67,933.13	373.54	99.9%
51126 SCHOOL HEALTH SERVICES	368,467	-21,000	347,467	247,971.62	99,481.84	13.68	100.0%
51127 EVENT STAFF	16,490	0	16,490	22,318.30	110.00	-5,938.30	136.0%
51128 ATHLETIC TRAINER	41,649	0	41,649	31,732.80	9,916.53	.00	100.0%
51129 ATTENDANCE INCENTIVE	13,500	0	13,500	.00	.00	13,500.00	.0%
51130 THERAPISTS / OCCUP & PHYS	419,405	-2,473	416,932	265,945.98	150,985.76	.07	100.0%
51210 SUBSTITUTE TEACHERS	381,900	177,750	559,650	329,166.01	79,267.89	151,216.10	73.0%
51212 SUBS / SCHOOL HEALTH SERVICES	16,320	0	16,320	6,996.83	.00	9,323.17	42.9%
51221 CLASSIFIED SUBS	14,000	0	14,000	12,523.84	.00	1,476.16	89.5%
51320 OVERTIME	72,870	0	72,870	97,919.88	.00	-25,049.88	134.4%
51321 CUSTODIAL/CASUAL LABOR	93,806	0	93,806	90,284.57	.00	3,521.43	96.2%
52130 LIFE INSURANCE	49,950	7,974	57,924	43,721.90	8,521.28	5,680.71	90.2%
52200 SOCIAL SECURITY	604,970	0	604,970	273,415.46	.00	331,554.54	45.2%
52201 MEDICARE	491,744	0	491,744	418,056.00	.00	73,688.00	85.0%
52202 FSA ADMINISTRATION	3,000	0	3,000	1,339.35	441.25	1,219.40	59.4%
52300 PENSION-DEF BENEFIT	1,121,499	0	1,121,499	1,029,367.93	.00	92,131.27	91.8%
52301 PENSION-DEF CONTRIBUTION	13,000	17,500	30,500	22,573.00	.00	7,927.00	74.0%
52500 UNEMPLOYMENT	50,000	-25,000	25,000	14,807.29	.00	10,192.71	59.2%
52600 WORKER'S COMP	291,981	-5,853	286,129	285,056.00	.00	1,072.51	99.6%
52700 DISABILITY INSURANCE	72,000	4,338	76,338	54,113.17	12,186.03	10,038.62	86.8%
53000 UNBUDGETED EXPENSE	75,000	75,000	150,000	75,000.00	.00	75,000.00	50.0%
53101 LABOR & LEGAL SVCES	110,000	0	110,000	78,423.10	.00	31,576.90	71.3%
53222 EVALUATION SERVICES	139,500	2,300	141,800	56,323.18	61,545.00	23,931.82	83.1%
53224 STAFF DEVELOPMENT	218,969	-9,165	209,804	65,536.68	16,014.66	128,252.67	38.9%
53225 NEASC ACCREDITATION SERVICES	4,540	0	4,540	4,210.00	.00	330.00	92.7%
53230 STUDENT SUPPORT SERVICES	51,000	20,000	71,000	32,865.84	2,250.00	35,884.16	49.5%
53231 ADULT EDUCATION	45,000	0	45,000	42,000.00	.00	3,000.00	93.3%
53300 PROF / TECH SVCES	1,269,860	-2,854	1,267,006	1,101,255.28	130,475.89	35,274.64	97.2%
53305 PROF TECH MEDICAL	15,630	2,797	18,427	18,637.51	.00	-210.51	101.1%
54210 DISPOSAL / RECYCLING	73,200	0	73,200	54,071.97	16,000.03	3,128.00	95.7%
54220 SNOW REMOVAL	64,946	0	64,946	64,946.00	.00	.00	100.0%

21-22 MADISON PUBLIC SCHOOLS EXPENDITURE
BOE MEETING 4.5.22

FOR 2022 13

54300	REPAIRS & MAINT	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
54300	REPAIRS & MAINT	574,204	-1,602	572,602	424,807.57	62,717.32	85,076.99	85.1%
54307	TECH / INFRASTRUCTURE	42,000	0	42,000	3,795.00	15,238.82	22,966.18	45.3%
54309	EMERGENCY MAINTENANCE	50,000	0	50,000	22,129.00	.00	27,871.00	44.3%
54310	KITCHEN MAINTENANCE	13,401	0	13,401	12,326.45	.00	1,074.55	92.0%
54313	TREATMENT PLANT REPAIRS	29,000	0	29,000	9,853.49	1,724.50	17,422.01	39.9%
54320	REPAIR / CONTRACTS	36,500	0	36,500	2,358.15	843.00	33,298.85	8.8%
54330	ALARM SERVICES	12,372	0	12,372	13,777.25	.00	-1,405.25	111.4%
54340	TELEPHONE MAINTENANCE	14,024	0	14,024	.00	.00	14,024.00	.0%
54420	RENTAL AGREEMENTS	29,152	3,586	32,739	14,962.41	1,019.59	16,756.50	48.8%
54600	TREE SERVICES	8,828	0	8,828	1,900.00	.00	6,928.00	21.5%
54900	PURCHASE SVCS	353	0	353	.00	.00	353.10	.0%
55110	STUDENT ACTIV TRANS	165,505	-4,902	160,602	67,525.81	8,911.53	84,165.07	47.6%
55111	REGULAR TRANSPORTATION	1,973,180	0	1,973,180	1,253,469.46	1,342.24	718,368.30	63.6%
55113	FUEL / TRANSPORTATION	283,000	0	283,000	124,545.59	.00	158,454.41	44.0%
55114	SCHOOL CHOICE TRANSPORT	67,500	0	67,500	39,297.68	.00	28,202.32	58.2%
55120	SPED TRANSPORTATION	1,265,039	0	1,265,039	724,252.24	69,053.52	471,733.24	62.7%
55201	GENERAL INSURANCE	293,336	3,188	296,524	296,524.00	.00	.00	100.0%
55203	STUDENT INSURANCE	18,811	0	18,811	17,094.00	.00	1,717.00	90.9%
55301	TELECOMMUNICATIONS	152,942	1,588	154,530	98,201.64	36,776.32	19,551.80	87.3%
55302	POSTAGE	21,188	900	22,088	12,279.21	1,495.76	8,313.06	62.4%
55303	REPORTS/PUBLIC RELATIONS	4,650	0	4,650	653.50	.00	3,996.50	14.1%
55400	LEGAL NOTICES & ADS	900	0	900	.00	.00	900.00	.0%
55500	PRINTING & BINDING	44,817	-2,334	42,483	24,439.45	10,192.67	7,850.78	81.5%
55501	PRINTING / INSTRU SUPPLIES	34,845	-270	34,575	8,894.70	189.94	25,490.68	26.3%
55608	TUITION / TYPICALS	-100,000	0	-100,000	-46,580.00	.00	-53,420.00	46.6%
55610	EXT PLACEMENTS / PUBLIC	399,214	0	399,214	406,146.09	202,688.07	-209,620.16	152.5%
55630	EXT PLACEMENTS / PRIVATE	1,809,847	-29,237	1,780,610	1,155,812.21	721,988.45	-97,190.54	105.5%
55640	SCHOOL CHOICE TUITION	76,000	0	76,000	.00	.00	76,000.00	.0%
55641	EXTENDED YEAR SERVICES / SPED	106,000	4,737	110,737	110,736.88	.00	.00	100.0%
55643	EXT PLACEMENT/ GENERAL ED	10,000	0	10,000	5,206.95	.00	4,793.05	52.1%
55801	TRAVEL (STAFF)	27,600	-850	26,750	7,843.49	1,246.20	17,660.31	34.0%
55802	TRAVEL (BOE)	320	0	320	.00	.00	320.00	.0%
55900	MISC PURCH SERVICES	8,850	0	8,850	6,191.93	2,658.00	.07	100.0%
56101	OFFICE SUPPLIES	40,626	-3,143	37,483	25,339.33	2,537.81	9,605.53	74.4%
56110	INSTRUCTIONAL SUPPLIES	403,381	36,517	439,899	320,797.87	48,979.43	70,121.34	84.1%
56120	INSTRUCTIONAL SOFTWARE	23,876	13,500	37,376	32,747.97	613.19	4,014.84	89.3%
56130	CUSTODIAL SUPPLIES	82,132	-520	81,612	76,449.25	4,427.00	735.34	99.1%
56131	MAINTENANCE SUPPLIES	78,000	0	78,000	61,451.84	16,061.43	486.73	99.4%
56140	FIELDS MAINTENANCE	112,900	0	112,900	82,932.00	17,831.80	12,136.20	89.3%
56206	GAS SERVICES	268,639	0	268,639	191,536.56	.00	77,102.44	71.3%
56207	HEATING FUEL	10,944	0	10,944	.00	.00	10,944.00	.0%
56210	WATER	42,650	0	42,650	26,528.62	674.37	15,447.01	63.8%
56220	ELECTRICITY	770,358	0	770,358	482,361.87	.00	287,996.13	62.6%
56260	EQUIPMENT MAINTENANCE	21,672	0	21,672	13,527.06	.00	8,144.94	62.4%

21-22 MADISON PUBLIC SCHOOLS EXPENDITURE
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FOR 2022 13

56410	TEXTBOOKS & REPLACEMENT	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
56410	TEXTBOOKS & REPLACEMENT	33,310	-807	32,503	19,605.90	3,387.95	9,509.47	70.7%
56411	TEXTBOOKS / NEW	36,500	0	36,500	11,489.17	191.40	24,819.43	32.0%
56420	AWARDS	4,365	0	4,365	1,358.70	297.55	2,708.75	37.9%
56421	MEDIA SUPPLIES	35,428	3,101	38,529	18,527.52	12,582.54	7,418.78	80.7%
56422	PERIODICALS	26,272	-101	26,172	24,252.00	582.00	1,337.66	94.9%
56423	PRINT COLLECTION	53,304	-5,650	47,654	28,571.59	13,045.85	6,036.18	87.3%
56550	STAFF UNIFORMS	5,258	520	5,778	5,778.41	.00	.00	100.0%
56551	UNIFORMS / STUDENT GROUPS	23,280	0	23,280	13,124.95	.00	10,155.05	56.4%
56900	SUPPLIES	66,960	-105	66,855	36,296.35	12,291.73	18,267.35	72.7%
57301	EQUIPMENT	211,936	-8,461	203,475	143,845.80	4,344.82	55,284.35	72.8%
57302	OS SOFTWARE	282,500	0	282,500	264,796.27	2,927.26	14,776.47	94.8%
57303	EQUIP - LEASE/PURCHASE	39,120	0	39,120	23,972.29	9,802.23	5,345.48	86.3%
57304	COMPUTER HARDWARE	549,550	0	549,550	472,158.42	68,583.65	8,807.93	98.4%
57310	VEHICLES	0	0	0	-24.45	.00	24.45	100.0%
57330	FURNISHINGS & FIXTURES	0	104,337	104,337	.00	86,765.41	17,571.59	83.2%
57400	PUBLIC SAFETY	26,023	0	26,023	17,203.61	2,250.00	6,569.39	74.8%
58100	DUES, FEES & MEMBSHPS	64,390	1,653	66,043	65,162.30	880.00	.23	100.0%
58101	ATHLETIC EVENT FEES	10,379	0	10,379	7,783.50	610.00	1,985.50	80.9%
GRAND TOTAL		49,179,440	-572,180	48,607,260	33,223,661.94	12,079,324.90	3,304,273.01	93.2%

** END OF REPORT - Generated by Kristen Bartosic **

21-22 MADISON PUBLIC SCHOOLS EXPENDITURE
BOE MEETING 4.5.22

REPORT OPTIONS

	Field #	Total	Page Break
Sequence 1	11	Y	N
Sequence 2	0	N	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:
21-22 MADISON PUBLIC SCHOOLS EXPENDITURE

Includes accounts exceeding 0% of budget.

Print totals only: Y
 Print Full or Short description: F
 Print full GL account: N
 Format type: 1
 Double space: N
 Suppress zero bal accts: Y
 Include requisition amount: Y
 Print Revenues-Version headings: N
 Print revenue as credit: Y
 Print revenue budgets as zero: N
 Include Fund Balance: N
 Print journal detail: N
 From Yr/Per: 2021/ 1
 To Yr/Per: 2021/12
 Include budget entries: Y
 Incl encumb/liq entries: Y
 Sort by JE # or PO #: J
 Detail format option: 1
 Include additional JE comments: N
 Multiyear view: F
 Amounts/totals exceed 999 million dollars: N

Year/Period: 2022/13
Print MTD Version: N

Roll projects to object: N
Carry forward code: 2

POLICY NOTES
APRIL 5, 2022

Policies for Approval

Bylaw Revisions

In consideration of revising our bylaws to require 2 readings for policy and bylaw approval, as opposed to the current 3 readings, Shipman recommends we replace all bylaws related to the development, revision, and review of bylaws, policies and regulations with their model policies.

#9600 – Formulation, Adoption, Amendment or Deletion of Bylaws and Policies

We have combined the current #9600 bylaw (School Board Policy Process) into this bylaw, as well as Bylaw #9600.1 – Policy and Bylaw Development, Revision, Discussion, Adoption and Review and incorporated Shipman’s version and language applicable to the district. This bylaw will replace both current bylaws.

#9640 – Formulation, Adoption, Amendment or Deletion of Administrative Regulations and #9660 – Suspension of Policies, Bylaws or Administrative Regulations

Shipman language has been incorporated into each bylaw.

#5113 – Student Attendance, Truancy and Chronic Absenteeism and Regulations (formerly Student Attendance)

Shipman has revised this policy and the accompanying administrative regulations to conform with Section 19 of Public Act No. 21-46, which requires local and regional boards of education to allow any student enrolled in grades kindergarten through twelve to take two non-consecutive days each school year as mental health wellness days. Section 18 of the Act, as amended by Section 393 of June Special Session, Public Act No 21-2, directs the State Board of Education (“SBOE”) to revise its definitions of “excused absence” and “unexcused absence” with respect to remote learning. We have revised the definitions in the regulations to reflect statutory requirements for those definitions while we await the SBOE’s revisions. We further revised the regulations to conform with Section 10 of Public Act No. 21-199, which amends state law to raise, from seventeen to eighteen, the age when a student may withdraw from high school, beginning in the school year commencing July 1, 2023. After July 1, 2023, a parent or person having control of a child who is seventeen years of age may withdraw the child from school if the child is enrolled in an adult education program if the parent personally appears at the district office and signs an adult education withdrawal and enrollment form. Sample notification regarding student attendance and model forms for school district use beginning with the 2023-2024 school year also revised in light of the new requirements.

#5121 – Chemical Health for Student Athletes

A mandatory policy we currently do not have. Since the first reading, the committee added tobacco use to the policy and the reference of an athletic trainer as a professional employee.

#5131.911 – Bullying Prevention and Intervention and #5131.914 – Safe School Climate

Shipman has revised this policy to conform with Public Act No. 19-166, regarding bullying and safe school climate. The law, which passed two years ago, contained various provisions that recently went into effect. Effective July 1, 2021, the law changes the definition of “bullying” and “school climate,” adds new statutory definitions, and expands on the parental notification requirements surrounding verified acts of bullying. We also revised the policy to reflect a board’s statutory obligation to post the following on their websites: 1) training materials for school administrators; and 2) a plain language explanation of rights and remedies under Connecticut General Statutes 10-4a and 10-4b. The law requires that the training materials be posted after consultation with the State Department of Education and the Connecticut Social and Emotional Learning and School Climate Advisory Collaborative. The law also provides that the plain language

explanation of rights and remedies will be developed and provided to boards of education by the Connecticut Social and Emotional Learning and School Climate Advisory Collaborative. Finally, we revised the policy in light of Public Act No.21-95, which identifies additional individuals who must serve on a safe school climate committee, effective July 1, 2021.

Policies for a First Reading

#1150 – Prohibition Against Nicotine and Cannabis Use

Further discussion needed regarding cannabis and controlled substances.

#3100.3 – Petty Cash Accounts

Shipman has indicated this policy is not necessary, but the district may wish to maintain the policy. Our schools do follow this policy, and maintain a small amount of petty cash. Note Shipman does not offer a comparable policy.

#3130 – Money in School Buildings

Another policy Shipman has indicated is not necessary, but the district may wish to maintain. Money is received in the school buildings, primarily from field trips and/or fundraisers and the schools do follow this policy. Note Shipman does not offer a comparable policy.

#3281 – Grants, Gifts & Bequests to the District

Recommend repealing this policy and replacing it with the S&G model policy Gifts, Grants and Bequests to the District, for purposes of consistency.

#3281R – Grants, Gifts & Bequests to the District

Shipman suggests implementing the model administrative regulations to clearly define the process for accepting gifts, grants and bequests.

#4112.5 - Drug-Free Schools

Recommend that the Board repeal this policy, in light of policy 4116, Alcohol, Drugs and Tobacco, which satisfies the obligations of the Drug Free Workplace Act and includes many of the same policy provisions.

#4116 – Alcohol, Tobacco & Drug Free Workplace

Further revisions to the tobacco portion of the policy and reference to nicotine cessation products.

#5090.7 – Drug, Alcohol, Tobacco and Inhalant Use by Students

Further revisions include placing tobacco and inhalant use back into the policy and adding athletic trainer in the definition of Professional Employee.

#5141 – Fundraising Activities (formerly #3280)

Recommend repealing this policy and replacing it with the S&G model policy in Series 5000, Fundraising Activities. The model policy addresses the involvement of students in any fundraising activities for the school. Shipman recommends the Board regulate only student involvement in fundraising, because the regulation of outside organizations (without the use of students) is difficult to monitor. Shipman also recommends prohibiting door-to-door fundraising, as it may impose unnecessary liability on the school.

#5141R – Fundraising Activities

Shipman suggests implementing the model administrative regulations to clearly define the process for fundraising approval.

Policies Proposed for Rescission

#4118.5 - Freedom of Speech/Expression

Recommend that the Board review this policy and consider repeal, as it has not been reviewed since 1994 and ever-changing case law generally guides freedom of expression by personnel in the school environment.

#4121 - Substitute Teachers

Recommend that the Board repeal this policy, as the issues are addressed in the S&G model policy Employment and Student Teacher Checks and in state law.

#4122 - Student Teachers/Internship

Recommend that the Board review this policy and consider repeal, as the policy is unnecessary. Many of the issues are addressed through state law and the SDE rules governing teacher training programs, as well as any procedures the District maintains relative to student teachers.

#4126 - Consultants

Recommend that the Board consider repealing this policy, as it is unnecessary and has not been reviewed since 1992. It is within the operational responsibilities of the Superintendent to provide for such consultative services, within the applicable budget and purchasing policies.

#4135 - Organizational Development/Employee Communications

Recommend that the Board review this policy and determine if it remains applicable. The policy is not necessary and may be repealed.

#4140 - Computers: Websites/Pages

Recommend that the Board review this policy and consider repeal. The issues identified are generally addressed in the Acceptable Use policy.

#4211.1 - Affirmative Action

Recommend that the Board repeal this policy as it essentially replicates the Non-discrimination policy.

#4212.42 - Drug and Alcohol Testing for School Bus Drivers

Recommend that the Board consider repealing this policy, as the policy is unnecessary. The policy provisions are required by statute, the District's transportation contracts should include required drug testing, and a third party (bus company) cannot be bound by a policy unless required to by contract.

**Formulation, Adoption, Amendment
Or Deletion of Bylaws and Policies**

Process

It is the intent of the Board to develop policies and put them in writing so that they may serve as guidelines for the discretionary action of those to whom it delegates authority and for the successful and efficient functioning of the public schools.

The Board considers policy development one of its chief responsibilities. Proposals regarding policies may originate with a member of the Board, the Superintendent, a staff member, a parent, student, consultant, civic group, or any resident of the district. A careful and orderly process will be used in examining such proposals prior to action upon them by the Board. Development and revision of policies and bylaws shall be directed through the Policy committee of the Board of Education. The Board will take action after hearing the recommendations of the Superintendent and the viewpoints of persons and groups affected by the policy.

The policies of the Board are framed and meant to be interpreted in terms of state laws and regulations and other regulatory agencies within our state and federal levels of government.

Changes in needs, conditions, purposes, and objectives will require revisions, deletions, and additions to the policies of the present and future Boards. The Board will welcome suggestions for ongoing policy development.

Bylaws

Bylaw proposals and suggested amendments to, revisions of, or deletions of existing bylaws shall normally be submitted to all members of the Madison Board of Education (the "Board") by the Superintendent from the Policy Committee in writing prior to a regular Board meeting in which such proposed bylaws, amendments, revisions or deletions thereof shall be read and discussed.

37 Except for emergency situations, bylaws will be adopted, amended, or deleted after
38 consideration at two regular meetings of the Board. The agenda shall be marked to
39 indicate such matters.

40
41 When a bylaw is placed on the agenda for the second consecutive meeting, a motion
42 either to adopt or not to adopt the bylaw or the proposed bylaw changes is necessary for
43 discussion. If the discussion results in a suggestion for change, such changes will be
44 included in the second reading of the bylaw prior to adoption.

45
46 Any bylaw of the Board may be adopted, amended or deleted at any regular meeting by a
47 majority vote of all members of the Board, provided that such proposal shall have been
48 given to the Board at the previous regular meeting.

49
50 **Policies**

51
52 1. In the absence of any written policy, administrative regulations will be used to
53 guide and administer the effective operation of the Madison Public Schools.

54
55 2. Suggestions for either new policies or policy changes normally come to the
56 Madison Board of Education (the “Board”) from any of the following:

57
58 A. Board members

59 B. Superintendent

60 C. Statute

61 D. Matters of law

62 E. Citizens, and/or

63 F. Students.

64
65 3. The Superintendent will prepare a draft policy statement for consideration and
66 development by the Board.

- 68 34. Policy proposals and suggested amendments to, revisions of, or deletions of
69 existing policies shall normally be submitted to all members of the Board by the
70 Policy Committee and/or the Superintendent by the Superintendent in writing
71 prior to a regular Board meeting in which such proposed policies, amendments,
72 revisions or deletions thereof shall be read and discussed.
- 73
- 74 45. Policies that deal with matters of an emergency nature may be introduced by the
75 Policy Committee and/or the Superintendent at any regular or special Board
76 meeting.
- 77
- 78 56. Policies that affect students shall become effective at the beginning of the next
79 school year following adoption unless the policy provides otherwise.
- 80
- 81 67. Except for emergency situations, Generally, ~~policies~~ policies will be adopted,
82 amended, or deleted after consideration at two regular meetings of the Board. The
83 agenda shall be marked to indicate such policy matters. At its discretion, the
84 Board may dispense with the two reading adoption sequence and move directly
85 from the first read to the vote with a two-thirds affirmative vote of the quorum of
86 the Board.
- 87
- 88 8. When a policy is placed on the agenda for the second consecutive meeting, a
89 motion either to adopt or not to adopt the policy or the proposed policy changes is
90 necessary for discussion. If the discussion results in a suggestion for change, such
91 changes will be included in the second reading of the policy prior to adoption.
- 92
- 93 9. The formal adoption or deletion of policies and the adoption of policy changes
94 shall be by majority vote of all members of the Board, and the action shall be
95 recorded in the minutes of the Board.
- 96
- 97 10. Only those written statements so adopted as policy and so recorded shall be
98 regarded as official policy of the Board.

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101

102 First Reading: February 8, 2022

103 Second Reading: March 1, 2022

104 Third Reading: April 5, 2022

#9640

**Formulation, Adoption, Amendment
Or Deletion of Administrative Regulations
(formerly Board Review of Regulations)**

The Superintendent is responsible for the formulation, adoption, amendment, and deletion of administrative regulations to implement the policies of the Madison Board of Education (the “Board”) and/or as necessary to promote the orderly operation of the Madison Public Schools in compliance with applicable law.

The Superintendent shall bring to the attention of the Board all new, revised or deleted administrative regulations.

~~The Board of Education does not adopt administrative regulations unless specifically required to do so by law, or unless requested to do so by the Superintendent. Adoption and amendment of such Board of Education adopted regulations shall be by the same procedure as that specified for policies in Bylaw 9620.~~

The Board of Education reserves the right to review and direct revisions or deletions/ ~~additions~~ of administrative regulations should they, in the Board of Education's judgment, be inconsistent with the policies adopted by the Board. If the Board directs the Superintendent to adopt, amend, or delete administrative regulations, it shall do so upon majority vote of all members in attendance at the meeting, provided that prior notification of such proposed revision has been described in writing in the call of the meeting, or upon majority vote of all members of the Board when no such written notice has been given. ~~Any Board action directing such revisions shall require a two-thirds (2/3) vote of the entire Board.~~

Date of Adoption: 6/19/90
1st Revision: 1/3/95
First Reading: February 8, 2022
Second Reading: March 1, 2022
Third Reading: April 5, 2022

#9660

**Suspension of Policies, Bylaws
Or Administrative Regulations
(formerly Suspension / Repeal of Policy)**

~~Policies, bylaws and Board adopted regulations, except those resulting from negotiations with employee organizations, shall be subject to suspension for a specified purpose and limited time by a two-thirds (2/3) vote of all members of the Board at a legally called Board meeting.~~

1. Policies and bylaws of the Madison Board of Education (the “Board”) shall be subject to suspension for a specified purpose and limited time by:

A. A majority vote of all members of the Board in attendance at a meeting, and

B. Provided that prior notification of such a proposed suspension has been described in writing in the call of the meeting.

2. Policies of the Board shall be subject to suspension for a specified purpose and limited time upon a majority vote of all members of the Board when no such written notice has been given.

3. Bylaws of the Board shall be subject to suspension for a specified purpose and limited time upon a two-thirds votes of all members of the Board when no such written notice has been given.

4. Administrative regulations of the Board may be suspended for a specified purpose and limited time:

A By the Superintendent, who shall give notice to the Board of the reason for the suspension and the time period of the suspension.

B. The Board may direct the Superintendent to suspend administrative regulations for a specified purpose and limited time upon majority vote of all members in attendance at a meeting, provided that prior notification of such proposed suspension has been described in writing in the call of the meeting, or upon majority vote of all members of the Board when no such written notice has been given.

Date of Adoption: 1/17/72
1st Revision: 3/21/89
2nd Revision: 1/3/95

First Reading: February 8, 2022
Second Reading: March 1, 2022

48 Third Reading: April 5, 2022

**Student Attendance, Truancy and
Chronic Absenteeism
(formerly Student Attendance)**

I. Attendance and Truancy

A. Definitions for Section I

1. **“Absence”** - any day during which a student is not considered “in attendance” at ~~his/her~~ the student’s assigned school, or on a school sponsored activity (e.g. field trip), for at least one half of the school day.
2. **“Disciplinary absence”** - Any absence as a result of school or district disciplinary action. Any student serving an out-of-school suspension or expulsion should be considered absent. Such absence is not considered excused or unexcused for attendance and truancy purposes.
3. **“Educational evaluation”** - for purposes of this policy, an educational evaluation is an assessment of a student’s educational development, which, based upon the student’s presenting characteristics, would assess (as appropriate) the following areas: health, vision, hearing, social and emotional status, general intelligence, academic performance, communicative status and motor abilities.
4. **“Excused absence”** - a student is considered excused from school if the school has received written documentation describing the reason for the absence within ten (10) school days of the student’s return to school, or if the ~~child-~~ student has been excluded from school in accordance with section 10-210 of the Connecticut General Statutes (regarding communicable diseases), and the following criteria are met:
 - a. Any absence before the student’s tenth (10th) absence is considered excused when the student’s parent/guardian approves such absence and submits

#5113R(b)

appropriate written documentation in accordance with this regulation.

b. For the student's tenth (10th) absence and all absences thereafter, a student's absences from school are, with appropriate documentation in accordance with this regulation, considered excused only for the following reasons:

i. student illness (verified by an appropriately licensed medical professional);

ii. religious holidays;

iii. mandated court appearances (documentation required);

iv. funeral or death in the family, or other emergency beyond the control of the student's family;

v. extraordinary educational opportunities pre-approved by the district administrators and in accordance with Connecticut State Department of Education guidance and this regulation; or

vi. lack of transportation that is normally provided by a district other than the one the student attends.

c. A student, age five (5) to eighteen (18), inclusive, whose parent or legal guardian is an active duty member of the armed forces who has been called for duty, is on leave from or has immediately returned from deployment to a combat zone or combat support posting, shall be granted ten (10) days of excused absences in any school year, and, in the discretion of the administration, additional excused absences to visit such student's parent or legal guardian with respect to the parent's leave or deployment. In the case of such excused absences, the

#5113R(c)

student and parent or legal guardian are responsible for obtaining assignments from the student’s teacher prior to any period of excused absence, and for ensuring that such assignments are completed by the student prior to ~~his or her~~ the student’s return to school.

“Excused absence” excludes a student’s engagement in (1) virtual classes, (2) virtual meetings, (3) activities on time-logged electronic systems, and (4) the completion and submission of assignments, if such engagement accounts for not less than one-half of the school day during remote learning.

5. “In Attendance” - Any day during which a student is present at the student’s assigned school, or an activity sponsored by the school, for at least half of the regular school day.

6. “Mental health wellness day” - a school day during which a student attends to such student’s emotional and psychological well-being in lieu of attending school.

7. “Remote learning” means instruction by means of one or more Internet-based software platforms as part of a remote learning model as may be authorized by the Madison Board of Education (the “Board”) in accordance with applicable law.

6. "Student" - a student enrolled in the Madison Public Schools (the “District”).

7. "Truant" - any student five (5) to eighteen (18) years of age, inclusive, who has four (4) unexcused absences from school in any one month or ten (10) unexcused absences from school in any school year.

8. "Unexcused absence" - any absence from a regularly scheduled school day for at least one half of the school day, which is not excused or considered a disciplinary absence.

101 “Unexcused absence” excludes a student’s engagement in (1) virtual
102 classes, (2) virtual meetings, (3) activities on time-logged
103 electronic systems, and (4) the completion and submission of
104 assignments, if such engagement accounts for not less than one-
105 half of the school day during remote learning.
106

107
108 The determination of whether an absence is excused will be made by the building
109 principal or ~~his/her~~ designee. Parents or other persons having control of the child
110 may appeal that decision to the Superintendent or ~~his/her~~ designee, whose
111 decision shall be final.

112 B. Mental Health Wellness Days
113

114 Any student enrolled in grades kindergarten to twelve, inclusive, shall be
115 permitted to take two mental health wellness days during the school year,
116 during which day such student shall not be required to attend school. No
117 student shall take mental health wellness days during consecutive school
118 days.
119
120

121 B. Written Documentation Requirements for Absences
122

- 123 1. Written documentation must be submitted for each incidence of absence within
124 ten (10) school days of the student’s return to school. Consecutive days of
125 absence are considered one incidence of absence.
126
- 127 2. The first nine (9) days of absence will be excused upon receipt of a signed note
128 from the student’s parent/guardian, a signed note from a school official that spoke
129 in person with the parent/guardian regarding the absence, or a note confirming the
130 absence by the school nurse or by a licensed medical professional, as appropriate.
131 For any absence due to student illness, the signed note must include the specific
132 symptom(s) exhibited by the student so that the District can monitor trends that
133 would suggest the spread of COVID-19.
134
- 135 3. For the student’s tenth (10th) absence, and all absences thereafter, documentation
136 of the absence must be submitted in accordance with paragraphs 1 and 2 above,

137 and must also include the reason for the absence and the following additional
138 information:

139

140 a. student illness:

141

142 i. a signed note from a medical professional, who may be the school nurse,
143 who has evaluated the student confirming the absence and giving an
144 expected return date and including the specific symptom(s) exhibited by
145 the student so that the District can monitor trends that would suggest the
146 spread of COVID-19; or

147

148 ii. a signed note from school nurse who has spoken with the student's
149 medical professional and confirmed the absence, including the date and
150 location of the consultation and including the specific symptom(s)
151 exhibited by the student so that the District can monitor trends that would
152 suggest the spread of COVID-19.

153

154 b. religious holidays: none.

155

156 c. mandated court appearances:

157

158 i. a police summons;

159

160 ii. a subpoena;

161

162 iii. a notice to appear;

163

164 iv. a signed note from a court official; or

165

166 v. any other official, written documentation of the legal
167 requirement to appear in court.

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- d. funeral or death in the family, or other emergency beyond the control of the student’s family: a written document explaining the nature of the emergency.
- e. extraordinary educational opportunity pre-approved by the district administrators and in accordance with Connecticut State Department of Education guidance and this policy: written pre-approval from the administration, in accordance with this regulation.
- f. lack of transportation that is normally provided by a district other than the one the student attends: none.

~~4. Neither e-mail nor text message shall serve to satisfy the requirement of written documentation. In rare and extraordinary circumstances, a building administrator may, in his/her own discretion, accept the delivery of written documentation through a scanned copy sent by e-mail.~~

- 4. The District reserves the right to randomly audit written documentation received, through telephone and other methods of communication, to determine its authenticity.
- 5. Any absence that is not documented in accordance with this regulation within ten (10) school days after the incidence of absence will be recorded as unexcused. If documentation is provided within ten (10) school days, but is incomplete, the building principal may, at ~~his/her~~ the principal’s own discretion, grant up to a five (5) school day extension for provision of the completed documentation.

C. Extraordinary Educational Opportunities

- 1. To qualify as an extraordinary educational opportunity, the opportunity must:

199

200 a. be educational in nature and must have a learning objective related to the
201 student's course work or plan of study;

202

203 b. be an opportunity not ordinarily available to the student;

204

205 c. be grade and developmentally appropriate; and

206

207 d. include content that is highly relevant to the student; while some opportunities
208 will be relevant to all students, others will contain very specific content that
209 would limit their relevance to a smaller group of students.

210

211 2. Family vacations do not qualify as extraordinary educational opportunities.

212

213 3. All requests for approval of extraordinary educational opportunities must:

214

215 a. be submitted to the building principal in writing prior to the opportunity, but
216 no later than ten (10) school days prior to the opportunity except in
217 exceptional circumstances at the discretion of the building administrator;

218

219 b. contain the signatures of both the parent/guardian and the student;

220

221 c. include an outline of the learning objective of the opportunity and include
222 detail as to how the objective is linked to the student's coursework or plan of
223 study; and

224

225 d. include additional documentation, where available, about the opportunity.

226

227 4. The building principal shall provide a response in writing and include the
228 following:

229

- 230 a. either approval or denial of the request;
231
232 b. brief reason for any denial;
233
234 c. any requirements placed upon the student as a condition of approval;
235
236 d. the specific days approved as excused absences for the opportunity;
237
238 e. the understanding that the building administrator may withdraw its approval if
239 the opportunity is canceled or the student fails to meet the agreed-upon
240 requirements of the approval.
241
- 242 5. All decisions of the building principal relating to extraordinary educational
243 opportunities shall be final.
244
- 245 6. Students who are granted excusal from school to participate in extraordinary
246 educational opportunities are expected to share their experiences with other
247 students and/or school staff when they return.
248
- 249 7. Approval for an extraordinary educational opportunity is determined on a case-by-
250 case basis and the analysis of individualized factors. An opportunity approved for
251 one student may not be approved for another.
252
- 253 D. Truancy Exceptions:
254
- 255 1. A student five (5) or six (6) years of age shall not be considered truant if the
256 parent or person having control over such student has appeared personally at the
257 school district office and exercised the option of not sending the child to school at
258 five (5) or six (6) years of age.
259

260 2. ~~A–~~ Until June 20, 2023, a student seventeen (17) years of age shall not be
261 considered truant if the parent or person having control over such student consents
262 to such student’s withdrawal from school. Such parent or person shall personally
263 appear at the school district office and sign a withdrawal form indicating such
264 consent. Such withdrawal form must include an attestation from a guidance
265 counselor or school administrator from the school that the district provided the
266 parent (or person having control of the child) with information on the educational
267 options available in the school system and community.

268
269 3. Beginning July 1, 2023, a student who is eighteen (18) years of age
270 or older may withdraw from school. Such student shall personally
271 appear in person at the school District office and sign a withdrawal
272 form. Such withdrawal form must include an attestation from a
273 guidance counselor or school administrator from the school that the
274 District provided such student with information on the educational
275 options available in the school system and community.

276
277 4. Beginning July 1, 2023, a student seventeen (17) years of age shall
278 not be considered truant if the parent or person having control over
279 such child withdraws such child from school and enrolls such child
280 in an adult education program pursuant to Conn. Gen. Stat. § 10-
281 69. Such parent or person shall personally appear at the school
282 District office and sign an adult education withdrawal and
283 enrollment form. Such adult education withdrawal and enrollment
284 form shall include an attestation (1) from a school counselor or
285 school administrator of the school that the District has provided
286 such parent or person with information on the educational options
287 available in the school system and in the community, and (2) from
288 such parent or person that such child will be enrolled in an adult
289 education program upon such child's withdrawal from school.

290
291
292 3. If a parent or guardian of an expelled student chooses not to enroll the student in
293 an alternative program, the student shall not be considered to be “truant.”

294
295 E. Readmission to School Following Voluntary Withdrawal

296
297 1. Except as noted in paragraph 2 below, if a student voluntarily withdraws from
298 school (in accordance with Section ~~D.2,~~ E.2 or E.4. above) and subsequently

299 seeks readmission, the Board may deny school accommodations to the student for
300 up to ninety (90) school days from the date of the student’s withdrawal from
301 school.

302
303 2. If a student who has voluntarily withdrawn from school (in accordance with
304 Section ~~D.2.~~ E.2. or E.4. above) seeks readmission within ten (10) school days of
305 ~~his/her~~ the student’s withdrawal, the Board shall provide school accommodations
306 to the student not later than three (3) school days after the student requests
307 readmission.

308

309 F. Determinations of Whether a Student is “In Attendance”:

310

311 1. A student serving an out of school suspension or expulsion shall be reported as
312 absent unless ~~he or she~~ the student receives an alternative educational program
313 for at least one half of the regular school day. In any event, the absence is
314 considered a disciplinary absence, and will not be designated as excused or
315 unexcused.

316

317 2. On early dismissal days and days shortened due to inclement weather, the regular
318 school day for attendance purposes is considered to be the amount of instructional
319 time offered to students on that day. For example, if school is open for four hours
320 on a shortened day scheduled, a student must be present for a minimum of two
321 hours in order to be considered “in attendance.”

322

323 3. Students placed on homebound instruction due to illness or injury in accordance
324 with applicable regulations and requirements are counted as being “in attendance”
325 for every day that they receive instruction from an appropriately certified teacher
326 for an amount of time deemed adequate in accordance with applicable law.

327

328 G. Procedures for students in grades K-8*

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1. Notification

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- a. Annually at the beginning of the school year and upon the enrollment of any child during the school year, the administration shall notify the parent or other person having control of the student enrolled in grades K - 8 in writing of the obligations pursuant to Conn. Gen. Stat. § 10-184 to ensure that such a student attends school regularly or to show that the child is elsewhere receiving equivalent instruction in the studies taught in the District.

- b. Annually at the beginning of the school year and upon the enrollment of any child during the school year, the administration shall obtain from the parent or other person having control of the student in grades K-8 a telephone number or other means of contacting such parent or other person during the school day.

2. Monitoring

Each school shall implement a system of monitoring individual unexcused absences of students in grades K-8. Whenever such a student fails to report to school on a regularly scheduled school day, school personnel under the direction of the building principal [or ~~his/her~~ designee] shall make a reasonable effort to notify the parent or other person having control of such student by telephone and by mail of the student's absence, unless school personnel have received an indication that the parent or other person is aware of the student's absence. [Reasonable efforts shall include two (2) attempts to reach the parent or other person at the telephone number provided by the parent or other person. Such attempts shall be recorded on a form provided by the Superintendent.] Any person who, in good faith, gives or fails to give such notice shall be immune from liability, civil or criminal, which might otherwise be incurred or imposed and shall have the same immunity with respect to any judicial proceeding which results from such notice or failure to give notice.

361 [*Note: State law mandates notification and monitoring only with regard to
362 students in grades K-8. Boards of Education are free, however, to extend the
363 application of monitoring and intervention procedures to students at all grade
364 levels.]

365

366 H. Procedures applicable to students ages five (5) to eighteen (18), inclusive

367 1. Intervention

368

369 a. When a student is truant, the building principal or ~~his/her~~-designee shall
370 schedule a meeting with the parent (or other person having control of such
371 student) and appropriate school personnel to review and evaluate the reasons
372 for the student's truancy. This meeting shall be held no later than ten (10) days
373 after the student becomes truant. The district shall document the meeting, and
374 if parent or other person declines to attend the meeting, or is otherwise is non-
375 responsive, that fact shall also be documented and the meeting shall proceed
376 with school personnel in attendance.

377

378 b. When a student is truant, the Superintendent or ~~his/her~~-designee shall
379 coordinate services with and referrals of students to community agencies
380 providing child and family services, as appropriate. The district shall
381 document efforts to contact and include families and to provide early
382 intervention in truancy matters.

383

384 c. If the Commissioner of Education determines that any school under the
385 jurisdiction of Madison Board of Education (the "Board") has a
386 disproportionately high rate of truancy, the district shall implement in that
387 school a truancy intervention model identified by the Department of Education
388 pursuant to Conn. Gen. Stat. § 10-198e.

389

390 d. In addition to the procedures specified in subsections (a) through (c) above, a
391 regular education student who is experiencing attendance problems should be

392 referred to the building Child Study Team [or other appropriate school-based
393 team] to consider the need for additional interventions and/or assistance. The
394 Team will also consider whether the student should be referred to a planning
395 and placement team (“PPT”) meeting to review the student’s need and
396 eligibility for special education. A special education student who is
397 experiencing attendance problems should be referred to a PPT meeting for
398 program review.

399
400 e. Where the documented implementation of the procedures specified in
401 subsections (a) through (d) above does not result in improved outcomes
402 despite collaboration with the parent/guardian, the Superintendent or ~~his/her~~
403 designee may, with written parental consent, refer a student who is truant to a
404 Youth Service Bureau.

405
406 I. Attendance Records
407
408 All attendance records developed by the Board shall include the individual
409 student’s state-assigned student identifier (SASID).

410
411 **II. Chronic Absenteeism**

412 A. Definitions for Section II

413 1. “Chronically absent-~~child student~~” - a ~~child- student~~ who is enrolled in a
414 school under the jurisdiction of the Board and whose total number of
415 absences at any time during a school year is equal to or greater than ten
416 percent (10%) of the total number of days that such student has been
417 enrolled at such school during such school year;

418 2. “Absence” - an excused absence, unexcused absence or disciplinary
419 absence, as those terms are defined by the State Board of Education
420 pursuant to section 10-198b of the general statutes and these
421 administrative regulations;

422 3. “District chronic absenteeism rate” - the total number of chronically
423 absent children under the jurisdiction of the Board in the previous school
424 year divided by the total number of ~~children~~ students under the
425 jurisdiction of the Board for such school year; and

426 4. “School chronic absenteeism rate” - the total number of chronically
427 absent ~~children~~ students for a school in the previous school year divided
428 by the total number of ~~children~~ students enrolled in such school for such
429 school year.

430 B. Establishment of Attendance Review Teams

431 If the Board has a district chronic absenteeism rate of ten percent (10%) or
432 higher, it shall establish an attendance review team for the school district.

433

434 If a school under the jurisdiction of the Board has a school chronic
435 absenteeism rate of fifteen percent (15%) or higher, it shall establish an
436 attendance review team for that school.

437

438 If the Board has more than one school with a school chronic absenteeism
439 rate of fifteen percent (15%) or higher, it shall establish an attendance
440 review team for the school district or at each such school.

441

442 If the Board has a district chronic absenteeism rate of ten percent (10%) or
443 higher and one or more schools with a school chronic absenteeism rate of
444 fifteen percent (15%) or higher, it shall establish an attendance review team
445 for the school district or at each such school.

446

447 C. Composition and Role of Attendance Review Teams

448

449 Any attendance review team established under these regulations may include
450 school administrators, guidance counselors, school social workers, teachers,
451 representatives from community-based programs who address issues related to
452 student attendance by providing programs and services to truants, as defined

under I.A.79, and chronically absent ~~children~~ students and their parents or guardians.

)
Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent ~~children~~ students, discussing school interventions and community referrals for such truants and chronically absent ~~children~~ students and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each attendance review team shall meet at least monthly.

D. State Chronic Absenteeism Prevention and Intervention Plan

The Board and its attendance review teams, if any, will consider any chronic absenteeism prevention and intervention plan developed by the State Department of Education.

III. Reports to the State Regarding Truancy Data

Annually, each local and regional board of education shall include information regarding the number of truants and chronically absent ~~children~~ students in the strategic school profile report for each school under its jurisdiction and for the school district as a whole submitted to the Commissioner of Education. Measures of truancy include the type of data that is required to be collected by the Department of Education regarding attendance and unexcused absences in order for the department to comply with federal reporting requirements and the actions taken by the board of education to reduce truancy in the school district.

IV. Evolving State Department of Education and State Board of Education Guidance

483 The Board will comply with any and all guidance issued by the State Department
484 of Education and/or State Board of Education regarding attendance requirements,
485 including during periods of remote learning. ~~blended learning, and regarding~~
486 ~~attendance requirements of students who choose not to participate.~~
487

488 Legal References:

- 489
490 Public Act No. 21-46
491
492 June Special Session, Public Act No. 21-2
493
494 Public Act No. 21-199
495
496 Connecticut General Statutes § 10-220
497
498 Connecticut General Statutes § 10-184
499
500 Connecticut General Statutes § 10-186
501
502 Connecticut General Statutes § 10-198a
503
504 Connecticut General Statutes § 10-198b
505
506 Connecticut General Statutes § 10-198c
507
508 Connecticut General Statutes § 10-198d
509
510 Connecticut General Statutes § 10-198e
511
512 Guidelines for Reporting Student Attendance in the Public School Information
513 System (Connecticut State Department of Education, January 2008)
514
515 Connecticut State Board of Education Memorandum, *Definitions of Excused and*
516 *Unexcused Absences* (June 27, 2012)
517
518 Connecticut State Department of Education, *Guidelines for Implementation of the*
519 *Definitions of Excused and Unexcused Absences and Best Practices for Absence*
520 *Prevention and Intervention* (April 2013)
521
522 Connecticut State Department of Education, *Reducing Chronic Absence in*
523 *Connecticut's Schools: A Prevention and Intervention Guide for Schools and*
524 *Districts* (April 2017)
525

- 526 Connecticut State Department of Education Memorandum, *Youth Service Bureau*
527 *Referral for Truancy and Defiance of School Rules* (February 22, 2018)
528
529 Connecticut State Department of Education, *Youth Service Bureau Referral Guide*
530 (February 2018)
531
532 ~~Connecticut State Department of Education, *Adapt, Advance, Achieve:*~~
533 ~~*Connecticut's Plan to Learn and Grow Together* (June 29, 2020), available at~~
534 ~~<https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>~~
535

#5113

**Student Attendance, Truancy and
Chronic Absenteeism
(formerly Student Attendance)**

Regular and punctual student attendance in school is essential to the educational process. Connecticut state law places responsibility for assuring that students attend school with the parent or other person having control of the child. To assist parents and other persons in meeting this responsibility, the Board of Education (the “Board”), through its Superintendent, will adopt and maintain procedures to implement this policy.

In addition, the Board takes seriously the issue of chronic absenteeism. To address this issue, the Board, through its Superintendent, will adopt and maintain procedures regarding chronic absenteeism in accordance with state law.

Legal References:

[Public Act No. 21-46](#)

[June Special Session, Public Act No. 21-2](#)

[Public Act No. 21-199](#)

Connecticut General Statutes § 10-220

Connecticut General Statutes § 10-184

Connecticut General Statutes § 10-186

Connecticut General Statutes § 10-198a

Connecticut General Statutes § 10-198b

Connecticut General Statutes § 10-198c

Connecticut General Statutes § 10-198d

Connecticut General Statutes § 10-198e

Guidelines for Reporting Student Attendance in the Public School Information System (Connecticut State Department of Education, January 2008)

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Connecticut State Board of Education Memorandum, *Definitions of Excused and Unexcused Absences* (June 27, 2012)

Connecticut State Department of Education, *Guidelines for Implementation of the Definitions of Excused and Unexcused Absences and Best Practices for Absence Prevention and Intervention* (April 2013)

Connecticut State Department of Education, *Reducing Chronic Absence in Connecticut's Schools: A Prevention and Intervention Guide for Schools and Districts* (April 2017)

Connecticut State Department of Education Memorandum, *Youth Service Bureau Referral for Truancy and Defiance of School Rules* (February 22, 2018)

Connecticut State Department of Education, *Youth Service Bureau Referral Guide* (February 2018)

~~Connecticut State Department of Education, *Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together* (June 29, 2020), available at <https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>~~

Date of Adoption: October 6, 2020
First Reading: March 1, 2022
Second Reading: April 5, 2022

Chemical Health for Student Athletes

The Madison Board of Education (the “Board”) participates in the Connecticut Interscholastic Athletic Conference (“CIAC”). In accordance with CIAC participation rules and the Board’s obligation under state and federal law, the Board prohibits the unauthorized use, sale, distribution or possession of controlled drugs, controlled substances, drug paraphernalia, performance enhancing substances, ~~or~~ alcohol or tobacco during any school-sponsored athletic activity, whether occurring on or off school property. It shall be the policy of the Board to take positive action through education, counseling, discipline, parental involvement, medical referral, and law enforcement referral, as appropriate, in the handling of incidents by student athletes involving the possession, distribution, sale or use of substances that affect behavior, including performance-enhancing substances. This policy applies to all student athletes participating in school-sponsored athletics, whether or not such athletes are participating in CIAC controlled activities.

Definitions

(1) Controlled Drugs: means those drugs which contain any quantity of a substance which has been designated as subject to the federal Controlled Substances Act, 21 U.S.C. § 801 *et seq.*, or which has been designated as a depressant or stimulant drug pursuant to federal food and drug laws, or which has been designated by the Commissioner of Consumer Protection pursuant to Connecticut General Statutes Section 21a-243, as having a stimulant, depressant or hallucinogenic effect upon the higher functions of the central nervous system and as having a tendency to promote abuse or psychological or physiological dependence, or both. Such controlled drugs are classifiable as amphetamine-type, barbiturate-type, cannabis-type, cocaine-type, hallucinogenic, morphine-type and other stimulant and depressant drugs. Connecticut General Statutes Section 21a-240(8).

32 (2) Controlled Substances: means a drug, substance or immediate precursor in schedules
33 I to V, inclusive, of the Connecticut controlled substance scheduling regulations
34 adopted pursuant to Connecticut General Statutes Sections 21a-243 and 21a-240(9).

35
36 (3) Drug Paraphernalia: means any equipment, products and materials of any kind which
37 are used, intended for use or designed for use in planting, propagating, cultivating,
38 growing, harvesting, manufacturing, compounding, converting, producing,
39 processing, preparing, testing, analyzing, packaging, repackaging, storing, containing
40 or concealing, or injecting, ingesting, inhaling or otherwise introducing any controlled
41 substance into the human body, including but not limited to all items specified in
42 Connecticut General Statutes Section 21a-240(20)(A), such as "bongs," pipes, "roach
43 clips," miniature cocaine spoons, cocaine vials, and any object or container used,
44 intended or designed for use in storing, concealing, possessing, distributing or selling
45 controlled substances. Connecticut General Statutes Section 21a-240(20)(A).

46
47 (4) Performance Enhancing Substances: means any anabolic steroid, hormone or
48 analogue, diuretic or other substance designed to enhance a student's performance
49 in athletic competition, except when used under the care and direction of a licensed
50 medical professional and only then in the manner prescribed by the medical
51 professional and/or manufacturer's recommendations.

52
53 (5) Tobacco: Tobacco and tobacco products include, but are not limited to cigarettes,
54 cigars, snuff, bidis, smoking tobacco, smokeless tobacco, vapor product, nicotine
55 delivering devices, chemicals, or devices that produce the same flavor or physical
56 effect of nicotine substances; and any other tobacco or nicotine innovations.

57
58 (6) Professional Communication: means any communication made privately and in
59 confidence by a student to a professional employee of such student's school in the
60 course of the professional employee's employment. Connecticut General Statutes
61 Section 10-154a(a)(4).

62

63 (7) Professional Employee: means a person employed by a school who (A) holds a
64 certificate from the State Board of Education, (B) is a member of a faculty where
65 certification is not required, (C) is an administration officer of a school, or (D) is a
66 registered nurse or athletic trainer employed by or assigned to a school. Connecticut
67 General Statutes Section 10-154a(a)(2).

68

69 (8) Student Athlete: means any student participating in an extracurricular school-
70 sponsored athletic activity, whether interscholastic or intramural, including but not
71 limited to student athletes who are participating in CIAC controlled activities.

72

73 Procedures

74

75 (1) Discretionary Nature of Student Athletics

76

77 The Board sponsors athletic programs as part of its extracurricular program. The
78 opportunity to participate in extracurricular activities such as student athletics is a
79 privilege, not a right. The Board may remove students from participation in athletics
80 activities in its discretion.

81

82 (2) Emergencies

83

84 If an emergency situation results from the use of drugs, performance enhancing
85 substances or alcohol, the student athlete shall be sent to the school nurse or medical
86 advisor immediately, or emergency medical personnel will be notified. The parent or
87 designated responsible person will also be notified as soon as possible.

88

89 (3) Prescribed Medications

90

91 The parent or guardian of any student athlete who is required to take any prescribed
92 medication during student athletic activities shall so inform the school nurse or the
93 person designated to act in the absence of a nurse. Such prescribed medication will

94 then be administered to the student athlete under the supervision of the school nurse
95 or designee in accordance with Connecticut General Statutes Section 10-212a and the
96 applicable regulations and in accordance with any Board policies and regulations
97 concerning medication administration, except as provided below.

98
99 Student athletes taking improper amounts of a prescribed medication, or taking a
100 prescribed medication without proper notification and supervision of the school nurse
101 or designee, will be subject to the procedures for improper drug or alcohol use
102 outlined in this policy.

103
104 Student athletes with a documented medical history demonstrating the need for
105 regular use of performance enhancing substances for therapeutic purposes shall not be
106 considered to be in violation of this policy when such substances are properly
107 prescribed and taken by the student athlete in accordance with Connecticut General
108 Statutes Section 10-212a and the applicable regulations and in accordance with any
109 Board policies and regulations concerning medication administration.

110
111 Student athletes with a documented medical history demonstrating the need for
112 regular, palliative use of marijuana shall not be considered to be in violation of this
113 policy when such substance is properly prescribed and taken by the student athlete in
114 accordance with Connecticut General Statutes Sections 21a-408a through 408q.
115 Under no circumstances shall the school nurse or designee administer to the student,
116 or permit the palliative use of marijuana by the student, on a school bus, school
117 grounds or property, in public places or in the presence of persons under the age of
118 eighteen.

119
120
121 (4) Voluntary Disclosure of Drug/Alcohol Problem (Self-Referral)

122
123 The following procedures will be followed when a student athlete privately, and in
124 confidence, discloses to a professional employee in a professional communication

125 information concerning the student's use, possession, distribution or sale of a
126 controlled drug, controlled substance or alcohol.

127
128 (a) Professional employees are permitted, in their professional judgment, to disclose
129 any information acquired through a professional communication with a student,
130 when such information concerns alcohol or drug abuse or any alcohol or drug
131 problem of such student athlete. In no event, however, will they be required to do
132 so. Connecticut General Statutes Section 10-154a(b).

133
134 (b) Any physical evidence obtained from such student athlete through a professional
135 communication indicating that a crime has been or is being committed by the
136 student athlete **must** be turned over to school administrators or law enforcement
137 officials as soon as possible, but no later than two calendar days after receipt of
138 such physical evidence, excluding Saturdays, Sundays and holidays. Employees
139 are encouraged to contact the school administrator immediately upon obtaining
140 physical evidence. In no case, however, will such employee be required to
141 disclose the name of the student athlete from whom the evidence was obtained.
142 Connecticut General Statutes Section 10-154a(b).

143
144 (c) Any professional employee who has received a professional communication from
145 a student athlete may obtain advice and information concerning appropriate
146 resources and refer the student athlete accordingly, subject to the rights of the
147 professional employee as described in paragraph (a) above.

148
149 (d) If a student athlete consents to disclosure of a professional communication
150 concerning the student athlete's alcohol or drug problem, or if the professional
151 employee deems disclosure to be appropriate, the professional employee should
152 report the student athlete's name and problem to the school's building
153 administrator or designee who shall refer the student athlete to appropriate school
154 staff members for intervention and counseling.

156 (5) Involuntary Disclosure or Discovery of Drug/Alcohol Problems

157
158 When any school staff member, or a coach or volunteer responsible for or involved in
159 student athletic programs, obtains information related to a student athlete *from a*
160 *source other than the student athlete's confidential disclosure*, that the student
161 athlete, on or off school grounds or at a school-sponsored activity, is unlawfully under
162 the influence of, or unlawfully possesses, uses, dispenses, distributes, administers,
163 sells or aids in the procurement of a controlled drug, controlled substance, drug
164 paraphernalia, performance enhancing substances or alcohol, that information is
165 considered to be involuntarily disclosed. In this event, the following procedures will
166 apply.

167
168 (a) The staff member, coach or volunteer will immediately report the information to
169 the building administrator or designee. The building administrator or designee
170 will then refer the student athlete to appropriate school staff members for
171 intervention and counseling.

172
173 (b) Any physical evidence (for example, alcohol, drugs, drug paraphernalia or
174 performance enhancing substances) obtained from a student athlete indicating that
175 a crime has been or is being committed by the student athlete must be turned over
176 to the building administrator or designee or to law enforcement officials as soon
177 as possible, but no later than within two calendar days after receipt of such
178 physical evidence, excluding Saturdays, Sundays and holidays. Connecticut
179 General Statutes Section 10-154a(b). The name of the student athlete must be
180 disclosed to the building administrator or designee.

181
182 (c) Search and Seizure of Students and/or Possessions: A staff member, coach or
183 volunteer who reasonably suspects that a student athlete is violating a state/federal
184 law, school substance abuse policy or this chemical health policy must
185 **immediately** report such suspicion to the building administrator or designee. The
186 building administrator or designee may then search a student athlete's person or

187 possessions connected to that person, in accordance with the Board's policies and
188 regulations if such employee has reasonable suspicion from the inception of the
189 search that the student athlete has violated or is violating either the law, a school
190 substance abuse policy, or this chemical health policy.

191
192 Any physical evidence obtained in the search of a student athlete, or a student
193 athlete's possessions, indicating that the student athlete is violating or has violated
194 a state or federal law **must** be turned over to law enforcement officials as soon as
195 possible, but not later than within three calendar days after receipt of such
196 physical evidence, excluding Saturdays, Sundays and holidays. Connecticut
197 General Statutes Section 10-154a(c). All school employees are encouraged to
198 contact the school administration immediately upon obtaining physical evidence.

199
200 (6) Consequences for the Use, Sale, Distribution or Possession of Controlled Drugs,
201 Controlled Substances, Drug Paraphernalia, Performance Enhancing Substances or
202 Alcohol

203
204 (a) Any student athlete in the Madison Public Schools using, consuming, possessing,
205 being under the influence of, manufacturing, distributing, selling or aiding in the
206 procurement of controlled drugs, controlled substances, drug paraphernalia,
207 performance enhancing substances or alcohol, either on or off school property, or
208 at a school-sponsored activity, except as such use or possession is in accordance
209 with Connecticut General Statutes Sections 21a-408a through 408q, is subject to
210 discipline up to and including expulsion pursuant to the Board's student discipline
211 policy. On and after January 1, 2022, a student shall not face greater discipline,
212 punishment or sanction for the use, sale, or possession of cannabis on school
213 property than a student would face for the use, sale, or possession of alcohol on
214 school property, except as otherwise required by applicable law.

215
216 (b) Student athletes found to be in violation this policy may be referred by the
217 building administrator to an appropriate agency licensed to assess and treat drug

218 and alcohol involved individuals. In such event, assessment and treatment costs
219 will be the responsibility of the parent or guardian.

220

221 (c) A meeting may be scheduled with appropriate school staff members for the
222 purpose of discussing the school's drug and alcohol policy and this chemical
223 health policy with the student athlete and parent or guardian.

224

225 (d) Law enforcement officials may be contacted by the building administrator in the
226 case of suspected involvement in the use, sale or distribution of controlled drugs,
227 controlled substances, drug paraphernalia, performance enhancing substances or
228 alcohol.

229

230 (e) A student athlete found by the administration to have violated this policy may, in
231 the discretion of school administrators, be suspended from play for short or long
232 term periods, or may have student athletic participation privileges revoked.

233

234 (f) A student athlete found by the administration to have used performance enhancing
235 substances shall receive a minimum penalty of revocation of athletic participation
236 privileges for one hundred eighty (180) days. The Board shall report the violation
237 to the CIAC.

238

239 (g) The Board recognizes that the CIAC may impose additional sanctions on student
240 athletes participating in CIAC controlled activities who are found to have violated
241 this policy.

242

243 (7) Prohibition on the Promotion or Dispensing of Performance Enhancing Substances by
244 School Staff Members, Coaches or Volunteers.

245

246 (a) No school staff member, coach or volunteer responsible for or involved in student
247 athletic programs shall dispense any drug, medication (prescription or non-
248 prescription), or food supplement to any student athlete except under the

249 supervision of the school nurse or designee in accordance with Connecticut
250 General Statutes Section 10-212a and the applicable regulations, and in
251 accordance with any Board policies and regulations concerning medication
252 administration.

253

254 (b) No school staff member, coach or volunteer responsible for or involved in student
255 athletic programs shall encourage the use of any drug, medication (prescription or
256 non-prescription), or food supplement in a manner not described by the
257 manufacturer.

258

259 (c) No school staff member, coach or volunteer responsible for or involved in student
260 athletic programs shall supply, recommend, or knowingly permit student athletes
261 to use any drug, medication (prescription or non-prescription), or food supplement
262 for the specific purpose of enhancing their athletic performance.

263

264 (d) A school staff member, or coach responsible for or involved in student athletic
265 programs, who violates the terms of this policy shall be subject to discipline, up to
266 and including termination of employment. The Board may also report violations
267 of this policy by employees to parents of student athletes and/or state and local
268 authorities.

269

270 (e) The Board shall immediately terminate a volunteer responsible for or involved in
271 student athletic programs who violates the terms of this policy. The Board may
272 also report violations of this policy by volunteers to parents of student athletes
273 and/or state and local authorities.

274

275 (8) Publication of Chemical Health Policy to School Staff Members, Coaches, Volunteers
276 and Student Athletes

277

278 (a) The Board shall publish this chemical health policy to all school staff members,
279 coaches and volunteers responsible for or involved in student athletic programs.

280

281 (b) The Board shall publish this chemical health policy to all student athletes and
282 their parents/guardians.

283

284

285

286

287 Legal References:

288 Connecticut General Statutes:

289

290 June Special Session, Public Act No. 21-1, An Act Concerning
291 Responsible and Equitable Regulation of Adult-Use Cannabis

292

293 Section 10-154a

294 Section 10-212a

295 Section 10-221

296 Section 21a-240

297 Section 21a-243

298 Sections 21a-408a through 408q

299

300 2021-2022 CIAC Handbook, Section 4.12.E (Chemical Health Policy and
301 Regulations), available at https://www.casciac.org/pdfs/ciachandbook_2122.pdf

302

303 First Reading: March 1, 2022

304 Second Reading: April 5, 2022

305

Bullying Prevention and Intervention

The Madison Board of Education (the “Board”) is committed to creating and maintaining an educational environment that is physically, emotionally and intellectually safe and thus free from bullying, teen dating violence, harassment and discrimination. In accordance with state law and the Board’s Safe School Climate Plan, the Board expressly prohibits any form of bullying behavior on school grounds; at a school-sponsored or school-related activity, function or program, whether on or off school grounds; at a school bus stop; on a school bus or other vehicle owned, leased or used by a local or regional board of education; or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board.

The Board also prohibits any form of bullying behavior outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school. Discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying is likewise prohibited.

Students who engage in bullying behavior or teen dating violence shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies on student discipline, suspension and expulsion, and consistent with state and federal law.

For purposes of this policy, “**Bullying**” means ~~the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same school district, or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, that:~~

~~(1) causes physical or emotional harm to such student or damage to such student’s property;~~

#5131.911(b)

~~(2) places such student in reasonable fear of harm to himself or herself, or of damage to his or her property;~~

~~(3) creates a hostile environment at school for such student; caused physical or emotional harm to an individual;~~

~~(4) infringes on the rights of such student at school; or placed an individual in reasonable fear of physical or emotional harm; or~~

~~(5) substantially disrupts the education process or the orderly operation of a school infringes on the rights or opportunities of an individual at school.~~

Bullying shall include, but need not be limited to, a written, ~~verbal—~~ oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

For purposes of this policy, "**Cyberbullying**" means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

For purposes of this policy, "**Teen Dating Violence**" means any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship.

Consistent with the requirements under state law, the Board authorizes the Superintendent or ~~his/her~~ designee(s), along with the Safe School Climate Coordinator, to be responsible for developing and implementing a Safe School Climate Plan in furtherance of this policy. As

65 provided by state law, such Safe School Climate Plan shall include, but not be limited to
66 provisions which:

67

68 (1) ~~Enable~~ enable students to anonymously report acts of bullying to school employees
69 and require students and the parents or guardians of students to be notified at the
70 beginning of each school year of the process by which students may make such
71 reports;

72

73 (2) enable the parents or guardians of students to file written reports of suspected
74 bullying;

75

76 (3) require school employees who witness acts of bullying or receive reports of bullying
77 to orally notify the safe school climate specialist, or another school administrator if
78 the safe school climate specialist is unavailable, not later than one school day after
79 such school employee witnesses or receives a report of bullying, and to file a written
80 report not later than two school days after making such oral report;

81

82 (4) require the safe school climate specialist to investigate or supervise the investigation
83 of all reports of bullying and ensure that such investigation is completed promptly
84 after receipt of any written reports made under this section and that the parents or
85 guardians of the student alleged to have committed an act or acts of bullying and the
86 parents or guardians of the student against whom such alleged act or acts were
87 directed receive prompt notice that such investigation has commenced;

88

89 (5) require the safe school climate specialist to review any anonymous reports, except
90 that no disciplinary action shall be taken solely on the basis of an anonymous report;

91

92 (6) include a prevention and intervention strategy for school employees to deal with
93 bullying and teen dating violence;

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95 (7) provide for the inclusion of language in student codes of conduct concerning
96 bullying;

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- (8) require each school to notify the parents or guardians of students who commit any verified acts of bullying and the parents or guardians of students against whom such acts were directed not later than forty-eight hours after the completion of the investigation described in subdivision (4), above; (A) of the results of such investigation, and (B) verbally or by electronic mail, if such parents' or guardians' electronic mail addresses are known, that such parents or guardians may refer to the plain language explanation of the rights and remedies available under Conn. Gen. Stat. Section 10-4a and 10-4b published on the Internet website of the Board;

- (9) require each school to invite the parents or guardians of a student against whom such act was directed to a meeting to communicate to such parents or guardians the measures being taken by the school to ensure the safety of the student against whom such act was directed and policies and procedures in place to prevent further acts of bullying;

- (10) require each school to invite the parents or guardians of a student who commits any verified act of bullying to a meeting, separate and distinct from the meeting required in subdivision (9) above, to discuss specific interventions undertaken by the school to prevent further acts of bullying;

- (11) establish a procedure for each school to document and maintain records relating to reports and investigations of bullying in such school and to maintain a list of the number of verified acts of bullying in such school and make such list available for public inspection, and annually report such number to the Department of Education and in such manner as prescribed by the Commissioner of Education;

- (12) direct the development of case-by-case interventions for addressing repeated incidents of bullying against a single individual or recurrently perpetrated bullying incidents by the same individual that may include both counseling and discipline;

- 130 (13) prohibit discrimination and retaliation against an individual who reports or assists in
131 the investigation of an act of bullying;
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- 133 (14) direct the development of student safety support plans for students against whom an
134 act of bullying was directed that address safety measures the school will take to
135 protect such students against further acts of bullying;
136
- 137 (15) require the principal of a school, or the principal's designee, to notify the
138 appropriate local law enforcement agency when such principal, or the principal's
139 designee, believes that any acts of bullying constitute criminal conduct;
140
- 141 (16) prohibit bullying (A) on school grounds, at a school-sponsored or school-related
142 activity, function or program whether on or off school grounds, at a school bus stop,
143 on a school bus or other vehicle owned, leased or used by a local or regional board
144 of education, or through the use of an electronic device or an electronic mobile
145 device owned, leased or used by the Board, and (B) outside of the school setting if
146 such bullying (i) creates a hostile environment at school for the student against
147 whom such bullying was directed, or (ii) infringes on the rights of the student
148 against whom such bullying was directed at school, or (iii) substantially disrupts the
149 education process or the orderly operation of a school;
150
- 151 (17) require, at the beginning of each school year, each school to provide all school
152 employees with a written or electronic copy of the school district's safe school
153 climate plan;
154
- 155 (18) require that all school employees annually complete the training described in Conn.
156 Gen. Stat. §§ 10-220a or 10-222j related to the identification, prevention and
157 response to bullying. ~~and~~
158
- 159 ~~(19) provide on the Board's website training materials to school administrators regarding~~
160 ~~the prevention of and intervention in discrimination against and targeted harassment~~
161 ~~of students based on such students' (1) actual or perceived differentiating~~

~~characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance or mental, physical, developmental or sensory disability, or (2) association with individuals or groups who have or are perceived to have one or more of such characteristics.~~

The notification required pursuant to subdivision (8) (above) and the invitation required pursuant to subdivisions (9) and (10) (above) shall include a description of the response of school employees to such acts and any consequences that may result from the commission of further acts of bullying. Any information provided under this policy or accompanying Safe School Climate Plan shall be provided in accordance with the confidentiality restrictions imposed under the Family Educational Rights Privacy Act ("FERPA") and the district's Confidentiality and Access to Student Information policy and regulations.

The Board shall submit its Safe School Climate Plan to the State Department of Education for review and approval. Not later than thirty (30) calendar days after approval by the Department, the Board shall make such plan available on the Board's and each individual school in the school district's web site and ensure that the Safe School Climate Plan is included in the school district's publication of the rules, procedures and standards of conduct for schools and in all student handbooks.

As required by state law, the Board, after consultation with the Connecticut Department of Education and the Connecticut Social and Emotional Learning and School Climate Advisory Collaborative, shall provide on the Board's website training materials to school administrators regarding the prevention of and intervention in discrimination against and targeted harassment of students based on such students' (1) actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance or mental, physical, developmental or sensory disability, or (2) association with individuals or groups who have or are perceived to have one or more of such characteristics.

193 As required by state law, the Board shall post on its website the plain language explanation of
194 rights and remedies under Connecticut General Statutes §§ 10-4a and 10-4b, as developed and
195 provided to the Board by the Connecticut Social and Emotional Learning and School Climate
196 Advisory Collaborative.

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Legal References:

201 Public Act 19-166

202 Public Act 21-95

203 Conn. Gen. Stat. § 10-145a

204 Conn. Gen. Stat. § 10-145o

205 Conn. Gen. Stat. § 10-220a

206 Conn. Gen. Stat. § 10-222d

207 Conn. Gen. Stat. § 10-222g

208 Conn. Gen. Stat. § 10-222h

209 Conn. Gen. Stat. § 10-222j

210 Conn. Gen. Stat. § 10-222k

211 Conn. Gen. Stat. § 10-222l

212 Conn. Gen. Stat. § 10-222q

213 Conn. Gen. Stat. § 10-222r

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215 Conn. Gen. Stat. §§ 10-233a through 10-233f

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218 First Reading: March 1, 2022

219 Second Reading: April 5, 2022

Safe School Climate Policy

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The Madison Board of Education (the “Board”) is committed to creating and maintaining a physically, emotionally, and intellectually safe educational environment free from bullying, teen dating violence, harassment and discrimination. In order to foster an atmosphere conducive to learning, the Board has developed the following Safe School Climate Plan, consistent with state law and Board policy. This Plan represents a comprehensive approach to addressing bullying, cyberbullying and teen dating violence and sets forth the Board’s expectations for creating a positive school climate and thus preventing, intervening, and responding to incidents of bullying and teen dating violence.

Bullying behavior and teen dating violence are strictly prohibited, and students who are determined to have engaged in such behavior are subject to disciplinary action, which may include suspension or expulsion from school. The district’s commitment to addressing bullying behavior and teen dating violence, however, involves a multi-faceted approach, which includes education and the promotion of a positive school climate in which bullying will not be tolerated by students or school staff.

I. Prohibition Against Bullying, Teen Dating Violence and Retaliation

- A. The Board expressly prohibits any form of bullying behavior and teen dating violence on school grounds; at a school-sponsored or school-related activity, function or program whether on or off school grounds; at a school bus stop; on a school bus or other vehicle owned, leased or used by a local or regional board of education; or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board.

- B. The Board also prohibits any form of bullying behavior outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school.

#5131.914(b)

C. The Board further prohibits any form of teen dating violence outside of the school setting if such violence substantially disrupts the educational process. The Board does not condone any form of bullying or teen dating violence.

D. In addition to prohibiting student acts that constitute bullying, the Board also prohibits discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying and/or teen dating violence.

E. Students who engage in bullying behavior or teen dating violence in violation of Board policy and the Safe School Climate Plan shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies on student discipline, suspension and expulsion, and consistent with state and federal law.

II. Definition of Bullying

A. ~~“Bullying” means the repeated use by one or more students of a written, oral, or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same district, or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, that:~~ an act that is direct or indirect and severe, persistent or pervasive, which:

(1) causes physical or emotional harm to an individual~~such student or damage to such student’s property;~~

(2) places ~~such student~~ an individual in reasonable fear of physical or emotional harm ~~to himself or herself, or of damage to his or her property; or~~

~~(3) —creates a hostile environment at school for such student;~~

(3) infringes on the rights or opportunities of an individual at school.~~such student at school; or~~

~~(5) —substantially disrupts the education process or the orderly operation of a school.~~

B. Bullying shall include, but need not be limited to, a written, ~~verbal~~ oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

III. Other Definitions

A. **"Cyberbullying"** means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

B. **"Electronic communication"** means any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectronic or photo-optical system.

C. "Emotional intelligence" means the ability to (1) perceive, recognize and understand emotions in oneself or others, (2) use emotions to facilitate cognitive activities, including, but not limited to, reasoning, problem solving and interpersonal communications, (3) understand and identify emotions, and (4) manage emotions in oneself and others.

D. **"Hostile environment"** means a situation in which bullying among students is sufficiently severe or pervasive to alter the conditions of the school climate.

94 E. **"Mobile electronic device"** means any hand-held or other portable electronic equipment
95 capable of providing data communication between two or more individuals, including,
96 but not limited to, a text messaging device, a paging device, a personal digital assistant, a
97 laptop computer, equipment that is capable of playing a video game or a digital video
98 disk, or equipment on which digital images are taken or transmitted.

99
100 F. **"Outside of the school setting"** means at a location, activity or program that is not
101 school related, or through the use of an electronic device or a mobile electronic device
102 that is not owned, leased or used by the Board.

103
104 G. "Positive school climate" means a school climate in which (1) the norms, values,
105 expectations and beliefs that support feelings of social, emotional and physical safety are
106 promoted, (2) students, parents, and guardians of students and school employees feel engaged
107 and respected and work together to develop and contribute to a shared school vision, (3)
108 educators model and nurture attitudes that emphasize the benefits and satisfaction gained
109 from learning, and (4) each person feels comfortable contributing to the operation of the
110 school and care of the physical environment of the school.

111
112 H. **"Prevention and intervention strategy"** may include, but is not limited to,
113
114 (1) implementation of a positive behavioral interventions and supports process or another
115 evidence-based model approach for safe school climate or for the prevention of
116 bullying identified by the Department of Education,
117
118 (2) school rules prohibiting bullying, teen dating violence, harassment and intimidation
119 and establishing appropriate consequences for those who engage in such acts,
120
121 (3) adequate adult supervision of outdoor areas, hallways, the lunchroom and other
122 specific areas where bullying is likely to occur,
123

124 (4) inclusion of grade-appropriate bullying and teen dating violence education and
125 prevention curricula in kindergarten through high school,

126
127 (5) individual interventions with the bully, parents and school employees, and
128 interventions with the bullied ~~child~~ student, parents and school employees,

129
130 (6) school-wide training related to safe school climate,

131
132 (7) student peer training, education and support,

133
134 (8) promotion of parent involvement in bullying prevention through individual or team
135 participation in meetings, trainings and individual interventions, and

136
137 (9) culturally competent school-based curriculum focusing on social-emotional learning,
138 self-awareness and self-regulation.

139
140 I. **"School climate"** means the quality and character of school life based on patterns of
141 students', parents' and guardians' and school employees' experiences of school life,
142 including but not limited to, norms, goals, values, interpersonal relationships, teaching
143 and learning practices and organizational structures. ~~with a particular focus on the quality~~
144 ~~of the relationships within the school community between and among students and adults.~~

145
146 J. **"School employee"** means

147
148 (1) a teacher, substitute teacher, school administrator, school superintendent, guidance
149 counselor, school counselor, psychologist, social worker, nurse, physician, school
150 paraprofessional or coach employed by the Board or working in a public elementary,
151 middle or high school; or

152
153 (2) any other individual who, in the performance of ~~his or her~~ the individual's duties, has
154 regular contact with students and who provides services to or on behalf of students

155 enrolled in a public elementary, middle or high school, pursuant to a contract with the
156 Board.

157
158 **K. “School-Sponsored Activity”** shall mean any activity conducted on or off school
159 property (including school buses and other school-related vehicles) that is sponsored,
160 recognized or authorized by the Board.

161
162 **L. “Social and emotional learning”** means the process through which children and adults
163 achieve emotional intelligence through the competencies of self-awareness, self-
164 management, social awareness, relationship skills and responsible decision-making.

165
166 **M. “Teen dating violence”** means any act of physical, emotional or sexual abuse,
167 including stalking, harassing and threatening, that occurs between two students who
168 are currently in or who have recently been in a dating relationship.

169
170 **IV. Leadership and Administrative Responsibilities**

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172 **A. Safe School Climate Coordinator**

173
174 The Superintendent shall appoint, from existing school district staff, a District Safe
175 School Climate Coordinator (“Coordinator”). The Coordinator shall:

- 176
177 (1) be responsible for implementing the district’s Safe School Climate Plan (“Plan”);
178
179 (2) collaborate with Safe School Climate Specialists, the Board, and the Superintendent
180 to prevent, identify and respond to bullying in district schools;
181
182 (3) provide data and information, in collaboration with the Superintendent, to the
183 Department of Education regarding bullying; and
184

(4) meet with Safe School Climate Specialists at least twice during the school year to discuss issues relating to bullying in the school district and to make recommendations concerning amendments to the district’s Plan.

B. Safe School Climate Specialist

The Principal of each school (or principal’s designee) shall serve as the Safe School Climate Specialist. The Safe School Climate Specialist shall investigate or supervise the investigation of reported acts of bullying, collect and maintain records of reports and investigations of bullying in the school and act as the primary school official responsible for preventing, identifying and responding to reports of bullying in the school.

V. **Development and Review of Safe School Climate Plan**

A. The Principal of each school shall establish a committee or designate at least one existing committee (“Committee”) in the school to be responsible for developing and fostering a safe school climate and addressing issues relating to bullying in the school. Such committee shall include: ~~at least one parent/guardian of a student enrolled in the school, as appointed by the school principal.~~

(1) at least one parent/guardian of a student enrolled in the school, as appointed by the school principal;

(2) school personnel, including, but not limited to, at least one teacher selected by the exclusive bargaining representative for certified employees;

(3) medical and mental health personnel assigned to such school; and

(4) in the case of a committee for a high school, at least one student enrolled at such high school who is selected by the students of such school in a manner determined by the school principal.

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B. The Committee shall:

- (1) receive copies of completed reports following bullying investigations;
- (2) identify and address patterns of bullying among students in the school;
- (3) implement the provisions of the school security and safety plan, regarding the collection, evaluation and reporting of information relating to instances of disturbing or threatening behavior that may not meet the definition of bullying,
- (4) review and amend school policies relating to bullying;
- (5) review and make recommendations to the Coordinator regarding the Safe School Climate Plan based on issues and experiences specific to the school;
- (6) educate students, school employees and parents/guardians on issues relating to bullying;
- (7) collaborate with the Coordinator in the collection of data regarding bullying; and
- (8) perform any other duties as determined by the Principal that are related to the prevention, identification and response to school bullying.

C. Any parent/guardian or student serving as a member of the Committee shall not participate in any activities which may compromise the confidentiality of any student, including, but not limited to, receiving copies of investigation reports, or identifying or addressing patterns of bullying among students in the school.

D. The Board shall approve the Safe School Climate Plan developed pursuant to Board policy and submit such plan to the Department of Education. Not later than thirty (30)

247 calendar days after approval by the Board, the Board shall make such plan available on
248 the Board's and each individual school in the school district's web site and ensure that
249 the Safe School Climate Plan is included in the school district's publication of the rules,
250 procedures and standards of conduct for schools and in all student handbooks.

251

252 **VI. Procedures for Reporting and Investigating Complaints of Bullying**

253

254 A. Students and parents (or guardians of students) may file written reports of bullying.
255 Written reports of bullying shall be reasonably specific as to the basis for the report,
256 including the time and place of the alleged conduct, the number of incidents, the target
257 of the suspected bullying, and the names of potential witnesses. Such reports may be
258 filed with any building administrator and/or the Safe School Climate Specialist (i.e.
259 building principal or ~~his/her~~-designee), and all reports shall be forwarded to the Safe
260 School Climate Specialist for review and actions consistent with this Plan.

261

262 B. Students may make anonymous reports of bullying to any school employee. Students
263 may also request anonymity when making a report, even if the student's identity is
264 known to the school employee. In cases where a student requests anonymity, the Safe
265 School Climate Specialist or ~~his/her~~-designee shall meet with the student (if the
266 student's identity is known) to review the request for anonymity and discuss the impact
267 that maintaining the anonymity of the complainant may have on the investigation and
268 on any possible remedial action. All anonymous reports shall be reviewed and
269 reasonable action will be taken to address the situation, to the extent such action may be
270 taken that does not disclose the source of the report, and is consistent with the due
271 process rights of the student(s) alleged to have committed acts of bullying. No
272 disciplinary action shall be taken solely on the basis of an anonymous report.

273

274 C. School employees who witness acts of bullying or receive reports of bullying shall
275 orally notify the Safe School Climate Specialist, or another school administrator if the
276 Safe School Climate Specialist is unavailable, not later than one (1) school day after
277 such school employee witnesses or receives a report of bullying. The school employee

278 shall then file a written report not later than two (2) school days after making such oral
279 report.

280
281 D. The Safe School Climate Specialist shall be responsible for reviewing any anonymous
282 reports of bullying and shall investigate or supervise the investigation of all reports of
283 bullying and ensure that such investigation is completed promptly after receipt of any
284 written reports. The Safe School Climate Specialist shall also be responsible for
285 promptly notifying the parents or guardians of the student alleged to have committed an
286 act or acts of bullying, and the parents or guardians of the student against whom such
287 alleged act or acts were directed, that an investigation has commenced. In order to
288 allow the district to adequately investigate complaints filed by a student or
289 parent/guardian, the parent of the student suspected of being bullied should be asked to
290 provide consent to permit the release of that student's name in connection with the
291 investigation process, unless the student and/or parent has requested anonymity.

292
293 E. In investigating reports of bullying, the Safe School Climate Specialist or designee will
294 consider all available information known, including the nature of the allegations and the
295 ages of the students involved. The Safe School Climate Specialist will interview
296 witnesses, as necessary, reminding the alleged perpetrator and other parties that
297 retaliation is strictly prohibited and will result in disciplinary action.

298

299 **VII. Responding to Verified Acts of Bullying**

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301 A. Following investigation, if acts of bullying are verified, the Safe School Climate
302 Specialist or designee shall notify the parents or guardians of the students against whom
303 such acts were directed as well as the parents or guardians of the students who commit
304 such acts of bullying of the finding **not later than forty-eight (48) hours** after the
305 investigation is completed. This notification shall include a description of the school's
306 response to the acts of bullying, the results of such investigation; and verbally or by
307 electronic mail, if such parents' or guardians' electronic mail addresses are known, that
308 such parents of guardians may refer to the plain language explanation of the rights and

309 remedies available under Conn. Gen. Stat. Sections 10-4a and 10-4b once such
310 explanation has been provided to the Board by the Connecticut Social and Emotional
311 Learning and School Climate Advisory Collaborative and published on the Internet
312 website of the Board. In providing such notification, however, Madison Public Schools
313 will take care to respect the statutory privacy rights of other students, including the
314 perpetrator of such bullying. The specific disciplinary consequences imposed on the
315 perpetrator, or personally identifiable information about a student other than the
316 parent/guardian's own child, may not be disclosed except as provided by law.

317
318 B. In any instance in which bullying is verified, the Safe School Climate Specialist or
319 designee shall invite the parents or guardians of the student against whom such act was
320 directed to a meeting to communicate the measures being taken by the school to ensure
321 the safety of the student/victim and policies and procedures in place to prevent further
322 acts of bullying. The Safe School Climate Specialist or designee shall also invite the
323 parents or guardians of a student who commits any verified act of bullying to a meeting,
324 separate and distinct from the previously described meeting, to discuss specific
325 interventions undertaken by the school to prevent further acts of bullying. The
326 invitations may be made simultaneous with the notification described above in Section
327 VII.A.

328
329 C. If bullying is verified, the Safe School Climate Specialist or designee shall develop a
330 student safety support plan for any student against whom an act of bullying was
331 directed. Such support plan will include safety measures to protect against further acts
332 of bullying.

333
334 D. A specific written intervention plan shall be developed to address repeated incidents of
335 bullying against a single individual or recurrently perpetrated bullying incidents by the
336 same individual. The written intervention plan may include counseling, discipline and
337 other appropriate remedial actions as determined by the Safe School Climate Specialist
338 or designee and may also incorporate a student safety support plan, as appropriate.

339

340 E. Notice to Law Enforcement

341
342 If the Principal of a school (or ~~his/her~~ designee) reasonably believes that any act of
343 bullying constitutes a criminal offense, he/she shall notify appropriate law enforcement.
344 Notice shall be consistent with the Board’s obligations under state and federal law and
345 Board policy regarding the disclosure of personally identifiable student information. In
346 making this determination, the Principal or his/her designee, may consult with the
347 school resource officer, if any, and other individuals the principal or designee deems
348 appropriate.

349
350 F. If a bullying complaint raises a concern about discrimination or harassment on the basis
351 of a legally protected classification (such as race, religion, color, national origin, sex,
352 sexual orientation, age, disability or gender identity or expression), the Safe School
353 Climate Specialist or designee shall also coordinate any bullying investigation with
354 other appropriate personnel within the district as appropriate (e.g. Title IX Coordinator,
355 Section 504 Coordinator, etc.), so as to ensure that any such bullying investigation
356 complies with the requirements of such policies regarding nondiscrimination.

357
358 **VIII. Teen Dating Violence**

359
360 A. The school strictly prohibits, and takes very seriously any instances of, teen dating
361 violence, as defined above. The school recognizes that teen dating violence may take
362 many different forms and may also be considered bullying and/or sexual harassment.

363
364 B. Students and parents (or guardians of students) may bring verbal or written complaints
365 regarding teen dating violence to any building administrator. The building administrator
366 shall review and address the complaint, which may include referral of the complaint to
367 the Safe School Climate Specialist and/or Title IX Coordinator.

368
369 C. Prevention and intervention strategies concerning teen dating violence shall be
370 implemented in accordance with Section X below. Discipline, up to and including

371 expulsion, may be imposed against the perpetrator of teen dating violence, whether such
372 conduct occurs on or off campus, in accordance with Board policy and consistent with
373 federal and state law.

374

375 **IX. Documentation and Maintenance of Log**

376

377 A. Each school shall maintain written reports of bullying, along with supporting
378 documentation received and/or created as a result of bullying investigations, consistent
379 with the Board’s obligations under state and federal law. Any educational record
380 containing personally identifiable student information pertaining to an individual
381 student shall be maintained in a confidential manner, and shall not be disclosed to third
382 parties without prior written consent of a parent, guardian or eligible student, except as
383 permitted under Board policy and state and federal law.

384

385 B. The Principal of each school shall maintain a list of the number of verified acts of
386 bullying in the school and this list shall be available for public inspection upon request.
387 Consistent with district obligations under state and federal law regarding student
388 privacy, the log shall not contain any personally identifiable student information or any
389 information that alone or in combination would allow a reasonable person in the school
390 community to identify the students involved. Accordingly, the log should be limited to
391 basic information such as the number of verified acts, name of school and/or grade level
392 and relevant date. Given that any determination of bullying involves repeated acts, each
393 investigation that results in a verified act of bullying for that school year shall be tallied
394 as one verified act of bullying unless the specific actions that are the subject of each
395 report involve separate and distinct acts of bullying. The list shall be limited to the
396 number of verified acts of bullying in each school and shall not set out the particulars of
397 each verified act, including, but not limited, to any personally identifiable student
398 information, which is confidential information by law.

399

400 C. The Principal of each school shall report the number of verified acts of bullying in the
401 school annually to the Department of Education in such manner as prescribed by the
402 Commissioner of Education.

403

404 **X. Other Prevention and Intervention Strategies**

405

406 A. Bullying behavior and teen dating violence can take many forms and can vary
407 dramatically in the nature of the offense and the impact the behavior may have on the
408 victim and other students. Accordingly, there is no one prescribed response to verified
409 acts of bullying or to teen dating violence. While conduct that rises to the level of
410 “bullying” or “teen dating violence,” as defined above, will generally warrant traditional
411 disciplinary action against the perpetrator of such bullying or teen dating violence,
412 whether and to what extent to impose disciplinary action (e.g., detention, in-school
413 suspension, suspension or expulsion) is a matter for the professional discretion of the
414 building principal (or responsible program administrator or ~~his/her~~ designee). No
415 disciplinary action may be taken solely on the basis of an anonymous complaint of
416 bullying. As discussed below, schools may also consider appropriate alternatives to
417 traditional disciplinary sanctions, including age-appropriate consequences and other
418 restorative or remedial interventions.

419

420 B. A specific written intervention plan shall be developed to address repeated incidents of
421 bullying against a single individual or recurrently perpetrated bullying incidents by the
422 same individual. This plan may include safety provisions, as described above, for
423 students against whom acts of bullying have been verified and may include other
424 interventions such as counseling, discipline, and other appropriate remedial or
425 restorative actions as determined by the responsible administrator.

426

427 C. The following sets forth possible interventions which may also be utilized to enforce
428 the Board’s prohibition against bullying and teen dating violence:

429

430 (1) Non-disciplinary interventions:

431
432 When verified acts of bullying are identified early and/or when such verified acts
433 of bullying do not reasonably require a disciplinary response, students may be
434 counseled as to the definition of bullying, its prohibition, and their duty to avoid
435 any conduct that could be considered bullying. Students may also be subject to
436 other forms of restorative discipline or remedial actions, appropriate to the age of
437 the students and nature of the behavior.

438
439 If a complaint arises out of conflict between students or groups of students, peer
440 or other forms of mediation may be considered. Special care, however, is
441 warranted in referring such cases to peer mediation. A power imbalance may
442 make the process intimidating for the victim and therefore inappropriate. In such
443 cases, the victim should be given additional support. Alternatively, peer
444 mediation may be deemed inappropriate to address the concern.

445
446 When an act or acts of teen dating violence are identified, the students involved
447 may be counseled as to the seriousness of the conduct, the prohibition of teen
448 dating violence, and their duty to avoid any such conduct. Students may also be
449 subject to other forms of restorative discipline or remedial actions, appropriate to
450 the age of the students and nature of the behavior.

451
452 (2) Disciplinary interventions

453
454 When acts of bullying are verified or teen dating violence occurs, and a
455 disciplinary response is warranted, students are subject to the full range of
456 disciplinary consequences. Anonymous complaints of bullying, however, shall
457 not be the basis for disciplinary action.

458
459 In-school suspension and suspension may be imposed only after informing the
460 accused perpetrator of the reasons for the proposed suspension and giving him/her

461 an opportunity to explain the situation, in accordance with the Board's Student
462 Discipline policy.

463
464 Expulsion may be imposed only after a hearing before the Board of Education, a
465 committee of the Board or an impartial hearing officer designated by the Board of
466 Education in accordance with the Board's Student Discipline policy. This
467 consequence shall normally be reserved for serious incidents of bullying and teen
468 dating violence, and/or when past interventions have not been successful in
469 eliminating bullying behavior.

470
471 (3) Interventions for bullied students and victims of teen dating violence

472
473 The building principal (or other responsible program administrator) or ~~his/her~~
474 designee shall intervene in order to address incidents of bullying or teen dating
475 violence against a single individual. Intervention strategies for a bullied student
476 or victim of teen dating violence may include the following:

477
478 (a) Referral to a school counselor, psychologist or other appropriate social or
479 mental health service;

480
481 (b) Increased supervision and monitoring of student to observe and intervene in
482 bullying situations or instances of teen dating violence;

483
484 (c) Encouragement of student to seek help when victimized or witnessing
485 victimization;

486
487 (d) Peer mediation or other forms of mediation, where appropriate;

488
489 (e) Student Safety Support plan;

490
491 (f) Restitution and/or restorative interventions; and

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(g) Periodic follow-up by the Safe School Climate Specialist and/or Title IX Coordinator with the bullied student or victim of teen dating violence.

(4) General prevention and intervention strategies

In addition to the prompt investigation of complaints of bullying and direct intervention when acts of bullying are verified, other district actions may ameliorate potential problems with bullying in school or at school-sponsored activities. Additional district actions may also ameliorate potential problems with teen dating violence. While no specific action is required, and school needs for specific prevention and intervention strategies may vary from time to time, the following list of potential prevention and intervention strategies shall serve as a resource for administrators, teachers and other professional employees in each school. Such prevention and intervention strategies may include, but are not limited to:

- (a) School rules prohibiting bullying, teen dating violence, harassment and intimidation and establishing appropriate consequences for those who engage in such acts;
- (b) Adequate adult supervision of outdoor areas, hallways, the lunchroom and other specific areas where bullying or teen dating violence are likely to occur;
- (c) Inclusion of grade-appropriate bullying and teen dating violence education and prevention curricula in kindergarten through high school, which may include instruction regarding building safe and positive school communities including developing healthy relationships and preventing dating violence as deemed appropriate for older students;

- 522 (d) Individual interventions with the perpetrator, parents and school employees,
523 and interventions with the bullied student, parents and school employees;
524
- 525 (e) School-wide training related to safe school climate, which training may
526 include Title IX sex discrimination/sexual harassment prevention training,
527 Section 504/ADA training, cultural diversity/multicultural education or other
528 training in federal and state civil rights legislation or other topics relevant to
529 safe school climate;
530
- 531 (f) Student peer training, education and support;
532
- 533 (g) Promotion of parent involvement in bullying prevention through individual or
534 team participation in meetings, trainings and individual interventions;
535
- 536 (h) Implementation of a positive behavioral interventions and supports process or
537 another evidence-based model approach for a safe school climate or for the
538 prevention of bullying and teen dating violence, including any such program
539 identified by the Department of Education;
540
- 541 (i) Respectful responses to bullying and teen dating violence concerns raised by
542 students, parents or staff;
543
- 544 (j) Planned professional development programs addressing prevention and
545 intervention strategies, which training may include school violence
546 prevention, conflict resolution and prevention of bullying and teen dating
547 violence, with a focus on evidence-based practices concerning same;
548
- 549 (k) Use of peers to help ameliorate the plight of victims and include them in group
550 activities;
551
- 552 (l) Avoidance of sex-role stereotyping;

553
554 (m) Continuing awareness and involvement on the part of school employees and
555 parents with regards to prevention and intervention strategies;

556
557 (n) Modeling by teachers of positive, respectful, and supportive behavior toward
558 students;

559
560 (o) Creating a school atmosphere of team spirit and collaboration that promotes
561 appropriate social behavior by students in support of others;

562
563 (p) Employing classroom strategies that instruct students how to work together in
564 a collaborative and supportive atmosphere; and

565
566 (q) Culturally competent school-based curriculum focusing on social-emotional
567 learning, self-awareness and self-regulation.

568
569 D. In addition to prevention and intervention strategies, administrators, teachers and
570 other professional employees may find opportunities to educate students about
571 bullying and help eliminate bullying behavior through class discussions, counseling,
572 and reinforcement of socially-appropriate behavior. Administrators, teachers and
573 other professional employees should intervene promptly whenever they observe
574 mean-spirited student conduct, even if such conduct does not meet the formal
575 definition of “bullying.”

576
577 E. Funding for the school-based bullying intervention and school climate improvement
578 strategy may originate from public, private, federal or philanthropic sources.

579

580 **XI. Improving School Climate**

581
582 Each school has a Safe School Climate Plan which addresses the mandated areas of
583 compliance required by CT General Statutes. The plan outlines current efforts, as well as

584 ways in which the administration, faculty and staff of each school are committed to the
585 improvement of the plan, which is updated biennially.

586

587 **XII. Annual Notice and Training**

588

589 A. Students, and parents or guardians of students shall be notified annually of the process
590 by which students may make reports of bullying.

591

592 B. The Board shall provide for the inclusion of language in student codes of conduct
593 concerning bullying.

594

595 C. At the beginning of each school year, each school shall provide all school employees
596 with a written or electronic copy of the school district's safe school climate plan and
597 require that all school employees annually complete training on the identification,
598 prevention and response to bullying as required by law.

599

600 D. The Board BoardAs required by state law, the Board, after consultation with the
601 Department of Education and the Social and Emotional Learning and School Climate
602 Advisory Collaborative, shall also provide on its website training materials to school
603 administrators regarding the prevention of and intervention in discrimination against
604 and targeted harassment of students based on such students' (1) actual or perceived
605 differentiating characteristics, such as race, color, religion, ancestry, national origin,
606 gender, sexual orientation, gender identity or expression, socioeconomic status,
607 academic status, physical appearance or mental, physical, developmental or sensory
608 disability, or (2) association with individuals or groups who have or are perceived to
609 have one or more of such characteristics.

610

611 E. Any person appointed by the district to serve as district safe school climate coordinator
612 shall complete mental health and first aid training offered by the Commissioner of
613 Mental Health and Addiction Services.

614

615 **XIII. School Climate Assessments**

616

617 Biennially, the Board shall require each school in the district to complete an assessment
618 using the school climate assessment instruments, including surveys, approved and
619 disseminated by the Connecticut State Department of Education. The Board shall collect
620 the school climate assessments for each school in the district and submit such
621 assessments to the Connecticut State Department of Education.

622

623 Legal References:

624 Public Act 19-166

625 [Public Act 21-95](#)

626 Conn. Gen. Stat. § 10-222d

627 Conn. Gen. Stat. § 10-222g

628 [Conn. Gen. Stat. § 10-222h](#)

629 [Conn. Gen. Stat. § 10-222j](#)

630 Conn. Gen. Stat. § 10-222k

631 Conn. Gen. Stat. § 10-222l

632 [Conn. Gen. Stat. § 10-222q](#)

633 [Conn. Gen. Stat. § 10-222r](#)

634 Conn. Gen. Stat. §§ 10-233a through 10-233f

635 Connecticut State Department of Education Circular Letter C-8,
636 Series 2008-2009 (March 16, 2009)

637

638 Connecticut State Department of Education Circular Letter C-3,
639 Series 2011-2012 (September 12, 2011)

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641 Connecticut State Department of Education Circular Letter C-2,
642 Series 2014-2015 (July 14, 2014)

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644 Connecticut State Department of Education Circular Letter C-1,
645 Series 2018-2019 (July 12, 2018)

646

647 Connecticut State Department of Education Circular Letter C-1,
648 Series 2019-2020 (July 16, 2019)

649

650 Date of Adoption: April 6, 2021

651 First Reading: March 1, 2022

652 Second Reading: April 5, 2022

Prohibition Against Smoking Nicotine and Cannabis Use

The Madison Board of Education (“Board”) prohibits smoking of tobacco or tobacco products, including smoking using an electronic nicotine delivery system (e.g., e-cigarettes), electronic cannabis delivery system, or vapor product, within any of its schools, including in any area of a school building, including but not limited to any indoor facility owned or leased or contracted for, and utilized by the Board for the provision of routine or regular kindergarten, elementary, or secondary education or library services to children, or on the grounds of such school, or at any school-sponsored activity.

It is the policy of the Board of Education to prevent and prohibit the use or possession of tobacco, tobacco products, including chewing tobacco, or tobacco paraphernalia including electronic nicotine delivery systems or vapor products in any school building, or on any school grounds, at any time. Tobacco and tobacco products include, but are not limited to cigarettes, cigars, snuff, bidis, smoking tobacco, smokeless tobacco, vapor product, nicotine delivering devices, chemicals, or devices that produce the same flavor or physical effect of nicotine substances; and any other tobacco or nicotine innovations.

The Board further prohibits smoking including smoking using an electronic nicotine delivery system (e.g., e-cigarettes) electronic cannabis delivery system, or vapor product on the school property of any administrative office building.

The following definitions shall apply to this policy~~For purposes of this policy, the term~~

“Any area” shall mean the interior of a school building and the outside area within twenty-five feet of any doorway, operable window or air intake vent of a school building.

“Cannabis” shall mean marijuana, as defined in Conn. Gen. Stat. § 21a-240.

“Controlled substance” shall mean a controlled substance in schedules I through V of section 202 of the Comprehensive Drug Abuse Prevention and Control Act of 1970 (21 U.S.C. 812), including marijuana.

“Electronic cannabis delivery system” shall mean an electronic device that may be used to simulate smoking in the delivery of cannabis to a person inhaling the device and includes, but is

36 not limited to, a vaporizer, electronic pipe, electronic hookah and any related device and any
37 cartridge or other component of such device.

38
39 “Electronic nicotine delivery system” shall mean an electronic device used in the delivery of nicotine or
40 other substances to a person inhaling from the device and includes, but is not limited to, an electronic
41 cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related
42 device and any cartridge or other component of such device, including, but not limited to, electronic
43 cigarette liquid or synthetic nicotine.

44
45 “School property” shall mean any land and all temporary and permanent structures comprising the
46 district’s school and administrative office buildings and includes, but is not limited to, classrooms,
47 hallways, storage facilities, theatres, gymnasiums, fields, and parking lots.

48
49 “School-sponsored activity” shall mean any activity sponsored, recognized or authorized by the Board
50 and includes activities conducted on or off school property.

51
52 “Smoke” or “smoking” shall mean the burning of a lighted cigar, cigarette, pipe or any other similar
53 device, whether containing, wholly or in part, tobacco, cannabis or hemp.

54
55
56 ~~The term “v~~Vapor product” shall mean any product that employs a heating element, power source,
57 electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to
58 produce a vapor that may or may not include nicotine or cannabis and is inhaled by the user of such
59 product. ~~The term “school-sponsored activity” shall mean any activity sponsored, recognized or~~
60 ~~authorized by the Board and includes activities conducted on or off school property.~~

61
62
63 Legal References:

- 64
65 ~~Public Act 19-13~~
66 Conn. Gen. Stat. § 10-233a(h)
67 Conn. Gen. Stat. § 19a-342
68 Conn. Gen. Stat. § 19a-342a
69 Conn. Gen. Stat. § 53-344b
70 June Special Session, Public Act No. 21-1
71

72 Pro-Children Act of 2001, Pub. L. 107-110, 115 Stat. 1174, 20 U.S.C. § 7183
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Date of Adoption: December 15, 2020
First Reading: March 1, 2022
Second Reading: April 5, 2022

#3100.3

Petty Cash Accounts

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The Board of Education recognizes that efficient operation of the Madison Public Schools is facilitated by the availability of petty cash funds. Monies used for this purpose by the individual schools and offices of the school district shall be handled with good and prudent business practices.

The Superintendent shall establish limits for petty cash accounts, not to exceed ~~\$250.00~~ **\$500.00**. Petty cash accounts are to be used in the payment of necessary incidental expenses needed in too short a period of time to utilize the established purchase order system.

Petty cash disbursements shall be documented by voucher. Petty cash accounts shall be replenished through the submission of a purchase order with receipts. Appropriate accounting procedures consistent throughout the school district shall be established and maintained.

Legal Reference: Connecticut General Statutes
 10-237 School Activity Accounts

Date of Adoption: June 24, 1997

#3130

Money in School Buildings

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Money collected by school system employees and by student organizations shall be handled both carefully and prudently. All monies collected shall be receipted and accounted for and directed without delay to the proper location of deposit.

In no case shall cash be left overnight in schools except in safes provided for safekeeping of valuables, and when possible, no more than ~~\$250~~ \$2,000 should be so kept. To avoid any necessity for leaving money in schools overnight, schools shall understand and use procedures for making bank deposits after regular banking hours.

Date of Adoption: June 24, 1997
First Reading: April 5, 2022

#3281

**Gifts, Grants and Bequests to the District
(formerly Grants, Gifts and Donations)**

Gifts of personal property to the district, including monetary donations, that meet criteria set forth in the administrative regulations established in accordance with this policy are welcomed and encouraged.

The Superintendent of Schools shall develop administrative regulations governing the acceptance of gifts and the procedure for examining and evaluating offers of gifts to the district.

The school principal may approve gifts to a school that are valued at \$500 ~~to \$,1000 or under~~ and meet criteria established by the administrative regulations established in accordance with this policy. ~~The Only the~~ Superintendent of Schools ~~must~~ can accept gifts that are valued over \$1,000 and meet criteria established by the administrative regulations established in accordance with this policy. The Board of Education shall approve all gifts of more than one thousand dollars (\$1,000). All gifts received become the property of the Board of Education to be expended or used at its discretion. Gifts shall include money, services, program, equipment, or other items of value to be used in connection with or participation in any school activity or program.

The Superintendent, in consultation with the principals and considering the wishes of the donor, may determine the school(s), program(s) or facility(ies) to which the gift shall go if it is valued at more than \$1,000. ~~The Superintendent shall inform the Board of Education of any gift valued at more than \$1,000 that has been accepted by the district.~~

~~The Superintendent of Schools shall be authorized to accept, on behalf of the Board of Education, gifts to the school system up to a cumulative value from one source of one thousand dollars (\$1,000.00) per school year and shall inform the Board of such gifts through a quarterly review. The Board of Education shall approve all gifts of more than one thousand dollars (\$1,000.00). All gifts received become the property of the Board of~~

34 ~~Education to be expended or used at its discretion. Gifts shall include money, services,~~
35 ~~program, equipment, or other items of value to be used in connection with or participation~~
36 ~~in any school activity or program.~~

37

38 If the Superintendent determines that a gift fails to meet the criteria established in the
39 administrative regulations, the Superintendent shall inform the Board of Education. Any
40 gift rejected by the Board of Education shall be returned to the donor or the donor's estate,
41 with a statement indicating the reason for rejection of such gift.

42

43 Legal Reference:

44 Conn. Gen. Stat. § 10-237

45

46 First Reading: April 5, 2022

Gifts, Grants and Bequests to the District

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4 Any gift presented to the school district must be accompanied by a letter from the donor
5 identifying the subject and purpose of the gift and any restrictions that may apply for
6 official action and recognition by the Board of Education.

7
8 To be accepted, a gift must be used for the educational benefit of students and satisfy the
9 following criteria:

- 10
11
- 12 • Have a purpose consistent with the purposes of the school district
 - 13 • Will not begin a program that the Board of Education would be unwilling to
14 take over when the gift or grant funds are exhausted
 - 15 • Would not bring unanticipated costs to the school district
 - 16 • Will place no restrictions on the school program
 - 17 • Will be suitable for use in meeting the instructional needs of the school
 - 18 • Will not be inappropriate or harmful to the best educational interests of
19 students, as determined by the administration
 - 20 • Will not imply endorsement of any business or product
 - 21 • Will not be in conflict with any provisions of the school code or public law

22 All gifts, grants and bequests shall become school district property.
23
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I. ALL PERSONNEL

The following Employee Standard of Conduct shall apply to all employees of the Madison Public Schools. Employees shall not use, distribute, or possess controlled substances or alcoholic beverages in the building, on the grounds, on transportation provided by the Board, or at any event, trip or activity sponsored by the school or under supervision of the Board, other than as medically prescribed, and as set forth in the regulation of 5141.4, Administration of Medication. The Superintendent shall develop sanctions for employees violating the Standard of Conduct.

**II. FEDERAL GRANT RELATED PERSONNEL:
DRUG-FREE WORKPLACE ACT**

No employee engaged in work related to a federal grant shall unlawfully manufacture, distribute, dispense, possess or use at the workplace any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance, as defined in Schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation at 21 CRF 1300.11 through 1300.15.

The "workplace" is defined to mean the site for the performance of work done in connection with a federal grant. That includes any school building or any school premises; any school-owned vehicle or any other school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district where work on a federal grant is performed.

The Board of Education will establish a drug-free awareness program to inform employees about the danger of drug abuse in the workplace and provide information regarding available drug counseling.

As a condition of employment in any federal grant, each employee who is engaged in performance of a federal grant, shall notify his or her supervisor of his or her conviction for a drug related offense occurring in the workplace as defined above, no later than 5 days after such conviction.

As a condition of employment in any federal grant, each employee who is engaged in performance of a federal grant, shall abide by the terms of the school district policy respecting a drug-free workplace.

An employee who violates the terms of this policy may be nonrenewed or his or her employment may be suspended or terminated, at the discretion of the Board.

Procedural due process shall be provided in all disciplinary actions.

#4112.5 (continued)

Legal Reference: Connecticut General Statutes

1-21b Smoking prohibited in certain places.

21a-240 Definitions for dependency producing drugs

Drug-Free Workplace Act. 102 Stat. 4305-4308.

Drug-Free Schools and Community Act, P.L. 99-570, as amended by P.L. 101-226 (199)

21 U.S.C. 812, Controlled Substances Act, I through V, 202.

21 C.F.R. 1300.11 through 1300.15 regulation.

54 Fed. Reg. 4946 (1989) Notice regarding government-wide implementation of the Drug-Free Workplace Act of 1988.

Date of Adoption: May 7, 1991
Date of Revision: January 5, 2006

Alcohol, Tobacco & Drug Free Workplace
(formerly Alcohol, Drugs & Tobacco)

Purpose

The purpose of this policy is to establish a workplace that is free of the effects of alcohol and second-hand smoke, and free from drug abuse. By accomplishing this purpose, the Board of Education (the “Board”) also seeks to promote a safe, healthy working environment for all employees and to reduce absenteeism, tardiness, and other job performance problems that may be caused by alcohol and/or drug abuse. This policy is adopted in accordance with state law and the Drug Free Workplace Act.

Statement of Policy

Employees shall not be involved with the unlawful manufacture, distribution, possession, or use of an illegal drug, a controlled substance, or alcohol, and shall not be under the influence of such substances while on school property or while conducting Board business on or off school property. Any employee who discovers illegal drugs, a controlled substance, or alcohol on school property shall notify the Superintendent or the Superintendent’s designee who shall investigate the matter.

An employee must report any conviction under a criminal drug statute for violations occurring on or off school property while on Board business to the Superintendent or his/her designee within five (5) days after the conviction. The Board will notify any agency awarding a grant to the Board of such conviction within ten (10) days thereafter.

Employees shall only use prescription drugs on school property, or during the conduct of Board business, that have been prescribed to them by a licensed medical practitioner, and such drugs shall be used only as prescribed. However, in accordance with Conn. Gen. Stat. § 21a-408a through 408q, the Board specifically prohibits the palliative use of marijuana on school property, at a school-sponsored activity, or during the conduct of Board business, and specifically prohibits employees from being under the influence of intoxicating substances, including marijuana used for palliative purposes, during work hours.

36 The Board prohibits ~~the use or possession of tobacco or tobacco products, smoking, including~~
37 ~~smoking using an including the use of an~~ electronic nicotine delivery system, ~~electronic cannabis~~
38 ~~delivery system or vapor products in any area of a school building, on school property, including~~
39 ~~property owned, leased, contracted for or utilized by the Board, or at any school-sponsored~~
40 ~~activity, at any time. Tobacco and tobacco products include, but are not limited to cigarettes,~~
41 ~~cigars, snuff, bidis, smoking tobacco, smokeless tobacco, vapor product, nicotine delivering~~
42 ~~devices, chemicals, or devices that produce the same flavor or physical effect of nicotine~~
43 ~~substances; and any other tobacco or nicotine innovations. (e.g., e-cigarettes), electronic cannabis~~
44 ~~delivery system, or vapor product, and the use of tobacco products in any area of a school~~
45 ~~building, on school property, including property owned, leased, contracted for, or utilized by the~~
46 ~~Board, or at any school-sponsored activity.~~

47
48 While Connecticut law allows for the legal use of marijuana under certain circumstances,
49 because marijuana use is still prohibited under federal law, the use of marijuana at work, or
50 outside of work if it impairs an employee’s ability to perform their job, constitutes a violation of
51 this policy.

52
53 Violations of this policy may result in disciplinary action, up to and including possible
54 termination of employment.

55
56 **Definitions**

57
58 “Any area” shall mean the interior of a school building and the outside area within twenty-five
59 feet of any doorway, operable window or air intake vent of a school building.

60
61 “Cannabis” shall mean marijuana, as defined in Conn. Gen. Stat. § 21a-240.

62
63 “Controlled substance” shall mean a controlled substance in schedules I through V of section 202
64 of the Comprehensive Drug Abuse Prevention and Control Act of 1970 ([21 U.S.C. 812](#)),
65 including marijuana.

66
67 “Electronic cannabis delivery system” shall mean an electronic device that may be used to
68 simulate smoking in the delivery of cannabis to a person inhaling the device and includes, but is

69 not limited to, a vaporizer, electronic pipe, electronic hookah and any related device and any
70 cartridge or other component of such device.

71

72 “Electronic nicotine delivery system” shall mean an electronic device used in the delivery of
73 nicotine to a person inhaling from the device, and includes, but is not limited to, an electronic
74 cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any
75 related device and any cartridge or other component of such device, including, but not limited to,
76 electronic cigarette liquid or synthetic nicotine.

77 “School property” shall mean any land and all temporary and permanent structures comprising
78 the district’s school and administrative office buildings and includes, but is not limited to,
79 classrooms, hallways, storage facilities, theatres, gymnasiums, fields, and parking lots.

80

81 “School-sponsored activity” shall mean any activity sponsored, recognized, or authorized by a
82 board of education and includes activities conducted on or off school property.

83

84 “Smoke” or “smoking” shall mean the burning of a lighted cigar, cigarette, pipe or any other
85 similar device, whether containing, wholly or in part, tobacco, cannabis or hemp.

86

87 “Vapor product” shall mean any product that employs a heating element, power source,
88 electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size,
89 to produce a vapor that may or may not include nicotine or cannabis and is inhaled by the user of
90 such product.

91

92 **Employee Assistance**

93

94 In appropriate circumstances, the Board shall provide an employee with an opportunity for
95 rehabilitation in overcoming addiction to, dependence upon or other problem with alcohol or
96 drugs.

97

98 Employees who feel they have developed an addiction to, dependence upon, or other problem
99 with alcohol or drugs are encouraged to seek assistance. Certain benefits for alcoholism or drug
100 addiction are provided under the Board's group medical insurance plan. An employee may be
101 given an opportunity to participate in a rehabilitation program that requires absence from work
102 for bona fide treatment. Such absence may be charged to the employee's accrued and unused

103 sick leave, subject to the provisions of the employee's collective bargaining agreement and/or any
104 applicable Board policies and regulations.

105

106 Any request for assistance with a drug or alcohol problem will be treated as confidential and only
107 those persons "needing to know" will be made aware of such request.

108

109 Legal References:

110

111 Connecticut General Statutes:

112

113 Conn. Gen. Stat. § 10-233a(h) (definition of school-sponsored activity)

114

115 Conn. Gen. Stat. § 19a-342

116

117 Conn. Gen. Stat. § 19a-342a

118

119 Conn. Gen. Stat. § 21a-408a through 408q (palliative use of marijuana)

120

121 June Special Session, Public Act No. 21-1

122

123 United States Code:

124

125 Pro-Children Act of 2001, 20 U.S.C. § 7973, as amended by the Every Student Succeeds
126 Act, Public Law 114-95, § 4001

127

128 Drug Free Workplace Act, 41 U.S.C. § 8101 et seq.

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131 First Reading: March 1, 2022

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133

#5090.7

Drug, Alcohol, Tobacco and Inhalant Use by Students
(formerly Drugs, Alcohol, Tobacco, Inhalants, and Performance-Enhancing
Substances)

The Madison Board of Education (the “Board”) is required by Connecticut law to prescribe rules for the management and discipline of its schools. In keeping with this mandate, the unlawful use, sale, distribution or possession of controlled drugs, controlled substances, drug paraphernalia, as defined in Connecticut General Statutes Section 21a-240, or alcohol on or off school property, on school buses, or during any school-sponsored activity is prohibited. It shall be the policy of the Board to take positive action through education, counseling, discipline, parental involvement, medical referral, and law enforcement referral, as appropriate, in the handling of incidents in the schools involving the unlawful possession, distribution, sale or use of substances that affect behavior.

Tobacco

It is the policy of the Board of Education to prevent and prohibit the use or possession of tobacco, tobacco products, including chewing tobacco, or tobacco paraphernalia including electronic nicotine delivery systems or vapor products by any student in any school building, or on any school grounds, or on school-provided transportation at any time, or at any time when the student is subject to the supervision of designated school personnel, such as when the student is at any school function, extracurricular event, field trip, or school related activity such as a work-study program.

An ongoing program of student support and counseling will be offered to provide support for students who wish to break the smoking habit. Any student in the District schools found to be using or in possession of tobacco, tobacco products, including chewing tobacco or tobacco paraphernalia, will be subject to discipline / behavior consequences as outlined in the Code of Conduct.

Inhalants

34 It is the policy of the Board of Education to prevent and prohibit the use, possession, sale,
35 or distribution of an abusable glue, aerosol paint or substance containing a volatile
36 chemical by any student with intent to inhale, ingest, apply or use of these in a manner:

- 38 1. Contrary to directions for use, cautions or warnings appearing on a label of a
39 container of the glue, paint aerosol or substance; and
- 40 2. Designed to affect the central nervous system, create or induce a condition of
41 intoxication, hallucination or elation, or change, distort, or disturb the person's
42 eyesight, thinking process, balance or coordination.

43
44 Further, no student, 18 years of age or older, shall intentionally, knowingly, or recklessly
45 deliver or sell potentially abusable inhalant materials as listed above to a minor student.

46
47 No student shall intentionally use or possess with intent to use inhalant paraphernalia to
48 inhale, ingest or otherwise introduce into the body an abusable glue, aerosol paint or
49 substance or other substance that contains a volatile chemical.

50
51 Any student in the District schools found to be in possession of, using, distributing or
52 selling, potentially abusable inhalant materials will be subject to discipline / behavior
53 consequences as outlined in the Code of Conduct.

54
55 **Definitions**

- 56
57 1. Controlled Drugs: means those drugs which contain any quantity of a substance
58 which has been designated as subject to the federal Controlled Substances Act, [21](#)
59 [U.S.C. § 801 et seq.](#), or which has been designated as a depressant or stimulant drug
60 pursuant to federal food and drug laws, or which has been designated by the
61 Commissioner of Consumer Protection pursuant to ~~C.G.S.~~ [Connecticut General](#)
62 [Statutes](#) Section 21a-243, as having a stimulant, depressant or hallucinogenic effect
63 upon the higher functions of the central nervous system and as having a tendency to
64 promote abuse or psychological or physiological dependence, or both. Such

65 controlled drugs are classifiable as amphetamine-type, barbiturate-type, cannabis-
66 type, cocaine-type, hallucinogenic, morphine-type and other stimulant and depressant
67 drugs. ~~C.G.S.~~ [Connecticut General Statutes](#) Section 21a-240(8).

68
69 2. Controlled Substances: means a drug, substance or immediate precursor in schedules
70 I to V, inclusive, of the Connecticut controlled substance scheduling regulations
71 adopted pursuant to ~~C.G.S.~~ [Connecticut General Statutes](#) Section 21a-243. ~~C.G.S.~~
72 [Connecticut General Statutes](#) Section 21a-240(9).

73
74 3. Drug Paraphernalia: means any equipment, products and materials of any kind which
75 are used, intended for use or designed for use in planting, propagating, cultivating,
76 growing, harvesting, manufacturing, compounding, converting, producing,
77 processing, preparing, testing, analyzing, packaging, repackaging, storing, containing
78 or concealing, or injecting, ingesting, inhaling or otherwise introducing any controlled
79 substance into the human body, including but not limited to all items specified in
80 ~~C.G.S.~~ [Connecticut General Statutes](#) Section 21a-240(20)(A), such as "bongs,"
81 pipes, "roach clips," miniature cocaine spoons, cocaine vials and any object or
82 container used, intended or designed for use in storing, concealing, possessing,
83 distributing or selling controlled substances. ~~C.G.S. Section~~ [Connecticut General](#)
84 [Statutes](#) 21a-240(20)(A).

85
86 4. Tobacco and Tobacco Products: [means cigarettes, cigars, snuff, bidis, smoking](#)
87 [tobacco, smokeless tobacco, vapor product, nicotine delivering devices, chemicals, or](#)
88 [devices that produce the same flavor or physical effect of nicotine substances; and any](#)
89 [other tobacco or nicotine innovations.](#)

90
91 5. Professional Communication: **means** any communication made privately and in
92 confidence by a student to a professional employee of such student's school in the
93 course of the professional employee's employment. ~~C.G.S.~~ [Connecticut General](#)
94 [Statutes](#) Section 10-154a(a)(4).

96 6. Professional Employee: means a person employed by a school who "(A) holds a
97 certificate from the State Board of Education, (B) is a member of a faculty where
98 certification is not required, (C) is an administration officer of a school, or (D) is a
99 registered nurse or athletic trainer employed by or assigned to a school."
100 C.G.S. Connecticut General Statutes Section 10-154a(a)(2).

101
102 7. School property: means any land and all temporary and permanent structures
103 comprising the district's school and administrative office buildings and includes, but is
104 not limited to, classrooms, hallways, storage facilities, theatres, gymnasiums, fields, and
105 parking lots.

106
107 8. School-sponsored activity: means any activity sponsored, recognized, or authorized by
108 a board of education and includes activities conducted on or off school property.

109
110 9. Inhalants: means, but are not limited to, the following:

111 Nitrous Oxide – Laughing Gas, Whippets, CO2 Cartridges

112 Amyl Nitrite – “Locker Room”, “Rush”, “Poppers”, “Snappers”

113 Butyl Nitrite – “Bullet”, “Climax”

114 Chlorohydrocarbons – Aerosol Paint Cans, Cleaning Fluids

115 Hydrocarbons – Aerosol Propellants, Gasoline, Glue, Butane

116
117 **Procedures**

118
119 1. Emergencies.

120
121 If an emergency situation results from drug or alcohol use, the student shall be sent to
122 the school nurse or medical advisor immediately. The parent or designated
123 responsible person will be notified.

124
125 2. Prescribed Medications.

127 Students may possess and/or self-administer medications in school in accordance with
128 the Board’s policy concerning the administration of medication in school.

129
130 Students taking improper amounts of a prescribed medication, or otherwise taking
131 medication contrary to the provisions of the Board’s policy on the administration of
132 medication, will be subject to the procedures for improper drug or alcohol use
133 outlined in this policy.

134

135 3. Voluntary Disclosure of Drug/Alcohol Problem (Self-Referral).

136

137 The following procedures will be followed when a student privately, and in
138 confidence, discloses to a professional employee in a professional communication
139 information concerning the student's use, possession, distribution or sale of a
140 controlled drug, controlled substance or alcohol.

141

142 (a) Professional employees are permitted, in their professional judgment, to disclose
143 any information acquired through a professional communication with a student,
144 when such information concerns alcohol or drug abuse or any alcohol or drug
145 problem of such student. In no event, however, will they be required to do so.

146 ~~C.G.S.~~ [Connecticut General Statutes](#) Section 10-154a(b).

147

148 (b) Any physical evidence obtained from such student through a professional
149 communication indicating that a crime has been or is being committed by the
150 student **must** be turned over to school administrators or law enforcement officials
151 as soon as possible, but no later than two calendar days after receipt of such
152 physical evidence, excluding Saturdays, Sundays and holidays. Employees are
153 encouraged to contact the school administrator immediately upon obtaining
154 physical evidence. In no case, however, will such employee be required to
155 disclose the name of the student from whom the evidence was obtained. C.G.S.
156 Section 10-154a(b).

157

158 (c) Any professional employee who has received a professional communication from
159 a student may obtain advice and information concerning appropriate resources and
160 refer the student accordingly, subject to the rights of the professional employee as
161 described in paragraph (a) above.

162
163 (d) If a student consents to disclosure of a professional communication concerning the
164 student's alcohol or drug problem, or if the professional employee deems
165 disclosure to be appropriate, the professional employee should report the student's
166 name and problem to the school's building administrator or designee who shall
167 refer the student to appropriate school staff members for intervention and
168 counseling.

169
170 4. Involuntary Disclosure or Discovery of Drug/Alcohol Problems.

171
172 When a professional employee obtains information related to a student *from a source*
173 *other than the student's confidential disclosure*, that the student, on or off school
174 grounds or at a school sponsored activity, is under the influence of, or possesses, uses,
175 dispenses, distributes, administers, sells or aids in the procurement of a controlled
176 drug, controlled substance, drug paraphernalia or alcohol, that information is
177 considered to be involuntarily disclosed. In this event, the following procedures will
178 apply.

179
180 (a) The professional employee will immediately report the information to the building
181 administrator or designee. The building administrator or designee will then refer
182 the student to appropriate school staff members for intervention and counseling.

183
184 (b) Any physical evidence (for example, alcohol, drugs or drug paraphernalia)
185 obtained from a student indicating that a crime has been or is being committed by
186 the student must be turned over to the building administrator or designee or to law
187 enforcement officials as soon as possible, but no later than within two calendar
188 days after receipt of such physical evidence, excluding Saturdays, Sundays and

189 holidays. [C.G.S.— Connecticut General Statutes](#) Section 10-154a(b). Because
190 such evidence was **not** obtained through a professional communication, the name
191 of the student must be disclosed to the building administrator or designee.

192

193 (c) Search and Seizure of Students and/or Possessions: A professional employee who
194 reasonably suspects that a student is violating a state/federal law or a school
195 substance abuse policy must **immediately** report such suspicion to the building
196 administrator or designee. The building administrator or designee may then
197 search a student's person or possessions connected to that person, in accordance
198 with the Board's policies and regulations if the administrator or designee has
199 reasonable suspicion from the inception of the search that the student has violated
200 or is violating either the law or a school substance abuse policy.

201

202 Any physical evidence obtained in the search of a student, or a student's
203 possessions, indicating that the student is violating or has violated a state or
204 federal law **must** be turned over to law enforcement officials as soon as possible,
205 but not later than within three calendar days after receipt of such physical
206 evidence, excluding Saturdays, Sundays and holidays. [C.G.S.— Connecticut](#)
207 [General Statutes](#) Section 10-154a(c). All school employees are encouraged to
208 contact the school administration immediately upon obtaining physical evidence.

209

210 5. Consequences for the Use, Sale, Distribution or Possession of Controlled Drugs,
211 Controlled Substances, Drug Paraphernalia or Alcohol.

212

213 (a) Any student in the Madison Public Schools using, consuming, possessing, being
214 under the influence of, manufacturing, distributing, selling or aiding in the
215 procurement of controlled drugs, controlled substances, drug paraphernalia or
216 alcohol either on or off school property, or at a school-sponsored activity, except
217 as such use or possession is in accordance with Connecticut General Statutes §
218 21a-408a through 408q, is subject to discipline up to and including expulsion
219 pursuant to the Board's student discipline policy. On and after January 1, 2022, a

220 student shall not face greater discipline or sanction for the use, sale, or possession
221 of cannabis on school property than a student would face for the use, sale, or
222 possession of alcohol on school property, except as otherwise required by
223 applicable law.

224

225 (b) In conformity with the Board’s student discipline policy, students may be
226 suspended or expelled for drug or alcohol use off school grounds if such drug or
227 alcohol use is considered seriously disruptive of the educational process. In
228 determining whether the conduct is seriously disruptive of the educational
229 process, the Administration and the Board may consider, among other factors: 1)
230 whether the drug or alcohol use occurred within close proximity of a school; 2)
231 whether other students from the school were involved; and 3) whether any injuries
232 occurred.

233

234 (c) If a school administrator has reason to believe that any student was engaged, on or
235 off school grounds, in offering for sale or distribution a controlled substance (as
236 defined by ~~Conn. Gen. Stat.~~ [Connecticut General Statutes](#) § 21a-240(9)), whose
237 manufacturing, distribution, sale, prescription, dispensing, transporting, or
238 possessing with intent to sell or dispense, offering or administering is subject to
239 criminal penalties under ~~Conn. Gen. Stat.~~ [Connecticut General Statutes](#) §§ 21a-
240 277 and 21a-278, the administrator will recommend such student for expulsion, in
241 accordance with ~~Conn. Gen. Stat.~~ [Connecticut General Statutes](#) § 10-233d(a)(2)
242 and the Board’s student discipline policy.

243

244 (d) Students found to be in violation of this policy may be referred by the building
245 administrator to an appropriate agency licensed to assess and treat drug and
246 alcohol involved individuals. In such event, assessment and treatment costs will
247 be the responsibility of the parent or guardian.

248

249 (e) A meeting may be scheduled with appropriate school staff members for the
250 purpose of discussing the school's drug and alcohol policy with the student and
251 parent or guardian.

252

253 (f) Law enforcement officials may be contacted by the building administrator in the
254 case of suspected involvement in the use, sale or distribution of controlled drugs,
255 controlled substances, drug paraphernalia or alcohol.

256

257 Legal References:

258

259 Connecticut General Statutes:

260

261 June Special Session, Public Act No. 21-1, An Act Concerning Responsible and
262 Equitable Regulation of Adult-Use Cannabis

263

264

265 Section 10-154a

266 Section 10-212a

267 Section 10-221

268 Sections 10-233a through 10-233f

269 Section 21a-240

270 Section 21a-243

271 Section 21a-408a through 408q

272

273 Date of Adoption: April 2, 1996

274 Date of Revision: October 21, 1997

275 Date of Revision: August 16, 2005

276 Date of Revision: January 5, 2006

277 Date of Revision: June 16, 2009 - Replaces Policies #5090.6 Tobacco Use by Students,
278 #5090.7.1 Inhalant Abuse and #5090.7.2 Performance-Enhancing Drugs

279 Date of Revision: April 1, 2014

280 Date of Revision: October 7, 2014

281 Date of Revision: March 22, 2016

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#5141

Fundraising Activities
(formerly #3280 Fundraising)

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Students may engage in raising funds for school-sponsored activities, subject to the provisions of regulations to be developed by the Superintendent. No such fund-raising activities may involve door-to-door solicitation in the community by students.

The Board of Education will not be responsible for any fundraising activities that are not approved in accordance with the procedures set forth in this policy and the accompanying regulations.

Any fundraising activities must comply with all applicable state and federal laws and regulations, including those provisions relating to the sale of healthy foods and beverages on school grounds or at school-sponsored events.

Legal References:

Conn. Gen. Stat. § 10-215f Certification that food meets nutrition standards

First Reading: April 5, 2022

#5141R
Fundraising Activities
(formerly #3280 Fundraising)

These administrative regulations shall serve to implement the Madison Board of Education’s (the “Board”) policy pertaining to fundraising activities. The Board is not responsible for any fundraising activities that are not approved in accordance with the procedures set forth in the policy and these accompanying regulations.

Criteria for Fundraising Activities:

To be approved, a fundraising activity must be conducted for the educational benefit of students and satisfy all of the following criteria:

1. Each student, parent support or other sanctioned fundraising activity shall have one adult designated with the overall responsibility for continuing compliance with the Board’s policy and these administrative regulations pertaining to fundraising (the “Sponsor”);
2. The fundraising must have a purpose consistent with the purposes of the school district and be for the benefit of its educational programs, student groups or extra-curricular activities;
3. The fundraising must not be anticipated to bring additional costs to the school district;
4. The fundraising activity must be suitable for the age and maturity of the students involved in the fundraising activity;
5. Students may not be compelled to participate in fundraising; all such fundraising activity shall be voluntary in nature;
6. Prior to a student engaging in any fundraising activity, his/her parents shall be informed and written authorization shall be obtained to permit their children to participate;
7. The fundraising must not be inappropriate or harmful to the best educational interests of students, as determined by the administration;

- 33 8. The fundraising will not be considered an official endorsement of any business or
- 34 product;
- 35 9. The fundraising must not be in conflict with any provisions of the school code or
- 36 public law;
- 37 10. Door-to-door solicitations by students are prohibited by these regulations; and
- 38 11. The fundraising must comply with all applicable provisions of Board policy and
- 39 regulation relating to the sale of healthy foods and beverages on school grounds or
- 40 at school-sponsored events.

41

42 **Prior approval required:**

43

44 Fundraising activities shall not be initiated until prior approval is secured by the school
45 principal as set forth in these regulations.

46

47 ~~Requests for prior approval for fundraising activities anticipated to raise funds up to~~
48 ~~[threshold amount set by district] shall be made in advance in writing to the building~~
49 ~~Principal or his/her designee, at least one (1) month prior to the commencement of the~~
50 ~~activity. The Principal or his/her designee shall indicate his/her approval in writing to the~~
51 ~~organization applying for approval.~~

52

53 ~~Requests for prior approval for fundraising activities anticipated to raise funds up to~~
54 ~~[threshold amount set by district] shall be made in advance in writing to the Principal,~~
55 ~~at least two (2) months prior to the commencement of the activity. Upon receipt of~~
56 ~~approval from the Principal or his/her designee, the request shall then be forwarded to~~
57 ~~Superintendent or his/her designee for approval. The Superintendent or his/her designee~~
58 ~~shall indicate his/her approval in writing to the organization applying for approval.~~

59

60 *If desired:*

61

62 ~~Requests for prior approval for fundraising activities anticipated to raise funds up to~~
63 ~~[threshold amount set by district] shall be made in advance in writing to the~~

~~Superintendent or his/her designee, at least four (4) months prior to the commencement of the activity. If the Superintendent or his/her designee determines that the fundraising activity meets the criteria set forth herein, the Superintendent or his/her designee shall forward the request for approval to the Board for action.~~

Use of Crowdfunding Activities

Prior to engaging in any crowdfunding activities (e.g. DonorsChoose, Kickstarter, GoFundMe, etc.) for the Board, its schools, classes, or extracurricular teams or clubs, an employee, student, parent support or other fundraising group must first apply in writing to the building Principal and receive prior approval for the crowdfunding activity as outlined above. However, requests to the building Principal for prior approval of crowdfunding activities must also include the name of the website or application to be utilized, a full description of the reason for the crowdfunding activity, a copy of the proposed personal profile to be listed on the site/application, and the proposed content to be uploaded to the crowdfunding website or application, including images.

In addition to following the procedures outlined below for the handling of funds and record-keeping, the following additional regulations apply to funds received from crowdfunding activities. Any funds received from crowdfunding activities must be deposited directly into a school activity fund and may not first be received by the employee, student, parent group or other fundraising group. Crowdfunding activities must comply with all Board policies, regulations and procedures, and shall not include photos of students or the sharing of any confidential student information.

OR ~~[Both of these sections may not be used together in the same policy]~~

Prohibition on Crowdfunding Activities

~~Employees, students, parent support or other fundraising groups are prohibited from fundraising using crowdfunding (e.g. the use of websites or applications such as~~

95 ~~DonorsChoose, Kickstarter, GoFundMe, etc.) on behalf of the Board, its schools, classes,~~
96 ~~or extracurricular teams or clubs.]~~

97

98

99 **Handling of Funds and Record-Keeping:**

100

101 The fundraising activity must comply with all applicable policies and procedures with
102 respect to the processing of monies by staff members and/or students (e.g. school activity
103 fund regulations and regulations pertaining to maintaining cash within classrooms or
104 school buildings).

105

106 Student, parent support or other sanctioned fundraising groups shall keep detailed and
107 accurate contemporaneous records of the fundraising activity, with the Sponsor
108 responsible for ensuring compliance with this requirement.

109

110 Such detailed and accurate records shall be subject to inspection by school officials at any
111 time.

112

113 At the end of the activity, the Sponsor shall produce a final report showing the amount of
114 money raised, the number of students who participated, the purposes for which the
115 designated funds will be used, and any other information as may be required by the
116 Principal and/or Superintendent of Schools.

Freedom of Speech / Expression

Academic freedom is the freedom to teach and to learn. With freedom comes responsibility; with rights come obligations. Accordingly, academic freedom in our schools is subject to certain limitations. Therefore, the Board of Education affirms that academic freedom in the Madison Public Schools shall be properly defined within the context of law and the constraints of mutual respect among individuals. Therefore, access to ideas and opportunities to consider the broad range of questions and experiences which constitute the proper preparation for a life of responsible citizenship must not be defined by the interests of any single viewpoint. Educators must be free to select instructional and research materials appropriate to the maturity level of their students.

An inevitable consequence of academic freedom is that it leads to consideration of issues which may be considered controversial. Controversial issues are those problems, subjects, or questions about which there are significant differences of opinion. Learning to deal with such controversial issues is one of the basic competencies that all students should acquire. In order for students to learn these competencies, teachers must be free to help students to identify and evaluate relevant information, to learn the techniques of critical analysis, and to make independent judgments. Although teachers have the right to express their own viewpoints and opinions, they do not have the right to indoctrinate students with their personal views.

Finally, the Board of Education affirms that the purpose of public education is the pursuit of knowledge and the preparation of our children for responsible citizenship in a society that respects differences and shared freedom.

Policy Adopted: June 7, 1994

#4121
Substitute Teachers

A substitute teacher in the Madison Public Schools shall be a graduate of a four-year college who is employed for periods of time in the absence of a regular teacher.

The Board shall only hire applicants for substitute teaching positions who comply with the reference and background checks as detailed in Policy #4111.1 and who comply with the disclosure requirements and after requesting information from the applicant's prior employers and SDE. The following criteria shall be met by any individual substituting:

1. Verification of a Bachelor's degree shall be submitted to the Superintendent's office.
2. Proof of eligibility to work in the United States.
3. Evidence of a tuberculin test (intradermal PPD) and chest x-ray if positive.
4. Submission of a Department of Children & Families (DCF) Release of Information form.

The Superintendent is to provide for suitable programs for recruiting, training, assigning, orienting and evaluating substitute teachers.

Retired teachers may be employed as substitute teachers without jeopardizing their retirement benefits within the limits as prescribed by State law.

The Superintendent shall be responsible for determining the type of substitute required in any given situation.

Legal Reference: Connecticut General Statutes

Section 10-183v Re-employment of teachers.

June 19 Special Session, Public Act No. 09-1 An Act Implementing the Provisions of the Budget Concerning Education, Authorizing State Grant Commitments for School Building Projects and Making changes to the Statutes Concerning School Building Projects and Other Education Statutes. (Section 48) Public Act No. 09-6 September Special Session.

10-221d Criminal history records checks of school personnel. Fingerprinting. Termination or dismissal. (as amended by PA 16-67)

10-222c Hiring policy (as amended by PA 16-67)

Date of Adoption: January 17, 1972
Date of Revision: June 2, 1992
Date of Revision: December 2, 2008
Date of Revision: March 7, 2017

Student Teachers / Internship

The Madison Board of Education recognizes the importance of preparing student teachers, both from the standpoint of providing an important part of their training, and for giving the teachers-in-training an opportunity to further enrich our students' learning experience. The Board encourages the administration to cooperate with appropriate teacher-training institutions and to authorize the placement of student teachers in the Madison schools.

The student teachers shall be placed with those teachers who have been chosen through the district selection process and who have successfully completed mentor/support teacher training provided by the State Department of Education or Regional Educational Service Centers.

The administration of the Madison Public Schools shall maintain the rules, regulations and training guidelines of the training institutions as they pertain to the student teachers' placement in the schools.

The administration is authorized to accept or reject student teachers. The criteria established shall include the merit of the candidate proposed; the school's ability to contribute to the training of the student teacher; and the effect of his/her presence on the school environment.

The Superintendent shall develop procedures for implementation of this program.

(cf #4111.1 Reference Checks)

Legal Reference: Connecticut General Statutes Section 10-220a(d)

Date Adopted: April 21, 1992

Date Revised: June 1, 2010

The Madison Board of Education recognizes the value of consultants to the school district when it is clearly demonstrated they can provide valuable and necessary specialized services which cannot be provided by school personnel due to limitations of time, experience, funds, or knowledge. Consultants shall be employed for a prescribed purpose and period of time.

Funds for consultants should be part of planning specific projects or programs. The fee shall be within budget and charged to the appropriate budget account.

Date Adopted: 4/21/92

Organizational Development / Employee Communications

The Madison Board of Education recognizes that the competence and satisfaction of all its employees affects the quality of the Madison Public Schools. Furthermore, the Board of Education recognizes that the competence and satisfaction of all its employees are related to the extent to which the ideas, suggestions, commendations, criticisms and needs of its employees regarding the operation of the Madison Public Schools are considered.

The Board desires to establish a systematic process for employee expression of ideas, suggestions, commendations, criticisms and needs regarding districtwide operations, group specific issues, and individual issues, and to develop programs which address these areas and monitor responses to them.

Furthermore, the Board desires to support a climate in which the district's employees participate in a process which plans systematically for problem solving, and enhances communication among all employees and employee groups.

Therefore, the Board recognizes its obligation to provide support and opportunity to carry out such organizational development and employee communication programs as integral parts of the total school district operation, and directs the Superintendent of Schools to implement such a program.

Policy Adopted: June 7, 1994

Computers: Web Sites / Pages

The Board of Education encourages the administration and staff to create and maintain World Wide Web sites for the district and individual schools for educational purposes. The web sites shall serve as avenues for educating the community, providing information about our schools and communicating with the extended school community. District and individual school web sites shall be used to share information relating to our schools and our mission. Web sites may also provide instructional resources for staff and students.

Materials displayed on web sites are published on the Internet. Therefore, the content should be professional quality and consistent with the education mission of the school system. Web sites shall follow standards for ethical behavior with regard to information and technology by showing respect for the principles of intellectual freedom, intellectual property rights and the responsible use of information and technology. Pages shall reflect an understanding that both internal and external audiences will be viewing the information.

Any pages or links representing the school district shall follow guidelines and responsibilities pertaining to content standards, student records, copyright, and technical standards which are contained in the administrative regulations which accompany this policy.

Additionally, all provisions of this policy must comply with existing Board of Education policies.

(cf. 5180.1 - Student Records)

(cf. 5090.4.2 - Freedom of Speech / Expression)

(cf. 6100.10 - Guidelines for Evaluation / Selection of Instructional Materials)

(cf. 6100.14.3 - Resource Centers / Media Centers / School Libraries)

Legal Reference: Connecticut General Statutes
 1-19(b)(11) Access to public records. Exempt records.
 10-15b Access of parent or guardians to student's records.
 10-209 Records not to be public.

#4140 (continued)

11-8a Retention, destruction and transfer of documents

11-8b Transfer or disposal of public records. State Library Board to adopt regs.

46b-56 (e) Access to Records of Minors.

Ct Public Records Administration Schedule V - Disposition of Educ. Records (Revised 1983).

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of PL 93-568, codified at 20 U.S.C.1232g.).

Dept. of Educ. 34 C.F.R. Part 99 (May 9, 1980 45 FR 30802) regs. implementing FERPA enacted as part of 438 of General Educ. Provisions act (20 U.S.C.

1232g)-parent and student privacy and other rights with respect to educational records, as amended 11/21/96.

Public Law 94-553, The Copyright Act of 1976, 17 U.S.C. 101 et. seq.

Date of Adoption: May 18, 1999

#4212.42

Drug and Alcohol Testing for School Bus Drivers

In a continuing effort to prevent accidents and injuries resulting from the use of drugs and misuse of alcohol by drivers of commercial vehicles, the Madison Public Schools is committed to ensure that contracts for student transportation services include a drug and alcohol testing program that meet the requirements of federal regulations, and state law pertaining to a required pre-employment and random drug testing program for drivers of school buses and school transportation vehicles (STVs) that carry ten or fewer students. The student transportation services provider shall agree to actively enforce the federal and state requirements. The program shall meet the requirements of the Omnibus Transportation Employee Testing Act of 1991 and C.G.S. 14-276a.

This policy applies to all drivers and applicants for driver positions for the District who must have a Commercial Drivers License (CDL) to operate school vehicles.

Legal Reference: United States Code, Title 49
 2717 Alcohol and controlled substances testing (Omnibus Transportation Employee Testing Act of 1991)
 Code of Federal Regulations, Title 49
 40 Procedures for Transportation Workplace Drug and Alcohol Testing Programs
 382 Controlled Substance and Alcohol Use and Testing
 395 Hours of Service Drivers
 Holiday v. City of Modesto (1991) 229 Cal. App. 3d. 528, 540.
 International Brotherhood of Teamsters v. Department of Transportation
 932 F. 2d 1292 (1991)
 American Trucking Association, Inc. v. Federal Highway Administration, (1995) WL 136022 (4th circuit)
 Connecticut General Statutes
 14-261b Drug and alcohol testing of drivers of certain vehicles, mechanics and forklift operators
 14-276a Regulations re school bus operators and operators of student transportation vehicles; qualifications; training. Pre-employment drug test required for operators

Policy adopted: June 17, 2014



Office of the Superintendent
 Madison Public Schools
 Madison, CT 06443

Donation (Cash / Property) to the Madison Public Schools

Completion of this form is required prior to the district's consideration of a proposed donation to the Madison Public Schools. This form is to be completed in its entirety and submitted to the building principal / assistant principal, Athletic Director, or Superintendent prior to receipt of any donated goods, services, or funds. Donations valued in excess of \$ 1,000 must be approved by the Board of Education. (Reference Policy #3281)

Date Form Completed: 3-29-22

Organization / Individual Making Donation: Jeffrey School PTO

Address: _____
 (Street) (City, State, Zip)

Daytime Phone # _____

Description of Donation / Gift: Donation to classes Approximate Value: \$2,000

Explain how this gift will be used? each grade level receives \$500 for

Monetary Gift: Explain how the funds will be used: wishlist items

Recipient(s) of Donation (school, athletics program, etc.): _____

Acknowledgments: (optional)

In honor of: _____

In memory of: _____

Acknowledgement Contact: _____

Acknowledgement Address: _____

This request cannot be acted upon before the building Principal / Assistant Principal, Athletic Director, or Superintendent has been consulted concerning this gift. Please provide the name of the person with whom you consulted.

Signature of Person Consulted: Rebecca Frost

Are there conditions of use attached to the gift: Yes _____ No _____

If yes, please explain conditions: _____

Are there installation costs, site preparation costs, labor costs, or equipment need for installation, etc? NO

If yes, who will be responsible for the costs? N/A

What is the annual maintenance cost of the donation if any? (be specific) N/A

Are there additional costs to the school district not indicated above? (be specific) N/A

(Signature of Donor and print name)

For Central Office Use Only

Accepted by Superintendent: _____
 Signature

3/1/22
 Date

Accepted by Board of Education on: _____
 Date

SUBJECT TO APPROVAL

**Madison Public Schools
Board of Education Regular Meeting
March 1, 2022
7:30 PM
Polson Library & Remote**

MEETING MINUTES

1. Call to Order / Attendance

The public meeting of the Madison Board of Education was called to order by Chair Seth Klaskin at 7:32 p.m. Mr. Klaskin led the Pledge of Allegiance.

Present: Seth Klaskin, Galen Cawley, Emily Rosenthal, Diane Infantine-Vyce, Steve Pynn, Maureen Lewis, Mary Ann Connelly, Jen Gordon, Cathy Miller.

Also present: Craig Cooke, Ph.D., Superintendent; Gail Dahling-Hench, Assistant Superintendent, Bill McMinn, Facilities Director.

2. School / Community Session

No members of the public were physically present or online.

3. Board of Education Student Representative Report
Isabelle Vagell and Lucy Fritzing

Lucy reported tonight. The mask mandate was lifted yesterday and it feels like student and staff energy level has increased. Students have been respectful of one another's mask wearing choices. Winter sports are now in post-season - Congratulations to the Gymnastics Team and Coach Kelly Smith for the Class S Championship! Trimester 2 is coming to a close. Students have been appreciative of the ½ hour timeslot between a.m. and p.m. exams. Seniors just received year end event notifications. Both the jr. and sr. proms will be held with no restrictions. Night in Hand will be sponsoring a prom dress fundraiser on March 25. Homecoming and pep rally info will be forthcoming.

4. Superintendent's Report
Craig A. Cooke, Ph.D.

March is Board Member Appreciation month. Dr. Cooke thanked the Board for their service to the community, noting that what is seen at the table during monthly meetings is just a fraction of what the job entails.

COVID update – received an announcement late on Friday from the CDC, masks made optional effective February 28 and then on Sunday, February 27 received word that would apply to public transportation as well. The exception will be away sporting events. We will follow the procedures of the home team or in the case of a high transmission rate. The CT Department of Health will be adopting new CDC indicators.

The Board of Selectmen have approved a draft charge for the Building Committee which we anticipate will have final approval March 8. An application process is expected for citizens to join the committee. The RFP has been posted for owner's representation, a professional firm to guide the district with the process. Expect to be done by end of the month. Working on the RFP for Brown school for architectural services to be overseen by Facilities Committee, with work to begin summer of 2023. Preliminary design work has occurred. Polson is a big project, with major work needing to be done with HVAC duct work and the auditorium. Reviewing professional services and waiting for owner's rep to assist us. Additionally, Polson has been designated a town shelter. We are looking at grant opportunities for the 3 projects, but in particular one new grant opportunity just released today by the governor.

The screening interview and full Rounds 1 and 2 interviews will take place this month for the new Athletic Director. We would ask for a board member(s) to participate in Rounds 1 and 2 (1 for each). Final candidate will be brought before the Board.

Public Hearing takes place tomorrow evening at Polson and by Zoom.

Board member comments: Chair Klaskin thanked the community for supporting the Schools Renewal Plan. The Board looks forward to bringing forth an amazing project that will positively benefit Madison students for generations to come. Cathy Miller recognized Lucy's comments with regard to students respecting each other for their choices with wearing masks.

5. Audience Response to Information Presented (Ref. Bylaw #9540.10)

No comments.

6. Board of Selectmen Liaison
Scott Murphy

Mr. Murphy not in attendance this evening.

7. Consent Agenda (Ref. Bylaw #9540.2 and #9540.8)

7.1. Line Item Transfers as of March 1, 2022

7.2. Budget Expenditures as of March 1, 2022

8. Action Item: Motion to approve Consent Agenda

MOTION: By Cawley, seconded by Infantine-Vyce to approve the Consent Agenda.

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

9. Board Committees / Liaison Updates (Ref. Bylaw #9450)

9.1. Curriculum and Student Development

Mr. Pynn reported the committee met this evening, the focus of which was to obtain Board approval for the adoption of Art Curriculum for grades 6-12. Assistant Superintendent Gail Dahling-Hench

spoke to obstacles faced during the curriculum writing process due to staff changes and COVID. Bill Sommer presented for the department, detailing the curriculum development process, as well as the creative cycle that would apply to most courses. A discussion ensued regarding the qualitative nature of art in the learning experience beyond the important skill development. The art department is being encouraged to write more of these qualitative standards and goals into their curriculum documents as board members were confident based on the presentation that it is embedded in the instruction but not adequately articulated in the curriculum.

The committee is recommending that the Board adopt and approve the curriculum as it's written, with the proviso that we understand it is a continuing process encouraging them to go and do further work in terms of writing into the curriculum what they clearly valued.

9.2. Facilities Committee

Mrs. Rosenthal reported the committee met this evening. Mr. McMinn provided updates on the Brown K-5 Project and the Polson Improvement Project as well as a General Facilities Update. Work continues on the final layout for Brown and an RFP will go out quickly, with a selection made by the end of March. Work will begin by the summer of 2022 as opposed to 2023, saving the district \$500K. The Polson project involves heating, ventilation and electrical work and is energy and mechanically focused. It is likely the district will need to hire a professional engineering firm with expertise in renewable energy. The RFP is out for owner's representation for the new school. Materials for the Polson entry way work will be purchased ahead of time to be on schedule for the summer. Brown entry work is scheduled for the summer. The leak in the Jeffrey school roof has been addressed. We are dealing with issues with the rooftop units at the TCLC and Jeffrey, as well as the DHHS rooftop HVAC units. Feminine hygiene products are now available at no cost to Polson and Hand students. Asbestos work taking place this summer at Brown and Polson; both schools will be completely offline. Radon study complete with no issues.

9.3. Finance Committee

Mr. Cawley reported the Finance Committee met February 23. Stacy Nobitz discussed end of year funds, estimating there is approximately \$700,000 available, the majority of which is from salary accounts and savings. Dr. Cooke proposed a line item transfer of those funds to cover the costs of renovating Polson's front entrance (\$455k), removing asbestos (\$116k), and furniture replacement for Jeffrey and Ryerson (\$104k). The committee voted and unanimously approved a motion for consideration to the full Board of Education that the line item transfer be included in the March 2, 2022 Consent Agenda. Discussed implications for the referendum. Mr. Cawley reviewed the budget calendar – tomorrow evening the Board of Education presents to the Board of Finance and workshops are scheduled for March 16 and 23. A second public hearing is scheduled for April 25, followed by a Board of Finance meeting. Budget referendum is May 16.

9.4. Personnel Committee

Maureen Lewis reported the committee has not met.

9.5. Policy Committee

The Policy Committee met on February 15. Dr. Infantine-Vyce reviewed the policies on the agenda for a second reading, which will go on the next regular Board meeting agenda for a third reading and adoption:

- Bylaw #9600: Formation, Adoption, Amendment or Deletion of Bylaws and Policies,
- Bylaw #9640 - Formulation, Adoption, Amendment or Deletion of Administrative Regulations
- Bylaw #9660 - Suspension of Policies, Bylaws or Administrative Regulations

And those for a first reading:

- #5113 - Student Attendance, Truancy and Chronic Absenteeism and Regulation
Changes made to legal references. Changes to the corresponding regulation involve compliance with public acts.
- #5121 - Chemical Health for Student Athletes
The first read for a new required policy. We revised the policy slightly to include tobacco products. We also wanted to ensure the professional employee definition included social workers, psychologists, and we added athletic trainers.

At the next regular Board meeting, the Bylaws will be voted on first, and if passed, the policies on tonight's agenda for a first read will move to a second read and action at the same meeting.

Policies #5131.911, Bullying Prevention and Intervention and #5131.914, Safe School Climate Policy, both of which were recently revised. These policies require revision again to conform with Connecticut State laws and acts.

A new mandatory regulation - #5125, Immunizations, included for information.

Several policies have been discussed which include language regarding the use of tobacco. These policies will be brought forth to the next meeting.

9.6. LEARN Liaison

Mary Ann Connelly reported LEARN met on February 10. The Groton Superintendent of Schools presented. Discussions revolved around budgets and magnet schools. There will be an opportunity to visit their schools during open house events. School policies regarding masking/unmasking were also discussed. Will be meeting again in 2 weeks.

Mrs. Connelly also reported the Town Marijuana Committee met this week with the Board of Selectmen and the member group of citizens. Mrs. Connelly was unable to attend, but did receive the "Act Concerning Responsible and Equitable Regulation of Adult Use Cannabis" which she distributed tonight. Also met with Bruce Wilson today who provided that same information.

Chair Klaskin noted that going forward, the two ad hoc Town Committees – Town Marijuana and Town Facilities Committees will be added to our Board agenda for our liaisons (Mary Ann Connelly and Emily Rosenthal) to report on.

10. Action Item: Motion to adopt Art Curriculum for Grades 6, 7 and 8, Sculpture, Drawing I, Drawing II Studio, Painting Studio, Short Film and Commercial Photography.

MOTION: By Miller, seconded by Connelly to adopt Art Curriculum for Grades 6, 7 and 8, Sculpture, Drawing I, Drawing II Studio, Painting Studio, Short Film and Commercial Photography.

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

Prior to the vote, a suggestion was made that future curriculum adoption not be placed on the Board agenda the same night as it is presented in Curriculum Committee; that the Board be given more time to review and formulate questions.

11. Action Item: Motion to approve the minutes of the February 8, 2022 Board of Education Meeting (Ref. Bylaw #9540.9)

MOTION: By Infantine-Vyce, seconded by Lewis to approve the minutes of the February 8, 2022 Board of Education meeting as amended.

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

12. Future Agenda Items

13. Meetings/Dates of Importance

14. Adjournment

MOTION: By Infantine-Vyce, seconded by Lewis to adjourn the meeting at 8:30 p.m.

AYES: Cawley, Connelly, Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 9-0

The Town of Madison does not discriminate on the basis of disability, and the meeting facilities are ADA accessible. Individuals who need assistance are invited to make their needs known by contacting Paula Carabetta at 203-245-5644 or by email at carabettap@madisonct.org at least five (5) business days prior to the meeting.

SUBJECT TO APPROVAL

**Madison Public Schools
Board of Education Regular Meeting
March 15, 2022
7:30 PM
Hammonasset Room & Remote**

MEETING MINUTES

1. Call to Order / Attendance

The public meeting of the Madison Board of Education was called to order by Chair Seth Klaskin at 7:32 p.m. Mr. Klaskin led the Pledge of Allegiance.

Present: Seth Klaskin, Emily Rosenthal, Diane Infantine-Vyce, Steve Pynn, Maureen Lewis, Jen Gordon, Cathy Miller.

Also present: Craig Cooke, Ph.D., Superintendent; Gail Dahling-Hench, Assistant Superintendent, Anthony Salutari, Jr., Principal, DHHS, Brian Bodner, Assistant Principal, DHHS, Melanie Witcher, Assistant Principal, DHHS; Kathryn Hart, Principal, Polson Middle School; Martha Curran, Assistant Principal; Polson Middle School; Frank Henderson, Principal, Brown Intermediate School; Kelly Spooner, Principal, Ryerson Elementary School; Becky Frost, Principal, Jeffrey Elementary School.

2. School / Community Session

Mr. Matthew Guarnieri, President of the Italian American Defense League spoke regarding the indication on the 2022-2023 school year calendar as October 10 as a school holiday, as opposed to Columbus Day. Mr. Guarnieri asked the Board to consider changing the calendar to read Columbus Day and recognizing Indigenous Peoples' on Native American Day (the Friday after Thanksgiving).

3. Communications Report

Zoe Roos provided a report on the communications efforts throughout the district, including the building project, COVID 19 and Kindergarten enrollment.

4. Presentation – School Development Plans

Dr. Cooke, Gail Dahling-Hench, building principals and assistant principals gave a presentation regarding the district's School Development Plans. Dr. Cooke spoke to how the district plans to track the work being done and how to be held accountable, noting this is a three-year plan with a one-year monitoring process. Building administrators assisted with the district plan and were then asked to create school plans. Four areas of development were the focus for each of the buildings: Academic, Talent, Climate and Systems. Dr. Cooke and Mrs. Dahling-Hench reviewed each of the slides and each of the principals provided information regarding their schools.

The presentation can be viewed in its entirety on the recording posted on the district website.

5. Board Member Comments

Chair Klaskin recognized several winter teams that have advanced through to the playoffs and congratulated the Polson Robotics Team, headed to the Global Finals in May. Chair Klaskin noted that Dr. Infantine-Vyce has been appointed as Board Parliamentarian. This will be voted on at the next regular Board of Education meeting.

6. Audience Response to Information Presented - None

7. Adjournment

MOTION: By Infantine-Vyce, seconded by Gordon to adjourn the meeting at 9:38 p.m.

AYES: Gordon, Klaskin, Lewis, Infantine-Vyce, Miller, Pynn, Rosenthal

NAYS: None

ABSTAIN: None

MOTION CARRIED: 7-0

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BOARD/COMMITTEE MEETING DATES

April 5, 2022	Curriculum & Student Development Cmte. – 5:30 p.m. Facilities Committee – 6:30 p.m. Board Meeting – 7:30 p.m.
April 26, 2022	Finance Committee – 5:30 p.m. Policy Committee – 6:30 p.m. Board Workshop – 7:30 p.m.
May 10, 2022	Curriculum & Student Development Cmte. – 5:30 p.m. Facilities Committee – 6:30 p.m. Board Meeting – 7:30 p.m.
May 24, 2022	Finance Committee – 5:30 p.m. Policy Committee – 6:30 p.m. Board Workshop – 7:30 p.m.
June 7, 2022	Curriculum & Student Development Cmte. – 5:30 p.m. Facilities Committee – 6:30 p.m. Board Meeting – 7:30 p.m.
June 21, 2022	Finance Committee – 5:30 p.m. Policy Committee – 6:30 p.m. Board Workshop – 7:30 p.m.