



BLOOMFIELD BOARD OF EDUCATION - BOARD OF EDUCATION POLICY COMMITTEE MEETING

Board of Education Policy Committee Meeting AT Tuesday, January 23, 2024

Bloomfield Board of Education 1133 Blue Hills Avenue Board Room, 1133 Blue Hills Avenue , Bloomfield, CT 06002

1. Establishment of a Quorum and Call to Order  
F. Bogle-Assegai
2. Consent Agenda
  - A. Approval of Minutes - Policy Committee Meeting - October 24, 2023 2  
F. Bogle-Assegai
3. Old Business
  - A. Policy for a Second Reading  
W. Guzman
    1. Policy Regarding Possession of Deadly Weapons or Firearms - 1700 4
4. New Business
  - A. Policies for Initial Reading
    1. Exploitation; Sexual Harassment (Students) - 5145.511 13  
W. Guzman
    2. Drug and Alcohol Free Workplace (Personnel) - 4118.232 20  
W. Guzman
    3. Political Activities of School Employees - 1311.1 27  
B. Silver
5. Adjournment  
F. Bogle-Assegai



Board of Education – Policy Committee Meeting  
Tuesday, October 23, 2023 at 7:00 P.M.  
Bloomfield Board of Education, Board Room  
1133 Blue Hills Avenue  
Bloomfield, CT 06002

**ATTENDANCE:** D. Harris, Chair Present  
K. Dunbar Present  
R. Ike Present

**ALSO PRESENT:** W. Guzman D. Nesmith E. Pierce  
A.M. Cullinan D. Moleti W. Shepard-Bannish  
L. Lamenzo J. Titelbaum S. Shippee  
S. Simpson F. Bogle-Assegai

**1. Establishment of a Quorum and Call to Order**

Mr. Harris called the meeting to order at 6:50 p.m. The roll was called and a quorum was present.

**2. Consent Agenda**

**A. Approval of Minutes – Policy Committee Meeting – May 23, 2023**

A motion was made by K. Dunbar and seconded by R. Ike for the Policy Committee to approve the meeting minutes from May 23, 2023, as presented.

D. Harris Aye  
K. Dunbar Abstain  
R. Ike Aye

The motion passed 2-0-1.

**B. Approval of Minutes – Policy Committee Special Meeting – October 10, 2023**

A motion was made by K. Dunbar and seconded by R. Ike for the Policy Committee to approve the meeting minutes from the special meeting on October 10, 2023, as presented.

The motion passed unanimously 3-0-0.

**3. Old Business**

**A. Policies for Second Reading**

**1. Policy Regarding Possession of Deadly Weapon Or Firearms - 1700**

Mr. William Guzman, Chief Operations Officer, presented a second reading policy 1700 and is replacing the old policy. The revision is a result of an incident at Laurel Elementary School. This policy was presented for a first reading to the Policy Committee on May 23, 2023 and to the Board of Education on June 6, 2023.



Mr. Guzman noted a revision from the first reading on page B, paragraph two, language was added to include a list of prohibited weapons, as suggested by Lynette Easmon at the Policy Committee meeting on May 23, 2023.

Mr. Guzman noted this new policy eliminates permission to have a firearm or weapons on school property for the purpose of accessing public or private lands for hunting (Section IV, C on the old policy). Mr. Guzman also noted this lanugae was drafted by Board attorneys Shipman and Goodwin.

K. Dunbar inquired if a ghost gun or 3D printed weapon was included on the list of prohibited weapons. Mr. Guzman will review with Board attorney.

A motion was made by K. Dunbar and seconded by R. Ike to recommend to the Board of Education for adoption, Policy 1700 – Policy Regarding Possession of Deadly Weapons or Firearms.

The motion passed unanimously 3-0-0.

**2. Minimum Duty-Free Lunch Periods for Teachers – 4113.12**

Mr. William Guzman noted this policy is in compliance with Public Act 22-80 Section 14 that stipulates a duty free 30 minute lunch for certified staff. Mr. Guzman noted that our Bloomfield Education Association (BEA) contract already includes a duty free lunch.

A motion was made by K. Dunbar and seconded by R. Ike to recommend to the Board of Education for adoption, Policy 4113.12 - Minimum Duty-Free Lunch Periods for Teachers.

The motion passed unanimously

**4. Adjournment**

At 7:02 p.m., a motion was made by Ike and seconded by K. Dunbar to adjourn.

The motion passed unanimously.

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D. Harris, Chair

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**Bloomfield, Connecticut**

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**BOARD POLICY**

**No. 1700(a)**

**RE: POLICY REGARDING POSSESSION OF DEADLY WEAPONS OR FIREARMS**  
**Community/Board Operations**

**Adopted: 12/08/2009**

**Approved: 10/06/2015**

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**I. DEFINITIONS:**

- A. **DEADLY WEAPON** MEANS "ANY WEAPON, WHETHER LOADED OR UNLOADED, FROM WHICH A SHOT MAY BE DISCHARGED, OR A SWITCHBLADE KNIFE, GRAVITY KNIFE, BILLY, BLACKJACK, BLUDGEON, OR METAL KNUCKLES." CONN. GEN. STAT. § 53A-3 (6).
  
- B. **FIREARM** MEANS "ANY SAWED-OFF SHOTGUN, MACHINE GUN, RIFLE, SHOTGUN, PISTOL, REVOLVER OR OTHER WEAPON, WHETHER LOADED OR UNLOADED FROM WHICH A SHOT MAY BE DISCHARGED." CONN. GEN. STAT. § 53A-3 (19).
  
- C. **PEACE OFFICER** MEANS "A MEMBER OF THE DIVISION OF STATE POLICE WITHIN THE DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION OR AN ORGANIZED LOCAL POLICE DEPARTMENT, A CHIEF INSPECTOR OR INSPECTOR IN THE DIVISION OF CRIMINAL JUSTICE, A STATE MARSHAL WHILE EXERCISING AUTHORITY GRANTED UNDER ANY PROVISION OF THE GENERAL STATUTES, A JUDICIAL MARSHAL IN THE PERFORMANCE OF THE DUTIES OF A JUDICIAL MARSHAL, A CONSERVATION OFFICER OR SPECIAL CONSERVATION OFFICER, AS DEFINED IN SECTION 26-5, A CONSTABLE WHO PERFORMS CRIMINAL LAW ENFORCEMENT DUTIES, A SPECIAL POLICEMAN APPOINTED UNDER SECTION 29-18, 29-18A OR 29-19, AN ADULT PROBATION OFFICER, AN OFFICIAL OF THE DEPARTMENT OF CORRECTION AUTHORIZED BY THE COMMISSIONER OF CORRECTION TO MAKE ARRESTS IN A CORRECTIONAL INSTITUTION OR FACILITY, ANY INVESTIGATOR IN THE INVESTIGATIONS UNIT OF THE OFFICE OF THE STATE TREASURER, AN INSPECTOR OF MOTOR VEHICLES IN THE DEPARTMENT OF MOTOR VEHICLES, WHO IS CERTIFIED UNDER THE PROVISIONS OF SECTIONS 7-294A TO 7-294E, INCLUSIVE, A UNITED STATES MARSHAL OR DEPUTY MARSHAL, ANY SPECIAL AGENT OF THE FEDERAL GOVERNMENT AUTHORIZED TO ENFORCE THE PROVISIONS OF TITLE 21 OF THE UNITED STATES CODE, OR A MEMBER OF A LAW ENFORCEMENT UNIT OF THE MASHANTUCKET PEQUOT TRIBE OR THE MOHEGAN TRIBE OF INDIANS OF

**BLOOMFIELD PUBLIC SCHOOLS**  
**Bloomfield, Connecticut**

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**BOARD POLICY**

**No. 1700(b)**

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CONNECTICUT CREATED AND GOVERNED BY A MEMORANDUM OF AGREEMENT UNDER SECTION 47-65C WHO IS CERTIFIED AS A POLICE OFFICER BY THE POLICE OFFICER STANDARDS AND TRAINING COUNCIL PURSUANT TO SECTIONS 7-294A TO 7-294E, INCLUSIVE.” CONN. GEN. STAT. § 53A-3 (9).

- D. REAL PROPERTY** MEANS THE LAND AND ALL TEMPORARY AND PERMANENT STRUCTURES COMPRISING THE DISTRICT'S ELEMENTARY AND SECONDARY SCHOOLS, AND ADMINISTRATIVE OFFICE BUILDINGS. REAL PROPERTY INCLUDES, BUT IS NOT LIMITED TO, THE FOLLOWING: CLASSROOMS, HALLWAYS, STORAGE FACILITIES, THEATRES, GYMNASIUMS, FIELDS AND PARKING LOTS.
- E SCHOOL-SPONSORED ACTIVITY** MEANS “ANY ACTIVITY SPONSORED, RECOGNIZED OR AUTHORIZED BY A BOARD OF EDUCATION AND INCLUDES ACTIVITIES CONDUCTED ON OR OFF SCHOOL PROPERTY.” CONN. GEN. STAT. § 10-233A(H).

**II. PROHIBITION OF DEADLY WEAPONS AND FIREARMS**

IN ACCORDANCE WITH CONN. GEN. STAT. § 29-28(E) AND § 53A-217B, THE POSSESSION AND/OR USE OF A DEADLY WEAPON OR FIREARM ON THE REAL PROPERTY OF ANY SCHOOL OR ADMINISTRATIVE OFFICE BUILDING IN THIS DISTRICT, ON SCHOOL TRANSPORTATION, OR AT A SCHOOL-SPONSORED ACTIVITY, IS PROHIBITED, EVEN IF THE PERSON POSSESSING THE DEADLY WEAPON OR FIREARM HAS A PERMIT FOR SUCH ITEM.

**III. PEACE OFFICER EXCEPTION**

A PEACE OFFICER ENGAGED IN THE PERFORMANCE OF HIS OR HER OFFICIAL DUTIES WHO IS IN LAWFUL POSSESSION OF A DEADLY WEAPON OR FIREARM MAY BRING SUCH ITEM ON THE REAL PROPERTY OF ANY SCHOOL OR ADMINISTRATIVE OFFICE BUILDING IN THIS DISTRICT, ON SCHOOL TRANSPORTATION, OR TO A SCHOOL-SPONSORED ACTIVITY.

**IV. OTHER EXCEPTIONS**

PERSONS IN LAWFUL POSSESSION OF A DEADLY WEAPON OR FIREARM MAY POSSESS SUCH ITEM ON THE REAL PROPERTY OF ANY SCHOOL OR

**BLOOMFIELD PUBLIC SCHOOLS**  
**Bloomfield, Connecticut**

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**BOARD POLICY**

**No. 1700(c)**

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ADMINISTRATIVE OFFICE BUILDING IN THIS DISTRICT, ON SCHOOL TRANSPORTATION, OR TO A SCHOOL-SPONSORED ACTIVITY, IF:

- A. THE PERSON BRINGS THE DEADLY WEAPON OR FIREARM ON THE REAL PROPERTY OF ANY SCHOOL OR ADMINISTRATIVE OFFICE BUILDING, ON SCHOOL TRANSPORTATION, OR TO A SCHOOL-SPONSORED ACTIVITY FOR USE IN A PROGRAM APPROVED BY SCHOOL OFFICIALS. IN SUCH CASE, THE PERSON MUST GIVE SCHOOL OFFICIALS NOTICE OF HIS/HER INTENTION TO BRING SUCH ITEM, AND THE PERSON MUST RECEIVE PRIOR WRITTEN PERMISSION FROM SCHOOL OFFICIALS.
  
- B. THE PERSON POSSESSES THE DEADLY WEAPON OR FIREARM ON THE REAL PROPERTY OF ANY SCHOOL OR ADMINISTRATIVE OFFICE BUILDING, ON SCHOOL TRANSPORTATION, OR AT A SCHOOL-SPONSORED ACTIVITY PURSUANT TO A WRITTEN AGREEMENT WITH SCHOOL OFFICIALS OR A WRITTEN AGREEMENT BETWEEN SUCH PERSON'S EMPLOYER AND SCHOOL OFFICIALS.

**V. CONSEQUENCES**

- A. UNLESS SUBJECT TO ONE OF THE EXCEPTIONS LISTED ABOVE, ANY PERSON WHO POSSESSES A DEADLY WEAPON OR FIREARM ON THE REAL PROPERTY OF AN ELEMENTARY OR SECONDARY SCHOOL IN THIS DISTRICT, OR ADMINISTRATIVE OFFICE BUILDING, ON SCHOOL TRANSPORTATION, OR AT A SCHOOL-SPONSORED ACTIVITY, WHETHER OR NOT THE PERSON IS LAWFULLY PERMITTED TO CARRY SUCH DEADLY WEAPON OR FIREARM, WILL BE REPORTED TO THE LOCAL POLICE AUTHORITIES ONCE SCHOOL OFFICIALS BECOME AWARE OF ITS POSSESSION.
  
- B. A STUDENT WHO POSSESSES AND/OR USES ANY DEADLY WEAPON OR FIREARM ON THE REAL PROPERTY OF AN ELEMENTARY OR SECONDARY SCHOOL IN THIS DISTRICT, OR ADMINISTRATIVE OFFICE BUILDING, ON SCHOOL TRANSPORTATION, OR AT A SCHOOL-SPONSORED ACTIVITY IN VIOLATION OF THIS POLICY SHALL BE DISCIPLINED IN ACCORDANCE WITH BOARD OF EDUCATION STUDENT DISCIPLINE POLICY.

**BLOOMFIELD PUBLIC SCHOOLS**  
**Bloomfield, Connecticut**

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**BOARD POLICY**

**No. 1700(d)**

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- C. THE BOARD OF EDUCATION RESERVES THE RIGHT TO FORBID ANYONE CAUGHT POSSESSING A DEADLY WEAPON OR FIREARM ON THE REAL PROPERTY OF ITS SCHOOL BUILDINGS OR ADMINISTRATIVE OFFICE BUILDINGS, ON SCHOOL TRANSPORTATION, OR AT A SCHOOL-SPONSORED ACTIVITY, FROM USING ANY AND ALL SCHOOL FACILITIES.

LEGAL REFERENCES:

Connecticut General Statutes § 10-233a  
§ 10-244a  
§ 29-28(e)  
§ 53a-3  
§ 53a-217b

B.

**BLOOMFIELD PUBLIC SCHOOLS**  
**Bloomfield, Connecticut**

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**BOARD POLICY**

**No. 1700(a)**

**RE: Policy Regarding Possession of Deadly Weapons  
Community/Board Operations**

**Adopted: 12/8/2009**

**Approved: 10/6/2015**

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**I.** Definitions:

- A. **Deadly Weapon** means "any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon, or metal knuckles." Conn. Gen. Stat. § 53a-3 (6).
- B. **Real Property** means the land and all temporary and permanent structures comprising the district's elementary and secondary schools, and administrative office buildings. Real property includes, but is not limited to, the following: classrooms, hallways, storage facilities, theatres, gymnasiums, fields and parking lots.
- C. **School-Sponsored Activity** "means any activity sponsored, recognized or authorized by a board of education and includes activities conducted on or off school property." Conn. Gen. Stat. § 10-233a.
- D. **Peace Officer** means a state police officer, a member of the local police department, an inspector in the state Division of Criminal Justice, a sheriff, deputy sheriff or special deputy sheriff, a conservation officer or special conservation officer, a constable who performs criminal law enforcement duties, a special policeman, an adult probation officer, a Department of Correction official authorized by the Commissioner of Correction to make arrests in a correctional institution or facility, an investigator in the investigations unit of the Office of the State Treasurer, or any special agent of the federal government. Conn. Gen. Stat. § 53a-3 (9).

**BLOOMFIELD PUBLIC SCHOOLS**  
**Bloomfield, Connecticut**

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**BOARD POLICY**

**No. 1700(b)**

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II. Prohibition of Deadly Weapons

In accordance with Conn. Gen. Stat. § 53a-217b, the possession of a deadly weapon on the real property of any school or administrative office building in this district, or at a school-sponsored activity, is prohibited.

III. Mandatory Exception

Persons in lawful possession of a deadly weapon may bring the weapon on the real property of any school or administrative office building in this district, or to a school-sponsored activity if:

The person is a peace officer engaged in the performance of his or her official duties.

IV. Permissive Exceptions

Persons in lawful possession of a deadly weapon may bring the weapon on the real property of any school or administrative office building in this district, or to a school-sponsored activity if:

- A. The person brings the weapon on the real property of any school or administrative office building or to a school-sponsored activity for use in a program approved by school officials, the person gives notice of his/her intention to bring such weapon on to the real property of any school or administrative office building or to a school-sponsored activity, and the person receives prior written permission from school officials to bring such a weapon onto the real property of the school or administrative office building or to a school sponsored activity.
- B. The person possesses the weapon on the real property of any school or administrative office building or at a school-sponsored activity pursuant to a written agreement with school officials or a written agreement between such person's employer and school officials.

**BLOOMFIELD PUBLIC SCHOOLS**  
**Bloomfield, Connecticut**

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**BOARD POLICY**

**No. 1700(c)**

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Persons in lawful possession of a deadly weapon may bring the weapon on the real property of any school building in this district if:

- C. The person crosses school property in order to gain access to public or private lands open to hunting or for other lawful purposes, the person's weapon is not loaded and the Board of Education has not prohibited such person's entry.

V. Consequences

- A. Unless subject to one of the exceptions listed above, any person who possesses a deadly weapon on the real property of an elementary or secondary school in this district, or administrative office building, or at a school-sponsored activity, whether or not the person is lawfully permitted to carry such weapon, will be reported to the local police authorities once school officials become aware of its possession.
- B. The Board of Education reserves the right to forbid anyone caught possessing a deadly weapon on the real property of its school buildings or administrative office buildings, or at a school-sponsored activity, from using any and all school facilities.

VI. Dissemination of Policy

The Board of Education shall inform all students, parent(s) and/or guardians, employees, town residents, and visitors of this policy governing possession of a deadly weapon.

**BLOOMFIELD PUBLIC SCHOOLS**  
**Bloomfield, Connecticut**

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**BOARD POLICY**

**No. 1700(d)**

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Legal References: Connecticut General Statutes  
29-28 Permit for sale at retail of pistol or revolver. Permit to carry a pistol or revolver. Confidentiality of name and address of permit holder. (as amended by PA 98-129)  
29-33 Sale, delivery or transfer of pistol and revolvers. Documentation requirements. Waiting period. Exempted transactions. Penalty. (as amended by PA 98-129)  
52a-3 Definitions.  
53a-217b Possession of a weapon on school grounds: Class D felony. (as amended by PA 01-84)  
P.A. 13-188 An Act Concerning School Safety  
P.A. 14-217 Section 254 of "Budget Implementer Bill"  
P.A. 14-212 An Act Concerning the State Education Resource Center ]

**RE: Exploitation; Sexual Harassment  
Students****Approved: June 13, 2017****Revised:****Sexual Abuse Prevention and Education Program****Definitions**

**Sexual violence** is a multi-layered oppression that occurs at the societal and individual level and is connected to and influenced by other forms of oppression, in particular, sexism, racism and heterosexism. On the societal level, it is the preponderance of attitudes, actions, social norms that perpetuate and sustain environments and behaviors that promote a cultural tolerance, acceptance, and denial of sexual assault and abuse. On an individual level, sexual violence is a wide range of sexual acts and behaviors that are unwanted, coerced, committed without consent, or forced either by physical means or through threats.

**Sexual abuse** refers to coerced or forced sexual contact or activity that may be ongoing or occurs over time, often within a trusting relationship. Most victims know their perpetrators. Perpetrators are usually older than their victims and may trick or force them into gradually doing the sexual behavior. The sexual behavior may not be violent and may even be pleasurable to the child, who doesn't necessarily know it is wrong. Perpetrators of ongoing sexual abuse control the, child/youth through secrecy, shame, or threats. Children cannot consent to sexual contact with adults or older youth, and sexual contact is considered abuse, regardless of whether it includes touching or not.

**Sexual assault** usually refers to forced or unwanted sexual contact or activity that occurs as a single incident, as opposed to ongoing sexual abuse that may continue over time. It may also involve verbal or visual behaviors, or any type of pressure designed to coerce or force someone to join in the unwanted sexual contact or activity. The assault may involve a similar range of behaviors that are attempted or perpetrated against a victim's will or when a victim cannot consent because of age, disability, or the influence of alcohol or drugs. Sexual assault may involve actual or threatened physical force, use of weapons, coercion, intimidation or pressure. The offender usually takes advantage of the victim's vulnerability. Anyone can perpetrate this type of abuse - a trusted friend or family member, a stranger, a casual acquaintance, or an intimate partner.

**Program**

The Bloomfield Public Schools shall implement the Sexual Abuse and Assault Awareness and Prevention program identified or developed, in compliance with C.G.S 17a-101q, by the Department of Children and Families, in collaboration with the Department of Education and other assisting entities, with the goal of informing students and staff about child sexual abuse and

assault awareness and available resources. The District's implementation of the Sexual Abuse and Assault Awareness and Prevention Program, per statute, shall be not later than October 1, 2016. The program, for students in Grades K-12, inclusive, shall include, but not be limited to:

1. Providing teachers instructional modules that may include, but not be limited to:
  - a. Training regarding the prevention and identification of, and response to, child sexual abuse and assault, and
  - b. Resources to further student, teacher and parental awareness regarding child sexual abuse and the prevention of such abuse and assault.

The Board of Education directs the Superintendent develop administrative regulations to address the issues of students obtaining assistance, intervention and counseling options, access to educational resources and procedures for reporting instances of child sexual abuse and assault.

A student shall be excused from participating in the sexual abuse, assault awareness and prevention program offered within the school, in its entirety or any part thereof, upon receipt by the Principal or his/her designee, of a written request from the student's parent/guardian.

Any student exempted from the sexual abuse and assault awareness and prevention program shall be provided, during the period of time in which the student would otherwise be participating in such program, an opportunity for other study or academic work.

### **Reporting Child Sexual Abuse and Sexual Assault**

Students shall be encouraged to disclose abuse to a trusted adult member of the staff, including, but not limited to, teachers, administrators, nurses, coaches, and counselors. Child abuse reporting procedures will be followed for all acts of violence and sexual abuse against children as delineated in policy #5141.4, "Reporting of Suspected Child Abuse," and its accompanying regulations.

Connecticut General Statutes §1 7a-101, as amended, requires all school employees including the Superintendent of Schools, school teachers, substitute teachers, administrators, school guidance counselors, school paraprofessionals, licensed nurses, physicians, psychologists, social workers, coaches of intramural or interscholastic athletics, or any other person, who in the performance of his/her duties, has regular contact with students and who provides services to District students, who have reasonable cause to suspect or believe that a child has been abused, neglected, or placed in imminent risk of serious harm to report such abuse and/or neglect in compliance with applicable state statutes.

An oral report by telephone or in person shall be made as soon as possible but no later than 12 hours to the Commissioner of Children and Families and to the Superintendent of Schools or his/her designee followed within 48 hours by a written report to the Department of Children and Families.

Reporting suspected abuse and/or neglect of children, in addition to the requirements

pertaining to staff training, record keeping and dissemination of this policy, shall be in accordance with the procedures established and set forth in the Administrative Regulation #5141.4.

Legal Reference: Connecticut General Statutes  
17a-101q Statewide sexual abuse and assault awareness and prevention program.  
A Statewide K-12 Sexual Assault and Abuse Prevention and Awareness Program developed by DCF, SDE, and Connecticut Alliance (The Alliance) to End Sexual Violence.  
PA 22-87 An Act Concerning the Identification and Prevention of and Response to Adult Sexual Misconduct Against Children.

**RE: ~~Exploitation; Sexual  
Harassment Students~~**

**Approved: ~~June 13, 2017~~**

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~~Sexual abuse prevention and education program~~

~~The Bloomfield school district ensures that schools sustain healthy, positive, and safe learning environments for all students. It is important to change the social climate of the school and the school norms with regards to sexual abuse and assault. This requires the efforts of the entire staff.~~

~~Therefore, the Bloomfield public schools shall develop a comprehensive child abuse program with the goal of informing students and staff about child sexual abuse and assault awareness.~~

~~The program shall include, but is not limited to:~~

- ~~1. Adopting a child abuse and assault awareness curriculum to provide age-appropriate information to teach students between appropriate and inappropriate conduct in situations where child sexual abuse or assault could occur, and to identify actions a child may take to prevent and report sexual abuse or sexual assault;~~
- ~~2. Providing students with resources and referrals to handle these potential dangerous situations;~~
- ~~3. Providing students access to available counseling and educational support;~~
- ~~4. Providing mandatory training to all district staff to ensure they are fully informed on:
  - ~~A. The warning signs of sexual abuse and sexual misconduct involving a child,~~
  - ~~B. Mandatory reporting requirements,~~
  - ~~C. School district policies, and~~
  - ~~D. Establishing and maintaining professional relationships with students, available resources for children affected by sexual abuse, sexual assault or misconduct.~~~~

**RE: ~~Exploitation; Sexual Harassment~~  
Students**

**Approved: ~~June 13, 2017~~**

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- ~~5. Methods for increasing teacher, student, and parent awareness of issues regarding sexual abuse of children; and~~
- ~~6. Permitting students to opt from participating in classroom instructions regarding sexual abuse and sexual assault upon receipt by the Principal or his/her designee of a written request from the student's parent/guardian. Such request shall be sufficient to exempt the student from such program in its entirety or from portions of it so specified by the parent/guardian.~~

~~Students, parent/guardians, teachers and school staff and school volunteers shall be provided information, at a minimum on an annual basis, on the District's policy and procedures against sexual abuse and assault. The information shall include evidence-based methods of preventing sexual abuse and assault, as well as how to effectively identify and respond to sexual abuse and incidents within the scope of the school.~~

~~The District shall utilize existing resources, including but not limited to, student support services staff (e.g. school social workers, school counselors, school psychologists) to assist in providing sexual abuse and assault intervention and prevention training.~~

~~Reporting Child Sexual Abuse and Assault~~

~~In furtherance of C.G.S. 17a-101 et. seq., and its purpose, the Board of Education requires ALL EMPLOYEES of the Board of Education to report suspected abuse and/or neglect, or imminent risk of serious harm, in accordance with the procedures set forth in this policy.~~

~~Furthermore, the Board of Education requires all personnel who have reasonable cause to suspect or believe that a child, under the age of eighteen (18), has been sexually abused or assaulted to report such cases in accordance with the law, Board policy, and administrative regulations.~~

**RE: ~~Exploitation; Sexual Harassment~~  
~~Students~~**

**Approved: ~~June 13, 2017~~**

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~~A mandated reporter shall make an oral report, by telephone or in person, to the Commissioner of Children and Families or a law enforcement agency as soon as possible, but no later than twelve (12) hours after the reporter has reasonable cause to suspect the child has been abused. In addition, the mandated reporter shall inform the Building Principal or his/her designee that he/she will be making such a report. Not later than forty-eight (48) hours of making the oral report, the mandated reporter shall file a written report with the Commissioner of Children and Families or his/her designee. (The Department of Children and Families has established a 24-hour Child Abuse and Neglect Hotline at 1-800-842-2288 for the purpose of making such oral reports.)~~

~~The oral and written reports shall include, if known: (1) the names and addresses of the child and his/her parents/guardians; (2) the child's age; (3) the child's gender; (4) the nature and extent of the child's sexual abuse or assault; (5) the approximate date and time the sexual abuse occurred; (6) information concerning any previous injury or injuries to, or maltreatment or neglect of, the child or his/her siblings; (7) the circumstances in which the sexual abuse or assault came to be known to the reporters; (8) the name of the person(s) suspected to be responsible for causing such abuse; (9) the reasons such person or persons are suspected of causing such abuse; (10) any information concerning any prior cases in which such person or persons have been suspected of such action; and (11) whatever action, if any, was taken to treat, provide shelter or otherwise assist the child.~~

~~If the report of sexual abuse involves an employee of the District as the perpetrator, the District may conduct its own investigation into the allegation, provided that such investigation shall not interfere with or impede any investigation conducted by the Department of children and Families or by a law enforcement agency.~~

~~The Board of Education recognizes that the Department of children and Families is required to disclose records to the Superintendent of Schools in response to a mandated reporter's written or oral report of abuse or neglect or if the Commissioner of Children and Families has reasonable belief that a school employee abused a student. Not later than five (5) working days after an investigation of child abuse by a school employee has been completed, DCF is required to notify the Superintendent and the State Department of Education of the investigation's results.~~

**BLOOMFIELD PUBLIC SCHOOLS**  
**Bloomfield, Connecticut**

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**POLICY** **No. 5145.511(d)**

**RE: ~~Exploitation; Sexual Harassment~~**  
**Students**

**Approved: ~~June 13, 2017~~**

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~~If DCF has reasonable cause, and recommends the employee be placed on DCF's Child Abuse and Neglect Registry, the Superintendent shall suspend such employee.~~

**LEGAL REFERENCE:**

~~Connecticut General Statutes P.A. 14-196, An Act Concerning A State Wide Sexual Abuse And Assault Awareness Program.~~

**RE: DRUG AND ALCOHOL FREE Workplace  
Personnel – Certified/Non-Certified**

**Adopted: Summer 2000**

**Approved: 10/6/2015**

**Revised:**

The Board Of Education (Board) is concerned with maintaining a safe and healthy working and learning environment for all staff and students. The board recognizes the importance of maintaining an environment for its staff and students that is drug and alcohol free. Reasonable steps will be taken to create a safe workplace free from the effects of alcohol, second-hand smoke and drug abuse.

Employees must abide by the terms of this policy as a condition of employment. This policy is adopted in accordance with state law and the drug free workplace act.

**Definitions**

“Cannabis” means marijuana which includes all parts of a plant or species of the genus cannabis, whether growing or not, and including its seeds and resin; its compounds, manufactures, salts, derivatives, mixtures, and preparations; and cannabimon, cannabimol, cannabidiol (cbd), and similar compounds unless derived from hemp as defined in federal law. The definition of marijuana also include any product made using hemp, as defined in state law, with more than 0.3% total THC concentration on a dry-weight basis, manufactured cannabinoids, and certain synthetic cannabinoids.

“Cannabis product” is cannabis in the form of a cannabis concentrate or a product that contains cannabis, which may be combined with other ingredients, and is intended for use or consumption.

“Cannabis concentrate” is any form of concentration extracted from cannabis, such as extracts, oils, tinctures, shatter, and waxes.

“Medical marijuana product” is cannabis that (1) dispensary facilities and hybrid retailers exclusively sell to qualifying patients and caregivers and (2) the department of consumer protection (DCP) designates on its website as reserved for sale to those individuals.

“Manufactured cannabinoid” means cannabinoids naturally occurring from a source other than marijuana that are similar in chemical structure or physiological effect to cannabinoids derived from marijuana, but that are derived by a chemical or biological process.

“Workplace” means the site for the performance of work done, which includes work done in connection with a federal grant. The workplace includes any district building or property; any district-owned vehicle or any other district-approved vehicle used to transport students to and from school or school activities; and off-district property during any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under

the jurisdiction/supervision of the district, which could also include work on a federal grant.

“School-sponsored activity” means any activity sponsored, recognized, or authorized by the board and includes activities conducted on or off school property.

“Drug” is defined as

“Controlled substances” which includes all forms of narcotics, depressants, stimulants, hallucinogens, steroids, and cannabis (including products made with or infused with these substances) whose sale, purchase, transfer, use, or possession is prohibited or restricted by state or federal law;

“Synthetic cannabinoids” which include drugs which are known or advertised as possibly affecting judgment, coordination, or any of the senses, including those which may cause drowsiness or dizziness; and  
Illegal substances.

“Prescription drugs” means drugs which are used in the course of medical treatment and have been prescribed and authorized for use by a licensed medical practitioner/physician or dentist, other than marijuana (cannabis) and marijuana-related substances.

“Smoking” means the burning of a cigarette, cigar, pipe or other similar device that contains in whole or in part, cannabis or hemp, in addition to tobacco.

“Electronic nicotine delivery system” for purposes of this policy means an electronic device used in the delivery of nicotine or other substances to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, including, but not limited to, electronic cigarette liquid.

“Vapor product” means any product that employs a heating element, power source, electronic circuit or other electronic, chemical, or mechanical means to produce a vapor that may or may not include nicotine and is inhaled by the product’s user.

“Under the influence” means any noticeable use, any detectable level of drugs or alcohol in the employee’s blood or urine or any noticeable or perceptible impairment of the employee’s mental or physical faculties.

“Criminal drug statute” means any criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance.

#### I. Prohibited behavior

To help maintain a drug-free school, community, and workplace, the following conduct is strictly prohibited of all district employees and volunteers. An employee who violates this policy may be required to successfully complete an appropriate rehabilitation program,

may not be renewed or his/her employment may be suspended or terminated, at the discretion of the board.

- A. Reporting to work or the workplace under the influence of alcohol, illegal and/or controlled substances including marijuana (cannabis) and anabolic steroids;
- B. Manufacturing, selling, delivering, soliciting, consuming, using, possessing, or transmitting alcohol in any amount or in any manner on district property or a district workplace at any time while students are under the supervision of the district, or when involved as an employee in a district activity on or off school district property;
- C. Unlawfully manufacturing, distributing, dispensing, possessing, or using a controlled substance in a district workplace;
- D. Using the workplace, district property or the staff member's position within the district to make or traffic alcohol, illegal and/or controlled substances, including marijuana (cannabis) and anabolic steroids;
- E. Using, possessing or transmitting illegal and/or controlled substances, including marijuana (cannabis) and anabolic steroids in a manner that is illegal or which impairs job performance or poses a hazard to the safety and welfare of the employee, the public, the students, or other employees; and
- F. Smoking or other use of tobacco products on school property during regular school hours, on transportation provided by the board of education, or during the course of any trip sponsored by the board or under the supervision of the board or its authorized agent.

## II. Use Of Prescription Drugs

- A. Employees are permitted to use prescription drugs on school property, or during the conduct of board business, that have been prescribed by a licensed medical practitioner. Such drugs shall be used only as prescribed. In addition, employees shall not possess prescription drugs for the purpose of sale or distribution.
- B. However, the board, in compliance with C.G.S. 21a-408a through 408q, prohibits the palliative use of marijuana on school property, at a school-sponsored event, or during the conduct of board business. Employees are prohibited from being under the influence of intoxicating substances, including marijuana used for palliative purposes, during the work day.

## III. Smoking

- A. The board prohibits smoking, including smoking using an electronic nicotine delivery system (e.g., e-cigarettes), and the use of tobacco products on school property or at any school-sponsored activity. This ban applies to any area of the workplace and outside within 25 feet of a doorway, operable window or air intake vent.
- B. The workplace smoking ban also applies to cannabis, hemp, and e-cigarette use, involving cannabis.
- C. Smoking, including cannabis, will be permitted in a situation in which a classroom is used during a smoking or e-cigarette demonstration that is part of a medical or

scientific experiment or lesson.

- D. The district will not make accommodations for an employee or be required to allow an employee to perform his/her duties while under the influence of cannabis or allow the employee to possess, use or otherwise consume cannabis while performing his/her employment duties.

#### IV. Notification Requirements

- A. Any staff member who is taking prescribed or over-the-counter medications will be responsible for consulting the prescribing physician and/or pharmacist to ascertain whether the medication may interfere with the safe performance of his/her job. If the use of a medication could compromise the safety of the staff member, other staff members, students or the public, it is the staff member's responsibility to use appropriate personnel procedures (e.g., use leave, request change of duty, or notify his/her supervisor of potential side effects) to avoid unsafe workplace practices. If a staff member notifies his/her supervisor that the use of medication could compromise the safe performance of his/her job, the supervisor, in conjunction with his/her superior, will determine whether the staff member can remain at work and whether any work restrictions will be necessary.
- B. As a condition of employment, each employee will notify his or her supervisor of a conviction under any criminal drug statute. Such notification will be provided no later than five (5) days after such conviction. The district will inform the federal granting agency within ten (10) days of such conviction, regardless of the source of the information.
- C. District employees are directed to report any suspected violation of this policy to an administrator or directly to the superintendent of schools or his/her designee. The superintendent or designee will investigate the allegation and meet with the alleged violator.
- D. All employees will be notified of this policy on a yearly basis and instructed to recognize that compliance is mandated.
- E. This policy shall be made known to prospective employees prior to employment.

#### V. Disciplinary Action Upon Violation of Policy

- A. Disciplinary action will include, at a minimum, a letter of reprimand and may include, but is not limited to suspension or termination from employment.
- B. The board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within thirty (30) days after receiving notice of the conviction.
- C. Should district employees be engaged in the performance of work under a federal contract or grant, or under a state contract or grant of \$5,000 or more, the superintendent shall notify the appropriate state or federal agency from which the district receives contract or grant monies of the employee's conviction within ten (10) days after receiving notice of the conviction.
- D. The district may notify law enforcement agencies regarding a staff member's district deems appropriate.

## VI. Employee Assistance

In order to make employees aware of dangers of drug and alcohol abuse, and to provide an employee with the opportunity for rehabilitation in overcoming addiction to, dependence upon or other problem with alcohol or drugs, the district will:

- A. Provide each employee with a copy of this district drug and alcohol-free workplace policy;
- B. Post notice of the drug and alcohol-free workplace policy in a place where other information for employees is posted;
- C. Make available materials from local, state, and national anti-drug and alcohol-abuse organizations;
- D. Enlist the aid of community and state agencies with drug and alcohol informational and rehabilitation programs to provide information to district employees;
- E. Provide information about benefits available under the board's group medical plan for treatment;
- F. Establish a drug-free awareness program to inform employees about:
  - The dangers of drug abuse in the workplace,
  - Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs, and
  - The penalties that the district may impose upon employees for violations of this policy.

CBD products (optional) Employees are prohibited from possessing or using any product with cannabidiol (CBD), whether derived from hemp or cannabis, regardless of the amount of THC in the product or to the extent to which it is legal or illegal under state law.

Legal reference: Connecticut General Statutes  
P.A. 21-1 (June Spec. Session) An Act Concerning Responsible And Equitable Regulation Of Adult-Use Cannabis  
Controlled Substances Act, 21 U.S.C. §812; 21 C.F.R. 1308.11-1308.15 drug-free workplace act of 1988, 41 U.S.C. §701 ET. Seq.  
Drug-Free Schools and Community Act, P.L. 99-570, As Amended By P.L. 101-226.  
Safe and Drug-Free School and Communities Act of 1994, 20 U.S.C. §7101-71187 (as amended by title IV – 21<sup>st</sup> century schools) drug-free workplace act, 30 ILCS 580/1 ET. Seq.  
Drug-free workplace requirements for federal grant and recipients 41 U.S.C. 8103.

## **PURPOSE**

~~The purpose of this policy is to establish a workplace which is free of the effects of alcohol and free from drug abuse. By accomplishing this purpose, the Board also seeks to ensure a safe, healthy working environment for all employees and to reduce absenteeism, tardiness and other job performance problems which may be caused by alcohol and/or drug abuse. This policy is adopted in accordance with 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, controlled substance or alcohol and shall not be under the influence of such substances while on Board premises or while conducting Board business on or off Board premises. Any employee who discovers illegal drugs or alcohol on Board premises shall notify the Superintendent or his/her designee who shall investigate the matter.~~

~~An employee must report any conviction under a criminal drug statute for violations occurring on or off Board premises 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 Board premises which have been prescribed by a licensed medical practitioner, and such drugs shall be used only as prescribed.~~

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

## **EMPLOYEE ASSISTANCE**

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

~~An employee who feels he or she has developed an addiction to, dependence upon, or other problem with alcohol or drugs, is encouraged to seek assistance. Certain benefits for alcoholism or drug addiction are provided under the Board's group medical insurance plan. An employee may be given an opportunity to participate in a rehabilitation program which requires absence from work for bona fide treatment. Such absence may be charged to the employee's accrued and unused sick leave, subject to the provisions of the employee's collective bargaining agreement and/or any applicable Board policies and regulations.~~

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

**Legal Reference:** ~~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 (1991)~~

~~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)~~

~~Connecticut General Statutes~~

~~19a-342 Smoking prohibited in certain places~~

**RE: Political Activities of School Employees****Approved:**

School district employees are encouraged to assume the obligations of full political citizenship. The Board recognizes that school property and school time are paid for by all the people of the District, and should not be used for partisan political purposes, except as provided for in policies pertaining to the use of school facilities by civic and political organizations.

Political activities must be confined to the hours away from school and employees may not be released from their regular duties and hours for political activity. In the classroom, teachers must put aside their personal and partisan political beliefs, and activities and constantly strive to give a balanced presentation of issues. Further, employees shall engage in no political activities on school premises during school hours.

Prohibited activities include the posting of political circulars or petitions, collection or solicitation of campaign funds, solicitations for campaign workers, the use of students in writing or addressing campaign materials, and the distribution of campaign materials to students on District property or during school time in any manner which would indicate that a school employee is using a position in the school to further personal partisan views on candidates for public office or questions of public property. Teachers and other District employees will not attempt to influence students concerning political party affiliations and will not praise or denigrate any particular political party.

Subject to the above limitations, Board employees may take part in the management, affairs, or campaign of any political party.

A Board employee may run for elective municipal or state office and continue in the employment of the Board.

Employees who hold elective public office may be granted released time for the performance of official duties related thereto provided such released time:

1. Does not affect the ability of the employee to meet job requirements;, and
2. There is no cost factor in excess of budgeted expenses during staff absences to the Bloomfield Public Schools for granting such released time.

The granting of released time for this purpose shall be determined by the Superintendent or designee. This decision shall be final and not appealable.

At the Superintendent or designee's discretion, in collaboration with the employee's supervisor, a flexible or alternate work schedule can be approved to accommodate time for the performance of official duties. A flexible/alternate work schedule is not considered an entitlement, or a benefit, and is neither a universal employee right nor a universal employee benefit.

A flexible work schedule for elected officials is not appropriate for all employees and positions, nor all employees in the same or similar jobs, and shall be considered on a case-by-case basis by the Superintendent and designees. In the case where a role is not eligible for a flexible or alternate schedule, the employee could still access release time if the release time does not affect the ability of the employee to meet job requirements and when there is no cost to the district.

Employees approved for a flexible/alternate work schedule must comply with all District policies and administrative regulations/procedures including contracts and work schedules, and meet all evaluation performance standards.

Nothing in this policy will be interpreted as prohibiting teachers from conducting appropriate activities that encourage students to become involved in the political processes of the party of the students' choice or as independents; nor does it prohibit the use of political figures as resource persons in the classrooms.

Legal Reference: Connecticut General Statutes

7-421 Political activities of classified municipal employees.

7-421b Limitation on restriction of political rights of municipal employees.

9-369b Explanatory text relating to local questions.

10-156e Employees of boards of education permitted to serve as elected officials; exception.

10-239 Use of school facilities for other purposes

31-51q Liability of employer for discipline or discharge of employee on account of employee's exercise of certain constitutional rights.

*Keyishian v. Board of Regents* 395 U.S. 589, 603 (1967)

Academic Freedom Policy (adopted by Connecticut State Board of Education, 9/9/81)

Equal Access Act, 20 U.S.C. ss 4071-4074