

Board of Education Regular Meeting  
Tuesday, December 18, 2007 7:30 PM Eastern

Town Campus Hammonasset Room  
10 Campus Drive  
Madison, CT 06443

- I. Call to Order / Attendance
- II. Executive Session - 6:30 p.m.
  - II.A. Personnel Items
  - II.B. Legal Items
- III. School Community Session - 7:30 p.m.
  - III.A. Special Recognition
    - III.A.1. Recognition: Daniel Hand High School, Recipient of a Silver Medal in U.S. World and News Report's First Annual List of America's Best High Schools
    - III.A.2. Recognition: Madison Board of Education, Recipient of Connecticut Association of Boards of Education Leadership Award on November 16, 2007
    - III.A.3. Recognition: Dr. H. Kaye Griffin, Interim Superintendent of Madison Public Schools
  - III.B. Public Participation
- IV. Board of Education Student Representatives' Report
- V. Superintendent's Report
  - V.A. Discussion: Proposed Federal Grant Project; Safe Schools, Heathy Students
  - V.B. Drafts of Council Documents for Athletic Program
    - V.B.1. Madison Athletic Programs Advisory Council (MAPAC)
    - V.B.2. Coaches' Advisory Council
    - V.B.3. Daniel Hand High School Student-Athlete Advisory Council
  - V.C. Discussion: Interim Revision of Code of Conduct (Effective January 2008-June 2008)
  - V.D. Presentation: Preliminary Draft 2008-2009 Madison Public Schools Operational Budget
  - V.E. Overview: Professional Development Day, January 2, 2008
- VI. Board Members' Comments
- VII. Board Committees / Liaison Updates
  - VII.A. Planning Committee
  - VII.B. Personnel Committee
  - VII.C. Policy Committee
    - VII.C.1. Third Revision Reading: Policy #5100.9.6 Maintenance and Development of Athletic Programs
    - VII.C.2. Second Revision Reading: Policy #TBD Restraint and Seclusion
    - VII.C.3. Second Revision Reading: Policy #TBD Student-Activity Transportation/Vehicles
    - VII.C.4. Second Revision Reading: Policy #TBD Conduct Code of Participation in Extracurricular Activities
  - VII.D. Finance Committee

- VII.E. Community Outreach Committee
- VII.F. LEARN Liaison
- VIII. Audience Response to Information Presented
- IX. Consent Agenda (Items 9.1 - 9.4)
  - IX.A. Bills Payable: \$6,954.25 (06/07) and \$879,578.03 (07/08)
  - IX.B. Line Transfers: \$29,488.41
  - IX.C. Acknowledgment: Out of State Travel for Daniel Hand High School (Ref. Policy #6100.16.1)
  - IX.D. Request for removal for used books/equipment (Ref. Policy #3260)
- X. Action Item: Minutes 12/04/07 Meeting
- XI. Action Item: Minutes 12/11/07 Meeting
- XII. Action Item: Appointment of Acting Superintendent of Schools
- XIII. Action Item: To Appoint Acting Assistant Superintendent of Schools
- XIV. Old Business
  - XIV.A. Discussion: Committee Meeting Schedules Through June 30, 2008
- XV. New Business
  - XV.A. Discussion: BOF, BOS and BOE Joint Retreat; January 2, 2008, 6:00 p.m., Daniel Hand High School (The Bridge)
  - XV.B. Discussion: GASB Meeting, January 3, 2008, 7:30 p.m., Town Campus Hammonasset Room
  - XV.C. Discussion: FOIA Meeting, January 24, 2008, 7:00 p.m., Town Campus Hammonasset Room
- XVI. Future Agenda Items
- XVII. Adjournment

**U.S. News and World Report  
First Annual America's Best High Schools**

**Connecticut Recipients**

***Daniel Hand High School***  
***New Haven County, Madison, CT*** ***SILVER MEDAL***

**Avon High School**  
**Hartford County, Avon, CT** **SILVER MEDAL**

**Central High School**  
**Fairfield County, Bridgeport, CT** **BRONZE MEDAL**

**Cooperative High School**  
**New Haven County, New Haven, CT** **BRONZE MEDAL**

**Darien High School**  
**Fairfield County, Darien, CT** **SILVER MEDAL**

**East Lyme High School**  
**New London County, East Lyme, CT** **SILVER MEDAL**

**Fairfield Warde High School**  
**Fairfield County, Fairfield, CT** **SILVER MEDAL**

**Farmington High School**  
**Hartford County, Farmington, CT** **SILVER MEDAL**

**Glastonbury High School**  
**Hartford County, Glastonbury, CT** **SILVER MEDAL**

**Hill Regional Career High School**  
**New Haven County, New Haven, CT** **BRONZE MEDAL**

**Joel Barlow High School**  
**Fairfield County, Redding, CT** **SILVER MEDAL**

|  |                     |
|--|---------------------|
| <b>New Canaan High School</b><br><b>Fairfield County, New Canaan, CT</b>       | <b>SILVER MEDAL</b> |
| <b>New Fairfield High School</b><br><b>Fairfield County, New Fairfield, CT</b> | <b>SILVER MEDAL</b> |
| <b>Ridgefield High School</b><br><b>Fairfield County, Ridgefield, CT</b>       | <b>SILVER MEDAL</b> |
| <b>Simsbury High School</b><br><b>Hartford County, Simsbury, CT</b>            | <b>SILVER MEDAL</b> |
| <b>Sports Sciences Academy</b><br><b>Hartford County, Hartford, CT</b>         | <b>BRONZE MEDAL</b> |
| <b>Stafford High School</b><br><b>Tolland County, Stafford Springs, CT</b>     | <b>BRONZE MEDAL</b> |
| <b>Staples High School</b><br><b>Fairfield County, Westport, CT</b>            | <b>SILVER MEDAL</b> |
| <b>Weston High School</b><br><b>Fairfield County, Weston, CT</b>               | <b>SILVER MEDAL</b> |
| <b>Wilton High School</b><br><b>Fairfield County, Wilton, CT</b>               | <b>SILVER MEDAL</b> |
| <b>Windsor High School</b><br><b>Hartford County, Windsor, CT</b>              | <b>SILVER MEDAL</b> |



**Brian Kelly**  
Editor

December 4, 2007

Ms. Barbara Britton  
Principal  
Daniel Hand High School  
286 Green Hill Road  
Madison, CT 06443



Dear Principal Britton:

*U.S. News & World Report* would like to congratulate you on Daniel Hand High School receiving a Silver Medal in our first annual list of America's Best High Schools.

America's Best High Schools recognizes three categories of distinction: gold, silver, and bronze. Analysis is based on:

- Standardized test performance
- Proficiency rates of all students, including the least advantaged
- Challenging college-ready curriculum

The silver medal recognizes high schools meeting all three criteria.

A complete list of America's Best High Schools, as well as details about the analysis and the methodology used to develop the ranking, is available at [www.usnews.com/highschools](http://www.usnews.com/highschools). We encourage you to share this news with your community and the members of your local media.

Congratulations to you, your teachers and your students for achieving this great distinction.

Sincerely,

Brian Kelly  
Editor  
*U.S. News & World Report*

# New Haven Register

WEDNESDAY, DECEMBER 12, 2007

NEWSSTAND

SPORTS FINAL

## 3 area schools earn honors from magazine

By Elizabeth Benton  
Register Staff

U.S. News & World Report has named two New Haven magnet schools and Daniel Hand High School of Madison among the nation's top high schools.

In a recently published report, the magazine awarded bronze stars to Career High School and Cooperative Arts and Humanities High School in New Haven, and a silver to Daniel Hand.

Schools were measured on whether students performed better than statistically expected, and whether schools prepared students for college-level work.

The magazine examined reading and math test results on state standardized

See Nation, A9

## Nation: 3 high schools in area earn honors

Continued from A1

exams, and factored in the percentage of economically disadvantaged students.

For those schools in which economically disadvantaged students performed better than statistically expected, the magazine examined the school's black, Hispanic and low-income student test scores, and determined whether they scored better than average statewide, compared to similar students.

Schools whose disadvantaged students performed better than the statewide average for their cohort were then judged on how they prepared students for college, using Advanced Placement data.

The magazine calculated a school's "college readiness" index by counting the number of seniors who took at least one AP test, then dividing it by the total number of 12th-graders. They then factored in the number of seniors who took and passed an AP exam, receiving a score of at least 3 out of a possible 5. Greater weight was given to student performance over participation.

The magazine used the data to determine a cutoff in their index where a "critical mass" of students was deemed to have gained access to college-level work.

U.S. News awarded gold medals to the 100 high schools with the highest college readiness scores. Silver medals were awarded to 405 schools whose scores exceeded the cut-offs, but

were not in the top 100.

An additional 1,086 bronze medals were awarded to schools that passed the first two stages, but did not have the college readiness scores to reach the cut off. New Haven has a growing AP program. Mayor John DeStefano Jr. and Superintendent of Schools Reginald Mayo are scheduled to honor 34 AP scholars today from four city high schools. Those students passed three to eight AP exams, earning a score of 3 or higher.

At Career, 154 students took AP classes last year, with 51 students scoring above a 3. At Coop, 56 students took at least one AP, with 16 scoring at least a 3.

Career Principal Michael Ceraso is "looking forward to having many more New Haven public high schools join us," in receiving awards. "We think there's excellence all around."

Ceraso attributed Career's success to a "focus on preparing students as best we can for what we think would be the challenges they face in academic situations beyond high school."

"One of the things we're more pleased about with our graduates is, they come back and tell us they're pleased with the level of preparation we've provided them. So, when they get to college, they're able to overcome that first year," he said.

Over at Coop, Principal Lola Garcia Blocker said her teachers have focused on reading and writing, even assigning writing

assignments in gym class. The school is now beginning to take a schoolwide approach to math as well, she said.

"We've raised expectations for our students, and have begun to change the culture in our school. Students understand we have high expectations for them," she said.

For more information on how the schools performed, visit [www.usnews.com](http://www.usnews.com).

Elizabeth Benton can be reached at 789-5714 or [ebenton@nhregister.com](mailto:ebenton@nhregister.com).



Thursday, December 13, 2007

[Nation & World](#) | [Health](#) | [Money & Business](#) | [Education](#) | [Opinion](#) | [Science](#) | [Photo](#) | [Video](#) | [Rankings](#) |

## America's Best High Schools

### From Massachusetts to California, a look at the schools that excel in teaching students

Posted November 29, 2007

There are more than 18,000 public high schools in the United States. What if you could take a snapshot of each one and capture, at a particular moment, what kinds of students were enrolled there and the caliber of the education provided them? If you were to collect these individual snapshots into one huge national yearbook, which high school would be chosen as "Most Likely to Succeed," meaning that it set the best example of how to prepare students to achieve their post-graduation goals?



Lunch at Thomas Jefferson High School in suburban Washington, D.C.  
(Charlie Archambault for USN&WR)

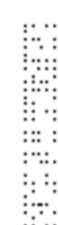
We've attempted to answer that pivotal question in the following pages, our first ever ranking of America's Best High Schools. Using a formula produced in collaboration with School Evaluation Services, a K-12 data research and analysis business run by Standard & Poor's, we put high schools in 40 states through a three-step analysis. First, we measured how each school's students performed on state tests, adjusting for student circumstances. We next evaluated how well each school's disadvantaged students did. Finally, we looked at whether the school was successful in providing college-level coursework.

The 100 schools that did the best in this analysis earned gold medals. The next 405 schools were awarded silver medals, and an additional 1,086 schools earned bronze.

Like any good photograph, the details of the data gathered for this project reveal a number of fascinating stories. Most notable is the variety among the schools that have earned the highest honor. Our first-place winner, Thomas Jefferson High School in suburban Washington, D.C., picks its students from the children of the nation's leaders. Yet just 10 slots lower, Hidalgo High School on the border of Texas and Mexico has found success

educating a student body comprising the children of challenged immigrants. And in Boston, the nation's oldest school carries on an exemplary tradition while a new charter school explores innovations such as housing tutors in dormitories on the third floor of its building.

A good high school can open worlds of opportunity for its students.



**Tags:** America's Best High Schools

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**NEWS  
RELEASE**

**Connecticut Association of Boards of Education**

81 Wolcott Hill Road, Wethersfield, CT 06109

FOR IMMEDIATE RELEASE

Contact: Nicholas D. Caruso, Jr.  
Phone: (860) 571-7446  
FAX: (860) 571-7452

**Wethersfield, CT, 11/16/07 – School Boards Recognized for Excellence**

The Connecticut Association of Boards of Education (CABE) is proud to announce that nineteen local or regional boards of education have received the 2007 **CABE Board Leadership Award**.

Started in 1998, this prestigious award was created to recognize excellence in the leadership activities of local boards of education. To be eligible for the award, a board must meet strict criteria that promote effective teamwork and group decision-making.

Among the criteria needed for this award are:

- The board actively works with the community to inform them and to gain feedback from them;
- The board has developed and adhered to a code of conduct;
- Board members actively participate in board development activities;
- The board does an annual self-evaluation;
- The board concentrates on policy issues;
- Board members are active on the regional, state or federal levels.

Boards must fulfill 22 out of 30 different requirements to achieve the award.

The award winners for 2007 are: ***Berlin, Bethel, Bethany, Bloomfield, Enfield, Farmington, Granby, Groton, Hebron, Madison, Montville, New Haven, Plainville, Region #4, Region #18, Salem, Shelton, Simsbury, and Waterford.***

The awards were given out at the 100<sup>th</sup> Annual CABE/CAPSS (Connecticut Association of Public School Superintendents) Convention on November 17 by Acting Education Commissioner, George Coleman at the Connecticut Convention Center in Hartford, CT.

Public Participation Guidelines:

Members of the community are invited to speak on topics of interest and / or topics to be addressed in the agenda. The Board of Education may choose to interact with participants, but will not act upon topics that require further study before action is taken. The participation time will be limited to three (3) minutes per person and fifteen (15) minutes overall to guarantee efficient operation of the entire meeting.

**MADISON ATHLETIC PROGRAMS  
ADVISORY COUNCIL  
(MAPAC)**



**MADISON PUBLIC SCHOOLS**  
10 Campus Drive  
P.O. Drawer 71  
Madison, Connecticut 06443-2562  
[www.madison.k12.ct.us](http://www.madison.k12.ct.us)

Adopted: 2007-2008

1

2                   **MADISON ATHLETIC PROGRAMS ADVISORY COUNCIL**

3   **(MAPAC)**

4   **Introduction**

5   The Madison Athletic Programs Advisory Council (MAPAC) is organized to advise the Board of  
6   Education, the Superintendent, the Director of Athletics, and the secondary school administrators  
7   on matters affecting the interscholastic athletic programs. First and foremost, MAPAC exists to  
8   help the Madison Public Schools maintain a focus on the mission, goals, and objectives of the  
9   athletic programs in the context of the Board of Education’s Strategic Plan and its purpose to  
10  advance the academic, social, and physical development of students.

11  MAPAC also assists the Board of Education and the administration in monitoring and assessing  
12  the overall effectiveness and efficiency of Board policies and administrative regulations affecting  
13  athletic programs operations.

14  MAPAC, as an advisory body, does not establish, change or set or execute policy, but strives to  
15  inform and influence policy and administrative regulation development for the overall good of  
16  the school district and the students served in the athletic program.

17  **Role and Purpose of the Advisory Council**

18       The Madison Athletic Programs Advisory Council is an organization of school  
19       administrators, athletic department staff, parents of student-athletes, and community  
20       persons dedicated to the following objectives:

21       1) **Supporting, encouraging and advancing** MPS athletic programs and related  
22       activities, thereby cultivating clean, wholesome school spirit, promoting good  
23       sportsmanship, and developing high ideals of character and role models for student-  
24       athletes.

25       2) **Planning and promoting** special projects, in keeping with Board of Education policy,  
26       to enhance resources, supplies, and equipment necessary to provide exemplary athletic  
27       programs for the school district within the bounds of the law and school district policy.

28 3) **Seeking strategies to assist** the school district and / or school officials who are charged  
29 with the responsibility of supervising athletic programs for MPS student-athletes. The  
30 Council shall do nothing which violates the rules of the Connecticut Interscholastic  
31 Athletic Conference or in any way jeopardizes the membership of the school district in  
32 said athletic / activity association.

33 4) **Proposing** new and / or expanded progressive interscholastic, club, and intramural  
34 (athletics) opportunities that are complementary to the central academic mission of the  
35 school district. The Council shall provide a forum for ongoing assessment of the overall  
36 quality of the athletic program and shall seek to address the interests and needs of students  
37 through program evaluation and development as delineated in Board of Education Policy  
38 #5100.9.6.

### 39 **Support and Coordination of Fundraising Activities**

40 MAPAC, in its capacity of advisory to the Board of Education, may participate in  
41 coordinating fundraising activities for raising funds to support the needs of athletic  
42 programs that otherwise could not be addressed in the context of the annual Board of  
43 Education budget. Fundraising activities involving assistance by the Council will be  
44 executed primarily through the district's aligned booster clubs.

45 All funds donated to the Madison Public Schools for advancement of the athletic  
46 program will be expended for (1) capital improvements of the district's sports facilities,  
47 as proposed and approved by the Board of Education, (2) Board of Education approved  
48 sports team equipment, not provided for in Board's annual budget, (3) warm-ups,  
49 uniforms, and extra supplies, not supported in the Board budget or registration fee  
50 budget, (4) the reconditioning of sports equipment, and/or (5) the purchase of awards  
51 and recognition ceremonies / banquets.

52 Coaches are encouraged to take advantage of the opportunity to present proposals to  
53 the Council to suggest fundraising projects and program improvements during the  
54 course of the school year. Having coaches assisting the Council with coordinating  
55 booster club projects can help to strengthen "good-will" between and among the booster  
56 club organizations, the athletic department, and the school administration.

57 **MADISON ATHLETIC PROGRAMS ADVISORY COUNCIL**

58 **BYLAWS**

59 **ARTICLE I: NAME**

60 The official name of the Council shall be the Madison Athletic Programs Advisory  
61 Council (MAPAC).

62 **ARTICLE II: PURPOSE**

- 63 1) Working with school administrators and the Board of Education, the Council shall  
64 support, encourage and advance athletic programs and related activities of the Madison  
65 Public Schools and thereby cultivate wholesome school spirit, promote good  
66 sportsmanship, and develop character and high ideals.
- 67 2) The Council, in conjunction with the Board of Education, shall promote projects to  
68 improve facilities and equipment necessary to provide an adequate athletic program for  
69 the school district.
- 70 3) The Council shall serve to review proposals for further development of athletics and  
71 make recommendations per Board of Education Policy #5100.9.6 Maintenance and  
72 Development of Athletic Programs.

73 **ARTICLE III: COUNCIL MEMBERSHIP**

74 The Council members (13 in total) are invited to participate by the Superintendent of Schools  
75 and the Director of Athletics. Each school year, a notice for open seats on the Council will be  
76 posted on the district website to encourage interested persons to submit a letter of interest.  
77 The Council will be comprised of the following members:

- 78 • Three (3) members of the coaching staff [1 each representing fall, winter, spring  
79 sports seasons. There must be a mix of gender sports represented, i.e., not all  
80 boys' team coaches or all girls' team coaches];
- 81 • One (1) member from the Board of Education;
- 82 • The high school principal or administrative designee;

- 83           • The Director of Athletics;
- 84           • The Superintendent of Schools; and
- 85           • Six (6) booster group members and / or parents-at-large [2 representing each of
- 86           the three sports seasons and both boys' and girls' sports within the season].
- 87           (Parents must have a child who is a current member of a sports team).

88           Terms of members shall be as set forth in Article IV below.

89   **ARTICLE IV: OFFICERS OF THE COUNCIL**

- 90       1) The officers of the Council shall be a Chairperson, a Vice-Chairperson, a Secretary and a
- 91       Treasurer. Only coach or booster club/parents-at-large members shall be eligible to be
- 92       officers.
- 93       2) The officers shall be elected annually as follows:
  - 94       a) The Chairperson shall be installed at the regularly scheduled meeting in June.
  - 95       b) The Chairperson shall be the Vice-Chairperson from the previous year. If the
  - 96       Vice-Chairperson is not available to ascend to the Chairperson's office, one shall
  - 97       be elected by the Council from a returning member.
  - 98       c) The Vice-Chairperson, Secretary and Treasurer will be elected by the members
  - 99       of the Council at the regularly scheduled meeting in April and be in office for the
  - 100      June meeting, which shall be the final Council meeting of each school year.
  - 101      d) Duties of the officers of the Council shall include the following:

102

103           **The Chairperson . . .**

- 104           a) Shall preside at all meetings of the Council.
- 105           b) Shall develop, distribute, and publicly post, per BOE policy, all agendas
- 106           for Council meetings.
- 107           c) Shall personally represent the Council or appoint a delegate at functions
- 108           where Council representation is deemed advisable.
- 109           d) Shall appoint sub-committees after soliciting input from Council members.
- 110           e) Shall effect compliance with the rules, regulations, and policies of the

111 Board of Education, administrative regulations, and the Department of  
112 Athletics procedures.

113  
114 **The Vice-Chairperson . . .**

- 115  
116 a) Shall have such powers and perform such duties as may be delegated to  
117 him/her by the Chairperson.  
118 b) In the absence or disability of the Chairperson, he/she shall perform  
119 the duties and exercise the powers of the Chairperson.

120  
121 **The Secretary . . .**

- 122  
123 a) Shall keep the minutes of all meetings of the Council and file a copy with  
124 the Board of Education Administrative Assistant in the Central Office.  
125 b) Shall keep such other records as directed by the Council members.  
126 c) Shall sign with the Chairperson, or with the Vice-Chairperson, all  
127 documents, forms, or agreements in the name of the Council in keeping  
128 with Board of Education policy and procedures.  
129 d) Shall perform all the duties usually incident to the office of  
130 secretary, subject to the control of the Council.

131  
132 **The Treasurer . . .**

- 133  
134 a) Shall work with the Director of Fiscal Services to organize and  
135 maintain appropriate financial procedures and records related to any  
136 fundraising activities involving the Council in keeping with Board of  
137 Education policy and procedures.  
138 b) Shall perform all the duties usually incident to the office of the  
139 treasurer, subject to the control of the Council and in concert with the  
140 Director of Fiscal Services.  
141 c) Must be bonded.

142 **ARTICLE V: ORGANIZATION OF OFFICERS OF COUNCIL**

143 1) The Madison Athletic Programs Advisory Council shall be organized as follows:

144 a) Each member shall normally serve a two-year term of office. To make the transition  
145 from the inception of the Council to full implementation, six (6) of the initial  
146 members shall serve a one-year term in 2007-2008 and the balance of the  
147 membership, excluding the Director of Athletic Programs and the Superintendent of  
148 Schools, shall serve an initial two-year term. In subsequent years, beginning in 2008-  
149 2009, returning members should form the nucleus of the new council.

150 b) The Board of Education representative to the Council shall be limited to a two-year  
151 term.

152 c) Coaches shall serve on an annual rotation basis, thus providing for representation  
153 from all sports teams within a sports season, i.e., fall sports, winter sports, spring  
154 sports.

155  
156 2) The Chairperson of the Council shall be one of the coach or booster club/parent-at-large  
157 members. The Chairperson shall be elected by a simple majority vote of all the members  
158 of the Council.

159 3) The Executive Committee shall consist of the officers of the Council and may be  
160 authorized to resolve urgent matters under the direction of school administrators.

161

162 **ARTICLE VI: NOMINATIONS FOR OFFICERS**

163 1) The Chairperson shall appoint himself or herself and at least three (3) coach or  
164 booster club/parent-at-large members of the Council to serve as a Nominating  
165 Committee along with the Director of Athletics and the Superintendent of Schools.

166 2) The Nominating Committee shall meet during the month of April and nominate at  
167 least one (1) candidate each for Vice-Chairperson, Secretary and Treasurer, plus  
168 individuals to fill any vacancies that have occurred.

169 3) In case of a vacancy on the Council or in one of the offices, the remaining members  
170 of the Council shall appoint, by simple majority vote, a person to fill the unexpired  
171 term. When an officer's term of office expires, he/she may be nominated to run for  
172 another term, provided that the term of his or her membership on the Council shall not  
173 be scheduled to expire during the period for which he or she is nominated to serve as an  
174 officer.

175

176 **ARTICLE VII: COUNCIL MEETINGS**

177 1) Council meetings shall be held monthly from September through May of each  
178 school year. The day and the week should be consistent if possible. The June  
179 meeting will be for Council organizational purposes and planning for the coming  
180 year.

181 2) All meetings should include a review and approval of the minutes from the  
182 previous meeting, presentation of a current financial report, reports from active sub-  
183 committees, old business and topics for future agendas.

184 3) Meetings shall be presided over by the Chairperson. The Vice-Chairperson,  
185 Secretary or Treasurer may preside in the absence of the Chairperson.

186 4) A special meeting may be called by the Chairperson.

187 5) A motion or item may carry on the vote of a simple majority of those members present;  
188 provided a quorum must be present. A quorum shall consist of a simple majority of  
189 members.

190 6) Council members are expected to attend all meetings. They may be excused in  
191 advance of the meeting by the Chairperson for reasons acceptable to the Chairperson.

192 7) Unexcused absences and/or excessive excused absences shall require that a  
193 member be replaced for the good of the organization. Replacement shall occur at the  
194 option of the Chair, as ratified by a simple majority vote of the membership.

195

196 **ARTICLE VIII: USE OF PROGRAM DEVELOPMENT FUNDS (Registration Fees /**  
197 **Donations)**

198 1) Council recommendations for use of program development funds shall be  
199 presented to the Board of Education, via the Director of Athletics' proposed  
200 budget, as a component of the annual budget development process. Funds shall  
201 be disbursed by the Director of Fiscal Services upon the approval of the Board of  
202 Education.

203 2) The Chairperson of the Council shall have the authority to authorize  
204 expenditures up to one hundred dollars (\$100.00) each month, under the  
205 supervision of the Director of Fiscal Services, from the Council's funds when it  
206 is not feasible to call a special meeting of the Council members. A report of these  
207 expenditures shall be given at the next regular meeting.

208 3) The Council members shall not have any legal or equitable ownership in any of  
209 the funds or property donated to or raised by the Madison Public Schools. All  
210 funds shall remain under the auspices of the Board of Education.

211 4) Any funds collected by the officers or members of the Council shall be deposited  
212 in an account approved by the Board of Education, under the supervision of the  
213 Director of Fiscal Services.

214 5) The treasurer of the Council, under the supervision of the Director of Fiscal  
215 Services, shall pay by check any debts of the Council within seven (7) days after  
216 receipt or on approval by the Council members.

217 6) All proposed projects or new programs that would require financial obligation  
218 of the Board of Education for personnel, services, materials, capital  
219 maintenance or replacement charges must be presented to the Council, and, if  
220 approved by the Council, presented to the Board of Education for approval in  
221 accordance with Board of Education Policy. Any such new proposals are to be  
222 acted upon at the October meeting in order for the Director of Athletics to plan  
223 the comprehensive athletic program budget for the next school year.

224 7) An annual audit by the Office of Fiscal Services shall be required. The  
225 treasurer will be required to submit a detailed report at the end of each year. A  
226 formal letter by the auditor or auditors shall be standard procedure expressing  
227 the findings and filed in the records of the Council, in keeping with the Town of  
228 Madison audit procedures / guidelines.

229

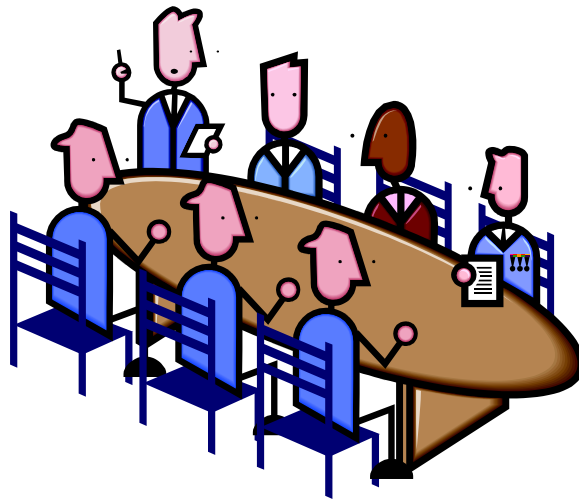
230 **ARTICLE IX: AMENDMENTS**

231 These Bylaws may be amended at any annual organizational meeting (June) of the  
232 Council by the affirmative vote of two-thirds (2/3) of the members, provided that  
233 any proposed change shall be presented for discussion and debate no later than  
234 the April meeting and that it be listed on the agenda for the organizational meeting, and  
235 provided further, that the Board of Education shall have final amendment and approval  
236 authority over any such Council amendment.

237

238

# MADISON PUBLIC SCHOOLS COACHES' ADVISORY COUNCIL



**MADISON PUBLIC SCHOOLS**  
10 Campus Drive  
P.O. Drawer 71  
Madison, Connecticut 06443-2562  
[www.madison.k12.ct.us](http://www.madison.k12.ct.us)

Adopted: 2007-2008

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2  
3 **Madison Public Schools Coaches' Advisory Council**  
4  
5

6 The Madison Public Schools Coaches' Advisory Council was created to support  
7 coaches in their efforts to coach and assist in the development of students through  
8 athletic program initiatives for Daniel Hand High School and Walter C. Polson  
9 Middle School Interscholastic Athletic Programs.  
10

11 The Council also provides training for coaches, thus contributing to the overall  
12 quality of the student-athlete experience within the context of the general high  
13 school and middle school experience. The 2007-2008 school year is the first year of  
14 the Council, although Head Coaches have met with the Director of Athletics in past  
15 years. The Council provides an opportunity for more members of the coaching staff  
16 to become involved in decision making that affects their work as coaches.  
17

18 The MPS Coaches' Advisory Council will engage in shared decision-making under  
19 the supervision of the Director of Athletics, and the High School and Middle School  
20 Principals, as appropriate. Additionally, coaches will participate in an ongoing  
21 comprehensive training program based on a continuum of skills and abilities from  
22 the level of inductee (coach mentee) to experienced coach (coach mentor).  
23

24 **Primary Functions of the MPS Coaches' Advisory Council:**  
25

- 26
- 27 • Disseminate information in an effective manner to all coaches, including  
28 certification requirements and procedures for sustaining eligibility to coach in  
29 a public school environment;
  - 30 • Provide the Athletic Director and MPS administration with feedback and  
31 insight into athletics department issues from the perspectives of coaches;  
32
  - 33 • Build a sense of community within the athletics program involving all  
34 coaches at all levels of expertise and experience; and  
35
  - 36 • Promote a positive athletic coach image throughout the school and the  
37 community.

39 **Council Bylaws**

40  
41 **Article I: Name of Council**

42  
43 The name of this organization shall be known as the Madison Public Schools  
44 Coaches' Advisory Council or the MPS Coaches' Advisory Council.

45  
46 **Article II: Purpose and Goals of the Council**

47  
48 **Section I. Purpose of the Council**

49  
50 The purpose of the Council shall be to help athletic coaches develop skill and ability  
51 in coaching, while promoting the opportunity for the exchange of ideas among  
52 coaches for different sports across the three sports seasons.

53  
54 **Section II. Focus of the Council**

55  
56 The major focus of the Council shall be to improve the overall athletic program by  
57 creating an environment in which a shared decision-making process, in regard to  
58 those aspects of the athletic program that have a direct impact on coaches, is  
59 promoted. For example, recommendations for improvement of the program, such as  
60 those recommended in the CIAC Athletic Program Evaluation (2006), will be  
61 reviewed by coaches as a means of providing the Board of Education and the  
62 administration with input from the perspective of coaches.

63  
64 **Article III: Membership of the Council**

65  
66 **Section I. Membership of the Coaches' Advisory Council**

67  
68 The MPS Coaches' Advisory Council shall be composed of twelve (14) regular  
69 members, the Athletic Director, and two (2) *ex officio* members, per the following:

- 70  
71
  - three (3) high school coaches (one from each athletic season) for girls' teams;
  - 72
  - 73 • three (3) high school coaches (one from each athletic season) for boys' teams;
  - 74
  - 75 • two (2) middle school coaches (from different seasons) for girls' teams;
  - 76 • two (2) middle school coaches (from different seasons) for boys' teams;
  - 77 • two (2) high school assistant coaches (from different seasons and from teams not represented by another coach),
  - 78
  - 79 • two (2) high school assistant coaches (from different seasons and from teams not represented by another coach),
  - 80
  - 81 • the Director of Athletic Programs.
  - 82 • the High School Principal, *ex officio*
  - 83 • the Upper Middle School Principal, *ex officio*

84  
85 Each member, except for the Director of Athletics and the *ex officio* members will  
86 serve for two years, with one-half of the membership in 2007-2008 serving for one  
87 year only and one-half of the membership remaining on the Council throughout  
88 2008-2009. Thus, the Council will benefit from having continuation of one-half of its  
89 membership each year.

90  
91 **Section II. Attendance at Council Meetings**

92  
93 Attendance at all meetings and organizational events is encouraged for the overall  
94 good of the Council. Each Council member shall be encouraged to have no more  
95 than two absences a year to meetings and special events.

96  
97 **Article IV: Requirements for Officers and Members**

98  
99 **Section I. Requirements**

100  
101 The officers of the MPS Coaches' Advisory Council must be coaches in good standing  
102 as an employee for the Madison Public Schools and shall possess current  
103 certification and credentials for employment as a coach. The Chairperson, Vice  
104 Chairperson and the Secretary shall comprise the Executive Committee of the  
105 Council.

106  
107 **Section II. Officers and Duties**

108  
109 **Chairperson**

- 110 • Preside over regular Council meetings and Executive Committee meetings
- 111 • Communicate with the Executive Committee members and the Council  
112 members on all matters of interest to student-athletes
- 113 • Represent Council at events and meetings on and off campus
- 114 • The Chairperson does not vote at general committee meetings, except in the  
115 event of a tie vote

116  
117 **Vice Chairperson**

- 118 • Preside over regular Council meetings and Executive Committee meetings in  
119 the absence of the Chairperson
- 120 • Follow up with Council members when they are absent from meetings
- 121 • Represent Council at events and meetings on campus at the request of the  
122 chair
- 123 • Serve as chair of Council the next year

124  
125 **Secretary**

- 126 • Prepare agendas for all meetings
- 127 • Prepare minutes for all meetings



**DANIEL HAND HIGH SCHOOL**  
**STUDENT-ATHLETE ADVISORY COUNCIL**  
**2007 - 2008**



**MADISON PUBLIC SCHOOLS**  
10 Campus Drive  
P.O. Drawer 71  
Madison, Connecticut 06443-2562  
[www.madison.k12.ct.us](http://www.madison.k12.ct.us)

Adopted: 2007-2008

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## Daniel Hand High School

### Student-Athlete Advisory Council

The Daniel Hand High School Student-Athlete Advisory Council was created to support student-athletes' growth and development as leaders. The Council also supports the introduction and implementation of athletic program initiatives for the interscholastic sports. Student participation on the Council is intended to enhance the quality of the student-athlete experience within the context of the general high school experience. The 2007-2008 school year is the first year of operation for the Council.

The DHHS Student-Athlete Advisory Council will participate in activities and engage in shared decision-making under the supervision of the Director of Athletics and the High School Principal. Suggested topics for the 2007-2008 calendars of meetings might include Drug & Alcohol Education, Time Management and Study Skill Tips, Nutrition, and Stress Management. These programs, or similar programs, will be piloted with the DHHS Student-Athlete Advisory Council in anticipation of future implementation with all student-athletes.

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#### Primary Functions of the DHHS Student-Athlete Advisory Council:

- Promote communication between the school administration and student-athletes
- Disseminate information in an effective manner to all student-athletes
- Provide school administration with feedback and insight into issues and concerns of student-athletes from their perspective
- Provide for a student-athlete "voice" within the development and review of athletics department policies and procedures

- 33 • Build a sense of community within the athletics program involving all  
34 athletic teams
- 35 • Organize community service by student-athletes to benefit the  
36 Madison community
- 37 • Promote a positive student-athlete image throughout the school and  
38 the community

39  
40 **Article I. Name of the Organization**

41  
42 The name of the student-athlete organization shall be known as the Daniel  
43 Hand High School Student-Athlete Advisory Council.  
44

45  
46 **Article II. Purpose and Goals of the Organization**

47  
48 **Section I. Purpose**

49  
50 The purpose of the council shall be to foster improved and sustained  
51 communication between student-athletes and the school administration,  
52 while providing an opportunity for more student-athletes to develop  
53 leadership skills. The council shall also serve as a forum for promoting  
54 opportunities for the exchange of ideas, concerns, and issues among  
55 student-athletes of different sports across the three sports seasons.  
56

57 **Section II. Focus of the Council**

58  
59 The major focus of the council shall be to contribute to the overall  
60 effectiveness of Madison Public Schools' athletic programs and to involve  
61 student-athletes in shared decision-making discussions pertaining to those  
62 aspects of the athletic program that have a direct impact on them as  
63 student-athletes.  
64  
65  
66  
67

68 **Article III. Membership of the Council**

69  
70 **Section I. Selection Process for Membership**

71  
72 At the beginning of each school year, all students will receive an  
73 informational brochure / notification from the High School Principal and the  
74 Director of Athletics explaining the purpose of DHHS Student-Athlete  
75 Advisory Council. The brochure will direct interested student-athletes to  
76 notify the Director of Athletics and the High School Principal of their  
77 interest in serving on the Council for the upcoming school year. As each team  
78 is to appoint to members to the Council, in the event there are more than  
79 two team members interested, or if fewer than two express interest,  
80 members of each sports team will ultimately have the responsibility of  
81 selecting their team's representatives each year. Since the Student  
82 Chairperson of the Council does not vote, the team which he/she represents  
83 will select another voting member to serve on the DHHS Student-Athlete  
84 Advisory Council.

85  
86 **Section II. Sports Team Representation on the Council**

87  
88 Each sports team will select two voting members to serve on the Council.  
89 Team captains of the sports teams already serve on the Captain's Council;  
90 therefore, other student-athletes are encouraged to participate on this  
91 Council in order to increase the overall number of students in leadership  
92 roles in the athletic program.

93  
94  
95 **Section III. Attendance at Council Meetings**

96  
97 Attendance of Council members at all Council meetings and Council  
98 organizational events is encouraged for the overall good of the Council. Each  
99 voting member will be discouraged from having more than two (2) absences a  
100 year from Council meetings and special events. Exceptions to this rule may  
101 be deemed allowable by the Director of Athletics or the High School  
102 Principal, as appropriate and necessary for academic and / or family  
103 commitment purposes.

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**Article IV. Officers and Members of the Council**

**Section I. Requirements for Membership**

The officers of DHHS Student-Athlete Advisory Council (Chairperson, Vice Chairperson, Treasurer, Secretary, Program Committee Chairperson, Student-Athlete Welfare Committee Chairperson) must meet the following requirements:

- (a) have at least a "C" grade point average at the time of their election and post at least a "C" grade point average for the trimester immediately preceding election and maintain at least a "C" grade point average during the term of office;
- (b) be in good standing with the school faculty, staff, and administration and not have accrued a disciplinary record; and
- (c) be subject to removal from office by the Council administrator advisors should the officer or member fail to maintain the requirements described in (a) and (b).

**Section II. Officers and Duties of Officers**

The Executive Committee of the Council is comprised of the Chairperson, Vice Chairperson, Treasurer, and Secretary.

**Chairperson**

- Preside over regular Council meetings and Executive Committee meetings
- Communicate with the Executive Committee members and the advisors on all matters of interest to student-athletes
- Represent Council at events and meetings on and off campus
- The chairperson does not vote at general Council meetings except in the event of a tie vote

142 **Vice Chairperson**

- 143  Preside over regular Council and Executive Committee meetings in the
- 144 absence of the chairperson
- 145  Follow-up with Council members when they are absent from meetings
- 146  Represent Council at events and meetings on campus at the request of
- 147 the chairperson
- 148  Serve as chairperson of Council the next year

149

150 **Treasurer**

- 151  Prepare budget reports for meetings
- 152  Assist Council members and Executive Committee with organizing and
- 153 implementing fundraising procedures, as needed
- 154  Assist high school bookkeeper with managing Council funds

155

156 **Secretary**

- 157  Prepare minutes for all meetings
- 158  Prepare agendas for meetings
- 159  Create master list of all members
- 160  Prepare attendance forms and take attendance at all meetings
- 161  Notify members about each meeting one week prior to the meeting
- 162  Represent Council at events and meetings on campus at the request of
- 163 the chairperson

164

165 **Program Committee Chairperson**

- 166  Help to coordinate speakers for each Council meeting
- 167  Help to organize Council participation in activities of DHHS Student-
- 168 Athlete Day
- 169  Take photos at Council events
- 170  Help develop the program for a district-wide student-athlete banquet

171

172 **Student-Athlete Welfare Committee Chairperson**

- 173  Identify issues of concern among student-athletes
- 174  Chair sub-committees to develop proposals to address concerns
- 175  Assist in presenting proposals to school administrators

176

177 **Council Representatives**

- 178  Attend every Council meeting. If absent, find another team member
- 179 to attend

- 180       □ Serve on at least one standing committee of Council
- 181       □ Report back to the team about Council activities after each Council
- 182             meeting
- 183       □ Serve on ad hoc committees of Council as appointed by the
- 184             chairperson

185

### 186   **Section III. Election of Officers Process**

187

188   Applications shall be submitted at least one month prior to the last meeting  
189   of the school year to the Director of Athletics and the High School Principal  
190   who shall review applications and interview the applicants. New officers will  
191   be announced at the Council's last regular meeting of the school year.

192

193

194

## 194       **Article V. Council Meetings**

195

### 196   **Section I. Council Meeting Schedule**

197

198   General Council meetings will be held five times each school year: once each  
199   sports season (Trimester 1, 2, and 3), at the beginning of the school year and  
200   at the end of the school year. The Director of Athletics and the High School  
201   Principal will decide the meeting place and meeting time for each meeting  
202   and will post the information on the school and district calendars. Executive  
203   Committee meetings will be held prior to the general Council meeting for  
204   planning purposes and review of the meeting agenda.

205

### 206   **Section II. Council Quorum**

207

208   A quorum shall consist of 50 percent plus one (50% + 1) of the membership  
209   and a quorum of members must be present to conduct official business of  
210   the Council.

211

212

213

## 213       **Article VI. Council Finances**

214

215   In the event that members of the Council choose to participate in any  
216   fundraising activities, all monies collected from said activities shall be  
217   deposited and disbursed through a bank account established for this Council

218 through the DHHS Student Activities Fund and/or the District Business /  
219 Fiscal Office. All funds must be deposited within 24 hours after collection  
220 or as soon as possible on the next school day following an event. If an event  
221 is planned immediately prior to a vacation, arrangements for safekeeping of  
222 funds should be made in advance with the administration. The High School  
223 Principal must approve and sign each expenditure before payment.

224

225

## 226 **Article VII. Amendments & Revisions**

227

### 228 **Section I. Amendments**

229

230 These Bylaws may be amended at any time by a two-thirds vote of the  
231 Executive Committee, subject to the approval of the Director of Athletics  
232 and the High School Principal. When the general Council so desires, any  
233 Council member or executive who wishes to make an amendment to these  
234 bylaws may do so with a 4/5 vote in favor of the amendment by the general  
235 committee, again subject to the approval of the Director of Athletics and the  
236 High School Principal. An amendment cannot be proposed and voted on in the  
237 same meeting.

238

### 239 **Section II. Revision**

240

241 This document must be reviewed every year and resubmitted to the  
242 Department of Athletics for inclusion in the Student Section of the Athletic  
243 Department Handbook. All amendments to the bylaws of the Council must be  
244 made in accordance with Article VII Section I above and presented to, and  
245 approved by, the High School Principal and the Director of Athletics for  
246 review prior to implementation.

247

248

**Summary of Code of Conduct Revisions (DHHS, WCP, RHB)  
December 2007**

**Section I – Infractions or behaviors that jeopardize the health, safety, and welfare of individuals in the school community.**

| <b>Infraction</b>                            | <b>2005-2006 Consequences DHHS</b>  | <b>Proposed January 2008 Revisions DHHS</b>  | <b>2005-2006 Consequences Polson</b>  | <b>Proposed January 2008 Revisions Polson</b>  | <b>2005-2006 Consequences Brown</b>   | <b>Proposed January 2008 Revisions Brown</b>  |
|--|---|--|---|--|---|---|
| <i>I.A</i><br>Bus Misconduct                 | 1 <sup>st</sup> : Conference<br>2 <sup>nd</sup> : Suspension of Bus Privileges – 5 days<br>3 <sup>rd</sup> : Suspension of Bus Privileges – 10 days | No Changes   | 1 <sup>st</sup> : Conference<br>2 <sup>nd</sup> : Suspension of Bus Privileges – 5 days<br>3 <sup>rd</sup> : Suspension of Bus Privileges – 10 days | No Changes   | 1 <sup>st</sup> : Conference<br>2 <sup>nd</sup> : Suspension of Bus Privileges – 5 days<br>3 <sup>rd</sup> : Suspension of Bus Privileges – 10 days | No Changes  |
| <i>I.B</i><br>Inappropriate Physical Contact | 1 <sup>st</sup> : 5 day OSS<br>2 <sup>nd</sup> : 10 day OSS   | 1 <sup>st</sup> : 1-3 day ISS<br>2 <sup>nd</sup> : 1-5 day ISS                             | 1 <sup>st</sup> : ½ day in-school suspension<br>2 <sup>nd</sup> : 1-2 days in-school suspension   | 1 <sup>st</sup> : up to 1 day ISS<br>2 <sup>nd</sup> : No change                           | 1 <sup>st</sup> : ½ - 1day in-school suspension<br>2 <sup>nd</sup> : 1-2 days in-school suspension  | No Changes  |
| <i>I.C</i><br>Verbal Assault                 | 1 <sup>st</sup> : 3 day ISS<br>2 <sup>nd</sup> : 5-10 OSS   | 1 <sup>st</sup> : No change<br>2 <sup>nd</sup> : 1-5 days OSS and/or 1-5 days ISS          | 1 <sup>st</sup> : 1 day ISS<br>2 <sup>nd</sup> : 2 days OSS   | 1 <sup>st</sup> : No change<br>2 <sup>nd</sup> : No change                                 | 1 <sup>st</sup> : ½ day ISS<br>2 <sup>nd</sup> : 2 days ISS   | No Changes  |
| <i>I.D</i><br>Possession of Tobacco          | 1 <sup>st</sup> : 4 hour Saturday detention<br>2 <sup>nd</sup> : 2 day ISS<br>3 <sup>rd</sup> : 4 day OSS   | 1 <sup>st</sup> : No change<br>2 <sup>nd</sup> : No change<br>3 <sup>rd</sup> : 4 day ISS  | 1 <sup>st</sup> : 4 hour detention<br>2 <sup>nd</sup> : 2 day ISS   | 1 <sup>st</sup> : No change<br>2 <sup>nd</sup> : No change                                 | 1 <sup>st</sup> : 4 hours detention<br>2 <sup>nd</sup> : 2 day ISS<br>3 <sup>rd</sup> : 4 days OSS  | 1 <sup>st</sup> : 4 days detention<br>2 <sup>nd</sup> : No change<br>3 <sup>rd</sup> : Eliminated |
| <i>I.E</i><br>Smoking                        | 1 <sup>st</sup> : 2 day ISS<br>2 <sup>nd</sup> : 4 day ISS<br>3 <sup>rd</sup> : 5 day OSS   | 1 <sup>st</sup> : No change<br>2 <sup>nd</sup> : No change<br>3 <sup>rd</sup> : Eliminated | 1 <sup>st</sup> : 2 day ISS<br>2 <sup>nd</sup> : 4 day ISS<br>3 <sup>rd</sup> : 5 day OSS   | 1 <sup>st</sup> : No change<br>2 <sup>nd</sup> : No change<br>3 <sup>rd</sup> : Eliminated | 1 <sup>st</sup> : 2 day ISS<br>2 <sup>nd</sup> : 4 day ISS<br>3 <sup>rd</sup> : 5 days OSS  | 1 <sup>st</sup> : No change<br>2 <sup>nd</sup> : No change<br>3 <sup>rd</sup> : Eliminated        |
| <i>I.F</i><br>Hazing                         | 1 <sup>st</sup> : 3 day ISS<br>2 <sup>nd</sup> : 3 day OSS  | 1 <sup>st</sup> : No change<br>2 <sup>nd</sup> : 5 day ISS                                 | 1 <sup>st</sup> : 1-2 days ISS<br>2 <sup>nd</sup> : 2 days OSS  | 1 <sup>st</sup> : No change<br>2 <sup>nd</sup> : No change                                 | 1 <sup>st</sup> : 1-2 days ISS<br>2 <sup>nd</sup> : 1 day OSS   | 1 <sup>st</sup> : No change<br>2 <sup>nd</sup> : 1 day ISS  |
| <i>I.G</i><br>Bullying                       | 1- 10 day OSS   | 1-5 day ISS and/or 1-5 day OSS   | 1- 10 day ISS   | No Changes   | 1- 10 day ISS or OSS  | 1 – 5 days ISS  |
| <i>I.H</i><br>Sexual Harassment              | 1- 10 day OSS   | 1-5 day ISS and/or 1-5 day OSS   | 1- 10 day ISS or OSS  | 1 – 5 day ISS  | 1- 10 day ISS or OSS  | 1 – 5 day ISS   |
| <i>I.I</i><br>Fighting                       | 1 <sup>st</sup> : 5 day OSS<br>2 <sup>nd</sup> : 10 day OSS   | No Changes   | 1 <sup>st</sup> : 2 days ISS<br>2 <sup>nd</sup> : 3 days ISS  | 1 <sup>st</sup> : No changes<br>2 <sup>nd</sup> : 5 days ISS                               | 1 <sup>st</sup> : 2 days ISS<br>2 <sup>nd</sup> : 3 days ISS  | 1 <sup>st</sup> : No changes<br>2 <sup>nd</sup> : No changes                                      |
| <i>I.J</i><br>False Alarm, Bomb Threat       | 10 day OSS  | No Changes   | 5 days ISS  | No Changes   | 3 days ISS  | No Changes  |
| <i>I.K</i><br>Assault                        | 10 day OSS  | No changes   | 5 days ISS  | No Changes   | 3 days ISS  | No Changes  |

**Summary of Code of Conduct Revisions (DHHS, WCP, RHB)  
December 2007**

**Section I – (Continued) Infractions or behaviors that jeopardize the health, safety, and welfare of individuals in the school community.**

| <b>Infraction</b>  | <b>2005-2006<br/>Consequences<br/>DHHS</b>  | <b>Proposed January<br/>2008<br/>Revisions<br/>DHHS</b>   | <b>2005-2006<br/>Consequences<br/>Polson</b>  | <b>Proposed January<br/>2008 Revisions<br/>Polson</b>  | <b>2005-2006<br/>Consequences<br/>Brown</b>  | <b>Proposed January<br/>2008 Revisions<br/>Brown</b>           |
|--|---|---|---|--|--|--|
| <i>I.L</i><br>Use or Possession of<br>Controlled Substance           | 1 <sup>st</sup> : 10 day OSS<br>2 <sup>nd</sup> : 10 day OSS                        | 1 <sup>st</sup> : 5 day OSS & 5 day ISS<br>with drug and alcohol<br>programs<br>2 <sup>nd</sup> : No change | 1 <sup>st</sup> : 5-10 days OSS<br>2 <sup>nd</sup> : 10 day OSS                       | 1 <sup>st</sup> : 5 day OSS & 5 day ISS<br>with drug and alcohol<br>programs<br>2 <sup>nd</sup> : 10 day OSS | 1 <sup>st</sup> : 1-10 days OSS<br>2 <sup>nd</sup> : 10 days OSS                           | 1 <sup>st</sup> : 3 days ISS<br>2 <sup>nd</sup> : 1 day OSS    |
| <i>I.M</i><br>Use or Possession of<br>Performance Enhancing<br>Drugs | 1 <sup>st</sup> : 10 day OSS<br>2 <sup>nd</sup> : 10 day OSS / Expulsion<br>Hearing | No Changes  | 1 <sup>st</sup> : 5-10 day OSS<br>2 <sup>nd</sup> : 10 day OSS /<br>Expulsion Hearing | 1 <sup>st</sup> : 10 day OSS<br>2 <sup>nd</sup> : 10 day OSS / Expulsion<br>Hearing                          | 1 <sup>st</sup> : 1-10 days OSS<br>2 <sup>nd</sup> : 5- 10 days OSS /<br>Expulsion Hearing | 1 <sup>st</sup> : 1- 5 days ISS<br>2 <sup>nd</sup> : 2 day OSS |
| <i>I.N</i><br>Sale or Distribution of<br>Controlled Substances       | 10 day OSS  | No Changes  | 5-10 days OSS   | 5-10 days ISS  | 10 days OSS  | No Changes   |
| <i>I.O</i><br>Arson  | 10 day OSS  | No Changes  | 10 day OSS  | No Changes   | 1 - 10 day OSS   | 1 – 10 days OSS  |
| <i>I.P</i><br>Weapon Possession                                      | 10 day OSS  | No Changes  | 10 day OSS  | No Changes   | 10 day OSS   | No Changes   |
| <i>I.Q</i><br>Hate Crimes  | 10 day OSS  | No Changes  | 5-10 days OSS   | 5 days OSS, 5 days ISS   | 1-10 days OSS  | 5 days ISS   |
| <i>I.R</i><br>Other Serious Misconduct                               | Determined on case by case<br>basis   | No Changes  | Determined on case by<br>case basis   | No Changes   | Determined on case by<br>case basis  | No Changes   |

**Summary of Code of Conduct Revisions (DHHS, WCP, RHB)  
December 2007**

**Section II – Infractions or behaviors that demonstrate a lack of honesty, respect, and courtesy toward individuals in the school community.**

| <b>Infraction</b>   | <b>2005-2006<br/>Consequences<br/>DHHS</b>                                    | <b>Proposed January 2008<br/>Revisions<br/>DHHS</b>                                      | <b>2005-2006<br/>Consequences<br/>Polson</b>                                  | <b>Proposed January<br/>2008 Revisions<br/>Polson</b> | <b>2005-2006<br/>Consequences<br/>Brown</b>                         | <b>Proposed January<br/>2008<br/>Revisions<br/>Brown</b>        |
|---|---|--|---|---|---|---|
| <i>II.A</i><br>Student Dress Code                             | 1 <sup>st</sup> : Conference<br>2 <sup>nd</sup> : Up to 1 day ISS             | No Changes   | 1 <sup>st</sup> : Conference<br>2 <sup>nd</sup> : Detention                   | No Changes  | 1 <sup>st</sup> : Conference<br>2 <sup>nd</sup> : Detention         | No Changes  |
| <i>II.B</i><br>Cheating                                       | 1 <sup>st</sup> : Zero on Assignment<br>2 <sup>nd</sup> : Up to ISS           | No Changes   | 1 <sup>st</sup> : Zero on Assignment<br>2 <sup>nd</sup> : Up to ISS           | No Changes  | 1 <sup>st</sup> : Zero on Assignment<br>2 <sup>nd</sup> : Detention | No Changes  |
| <i>II.C</i><br>Plagiarism                                     | 1 <sup>st</sup> Offense: Zero on<br>Assignment<br>2 <sup>nd</sup> : Up to ISS | No Changes   | 1 <sup>st</sup> Offense: Zero on<br>Assignment<br>2 <sup>nd</sup> : Up to ISS | No Changes  | 1 <sup>st</sup> : Zero on Assignment<br>2 <sup>nd</sup> : Detention | No Changes  |
| <i>II.D</i><br>Refusal to Adhere to Staff<br>Member Directive | Detention or up to 5 days OSS   | Detention or up to 1-5 day ISS<br>and/or 1-5 day OSS                                     | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : 1 day ISS                    | No Changes  | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : ½ day ISS          | 1 <sup>st</sup> : No Changes<br>2 <sup>nd</sup> : ½ - 1 day ISS |
| <i>II.E</i><br>Obscene Gesture or<br>Language                 | 1 <sup>st</sup> : Up to 3 day ISS<br>2 <sup>nd</sup> : 1 day OSS              | 1 <sup>st</sup> : No Change<br>2 <sup>nd</sup> : Up to 5 days ISS                        | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : 1 day ISS                    | No Changes  | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : ½ - 1 day ISS      | No Changes  |
| <i>II.F</i><br>Inappropriate Behavior                         | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : Up to 5 days OSS             | 1 <sup>st</sup> : No Change<br>2 <sup>nd</sup> : Up to 1-5 day ISS and/or<br>1-5 day OSS | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : 1 day ISS                    | 1 <sup>st</sup> : No Change<br>No Changes             | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : ½ - 1 day ISS      | 1 <sup>st</sup> : No Change<br>No Changes                       |
| <i>II.G</i><br>Racial Slurs                                   | 1 <sup>st</sup> : 3 days ISS<br>2 <sup>nd</sup> : 5 days OSS                  | 1 <sup>st</sup> – 3-5 day ISS<br>2 <sup>nd</sup> – No change                             | 1 <sup>st</sup> : Up to 1 day ISS<br>2 <sup>nd</sup> : 2 days ISS             | No Changes  | 1 <sup>st</sup> : 1 day ISS<br>2 <sup>nd</sup> : 2 days ISS         | No Changes  |
| <i>II.H</i><br>Student Walkouts                               | 1 – 5 days OSS  | Up to 5 days ISS   | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : 1 day ISS                    | No Changes  | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : ½ - 1 day ISS      | No Changes  |
| <i>II.I</i><br>Posting Obscene Material                       | 1 <sup>st</sup> : 3 days ISS<br>2 <sup>nd</sup> : 1-5 days OSS                | Up to 5 days ISS   | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : 1 day ISS                    | No Changes  | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : ½ - 1 day ISS      | No Changes  |
| <i>II.J</i><br>Other Serious Misconduct                       | Determined on case by case<br>basis   | No Changes   | Determined on case by<br>case basis   | No Changes  | Determined on case by case<br>basis                                 | No Changes  |

**Summary of Code of Conduct Revisions (DHHS, WCP, RHB)  
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**Section III – Infractions or behavior that demonstrates a lack of respect for personal and public property and possessions.**

| <b>Infraction</b>   | <b>2005-2006 Consequences<br/>DHHS</b>                | <b>Proposed January 2008<br/>Revisions<br/>DHHS</b>                                  | <b>2005-2006<br/>Consequences<br/>Polson</b>             | <b>Proposed January<br/>2008 Revisions<br/>Polson</b> | <b>2005-2006<br/>Consequences<br/>Brown</b>                 | <b>Proposed January<br/>2008<br/>Revisions<br/>Brown</b> |
|---|---|--|--|---|---|--|
| <i>III.A</i><br>Inappropriate Use of<br>School Technology       | 1st: Up to 1 day ISS<br>2nd: 1- 3 days ISS            | No Changes   | 1st: Detention / Up to 1<br>day ISS<br>2nd: 1 day ISS    | No Changes  | 1st: Detention / Up to<br>1 day ISS<br>2nd: 1 day ISS       | No Changes   |
| <i>III.B</i><br>Cyber bullying                                  | Police Referral                                       | No Changes   | Police Referral  | No Changes  | Police Referral   | No Changes   |
| <i>III.C</i><br>Misconduct Leading to<br>Felony Arrest          | Refer to consequences in<br>relevant sections of Code | No Changes   | Refer to consequences<br>in relevant sections of<br>Code | No Changes  | Refer to<br>consequences in<br>relevant sections of<br>Code | No Changes   |
| <i>III.D</i><br>Falsifying Signatures                           | 1st: Detention<br>2nd: 2 days ISS                     | No Changes   | 1st: Detention<br>2nd: Up to 1 day ISS                   | No Changes  | 1st: Detention<br>2nd: ½ - 1 day ISS                        | No Changes   |
| <i>III.E</i><br>Graffiti  | 1st: 3 days ISS<br>2nd: 5 days ISS                    | No Changes   | 1st: Detention / Up to 1<br>day ISS<br>2nd: 1 day ISS    | No Changes  | 1st: ½ - 1 day ISS<br>2nd: 1 day ISS                        | No Changes   |
| <i>III.F</i><br>Vandalism                                       | 3 – 10 days OSS                                       | 1-5 day OSS and/or 1-5 day<br>ISS  | 1st: 3 days OSS<br>2nd: 5 days OSS                       | 1st: 2 days ISS<br>2nd: 3 days ISS                    | 1st: 1- 3 days ISS<br>2nd: 1-3 days OSS                     | 1st: 1-2 days ISS<br>2nd: 2-3 days ISS                   |
| <i>III.G</i><br>Tampering with School<br>Records                | 5 days OSS  | Up to 1-5 day ISS and/or 1-5<br>day OSS  | 1st: 1 day ISS<br>2nd: 2 days OSS                        | 1st: No change<br>2nd: 2 days ISS                     | 1st: 1 day ISS<br>2nd: 2 days ISS                           | No Changes   |
| <i>III.H</i><br>Theft or Possession of<br>Stolen Goods          | 1 -5 days OSS   | Up to 1-5 day ISS and/or 1-5<br>day OSS  | 1st: Up to 1 day OSS<br>2nd: 1-5 days OSS                | 1st: 1 day ISS<br>2nd: 2 days ISS                     | 1st: 1 day ISS<br>2nd: 2 days ISS                           | No Changes   |
| <i>III.I</i><br>Personal Endangerment                           | 1 day OSS   | Up to 1-5 day ISS and/or 1-5<br>day OSS  | Up to 10 days OSS  | 5 days ISS  | ½ day ISS   | 1 – 5 days ISS   |
| <i>III.J</i><br>Taking Item by Force,<br>Threat or Intimidation | Saturday Detention or up to 5<br>days OSS             | 1 <sup>st</sup> offense – Up to 5 days ISS<br>2 <sup>nd</sup> offense – 5-10 day OSS | 1st: 1 day ISS<br>2nd: 2 days ISS                        | No Changes  | 1st: 1 – 5 days ISS   | No Changes   |
| <i>III.K</i><br>Other Misconduct                                | Determined on Case by Case<br>Basis                   | No Changes   | Determined on Case by<br>Case Basis                      | No Changes  | Determined on Case<br>by Case Basis                         | No Changes   |

**Summary of Code of Conduct Revisions (DHHS, WCP, RHB)  
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**Section IV – Infractions or behaviors that demonstrate a lack of respect for maintaining an orderly teaching and learning environment.**

| <b>Infraction</b>  | <b>2005-2006 Consequences<br/>DHHS</b>   | <b>Proposed January<br/>2008 Revisions<br/>DHHS</b>   | <b>2005-2006<br/>Consequences<br/>Polson</b>   | <b>Proposed January<br/>2008 Revisions<br/>Polson</b>  | <b>2005-2006<br/>Consequences<br/>Brown</b>  | <b>Proposed January<br/>2008<br/>Revisions<br/>Brown</b>                                     |
|--|--|---|--|--|--|--|
| <i>IV.A</i><br>Trespassing or Violating<br>OSS                     | 1 <sup>st</sup> : Warning and Removal from<br>School<br>2 <sup>nd</sup> : 2 days OSS<br>3 <sup>rd</sup> : 5 days OSS   | No Changes  | 1 <sup>st</sup> : Warning and Removal<br>from School<br>2 <sup>nd</sup> : 2 days OSS<br>3 <sup>rd</sup> : 5 days OSS                             | 1 <sup>st</sup> : No Change<br>2 <sup>nd</sup> : 2 days ISS<br>3 <sup>rd</sup> : 5 days ISS  | 1 <sup>st</sup> : Warning and Removal<br>from School<br>2 <sup>nd</sup> : 2 days OSS<br>3 <sup>rd</sup> : 5 days OSS | 1 <sup>st</sup> : No Change<br>2 <sup>nd</sup> : 2 days ISS<br>3 <sup>rd</sup> : 5 days ISS  |
| <i>IV.B</i><br>Truancy   | 1 <sup>st</sup> : Credit or Promotion Withheld<br>2 <sup>nd</sup> : 1-10 days ISS  | 1 <sup>st</sup> - No Change<br>2 <sup>nd</sup> – 1-5 day ISS  | 1 <sup>st</sup> : Credit or Promotion<br>Withheld<br>2 <sup>nd</sup> : 1-10 days ISS   | No Changes   | 1 <sup>st</sup> : Credit or Promotion<br>Withheld<br>2 <sup>nd</sup> : 1-10 days ISS                                 | No Changes   |
| <i>IV.C</i><br>Unauthorized Visitors                               | 1 <sup>st</sup> : Visitor leaves school grounds<br>2 <sup>nd</sup> : Up to 1 day ISS   | No Changes  | 1 <sup>st</sup> : Visitor leaves school<br>grounds<br>2 <sup>nd</sup> : Up to 1 day ISS  | 1 <sup>st</sup> : No Change<br>2 <sup>nd</sup> : 1 day ISS                                   | 1 <sup>st</sup> : Visitor leaves school<br>grounds<br>2 <sup>nd</sup> : Up to 1 day ISS                              | 1 <sup>st</sup> : No Change<br>2 <sup>nd</sup> : 1 day ISS                                   |
| <i>IV.D</i><br>Cafeteria Misconduct                                | 1 <sup>st</sup> : Up to 1 day ISS<br>2 <sup>nd</sup> : 3 days ISS<br>3 <sup>rd</sup> : 3 days OSS  | 1 <sup>st</sup> : No Changes<br>2 <sup>nd</sup> : No Changes<br>3 <sup>rd</sup> : 5 days ISS                              | 1 <sup>st</sup> : Up to 1 day ISS<br>2 <sup>nd</sup> : 3 days ISS<br>3 <sup>rd</sup> : 3 days OSS  | 1 <sup>st</sup> : No Changes<br>2 <sup>nd</sup> : No Changes<br>3 <sup>rd</sup> : 5 days ISS | 1 <sup>st</sup> : Up to 1 day ISS<br>2 <sup>nd</sup> : 3 days ISS<br>3 <sup>rd</sup> : 3 days OSS                    | 1 <sup>st</sup> : No Changes<br>2 <sup>nd</sup> : No Changes<br>3 <sup>rd</sup> : 5 days ISS |
| <i>IV.E</i><br>Parking Violations                                  | 1 <sup>st</sup> : \$10 fine<br>2 <sup>nd</sup> : \$15 fine and detention<br>3 <sup>rd</sup> : \$20 fine and detention<br>4 <sup>th</sup> : \$25 fine and detention | 1 <sup>st</sup> : No Change<br>2 <sup>nd</sup> : No Change<br>3 <sup>rd</sup> : No Change<br>4 <sup>th</sup> : Eliminated | Not Applicable   | Not Applicable   | Not Applicable   | Not Applicable   |
| <i>IV.F</i><br>Unauthorized Use of<br>Telecommunication<br>Devices | 1 <sup>st</sup> : Confiscation<br>2 <sup>nd</sup> : Confiscation and Parent<br>Notification<br>3 <sup>rd</sup> : Detention or up to 1 day<br>ISS                   | 1 <sup>st</sup> : No Change<br>2 <sup>nd</sup> : No Change<br>3 <sup>rd</sup> : No Change                                 | 1 <sup>st</sup> : Confiscation<br>2 <sup>nd</sup> : Confiscation and Parent<br>Notification<br>3 <sup>rd</sup> : Detention or up to 1 day<br>ISS | No Changes   | 1 <sup>st</sup> : Confiscation<br>2 <sup>nd</sup> : Confiscation and<br>Parent Notification                          | No Changes   |
| <i>IV.G</i><br>Use of Laser Pointer                                | 1 <sup>st</sup> : Confiscation<br>2 <sup>nd</sup> : Confiscation and Parent<br>Notification<br>3 <sup>rd</sup> : Detention or up to 1 day<br>ISS                   | No Changes  | 1 <sup>st</sup> : Confiscation<br>2 <sup>nd</sup> : Confiscation and Parent<br>Notification  | No Changes   | 1 <sup>st</sup> : Confiscation<br>2 <sup>nd</sup> : Confiscation and<br>Parent Notification                          | No Changes   |
| <i>IV.H</i><br>Tardy to School                                     | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : Detention<br>3 <sup>rd</sup> : Detention or up to 1 day<br>ISS  | No Changes  | 1 <sup>st</sup> and Subsequent:<br>Detention   | No Changes   | 1 <sup>st</sup> and Subsequent:<br>Detention / Up to 1 day<br>ISS  | No Changes   |

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**Section IV (Continued) – Infractions or behaviors that demonstrate a lack of respect for maintaining an orderly teaching and learning environment.**

| <b>Infraction</b>   | <b>2005-2006 Consequences<br/>DHHS</b>  | <b>Proposed January<br/>2008 Revisions<br/>DHHS</b> | <b>2005-2006<br/>Consequences<br/>Polson</b>  | <b>Proposed January<br/>2008 Revisions<br/>Polson</b>       | <b>2005-2006<br/>Consequences<br/>Brown</b>   | <b>Proposed January<br/>2008<br/>Revisions<br/>Brown</b>    |
|---|---|---|---|---|---|---|
| <i>IV.I</i><br>Tardy to Class   | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : 2 detentions<br>3 <sup>rd</sup> : Saturday detention<br>4 <sup>th</sup> : Saturday detention | No Changes  | 1 <sup>st</sup> and subsequent:<br>Detention  | No Changes  | 1 <sup>st</sup> and Subsequent:<br>Detention / Up to 1 day<br>ISS   | No Changes  |
| <i>IV.J</i><br>Cutting Class  | 1 <sup>st</sup> : Saturday detention<br>2 <sup>nd</sup> : Saturday detention<br>3 <sup>rd</sup> : 1 day ISS                                   | No Changes  | 1 <sup>st</sup> : Detention /Up to 1 day<br>ISS<br>2 <sup>nd</sup> and Subsequent: 1 day<br>ISS | No Changes  | 1 <sup>st</sup> : Detention /Up to 1<br>day ISS<br>2 <sup>nd</sup> : Up to 1 day ISS<br>3 <sup>rd</sup> : 1 day ISS | No Changes  |
| <i>IV.K</i><br>Failure to Serve Detention   | 1 <sup>st</sup> : Saturday detention<br>2 <sup>nd</sup> : Saturday detention<br>3 <sup>rd</sup> : Up to 1 day ISS                             | No Changes  | 1 <sup>st</sup> : Detention /Up to 1 day<br>ISS<br>2 <sup>nd</sup> : 1 day ISS                  | No Changes  | 1 <sup>st</sup> : Detention /Up to 1<br>day ISS<br>2 <sup>nd</sup> : Up to 1 day ISS                                | No Changes  |
| <i>IV.L</i><br>Leaving School Grounds   | 1 <sup>st</sup> : 2 Saturday detentions<br>2 <sup>nd</sup> : 2 day ISS  | No Changes  | 1 <sup>st</sup> : 1 day ISS<br>2 <sup>nd</sup> and Subsequent: 2 day<br>ISS                     | No Changes  | 1 <sup>st</sup> : 1 day ISS<br>2 <sup>nd</sup> and Subsequent: 2 day<br>ISS   | No Changes  |
| <i>IV.M</i><br>Unauthorized Area<br>Violation                                     | 1 <sup>st</sup> : Saturday detention<br>2 <sup>nd</sup> : Saturday detention<br>3 <sup>rd</sup> : Up to 5 day ISS                             | No Changes  | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : Up to 1 day ISS                                | No Changes  | 1 <sup>st</sup> : Detention<br>2 <sup>nd</sup> : Up to 1 day ISS  | No Changes  |
| <i>IV.N</i><br>Gambling   | 1 <sup>st</sup> : 1-3 day OSS<br>2 <sup>nd</sup> : 5 day OSS  | Up to 5 day ISS                                     | 1 <sup>st</sup> : 1day ISS<br>2 <sup>nd</sup> : 3 days ISS                                      | No Changes  | 1 <sup>st</sup> : 1day ISS<br>2 <sup>nd</sup> : 3 days ISS  | No Changes  |
| <i>IV.O</i><br>Failure to Serve or<br>Misbehaving During In-<br>School Suspension | 1 <sup>st</sup> : 1 day OSS<br>2 <sup>nd</sup> : 2 day OSS  | No Changes  | 1 <sup>st</sup> : 2 days ISS<br>2 <sup>nd</sup> : 2 day OSS                                     | 1 <sup>st</sup> : 1 day ISS<br>2 <sup>nd</sup> : 2 days ISS | 1 <sup>st</sup> : 2 days ISS<br>2 <sup>nd</sup> : 2 day OSS   | 1 <sup>st</sup> : 1 day ISS<br>2 <sup>nd</sup> : 2 days ISS |
| <i>IV.P</i><br>Other Serious Misconduct   | Determined on Case by Case Basis  | No Changes  | Determined on Case by<br>Case Basis   | No Changes  | Determined on Case by<br>Case Basis   | No Changes  |

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**Section I: Infractions or behaviors that jeopardize the health, safety, and welfare of individuals in the school community**

|              | <b>Behavior</b>  | <b>Kindergarten Consequences</b>  | <b>Grades 1-4 Consequences</b>   |
|--------------|--|---|--|
| <b>I.A.</b>  | <p><b>Bus Misconduct</b></p> <p>(Policy #5090.3.3 Student Conduct on School Buses and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>                             | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator</li> <li>• potential bus seat assignment</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> Offense</p> <ul style="list-style-type: none"> <li>• parent or guardian notification</li> <li>• bus seat assignment</li> </ul> <p>3<sup>rd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential suspension of bus privileges for up to 2 days</li> </ul> | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator</li> <li>• potential bus seat assignment</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> Offense:</p> <ul style="list-style-type: none"> <li>• parent or guardian notification</li> <li>• bus seat assignment</li> </ul> <p>3<sup>rd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential suspension of bus privileges for up to 5 days</li> </ul> |
| <b>I. B.</b> | <p><b>Inappropriate Physical Contact (Pushing, Shoving Another Student – no “serious” physical injury occurs)</b></p> <p>(Policy #5090.4.1 Student Misconduct in Schools)</p>                    | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator</li> <li>• parent or guardian notification</li> <li>• disciplinary conference with administrator</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator</li> <li>• parent or guardian notification</li> <li>• loss of recess privileges up to 2 days</li> </ul>   | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator</li> <li>• parent or guardian notification</li> <li>• loss of recess privileges up to 3 days</li> </ul>  |
| <b>I. C.</b> | <p><b>Verbal Assault or Threatening Physical Harm*</b></p> <p>(Policy #5090.4.1 Student Misconduct in Schools and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p> | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator, consequences determined on a case by case basis</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential in-school suspension</li> <li>• parent or guardian notification</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with suspension</li> </ul>                   | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator, consequences determined on a case by case basis</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential in-school suspension</li> <li>• parent or guardian notification</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with suspension</li> </ul>                    |
| <b>I. D.</b> | <p><b>Possession of Tobacco, Smoking Paraphernalia</b></p> <p>(Policy #5090.6 Tobacco Use by Students)</p>   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>  |

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|              | <b>Behavior</b>   | <b>Kindergarten Consequences</b>   | <b>Grades 1-4 Consequences</b>   |
|--------------|---|--|--|
| <b>I. E.</b> | <p><b>Smoking, Chewing Tobacco, or Using Tobacco Paraphernalia*</b><br/>(Policy #5090.6 Tobacco Use by Students)</p>  | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>parent or guardian notification with consequences determined on a case by case basis</li> </ul>  | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>parent or guardian notification with consequences determined on a case by case basis</li> </ul>  |
| <b>I. F.</b> | <p><b>Hazing</b><br/><br/>(Policy #5090.3.6.1 Hazing and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>disciplinary conference with administrator with consequences determined on a case by case basis</li> <li>potential up to 2-days in-school suspension</li> <li>parent or guardian notification</li> <li>superintendent notification within 24 hours</li> <li>excluded from all co-curricular activities concurrent with suspension</li> </ul>       | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>disciplinary conference with administrator with consequences determined on a case by case basis</li> <li>potential up to 2-days in-school suspension</li> <li>parent or guardian notification</li> <li>parent notification</li> <li>superintendent notification within 24 hours</li> <li>excluded from all co-curricular and extracurricular activities concurrent with suspension</li> </ul>  |
| <b>I. G.</b> | <p><b>Bullying*: Behavior Intended to Ridicule, Humiliate or Intimidate Another Student(s)</b><br/><br/>(Policy #5090.3.6.1.1 Bullying and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p> | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>disciplinary conference with administrator, consequences determined on a case to case basis</li> <li>potential up to 2-days in-school suspension</li> <li>parent or guardian notification</li> <li>superintendent notification within 24 hours</li> <li>excluded from all co-curricular activities concurrent with suspension</li> <li></li> </ul> | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>disciplinary conference with administrator, consequences determined on a case to case basis</li> <li>potential up to 2-days in-school suspension unless the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>parent or guardian notification</li> <li>superintendent notification within 24 hours</li> <li>excluded from all co-curricular and extracurricular activities concurrent with suspension</li> </ul> |

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|              | Behavior  | Kindergarten Consequences   | Grades 1-4 Consequences  |
|--------------|---|---|--|
| <b>I. H.</b> | <p><b>Sexual Harassment</b></p> <p>(Policy #5120.4.2.4 Sexual Harassment Among Students and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>    | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• administrator investigation as per Board policy</li> <li>• <b>1 - 5 days ISS</b> unless the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• exclusion from all co-curricular activities concurrent with suspension</li> </ul>   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• administrator investigation as per Board policy</li> <li>• <b>1 - 5 day ISS</b> unless the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• exclusion from all co-curricular and extra-curricular activities concurrent with suspension</li> </ul>  |
| <b>I. I.</b> | <p><b>Fighting*</b></p> <p>(Policy #5090.1.4 Student Misconduct in Schools and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>                 | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential up to 2 days in-school suspension unless the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>• parent or guardian notification</li> <li>• excluded from all co-curricular activities concurrent with suspension</li> </ul> | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator</li> <li>• potential up to 2 days in-school suspension</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential up to 3 days in-school suspension unless the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>• parent or guardian notification</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with suspension</li> </ul> |
| <b>I. J.</b> | <p><b>False Alarm / Bomb Threat</b></p> <p>(Policy #5090.1.4 Student Misconduct in Schools and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p> | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential up to 2 days in-school suspension unless the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• excluded from all co-curricular activities concurrent with suspension</li> <li>• police referral</li> </ul>  | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential up to 3-days in-school suspension unless the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with suspension</li> <li>• possibility of expulsion hearing</li> <li>• police referral</li> </ul>   |

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|              | Behavior   | Kindergarten Consequences   | Grades 1-4 Consequences   |
|--------------|--|---|---|
| <b>I. K.</b> | <p><b>Assault</b></p> <p>(Policy #5090.1.4 Student Misconduct in Schools and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>                                | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• 3 days <b>ISS or OSS</b> under the supervision of his / her parent or guardian</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• excluded from all co-curricular activities concurrent with suspension</li> <li>• possibility of expulsion hearing</li> <li>• police referral</li> </ul>   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• 3 days <b>ISS or OSS</b> under the supervision of his / her parent or guardian</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with suspension</li> <li>• possibility of expulsion hearing</li> <li>• police referral</li> </ul>   |
| <b>I. L.</b> | <p><b>Controlled Substances: USE or POSSESSION (Drugs, Alcohol, Inhalants)*</b></p> <p>(Policy #5090.7 Drug and Alcohol Use and Policy #5090.71. Inhalant Abuse)</p>                       | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> <li>• superintendent notification within 24 hours</li> </ul>  | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> <li>• superintendent notification within 24 hours</li> </ul>  |
| <b>I. M.</b> | <p><b>Controlled Substances: USE or POSSESSION of Performance-Enhancing Drugs or Substances*</b></p> <p>(Policy #5090.7.2 Performance Enhancing Drugs)</p>                                 | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• administrator and parent conference with consequences determined on a case by case basis</li> <li>• potential referral to social agency, DCF</li> </ul>   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• administrator/parent conference with consequences determined on a case by case basis</li> <li>• potential referral to social agency, DCF</li> </ul>   |
| <b>I. N.</b> | <p><b>SALE or DISTRIBUTION of Controlled Substances: Drugs, Alcohol, Inhalants, Performance-Enhancing Drugs*</b></p> <p>(Policy #5090.7 Drug and Alcohol Use, 5090.71. Inhalant Abuse)</p> | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• administrator and parent conference with consequences determined on a case by case basis</li> <li>• superintendent notification within 24 hours</li> <li>• potential referral to social agency, DCF</li> </ul>  | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• administrator/parent conference with consequences determined on a case by case basis</li> <li>• superintendent notification within 24 hours</li> <li>• potential referral to social agency, DCF</li> </ul>  |
| <b>I. O.</b> | <p><b>Arson*</b></p> <p>(Policy #5090.1.4 Student Misconduct in Schools and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>                                 | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• 10 days <b>OSS</b> under the supervision of his / her parent or guardian</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• excluded from all co-curricular activities concurrent with suspension</li> <li>• possible expulsion hearing</li> <li>• police / fire referral</li> <li>• referral to school psychologist/social worker</li> </ul> | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• 10 days <b>OSS</b> under the supervision of his / her parent or guardian</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with suspension</li> <li>• possible expulsion hearing</li> <li>• police/fire referral</li> <li>• referral to school psychologist/social worker</li> </ul> |

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|              | <b>Behavior</b>   | <b>Kindergarten Consequences</b>   | <b>Grades 1-4 Consequences</b>   |
|--------------|---|--|--|
| <b>I. P.</b> | <p><b>Weapon Possession and/ or Facsimile or Replica (including fireworks)*</b></p> <p>(Policy #5090.8 Weapons and Dangerous Instruments and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p> | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• up to 10 days <b>OSS</b> under the supervision of his / her parent or guardian</li> <li>• potential for expulsion hearing</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• excluded from all co-curricular activities concurrent with suspension</li> <li>• mandatory expulsion with administrative recommendation to the Board of Education for 30-180 school days</li> <li>• attend alternative educational program per Board policy and the expulsion requirement</li> <li>• excluded from all co-curricular activities concurrent with expulsion and may be further excluded from any or all co-curricular beyond the academic expulsion period per action of Board of Education</li> <li>• potential police referral</li> </ul> | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• up to 10 days <b>OSS</b> under the supervision of his / her parent or guardian</li> <li>• potential for expulsion hearing</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with suspension</li> <li>• mandatory expulsion with administrative recommendation to the Board of Education for 30-180 school days</li> <li>• attend alternative educational program per Board policy and the expulsion requirement</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with expulsion and may be further excluded from any or all co-curricular and extracurricular beyond the academic expulsion period per action of Board of Education</li> <li>• potential police referral</li> </ul> |
| <b>I. Q.</b> | <p><b>Hate Crimes*</b></p> <p>(Policy #5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential up to 10 days <b>OSS</b> under the supervision of his / her parent or guardian, pending expulsion hearing</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with suspension</li> <li>• possible expulsion hearing</li> <li>• potential police referral</li> </ul>   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential up to 10 days <b>OSS</b> under the supervision of his / her parent or guardian, pending expulsion hearing</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with suspension</li> <li>• possible expulsion hearing</li> <li>• potential police referral</li> </ul>   |

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|              | <b>Behavior</b>  | <b>Kindergarten Consequences</b>  | <b>Grades 1-4 Consequences</b>  |
|--------------|--|---|---|
| <b>I. R.</b> | <p><b>Other Serious Misconduct as Determined by the School Administrator</b></p> <p>(Policy #5090.1.4 Student Misconduct in Schools)</p> | <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul> | <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul> |

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**Section II: Infractions that demonstrate a lack of honesty, respect, and courtesy toward individuals in the school community**

|               | <b>Behavior</b>   | <b>Kindergarten Consequences</b>  | <b>Grades 1-4 Consequences</b>  |
|---------------|---|---|---|
| <b>II. A.</b> | <b>Student Dress Code Violation</b><br><br>(Policy # 5090.3.1 Student Dress)  | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification and change of clothes</li> </ul>   | 1 <sup>st</sup> Offense and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification and change of clothes</li> </ul>   |
| <b>II. B.</b> | <b>Academic Integrity: Cheating</b><br><br>(Policy #5090.1.4 Student Misconduct in Schools and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)   | This is not applicable for kindergarten students.   | 1 <sup>st</sup> Offense:<br><ul style="list-style-type: none"> <li>• disciplinary conference with teacher</li> <li>• parent or guardian notification</li> </ul> 2 <sup>nd</sup> Offense:<br><ul style="list-style-type: none"> <li>• teacher written disciplinary referral to school administrator</li> <li>• disciplinary conference with administrator</li> <li>• parent or guardian notification</li> </ul>  |
| <b>II. C.</b> | <b>Academic Integrity: Plagiarism</b><br><br>(Policy #5090.1.4 Student Misconduct in Schools and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)   | This is not applicable for kindergarten students.   | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• disciplinary conference with teacher</li> <li>• parent or guardian notification</li> </ul> 2 <sup>nd</sup> Offense:<br><ul style="list-style-type: none"> <li>• teacher written disciplinary referral to school administrator</li> <li>• disciplinary conference with administrator<br/>parent or guardian notification</li> </ul>   |
| <b>II. D.</b> | <b>Refusal to Adhere to Staff Member Directive; Open Defiance of a Teacher or Any School Employee</b><br><br>(Policy #5090.1.4 Student Misconduct in Schools and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities) | 1 <sup>st</sup> Offense:<br><ul style="list-style-type: none"> <li>• disciplinary conference with teacher</li> <li>• teacher written disciplinary referral to school administrator</li> <li>• parent or guardian notification</li> </ul> 2 <sup>nd</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• removal from class</li> <li>• disciplinary conference with administrator with consequences determined on a case by case basis</li> <li>• parent or guardian notification</li> <li>• potential in-school suspension</li> </ul> | 1 <sup>st</sup> Offense:<br><ul style="list-style-type: none"> <li>• disciplinary conference with teacher</li> <li>• teacher written disciplinary referral to school administrator</li> <li>• parent or guardian notification</li> </ul> 2 <sup>nd</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• removal from class</li> <li>• disciplinary conference with administrator with consequences determined on a case by case basis</li> <li>• parent or guardian notification</li> <li>• potential in-school suspension unless the administration determines that the student being suspended poses such a danger to persons or property or such disruption of the educational process that the student shall be excluded from school during the period of suspension</li> </ul> |

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|               | <b>Behavior</b>   | <b>Kindergarten Consequences</b>  | <b>Grades 1-4 Consequences</b>  |
|---------------|---|---|---|
| <b>II. E.</b> | <p><b>Obscene, Vulgar, Abusive, Inflammatory or Disrespectful Language, Gestures, or Behavior Directed Toward Any Staff Member or Student</b></p> <p>(Policy #5090.1.4 Student Misconduct in Schools and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p> | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• teacher written disciplinary referral to school administrator</li> <li>• parent or guardian notification</li> <li>• disciplinary conference with administrator with consequences determined on a case by case basis</li> </ul> <p>2<sup>nd</sup> and Subsequent Offense:</p> <ul style="list-style-type: none"> <li>• potential up to 2 days <b>ISS</b></li> <li>• parent or guardian notification</li> <li>• exclusion from co-curricular activities concurrent with suspension</li> </ul>   | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• teacher written disciplinary referral to school administrator</li> <li>• parent or guardian notification</li> <li>• disciplinary conference with administrator with consequences determined on a case by case basis</li> </ul> <p>2<sup>nd</sup> and Subsequent Offense:</p> <ul style="list-style-type: none"> <li>• potential up to 2 days <b>ISS</b></li> <li>• parent or guardian notification</li> <li>• exclusion from co-curricular and extra curricular activities concurrent with suspension</li> </ul>  |
| <b>II. F.</b> | <p><b>Inappropriate Behavior: Minor Breaches of Student Conduct Not Covered Explicitly in Conduct Behaviors in Section II</b></p> <p>(Policy #5090.1.4 Student Misconduct in Schools and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>                 | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• staff discussion with student</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator with consequences determined on a case by case basis</li> </ul>  | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• staff discussion with student</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator with consequences determined on a case by case basis</li> </ul>  |
| <b>II. G.</b> | <p><b>Racial or Other Discriminatory Slurs</b></p> <p>(Policy #5120.4.2.7 Racial Harassment of Students and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>  | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator with consequences determined on a case by case basis</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential up to 2 days in-school suspension</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• exclusion from all co-curricular activities concurrent with suspension</li> </ul> | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with administrator with consequences determined on a case by case basis</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• potential up to 2 days in-school suspension</li> <li>• parent or guardian notification</li> <li>• superintendent notification within 24 hours</li> <li>• exclusion from all co-curricular and extra-curricular activities concurrent with suspension</li> <li>• referral to school psychologist / social worker</li> </ul> |

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|               | <b>Behavior</b>   | <b>Kindergarten Consequences</b>  | <b>Grades 1-4 Consequences</b>  |
|---------------|---|---|---|
| <b>II. H.</b> | <p><b>Posting or Distributing Libelous, Obscene, or Defamatory Materials or Literature</b></p> <p>(Policy #5090.4.1 Underground Publications, 5090.4.2 Freedom of Speech / Written and Oral Expression and 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p> | <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul> | <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul> |
| <b>II. I.</b> | <p><b>Other Serious Misconduct as Determined By School Administrator</b></p> <p>(Policy #5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>   | <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul> | <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul> |

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**Section III: Infractions that demonstrate a lack of respect for personal and public property and possessions**

|                | <b>Behavior</b>   | <b>Kindergarten</b>  | <b>Grades 1-4 Consequences</b>  |
|----------------|---|--|---|
| <b>III. A.</b> | <p><b>Inappropriate Use of School Technology</b></p> <p>(Policy #5210 Acceptable Use of Computer Equipment and Related Systems, Software and Networks)</p>                            | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with teacher</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• teacher written disciplinary referral to school administrator</li> <li>• parent or guardian notification</li> <li>• disciplinary conference with administrator; consequences determined on a case by case basis</li> </ul>  | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• disciplinary conference with teacher</li> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> and Subsequent Offense</p> <ul style="list-style-type: none"> <li>• potential up to 1 day in-school suspension</li> <li>• teacher written disciplinary referral to school administrator</li> <li>• parent or guardian notification</li> <li>• disciplinary conference with administrator; consequences determined on a case by case basis</li> <li>• excluded from all co-curricular and extra-curricular activities concurrent with suspension</li> </ul> |
| <b>III. B.</b> | <p><b>Inappropriate Use of Technology in Extended School Community (Cyberbullying)</b></p>  | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul> | <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul>   |
| <b>III. C.</b> | <p><b>Misconduct Out of School/Conduct Leading to a Felony Arrest or Class A Misdemeanor/ Adjudication as a Delinquent or Youthful Offender</b></p>                                   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• refer to consequences for relevant behavior(s) listed in section I, II, III and/or IV for relevant consequences</li> </ul>   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• refer to consequences for relevant behavior(s) listed in section I, II, III and/or IV for relevant consequences</li> </ul>  |
| <b>III. D.</b> | <p><b>Falsifying Signatures, Excuses or Other School Documents, or Any Deliberate Statement Whether Written or Stated</b></p> <p>(Policy #5090.1.4 Student Misconduct in Schools)</p> | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> Offense:</p> <ul style="list-style-type: none"> <li>• teacher written disciplinary referral to school administrator</li> <li>• parent or guardian notification</li> </ul>   | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• parent or guardian notification</li> </ul> <p>2<sup>nd</sup> Offense:</p> <ul style="list-style-type: none"> <li>• teacher written disciplinary referral to school administrator</li> <li>• parent or guardian notification</li> </ul>  |

\* Indicates an infraction that is cumulative with grade span; considered a serious offense that will be reported to the State Department of Education (ED166)

Note: This chart provides a summary of policy / regulations pertaining to Board of Education policies and student handbook regulations. Please refer to the Board of Education policy manual for additional information.





Summary of Code of Conduct Revisions K-4  
December 2007

|                | Behavior  | Kindergarten   | Grades 1-4 Consequences  |
|----------------|---|--|--|
| <b>III. J.</b> | <p><b>Borrowing, Taking, or Receiving Any Item (including money) by Force, Threat, or Intimidation</b></p> <p>(Policy #5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p> | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• up to 1 day <b>ISS</b> unless the administration determines that the student being suspended poses such a danger to persons or property or such disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>• parent or guardian notification</li> <li>• excluded from all co-curricular activities concurrent with suspension</li> <li>• restitution required</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• up to 5 days <b>ISS</b> unless the administration determines that the student being suspended poses such a danger to persons or property or such disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>• parent or guardian notification</li> <li>• restitution required</li> <li>• police referral</li> </ul> | <p>1<sup>st</sup> Offense:</p> <ul style="list-style-type: none"> <li>• up to 1 day <b>ISS</b> unless the administration determines that the student being suspended poses such a danger to persons or property or such disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>• parent or guardian notification</li> <li>• excluded from all co-curricular and extracurricular activities concurrent with suspension</li> <li>• restitution required</li> </ul> <p>2<sup>nd</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• up to 5 days <b>ISS</b> unless the administration determines that the student being suspended poses such a danger to persons or property or such disruption of the educational process that the student shall be excluded from school during the period of suspension</li> <li>• parent or guardian notification</li> <li>• restitution required</li> <li>• police referral</li> </ul> |
| <b>III. K.</b> | <p><b>Other Serious Misconduct in Section III as Determined by School Administrator</b></p> <p>(Policy #5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p>                | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul>   | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul>   |

\* Indicates an infraction that is cumulative with grade span; considered a serious offense that will be reported to the State Department of Education (ED166)  
*Note: This chart provides a summary of policy / regulations pertaining to Board of Education policies and student handbook regulations. Please refer to the Board of Education policy manual for additional information.*

Summary of Code of Conduct Revisions K-4  
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**Section IV: Infractions that demonstrate a lack of respect for maintaining an orderly teaching and learning environment**

|              | <b>Behavior</b>   | <b>Kindergarten Consequences</b>   | <b>Grades 1-4 Consequences</b>   |
|--------------|---|--|--|
| <b>IV.A.</b> | <b>Trespassing and Violations of Out-of-School Suspensions</b>  | This is not applicable for kindergarten students.  | 1 <sup>st</sup> and Subsequent Offenses: <ul style="list-style-type: none"> <li>• written / verbal warning and removal from premises</li> <li>• potential police referral</li> </ul>   |
| <b>IV.B.</b> | <b>Truancy: Unauthorized Absence from School</b><br><br>(Policy #5080.2 Truancy)  | 1 <sup>st</sup> and Subsequent Offenses: <ul style="list-style-type: none"> <li>• parent notification</li> <li>• superintendent notification within 24 hours</li> <li>• promotion may be withheld</li> <li>• social agencies notified, as appropriate</li> </ul> | 1 <sup>st</sup> and Subsequent Offenses: <ul style="list-style-type: none"> <li>• parent notification</li> <li>• superintendent notification within 24 hours</li> <li>• promotion may be withheld</li> <li>• social agencies notified, as appropriate</li> </ul> |
| <b>IV.C.</b> | <b>Bringing Unauthorized Visitors to School During the School Day</b><br><br>(Policy #5090.1.4 Student Misconduct in Schools and #5100.1.2 Equal Access Act)  | 1 <sup>st</sup> and Subsequent Offenses: <ul style="list-style-type: none"> <li>• visitor must leave</li> <li>• parent or guardian or guardian notified</li> </ul>   | 1 <sup>st</sup> and Subsequent Offenses: <ul style="list-style-type: none"> <li>• visitor must leave</li> <li>• student issued warning</li> <li>• parent or guardian or guardian notified</li> </ul>   |
| <b>IV.D.</b> | <b>Cafeteria / Dining and Assembly Hall Misconduct</b>  | This is not applicable for kindergarten students.  | 1 <sup>st</sup> and Subsequent Offenses: <ul style="list-style-type: none"> <li>• notification of school staff, parent or guardian and / or administrator</li> </ul>   |
| <b>IV.E.</b> | <b>Unauthorized Use of Telecommunication Devices such as, but not Limited to Beepers, Cellular Phones, I-Pods, Palm Pilots or Other Electronic Communication Devices</b><br><br>(Policy #5090.9 Pagers and Wireless Telephones) | 1 <sup>st</sup> and Subsequent Offense: <ul style="list-style-type: none"> <li>• confiscation of device</li> <li>• parent or guardian notification and pick-up of confiscated device</li> </ul>  | 1 <sup>st</sup> and Subsequent Offense: <ul style="list-style-type: none"> <li>• confiscation of device</li> <li>• parent or guardian notification and pick-up of confiscated device</li> </ul>  |
| <b>IV.F.</b> | <b>Unauthorized Use of Laser Pointers</b><br><br>(Policy #5090.10 Prohibited Use of Laser Pointers)   | 1 <sup>st</sup> and Subsequent Offense: <ul style="list-style-type: none"> <li>• confiscation of device</li> <li>• parent or guardian notification and pick-up of confiscated device</li> </ul>  | 1 <sup>st</sup> and Subsequent Offense: <ul style="list-style-type: none"> <li>• confiscation of device</li> <li>• parent or guardian notification and pick-up of confiscated device</li> </ul>  |

Summary of Code of Conduct Revisions K-4  
December 2007

|              | <b>Behavior</b>  | <b>Kindergarten Consequences</b>  | <b>Grades 1-4 Consequences</b>  |
|--------------|--|---|---|
| <b>IV.G.</b> | <b>Tardy to School: Ten (10) Times in One Trimester</b><br><br>(Policy #5080.1 Tardiness)  | 1 <sup>st</sup> Offense:<br><ul style="list-style-type: none"> <li>• written notification from school administration</li> </ul> 2 <sup>nd</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian meeting with administration</li> <li>• possible referral to DCF and/or retention</li> </ul> | 1 <sup>st</sup> Offense:<br><ul style="list-style-type: none"> <li>• written notification from school administration</li> </ul> 2 <sup>nd</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian meeting with administration</li> <li>• possible referral to DCF and/or retention</li> </ul> |
| <b>IV.H.</b> | <b>Tardy to Class During the School Day</b><br><br>(Policy #5080.1 Tardiness)  | This is not applicable for kindergarten students.   | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>  |
| <b>IV.I.</b> | <b>Cutting Classes During the School Day</b>   | This is not applicable for kindergarten students.   | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>  |
| <b>IV.J.</b> | <b>Leaving School Grounds Without Administrator's Permission</b><br><br>(Policy #5090.1.4 Student Misconduct in Schools)                     | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>  | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>  |
| <b>IV.K.</b> | <b>Unauthorized Area Violation (Being Outside the School Without Prior Approval)</b><br><br>(Policy #5090.1.4 Student Misconduct in Schools) | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>  | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>  |
| <b>IV.L.</b> | <b>Gambling (Involving the Transfer of Money or Assets)</b><br><br>(Policy #5090.1.4 Student Misconduct in Schools)                          | This is not applicable for kindergarten students.   | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>  |
| <b>IV.M.</b> | <b>Failure to Serve In-School Suspension or Misbehaving During In-School Suspension</b>  | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>  | 1 <sup>st</sup> and Subsequent Offenses:<br><ul style="list-style-type: none"> <li>• parent or guardian notification with consequences determined on a case by case basis</li> </ul>  |

Summary of Code of Conduct Revisions K-4  
December 2007

|              | <b>Behavior</b>  | <b>Kindergarten Consequences</b>   | <b>Grades 1-4 Consequences</b>   |
|--------------|--|--|--|
| <b>IV.N.</b> | <p><b>Other Serious Misconduct in Section IV as Determined by the School Administrator</b></p> <p>(Policy # 5110.4 Suspension / Expulsion / Exclusion from School / School Activities)</p> | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul> | <p>1<sup>st</sup> and Subsequent Offenses:</p> <ul style="list-style-type: none"> <li>• Consequences to be determined on a case by case basis and may lead to in-school suspension or if the administration determines that the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension.</li> <li>• Consequences to be determined on a case by case basis and may lead to out-of-school suspension and expulsion.</li> <li>• Parent or guardian notification</li> <li>• Potential police referral</li> </ul> |

Public Participation Guidelines:

Members of the community are invited to speak on topics of interest and / or topics to be addressed in the agenda. The Board of Education may choose to interact with participants, but will not act upon topics that require further study before action is taken. The participation time will be limited to three (3) minutes per person and fifteen (15) minutes overall to guarantee efficient operation of the entire meeting.

Consent Agenda:

The following agenda items are designated as routine and appropriate for approval as a single action by the Board of Education, if so desired. A Board member may request removal of any item from the consent agenda for review and discussion.

Board of Education Meeting  
December 4, 2007  
Town Campus

Meeting Minutes

The regular meeting of the Board of Education was called to order by Chairman Robert Hale at 7:00 p.m.

Present: Bill Clorite, Becky Coffey; John Dean; Debbie Frey; Harriet Gowanlock; Robert Hale, Robert Ruggiero, Holly Sellers

Also present: Dr. H. Kaye Griffin, Superintendent.

1. Executive Session

MOTION: by Dean, seconded by Ruggiero to enter Executive Session at 7:05 p.m. to discuss personnel issues.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock Hale, Ruggiero, Sellers.

NAYS: None

MOTION CARRIED: 8-0

Personnel issues were discussed.

MOTION: by Frey, seconded by Clorite to adjourn Executive Session at 7:00 p.m.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock Hale, Ruggiero, Sellers.

NAYS: None

MOTION CARRIED: 8-0

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:33 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Bill Clorite, Becky Coffey; John Dean; Debbie Frey; Harriet Gowanlock; Robert Hale, Robert Ruggiero, Holly Sellers

Also present: Dr. H. Kaye Griffin, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment; district administrators; faculty; staff; students; community members.

3. School Community Session

3.1 Special Recognition of Alexis Christina, Island Avenue School, 38 years of service.

Dr. Griffin and Chairman Hale congratulated Mrs. Christina on her retirement, presented her with gifts of appreciation and recognized her 38 years of service to the Madison Public Schools. Mrs. Christina thanked the Board and Dr. Griffin, and reflected fondly on her years as an educator.

### 3.2 Public Participation

Rick Flanders, 553 Durham Road, inquired regarding a prior discussion on registration fees for extracurricular activities. Chairman Hale responded that this issue is still being studied by the Board, and no decision has been reached yet. Mr. Flanders also inquired about the possibility of future presentations focusing on extracurricular activities other than athletics. He stated that he and others in the community would be interested in learning more about the full range of extracurricular activities. Chairman Hale thanked Mr. Flanders for his questions and said that the Board has been having similar discussions.

#### 4. Board of Education Student Representatives' Report

Mr. Presti reported that although the Daniel Hand football team did not win the State Championship title against New Canaan, they had an amazing season. Fall sports have ended and winter sports have commenced. Mr. Presti also reported that the Fall play "You Can't Take It With You" will be performed this coming Thursday through Saturday.

Ms. Norris reported that first trimester exams concluded on November 29<sup>th</sup> and the second trimester began the following day. Report cards have not yet been distributed but they are expected to be within the next two weeks. She also reported that the annual Powder Puff football game was played on November 29<sup>th</sup> between the seniors and the juniors. Close to 400 attended the game and the collection for the New Haven diaper bank yielded over \$500 plus diapers.

Seniors will be finding out about early college acceptances around December 15<sup>th</sup>.

#### 5. Superintendent's Report

##### 5.1 Overview: Daniel Hand High School Program of Studies

Dr. Griffin welcomed the Daniel Hand administrators and program coordinators. Ms. Britton read the revised Mission Statement for Daniel Hand High School, which was compiled with input from all staff and students. She also presented a short video highlighting the major points of the Mission Statement, which was created by students in the television production class.

Ms. Britton, Mr. Thompson and Mr. Zittoun presented a PowerPoint presentation (on file) on the revised Program of Studies, with highlights on each program from the coordinators:

Mr. Fran Thompson, Assistant Principal, discussed two new course offerings in Consumer Science: Foundations in Technology and Introduction to Criminal Justice.

Mr. Dan Zittoun, Assistant Principal, described changes in the visual arts program, including integrating technology into art courses.

Mr. Patrick Irlbeck, Language Arts Program Coordinator, discussed the ongoing development of the English program, assessing how the curriculum aligns with 21<sup>st</sup> Century skills. He stated that there is a renewed focus on writing skills in 9<sup>th</sup> and 10<sup>th</sup> grades to help better prepare students for the demands of Junior and Senior years. Ms. Coffey asked for a more detailed explanation of how they are stressing writing skills, and applauded the efforts of the English Department. Mr. Clorite inquired as to whether moving to trimesters had a negative impact on writing skills, to which Mr. Irlbeck responded that he does not believe that has been the case.

Ms. Doreen Mantilia, Mathematics Program Coordinator, reported that she has just finished working in the Math Curriculum Lab. New Math courses include AP Statistics, Computer Programming and Math Applications.

Ms. Sellers asked for more information on the AP Statistics course and Ms. Mantilia reported that they are looking into software and text books recommended by the University of Connecticut for this course. Ms. Mantilia added that UConn has been most supportive of the development of this course at Hand.

Mr. Dan Zittoun discussed the music program and some of the new offerings, which include a chamber orchestra class, an advanced orchestral repertoire course, and chamber music and chamber ensemble techniques course. He also stated there are three chorus classes – intro, advanced and concert choir.

Ms. Coffey stated that having the chorus classes structured in such a progression was a great opportunity for students to work with others with like abilities.

Mr. James Flanagan, Physical Education, stated that PE will be the trimester 2 curriculum lab project and that he has been working with the State Department of Education. He reported that students are learning more about, and using, the fitness center.

Ms. Britton reported on the Science Department and stated that this department is visionary in the use of Technology. The Chemistry Department will pilot the use of a software/response card system called Turning Point, which will allow teachers to immediately assess the understanding of the students as a whole.

Mr. Peter Nye, Social Studies, discussed the introduction of an AP Macroeconomics course offering. Social Studies will be the Spring 2009 curriculum lab project, with a focus on international studies and US History, and working toward flexibility for juniors and seniors in electives.

Ms. Pamela Rottier, Special Education, reported that the focus in the Special Ed Department was on 21<sup>st</sup> Century Skills; learning and thinking skills, information and communication technology, assistive technology; and life skills (school to career, job exploration, etc.) tailored to each individual student.

Mr. Thompson gave an update on the Theater Arts program, reporting that there are now sequential course offerings for the high school grades, ie, acting strand, directing/producing strand, general interest.

Ms. Sellers inquired about the theater arts program having an interdisciplinary relationship with English, and Mr. Thompson stated that is the case with that department as well as the Tech Ed department.

A discussion ensued about middle school students involved in theater arts as extracurricular activities, and the Board complimented the fact that the planned curriculum growth for theater arts at the high school level should provide a good progression from the middle school to the high school.

Ms. Nancy Girald, World Languages, reported that the Mandarin class is going very well and Mandarin II will be offered next year. She also reported that they are preparing to offer Spanish III and French III for 9<sup>th</sup> graders; freshmen are coming in with exceptional level II skills because they have daily foreign language classes in 8<sup>th</sup> grade. Ms. Coffey applauded the fact that students have so much exposure to world languages prior to entering high school. Ms. Girald stated that the Department is already anticipating the growth needed in the offerings based on the improvements made in the elementary and middle schools.

Ms. Cynthia Schneider, Library Media Center, discussed the information and technology literacy curriculum implementation. She explained that students are taught library skills as needed, and in conjunction with classroom activities, rather than on a predetermined schedule.

Ms. Jean Baker, Director of Guidance and Counseling, thanked the Board for the support they have given to school counseling. She described a web based program called Naviance, which will help students and the Guidance department manage and track issues related to the college application process. Juniors and seniors have been notified about the program and given log in information.

Dr. Griffin and the Board thanked the administrators and program coordinators for their work on the Program of Studies and for their presentations.

## 5.2 Discussion: Athletic Programs Councils (Draft Documents)

### 5.2.1. Madison Athletic Program Advisory Council (MAPAC)

### 5.2.2. Coaches' Advisory Council

### 5.2.3. Daniel Hand High School Student-Athlete Advisory Council

Dr. Griffin distributed the latest versions of these documents with all edits submitted by the Board to date. She explained the purpose of these councils is to establish procedures and processes. At this point they are not designed for interconnectivity, but when that need arises, there will be a mechanism to achieve that.

Ms. Coffey asked how this type of council worked in other districts and a discussion ensued. Mr. Craig Semple, Director of Athletics, spoke about the council in his prior district. He stated that there was one council that held regular and ad hoc meetings; they were very productive and were able to complete many projects, with input from parents and members of the community. Dr. Griffin stated that models from other districts were studied for the formation of these three councils. Mr. Semple further stated how exciting it was for students to be involved, submit an idea and see it through to fruition, and that ultimately the students would run the program.

Ms. Coffey stated that she would like to see agendas from other districts' councils to get a sense of how they address issues and implement ideas.

Dr. Griffin then requested that Board members send any additional edits they might have on these council documents as soon as possible so that they could be finalized.

## 5.3 Revised Daniel Hand High School Code of Conduct

Dr. Griffin distributed a summary of the revisions to the Daniel Hand High School Code of Conduct. She stated that there is a code of conduct already in place for all schools, and the revisions are primarily to the consequences section. Dr. Griffin also distributed a hand out detailing Public Act 07-122, effective July 1, 2007, and Public Act 07-66, with an effective date of July 1, 2008. Both pertain to changes in regulations concerning suspension, expulsion and expunging of records, and precipitated the revisions to the Code of Conduct. Additional revision will be needed to implement the Act effective in 2008.

Discussion ensued. Ms. Coffey stated her appreciation of the effort to strike a better balance in trying to maintain student instructional time during in school suspensions.

Mr. Clorite inquired as to how students are made aware of the Code of Conduct. Mr. Thompson responded that he and Mr. Zittoun hold meetings at the start of the school year and address their classes as groups to review the Code of Conduct and highlight the common infractions addressed in it. He further stated that the Code of Conduct is discussed and reinforced prior to or after school events as deemed appropriate.

Ms. Sellers inquired about the time frame on revisions to the Codes of Conduct for the lower grades. Dr. Griffin stated that the Code of Conduct for all grades, kindergarten through 12<sup>th</sup>, follow the same format, with progressive consequences for higher grades. It will not be a lengthy process to revise the Codes of Conduct for the lower grades once the Code for Daniel Hand has been finalized.

The Code of Conduct will be discussed further at the December 18<sup>th</sup> Board meeting.

## 6. Board Member Comments

No comments were offered.

## 7. Distribution of Executive Summaries from Board Committees/Liaisons

## 8. Policy Committee Report

- 8.1. Second Revision Reading: Policy #5100.9.6 Maintenance and Development of Athletic Programs
- 8.2. First Draft Reading: Policy #TBD Restraint and Seclusion
- 8.3. First Draft Reading: Policy #TBD Student-Activity Transportation/Vehicles
- 8.4. First Draft Reading: Policy #TBD Conduct Code for Participation in Extracurricular Activities

A general discussion took place regarding the documents listed. Ms. Gowanlock stated that consequences must be the same for athletes as well as non-athletes. She would appreciate input from other Board members on this issue.

Dr. Barbara Macauley, Director of Special Education and Student Services, presented an overview of a new law pertaining to Restraint and Seclusion in schools. Ms. Gowanlock asked if MPS draft policy is comprised of the text of the law, and Ms. Sellers replied that most of the draft appears to be drawn from the language of the Public Act. A discussion ensued, and a revised version of the proposal based on that discussion will be submitted to the Policy Committee.

According to State Board of Education requirements, a procedure must be put into place in order to maintain records, track reports to the State, etc.

Ms. Sellers also stated that Policy #5110.4, Suspension / Expulsion / Exclusion from School / School Activities is in conflict with the Code of Conduct, and a proposed revision consistent with the proposed revision of the Code of Conduct will be brought forward by the Policy Committee.

## 9. Audience Response to Information Presented

No comments were offered.

## 10. Consent Agenda (Items 10.1-10.6)

- 10.1 Bills Payable: \$8,824.69 (06/07) & \$694,807.91 (07/08)
- 10.2. Line Transfers: \$95,589.45
- 10.3. Budget Expenditure Report as of November 29, 2007
- 10.4. Acknowledgement: Out-of-State Travel for Daniel Hand High School Students (*Reference Policy #6100.16.1*)
- 10.5. Connecticut State Department of Education Carl D. Perkins Innovation Grant Application, July 1, 2007-June 30, 2008
- 10.6. Connecticut State Department of Education Carl D. Perkins Innovation Grant Application-Engineering and Engineering Technology, July 1, 2007-June 30, 2008

MOTION by Coffey, seconded by Sellers to approve the Consent Agenda.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock Hale, Ruggiero, Sellers.

NAYS: None

MOTION CARRIED: 8-0

Ms. Sellers recognized the efforts of Ms. Anita Rutlin in the preparation of the Perkins Grant.

11. Action Item: Minutes 11/20/07 Meeting

MOTION: by Frey, seconded by Dean to approve the minutes of the 11/20/07 meeting.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock Hale, Ruggiero, Sellers.

NAYS: None

MOTION CARRIED: 8-0

12. Action Item: Minutes 11/27/07 Meeting

MOTION: by Coffey, seconded by Dean to approve the minutes of the 11/27/07 meeting.

AYES: Clorite, Coffey, Dean, Gowanlock Hale, Ruggiero, Sellers.

NAYS: None

ABSTENTION: Frey

MOTION CARRIED: 7-0

13. Old Business

No old business was discussed.

14. New Business

14.1. Discussion: Committee Meeting Schedules through June 30, 2008.

Due to the late hour and the absence of Mr. Klaskin, this item was moved to the December 18, 2007 agenda.

15. Future Agenda Items

Dr. Griffin is planning to have a draft copy of the budget ready by December 18<sup>th</sup> and will present a summary at that time.

MOTION: by Dean, seconded by Gowanlock to adjourn the meeting at 10:22 p.m.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock Hale, Ruggiero, Sellers.

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the 12/18/07 Board of Education Meeting  
dmd

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**Madison Public Schools  
Board of Education Meeting  
Town Campus, Hammonasset Room  
December 11, 2007  
Meeting Minutes**

1. Call to Order

A special meeting of the Board of Education was called to order by Chairman Robert Hale at 7:00 p.m.

Present: Bill Clorite; Becky Coffey; John Dean; Debbie Frey; Harriet Gowanlock; Robert Hale; Seth Klaskin, Robert Ruggiero; Holly Sellers.

Also present:

2. Action Item: Appointment of Superintendent of Schools

MOTION: by Coffey, seconded by Dean to authorize the chair to sign a contract appointing of David J. Klein as the Superintendent of Madison Public Schools effective on the date established by the contract.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Sellers

NAYS: None

MOTION CARRIED: 9-0

Members of the Board welcomed Mr. Klein to the District and stated that the Board, and the District, are looking forward to having him here. Mr. Klein stated that he is proud to be coming to Madison, and is humbled by the warm reception he has received so far. He stated that he was very impressed with the participants in the focus groups, from students to teachers to administrators and staff. The opportunity to meet members of the Boards of Selectmen and Finance provided a wonderful introduction to those public officials, and the quality of the comments at the community forum speaks well of Madison community support for education in the District.

Mr. Klein emphasized that he is proud to become a member of the Madison Public Schools. He stated that he knows the District is held in high esteem, and he feels privileged to follow a Superintendent of Dr. Griffin's stature as Superintendent of our schools.

3. Adjournment

MOTION: by Dean, seconded by Gowanlock to adjourn the special meeting at 7:12 p.m.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Sellers

NAYS: None

MOTION CARRIED: 9-0