

**ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT
Council Chambers
820 Enfield Street
Enfield, CT
7:00 PM Regular Meeting**

Time-Place:

Date: 03/13/18

- 1. Call to Order – 7:00 PM**
- 2. Invocation or Moment of Silence – Charlotte Riley**
- 3. Pledge of Allegiance – Charlotte Riley**
- 4. Fire Evacuation Announcement**
- 5. Roll Call**
- 6. Board Guest(s)**
 - a. R.I.S.E. Grant Presentation**
 - b. CABE Legislative Discussion**
- 7. Superintendent's Report**
 - a. Student Representatives**
 - b. Enfield Head Start STEAM/Literature Fair & Family STEAM Night**
 - c. Arts Festival**
 - d. March Events**
- 8. Audiences**
- 9. Board Members' Comments**
- 10. Unfinished Business**
 - a. Policy Revisions – Approve the 1000 Series – *Second Reading***
- 11. New Business**
 - a. Discussion & Action if any, Regarding Snow Days**
- 12. Board Committee Reports**

a. Curriculum Committee	d. Leadership Committee	g. Any Other Committees
b. Finance, Budget Committee	e. Joint Facilities Committee	
c. Policy Committee	f. EHS Building Committees	
- 13. Approval of Minutes:**
 - Regular Meeting Minutes – February 27, 2018**
- 14. Approval of Accounts and Payroll**
- 15. Correspondence and Communications**
- 16. Executive Session**
 - a. Matter(s) related to Personnel**
- 17. Adjournment**



Date: March 13, 2018
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Board Guest(s)

- a. **R.I.S.E. Grant Presentation:** Enclosed in your packet is the press release from NBC regarding the R.I.S.E. America Grants. I will address this item with the Board.
- b. **CABE Legislative Discussion:** Tonight, we welcome Patrice McCarthy, Deputy Director and General Counsel for CABE (Connecticut Association of Boards of Education). She is here to start the dialogue with the Board regarding the 2018 Legislative Priorities and will introduce their legislative team at this time.



Date: March 13, 2018
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Superintendent's Report

- a. **Student Representatives:** Enclosed in your packet, you will find a report with events/happenings at Enfield High School. Each Student Representative may have some additional information or comments to share with the Board.
- b. **Enfield Head Start STEAM/Literature Fair & Family STEAM Night:** Enfield Head Start held their STEAM and Literature Fair earlier tonight. Due to the snow, the Family STEAM night was also held tonight. With snow delays, occasionally some evening events will be double-booked.
- c. **Arts Festival:** The Enfield Woman's Club and the Enfield Public Schools Visual Arts Department will hold the 52nd Annual Arts Festival on March 23rd and 24th. Enclosed in your packet is a flyer with additional information.
- d. **March Events:** Listed below, you will find some of the events happening in our schools during March.
 - 03-14-18 Prudence Crandall STEAM Math Night will be held at Crandall at 5:30 PM.



Date: March 13, 2018
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Policy Revisions – Approve the 1000 Series – Second Reading

Board members approved the first reading for the 1000 series at the February 27th meeting. Tonight, the Board will finalize 1000 series prepared by CAFE. Mr. Regnier, the Policy Committee Chair or Mr. Longey, may have some additional comments regarding the process to share with the Board.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding approving the 1000 series as a second and final reading.



Date: March 13, 2018
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Discussion & Action if any, Regarding Snow Days

As of today, we have used 7 days for school closings (October 30th, January 4th, 5th, 17th, February 7th, March 7th and 8th). The set graduation date is June 21st. The projected last day of school is June 27th. At this time, I will review our options.



Date: March 13, 2017
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Executive Session

The Board of Education needs to discuss the following item:

- Matter(s) Related to a Personnel

Therefore, I recommend that the Enfield Board of Education enter executive session, with the appropriate personnel invited, for the reasons described above. An affirmative vote of two-thirds of the members present and voting is required. Board members can remain in Council Chambers for the executive session.

UNDER EMBARGO – MARCH 5 AT NOON ET



50 HIGH SCHOOLS RISE ABOVE 1,000 APPLICANTS TO CLAIM NBC'S R.I.S.E. AMERICA GRANTS

*Winning Schools Each Receive a \$10,000 Grant to Support
Their Theatre Department*

*Grant Program Inspired by NBC's Upcoming Drama "Rise"
Premiering March 13*

UNIVERSAL CITY, Calif. – Mar. 5, 2018 – Fifty high schools have risen above 1,000 applicants to claim NBC's R.I.S.E. America grants. The program – inspired by the network's upcoming drama "Rise" about a high school theatre department and its effects on a small town – is awarding a half-million dollars to high school theatre programs across the country.

Through R.I.S.E. (Recognizing and Inspiring Student Expression) America, NBC has awarded each of the 50 winning schools with a \$10,000 grant that will cover the critical needs of their theatre programs ranging from production expenses to technical equipment and master classes. NBC is facilitating the program in partnership with the Educational Theatre Foundation (ETF), a non-profit organization dedicated to shaping lives through theatre education.

"It is a dream come true for me that 'Rise' will have a genuine impact on 50 high school drama programs throughout the country," said Jason Katims, the show's creator and executive producer. "It has never been clearer that the future of our country rests on the shoulders of the next generation of young leaders. I am excited about the notion that the R.I.S.E. America grants will help support, inspire and nurture creative young minds throughout the country, especially at a time when arts in education is under-valued and under-funded. I am blown away by the generosity of NBC and Bob Greenblatt, along with the efforts of the Educational Theatre Foundation, who have made this all possible."

"Seeing the need school-by-school was both inspiring and a wake-up call," said Julie Cohen Theobald, President of the Educational Theatre Foundation. "The way these dedicated educators are impacting kids' lives, against the odds and without the necessary resources, is heroic. Every school was deserving, and their stories reinforce the need to continue this momentum until every school in America has a well-funded theatre program."

To qualify for the grant, high schools were required to have an existing theatre program or a champion of theatre arts in their teaching staff in cases where a school's theatre program was cut because of budget constraints.

Each school submitted a video celebrating their theatre program and a 500-word essay explaining why their school should be awarded the grant and how they will use the \$10,000

should they win. They also submitted a letter of recommendation from a school principal or administrator endorsing the application.

The 50 winning high schools (in alphabetical order by state) are:

1. Charles Henderson High School (Troy, AL)
2. American Canyon High School (American Canyon, CA)
3. Henry J. Kaiser High School (Fontana, CA)
4. Mariposa County High School (Mariposa, CA)
5. Vaughn Next Century Learning Center (San Fernando, CA)
6. Seaside High School (Seaside, CA)
7. Kunsmiller Creative Arts Academy (Denver, CO)
8. **Enfield High School (Enfield, CT)**
9. School Without Walls (Washington, D.C.)
10. Hallandale High School (Hallandale Beach, FL)
11. Plant City High School (Plant City, FL)
12. The Howard School (Atlanta, GA)
13. Nanakuli High and Intermediate School (Waianae, HI)
14. Jefferson High School (Cedar Rapids, IA)
15. Glenbard West High School (Glen Ellyn, IL)
16. Scecina Memorial High School (Indianapolis, IN)
17. Leavenworth High School (Leavenworth, KS)
18. Boyle County High School (Danville, KY)
19. Alfred Bonnabel Magnet Academy High School (Kenner, LA)
20. The Baltimore City College (Baltimore, MD)
21. Hamtramck High School (Hamtramck, MI)
22. Pine Island High School (Pine Island, MN)
23. Grand Center Arts Academy (St. Louis, MO)
24. Gautier High School (Gautier, MS)
25. Park High School (Livingston, MT)
26. Malcolm Public Schools, District 148 (Malcolm, NE)
27. Belmont High School (Belmont, NH)
28. Bound Brook High School (Bound Brook, NJ)
29. Union Senior High School (Union, NJ)
30. Digital Arts & Technology Academy (Albuquerque, NM)
31. Equipo Academy East Las Vegas College Prep (Las Vegas, NV)
32. Hastings High School (Hastings-On-Hudson, NY)
33. Peekskill High School (Peekskill, NY)
34. James N Gamble Montessori (Cincinnati, OH)
35. Dublin Scioto High School (Dublin, OH)
36. Henryetta High School (Henryetta, OK)
37. Regis St. Mary Catholic School (Stayton, OR)
38. Harry S. Truman High School (Levittown, PA)
39. Mastery Charter Schools Foundation (Philadelphia, PA)
40. Central Falls High School (Central Falls, RI)
41. Deubrook Area School District 5-6 (White, SD)
42. Jackson County High School (Gainesboro, TN)
43. John Overton Comprehensive High School (Nashville, TN)
44. Alice High School (Alice, TX)
45. Jack Yates High School (Houston, TX)
46. Pharr San Juan Alamo North Early College High School (Pharr, TX)

47. Heritage High School (Leesburg, VA)
48. Rainier Beach High School (Seattle, WA)
49. Hudson High School (Hudson, WI)
50. Martinsburg High School (Martinsburg, WV)

About "Rise"

From Jason Katims, executive producer and showrunner of "Friday Night Lights" and "Parenthood," and "Hamilton" producer Jeffrey Seller comes a heartening new drama about finding inspiration in unexpected places. When dedicated teacher Lou Mazzuchelli (Josh Radnor) sheds his own self-doubt and takes over the school's lackluster theater department, he galvanizes not only the faculty and students but the entire working-class town. The series stars Josh Radnor, Rosie Perez, Auli'i Cravalho, Damon J. Gillespie, Marley Shelton, Rarmian Newton, Ted Sutherland, Amy Forsyth, Casey W. Johnson, Taylor Richardson, Joe Tippett and Shirley Rumierk.

Jason Katims serves as creator and executive producer. Jeffrey Seller, Flody Suarez and Michelle Lee executive produce.

"Rise" is produced by Universal Television, True Jack Productions and Seller Suarez Productions. It premieres on NBC on March 13 at 10 p.m. ET/PT. Visit NBC.com/Rise for more information.

About the Educational Theatre Foundation (ETF)

ETF provides essential financial support to enhance excellence in theatre education and to expand access to school theatre programs for every child, putting them on a more positive life path. ETF is focused on three areas: JumpStart Theatre – to create sustainable musical theatre programs where there previously were none; need-based grants to schools – to provide teaching and performance resources and equipment in under-resourced schools; and, merit and need-based grants to individuals - to nurture the next generation of theatre teachers and artists.

Contacts:

Allison Rawlings, allison.rawlings@nbcuni.com, 818-777-3051
Dupe Bosu, dupe.bosu@nbcuni.com, 818-777-9356
Sandra Lundgren, slundgren@edtf.org, 914-325-6733

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Guiding Principles

The continuing need to support high quality public education for all Connecticut students in a time of state and local fiscal constraints requires a focus on student achievement.

CABE urges Legislators to analyze each piece of legislation by asking "How will this legislation promote student achievement?" and "What is the fiscal and administrative impact on local communities?"

By modeling civil discourse in their deliberations, public officials at all levels of government can allow for the thoughtful, beneficial productive exchange of ideas and perspectives.

2018 Legislative Priorities

Address Achievement Gap	Fund Existing Initiatives	Maximize Resources
<ul style="list-style-type: none">➤ Invest in programs that promote cultural competency and the hiring and retention of educators from diverse backgrounds➤ Continue to increase access to early childhood programs➤ Provide an accountability system that supports personalized learning to accelerate and enhance student achievement and support low performing students➤ Expand interagency access to mental health and drug use prevention services for youth	<ul style="list-style-type: none">➤ Develop and fund a comprehensive education funding formula that is fair, equitable and predictable to include appropriate support for special education, English Learners and children living in poverty➤ Avoid the transfer of state obligations to local property taxpayers➤ Support the Minimum Budget Requirement to meet student needs	<ul style="list-style-type: none">➤ Reduce constraints on the delivery of education and remove mandates that fail to promote student achievement➤ Place the burden of proof in special education due process hearings on the party challenging the placement➤ Remove barriers and support incentives for voluntary interdistrict collaboration that provide efficiencies and/or program enhancements➤ Revise the Student Data Privacy Act to eliminate unnecessarily burdensome provisions

Item #79.



EHS Student Representative Report – March 13, 2018

- EHS Strings Festival will be held on March 16th at 7:00 PM in the Auditorium;
- EHS Chorus Festival will be held on March 17th at 3:30 PM in the Auditorium;
- EHS 52nd Arts Festival will be held on March 23rd at 7:00 PM in the Café;
- EHS 52nd Arts Festival will be held on March 24th at noon in the Café.

Item #7c.

Richard M. Fahey M. Ed., Ed. S.
Enfield Public School's Visual Arts Department Coordinator
860 763 7031 / FAX 860 253 5555 / E-mail rfahey@enfieldschools.org
Enfield High School
1264 Enfield Street
Enfield, CT. 06082

On behalf of Enfield's Visual Arts Department Faculty, students, and The Woman's Club of Enfield we would like to invite you to attend this creative exhibition of student performances from Grades Kindergarten through High School Seniors. This is the **52nd Annual Arts Festival** we will be celebrating creative student performances, which culminate in scholarships bestowed on Portfolio Preparation students accepted to an art college or university.

The Woman's Club of Enfield sponsors this school to community event. The Enfield Women's Club is the only Women's Club in the State of Connecticut to provide students with scholarships to advance their creative studies in the visual arts. Please join in supporting Enfield's Visual Arts Program, students, teachers, and the school community.

52nd Annual Arts Festival
Friday March 23, 2017/ 7:00pm –9:00pm
Saturday March 24, 2017/ 12:00pm- 3:00pm
Enfield High School Café
Enfield High School

New policy to consider.

Community Relations

Concept, Goals and Roles in Community Relations

SECOND
READING

The Board of Education recognizes that the community, defined broadly as the state and specifically as the area served by the school system, determines the quality of local education. It is imperative that members of the community and the school personnel cooperate in planning, developing policy, implementing programs and evaluating results.

School-community relations are not merely reporting and interpreting. Rather, they are part of a public enterprise in which community members and school personnel play their respective roles in the best interests of the school district.

The Board of Education establishes the following goals for the community relations program:

1. To increase public understanding of the school system.
2. To increase community confidence and interest in the school system.
3. To promote effective dissemination of information concerning school activities.
4. To solicit community opinions about the school system.
5. To encourage the sharing of resources among civic and community organizations for the benefit of the school system.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Communications with the Public

The Board of Education considers public education a partnership between the schools and the community. Such a partnership is facilitated by open and regular communication. The school district will attempt to keep the public informed through the various media available to it, and to make appropriate channels of communication open to listen to the community.

Legal Reference: Connecticut General Statutes

1-200 – 1-241 Public records and meeting

10-220 Duties of boards of education

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider, as the recommended replacement for existing policy #1110.1 adopted 8/25/09.

Community Relations

Communications with the Public

Parent Involvement

The Board of Education believes that the education of children is a cooperative effort among the parents, school and community. In this policy the word "parent" also includes guardians and other family members involved in supervising the child's schooling.

We believe as research demonstrates, that increased parent involvement improves student achievement. Parent involvement initiatives in the school system will accommodate diversity, be flexible and creative, promote effective two-way communication, and offer opportunities for all parents to participate. The implementation of this policy is the responsibility of all district staff.

Parent involvement activities will be coordinated at the district level. Each school will develop an annual plan for parent involvement activities. It is expected that this will create opportunities for collaboration between and among schools. The Superintendent will report annually to the Board of Education on district and school parent involvement activities. Requirements for state and federally funded programs will be met.

Legal Reference: Connecticut General Statutes

10-221(f) Boards of Education to prescribe rule(s), policies, and procedures
as amended by PA 97-290

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

News Media Relationships

Schools are public institutions serving the educational needs of the community. Therefore, it is important that information be disseminated concerning programs, activities, and significant school events. The Board recognizes the important role the media serves in reporting information about the District's program, services and activities. Therefore, the District will make reasonable efforts to provide media access to students.

To ensure that publicity is coordinated with a common effort and purpose, the following shall be followed with news media:

1. Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public.
2. School administrators are authorized to grant permission and set parameters for media access to students in their respective schools.
3. The media may interview and photograph students involved in instructional programs and school activities including athletic events if authorized by the Principal provided that their presence will not be unduly disruptive.
4. If, in the judgment of the administration, the presence of any photographer, broadcaster, or news journalist causes such disruption that orderly conduct of the activity becomes unfeasible, access by these individuals may be limited to the extent necessary to remove disruption.
5. News media personnel who intend to photograph, broadcast, or record for broadcast student activities shall provide appropriate identification to the school administrator, if requested, prior to access.
6. Only news media personnel employed by a newspaper, radio or television broadcasting company, or personnel of a recognized student news medium assigned to cover the activity shall be permitted to photograph, broadcast, or record for broadcast, such activity.
7. Media representatives wishing to photograph or identify particular students, must obtain parental or guardian approval as well as school administrator permission.

Community Relations

News Media Relationships (continued)

8. In the case of photographs, videotapes, and/or articles referring to students involved in athletic events parental or guardian permission may be provided on an annual basis.
9. Parents who do not want their student interviewed, photographed or videotaped by the media shall inform the school Principal accordingly. Parents who do not want their student interviewed or photographed by the media should direct their child accordingly.

Legal Reference: Connecticut General Statutes

1-226 Recording, broadcasting or photographing meetings

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, presently numbered 1120 adopted 8/25/09, appropriate as renumbered, and with addition of legal reference.

Community Relations

Board of Education Meetings – Audiotape – Recording of

General Statement

The Enfield Board of Education shall cause to have audiotape recorded each Regular, Special, or Emergency Meeting of its body.

Purpose of Policy

The audiotapes will be used in the preparation of meeting minutes. Once the minutes are approved by the Board of Education. They will become a permanent record in accordance with State Statute.

Specifics for Implementation of Policy

1. The Superintendent of Schools or his/her designee will have the responsibility of audio taping each meeting of the Board of Education as defined above.
2. The audiotapes will be maintained on file in the custody of the Superintendent of Schools or his/her designee and will be available for public inspection or use for a period of 24 months after the minutes, for the recorded meeting, have been reviewed and officially approved by a vote of the Board.

Legal Reference: Connecticut General Statutes

1-210 Access to public records. Exempt records.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

P1112.2

Existing policy, presently numbered 1112.13 adopted 6/24/08, appropriate as modified and renumbered.

Community Relations

School News Releases

Information of a factual nature, concerning the regular activities of a school, may be released at the discretion of each ~~teaching or supervising~~ Principal. News items of programs or activities which may be new to the community or any release which might be regarded as interpretive, should first receive approval of the Superintendent of Schools.

Any news release concerning activities or policies of the Board of Education should be released only through the Office of the Superintendent of Schools.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Access to Information

The Board of Education acknowledges the need for an informed citizenry and, at the same time, recognizes the public's right to access information regarding the operations of the school system. The Board of Education, therefore, will make available statistics and other studies reported at public meetings and disseminated to the media. This will be accomplished through information-sharing meetings, through presentations at regular Board meetings, and at Board Committee meetings, and through meetings of parent organizations.

Moreover, in complying with Section 1-210 of the Connecticut General Statutes, and continuing to fulfill its obligation and desire to keep the public informed, while at the same time attempting to eliminate excessive expenditures of staff time in the compilation, assembly, and distribution of information pertaining to public school operation, the Enfield Board of Education has adopted the following procedures to assist in determining access to information.

The Superintendent is responsible for developing regulations to implement this policy consistent with all applicable Federal and State Statutes and Regulations and in keeping with the Board's policy intent.

Legal Reference: Connecticut General Statutes

1-210 Access to public records. Exempt records

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Media Access to Students

The Board recognizes the important role the media serves in reporting information about the district's program, services and activities. Therefore, the district will make every reasonable effort to provide media access to students.

School administrators shall be authorized to grant permission and set parameters for media access to students in their respective schools. Building administrators shall inform the Superintendent any time news media personnel are present at the schools. Such notification shall include the stated purposes of the news media visitor. The media may interview and photograph students involved in instructional programs and school activities including athletic events provided their presence will not be unduly disruptive and shall comply with Board policies and district goals.

Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public. For activities attended by the general public, including school athletes and performing arts events, permission shall not generally be required.

Media representatives wishing to photograph or identify particular students, must obtain parental or guardian approval. Such permission shall not be required before photographs, videotapes, and/or articles referring to students involved in athletic and performing arts events may be published.

Parents who do not want their student interviewed, photographed or videotaped by the media shall inform the school Principal accordingly.

Information obtained by media representatives directly from students does not require parental approval prior to publication by the media. Parents who do not want their student interviewed or photographed by the media may direct their student accordingly.

District employees may release student information to the media only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information.

Parents will be advised of the district's media access to student's policy at the time of the student's registration and each fall in the student/parent handbook. At the time of registration parents will have the option of granting permission for their students to be photographed or videotaped. If the permission form is not completed by the parent/guardian, then permission to be photographed or videotaped will not be granted. Parents may change their students' permission at any time.

(cf. 5125 - Student Records; Confidentiality)

Community Relations

Media Access to Students

Legal Reference: Connecticut General Statutes
1-213 Access to public records. Exempt records.
10-209 Records not to be public.
Federal Family Educational Rights and Privacy Act, Sec. 438, 20 U.S.C. Sec 1232g (1988).
Title I - Amendments to the Individuals with Disabilities Act. (PL 105-17)

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Videotaping of Staff/Students by Non-District Parties

Videotaping and filming of school district employees shall have the prior written consent of the building Principal and the participating employees.

Videotaping or other recording shall be limited to the videotaping of assemblies, plays, award ceremonies, and other events to which the public is invited. If any student is to be filmed or videotaped and will be identified as a primary subject of the filming or videotaping, prior written consent/release/waiver shall be obtained from the student's lawful custodian.

Videotaping of Staff/Students by School District Personnel

School district personnel have the authority to videotape assemblies, plays, award ceremonies, sports activities and other events.

Videotaping of teacher instruction in the classroom, as required by the State Department of Education for certification purposes, where the focus of the videotaping is primarily on the teacher conduct, parental consent is not required. General notice to parents that such videotaping occurs on an ongoing basis as part of teacher certification for non-tenured teachers shall be provided to all parents.

Videotaping when conducted as part of security purposes or as part of investigation for suspected illegal or prohibitive activity does not require parental consent.

Any videotaping which constitutes an educational record as delineated by Family Educational Rights and Privacy Act of 1974 (FERPA) requires prior parental or student consent.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

1112.6
Appendix

Sample form letters to consider

(To be printed on school letterhead)

Dear Parent,

Students must have the permission of their parents or legal guardians before they may be individually interviewed or photographed by representatives from the media. We appreciate your cooperation in this matter. While we like to be as open to the media as possible, we also respect each student's right to privacy guaranteed by the "Family Education Rights and Privacy Act of 1974." Please return the form below to your child's teacher so that it can be kept on file.

Sincerely

Principal

Parental Permission for Interview/Photograph by Media of a Student

Enrolled in the _____ School System.

I do hereby grant permission for my child _____ (name) _____ to be interviewed/photographed by a journalist/photographer/cameraman from (news service) _____ on _____ (date) _____ at _____ (location) _____ School in an activity that is being coordinated by _____ Schools.

(Parent/Guardian Signature)

(Date)

**AUTHORIZATION TO PHOTOGRAPH, VIDEOTAPE OR RECORD
EMPLOYEE**

I, _____, an employee of the _____ Public Schools, hereby authorize, release and/or otherwise consent to my being the subject of photographs, videotapes or audiotapes, or combinations thereof, that are taken, shot or recorded at school or school related activities, during the _____ school year.

The District and/or any of its employees or agents is specifically given the right and permission to cause my likeness or voice or both to be recorded and exhibited as still photographs, transparencies, motion pictures, television, video (videotape recordings) or other similar media, including Internet applications.

The District and/or any of its employees or agents is specifically given the right and permission to distribute, copyright and/or use, reuse and/or broadcast, rebroadcast, publish and republish still photographs, transparencies, motion pictures, television, video (videotape recordings) or other similar media, including Internet applications.

I hereby waive the right to inspect or approve the finished still photograph, transparencies, motion pictures, television, video (videotape recordings) or other similar media including any sound track associated therewith, or advertising copy or printed matter that may be used in conjunction therewith or the eventual use that may be made of such still photograph, transparencies, motion pictures, television, video (videotape recordings) or other similar media, including Internet applications.

I specifically authorize the reproduction, sale, exhibition, broadcast and/or distribution of this material without limitation. My image may be used without compensation for replay to others.

Employee's signature: _____ Date: _____

Employee's name (printed): _____

**AUTHORIZATION TO PHOTOGRAPH, VIDEOTAPE OR RECORD
STUDENT**

I, _____, the parent/guardian of student _____ hereby authorize, release and/or otherwise consent to the student being the subject of photographs, videotapes or audiotapes, or combinations thereof, that are taken, shot or recorded at school or school related activities, during the _____ school year.

The District and/or any of its employees or agents is specifically given the right and permission to cause the student's likeness or voice or both to be recorded and exhibited as still photographs, transparencies, motion pictures, television, video (videotape recordings) or other similar media, including Internet applications.

The District and/or any of its employees or agents is specifically given the right and permission to distribute, copyright and/or use, reuse and/or broadcast, rebroadcast, publish and republish still photographs, transparencies, motion pictures, television, video (videotape recordings) or other similar media, including Internet applications.

I, on behalf of the student, hereby waive the right to inspect or approve the finished still photograph, transparencies, motion pictures, television, video (videotape recordings) or other similar media including any sound track associated therewith, or advertising copy or printed matter that may be used in conjunction therewith or the eventual use that may be made of such still photograph, transparencies, motion pictures, television, video (videotape recordings) or other similar media, including Internet applications.

I, on behalf of the student, specifically authorize the reproduction, sale, exhibition, broadcast and/or distribution of this material without limitation. My student's image may be used without compensation for replay to others.

Student's Signature

Date

Parent's/Legal Guardian's Signature

Date

A new policy to consider.

Community Relations

District-Sponsored Social Media

The Board of Education (Board) recognizes the value of technology such as social media platforms in promoting community involvement and collaboration. The purpose of any official District social media platform shall be to further the District's vision and mission, support student learning and staff professional development, and enhance communication with students, parents/guardians, staff, and community members.

The Superintendent or designee shall develop content guidelines and protocols for official District social media platforms to ensure the appropriate and responsible use of these resources and compliance with law, Board policy, and regulation.

Guidelines for Content

Official District social media platforms shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation. By creating these official sites and allowing for public comment, the Board does not intend to create a limited public forum or otherwise guarantee an individual's right to free speech.

The Superintendent or designee shall ensure that the limited purpose of the official District social media platforms is clearly communicated to users. Each site shall contain a statement that specifies the site's purposes along with a statement that users are expected to use the site only for those purposes. Each site shall also contain a statement that users are personally responsible for the content of their posts.

Official District social media platforms may not contain content that is obscene, libelous, or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation.

Staff or students who post prohibited content shall be subject to discipline in accordance with District policies and administrative regulations.

Users of official District social media platforms should be aware of the public nature and accessibility of social media and that information posted may be considered a public record subject to disclosure under the Freedom of Information Act. The Board expects users to conduct themselves in a respectful, courteous, and professional manner.

Privacy

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official District social media platforms.

Community Relations

District-Sponsored Social Media

Privacy (continued)

Board policy pertaining to the posting of student photographs and the privacy of telephone numbers, home addresses, and email addresses, as specified in other applicable Board policies shall also apply to official District social media platforms.

Social media and networking sites and other online platforms shall not be used by District employees to transmit confidential information about students, employees, or District operations.

All employees participating in the use of efficient District social media platforms and District endorsed social media shall follow the Connecticut Code of Professional Responsibility for Educators as stated in the Regulations of Connecticut State Agencies, Section 10-145d-400a.

- (cf. 1100 – Communications with the Public)
- (cf. 1110.1 – Parent Involvement)
- (cf. 1112 – News Media Relationships)
- (cf. 4118.5/4218.5 – Staff Acceptable Computer Use)
- (cf. 4118.51/4218.51 – Social Networking)
- (cf. 5114 – Suspension/Expulsion; Due Process)
- (cf. 5125 – Student Records)
- (cf. 5131 – Conduct)
- (cf. 5131.911 – Bullying)
- (cf. 5131.913 – Cyberbullying)
- (cf. 5142.2 – Freedom of Expression)
- (cf. 5144 – Discipline)
- (cf. 6141.321 – Acceptable Computer Use)
- (cf. 6141.323 – Filtering Access to Electronic Networks)
- (cf. 6141.324 – Posting of Student Work/Photographs)
- (cf. 6141.326 – Online Social Networking)
- (cf. 6145.5 – Student Organization and Equal Access)
- (cf. 9327 – Electronic Mail Communications)

Legal Reference: Connecticut General Statutes

1-19(b)(11) Access to public records. Exempt records.

10-15b Access of parent or guardians to student's records.

10-209 Records not to be public.

11-8a Retention, destruction and transfer of documents.

Community Relations

District-Sponsored Social Media

Legal Reference: Connecticut General Statutes (continued)

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

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

Regulations of Connecticut State Agencies, Section 10-145d-400a, (Professional Responsibility for Educators)

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

Dept. of Education. 34 CFR. Part 99 (May 9, 1980 45 FR 30802) regs. implementing FERPA enacted as part of 438 of General Education Provisions Act (20 U.S.C. 1232g)-parent and student privacy and other rights with respect to educational records, as amended 11/21/96.

Children's Internet Protection Act of 2000 (HR 4577, P.L.106-554)

Communications Act of 1934, as amended (47 U.S.C. 254[h],[I])

Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)

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

Reno v. ACLU, 521 U.S. 844 (1997)

Ginsberg v. New York, 390 U.S. 629, at 642, n.10 (1968)

Board of Education v. Pico, 457 U.S. 868 (1988)

Hazelwood School District v. Kuhlmeier, 484 U.S. 620, 267 (1988)

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Communications with the Public

Responsibilities of School Personnel

Representatives of the school system should be instructed to place a positive and factual light on all school system matters.

These persons should also be aware that they are representatives of the school system by virtue of their employment, and, as such, influence the public image of the school system.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, presently numbered 1240.1 adopted 5/12/15, appropriate as renumbered.

Community Relations

School Volunteers, Student Interns and Other Non-Employees

The Board of Education recognizes the importance of school volunteers at all levels of schooling. Volunteers can enhance collaboration between the school and community, broaden the school's educational environment and ultimately enrich students' school experience. The Board further acknowledges that it may, from time to time, be asked to provide learning experiences for student interns within the school environments. In recognition of the benefit of having volunteers, interns and other such non-employees providing services within the schools, the Board supports the involvement of these individuals in accordance with suitable regulations and safeguards to be developed by the Administration.

Volunteers, interns and other such non-employees working within the schools ("volunteers") must work under the supervision of Enfield Public Schools staff. Volunteers are held to the same standards of conduct as school staff and must observe all Board of Education policies, including applicable policies on the confidentiality of student information.

Volunteers may be required to submit to state and federal criminal record checks and a record check of the Department of Children and Families ("DCF") Child Abuse and Neglect Registry. No person who is required to register as a sex offender under state or federal law, or whose name is currently listed on the DCF registry, may volunteer in the Enfield Public Schools.

No employee of the Enfield Public Schools shall serve as a volunteer in any capacity, except as may be approved by the Superintendent or his/her designee based on the specific situation.

Persons interested in volunteering their services should contact the school Principal.

Legal Reference: Connecticut General Statutes
 10-4g Parent and community involvement in schools; model programs;
 school-based teams.
 10-235 Indemnification of teachers, board members, employees and certain
 volunteers and students in damage suits; expenses of litigation.
 54-254 Registration of person who has committed a felony for a sexual
 purpose.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Citizens Advisory Committees

In order to maximize community input the Board recognizes the need for appropriate ad hoc citizens advisory committees. The Board will consider the recommendations of these committees when making decisions.

The Board, upon the recommendation of the Superintendent, will make all appointments of citizens and staff members to advisory committees. The Board encourages representation from all appropriate Town bodies.

Legal Reference: Academic Freedom Policy (adopted by Connecticut State Board of Education 9/9/81)

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Citizen's Advisory Committee for the Board of Education

Advisory committees appointed by the Board of Education are expected to meet to expedite and facilitate the decisions of the Board of Education.

Committees shall be established and dissolved by a vote of the Board of Education and the members of the committees shall be appointed by the Chairperson of the Board. The Board Chairperson shall attempt to make the membership of committees representative of different viewpoints of the Board. Citizens and staff members who are knowledgeable in areas under consideration may be asked to serve as advisory, non-voting members as needed. All such appointments of staff members shall be approved by the Chairperson of the Board upon the recommendation of the Superintendent and the Committee Chairperson. The Chairperson of the Board and the Superintendent or designee are ex-officio, non-voting members of all committees.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Citizen's Advisory Committees for the Staff

Principal's Advisory Committee

School Principals are encouraged to utilize interested parents and citizens in an advisory manner. Any committee or groups created by school principals for advisory purposes shall be considered Principal's advisory committees. Principals shall give due consideration to the advice, suggestions and comments presented by participating parents or citizens but shall use their own best judgment in arriving at decisions.

Citizens, parents or volunteers contributing their services to the school shall receive guidance or training under the direction of Principals in the exercise of roles, tasks and responsibilities.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Other School-Connected Organizations

Parent Organizations and Booster Clubs

Parent organizations and booster clubs are invaluable resources to the District's schools. The Board of Education recognizes that parent organizations and extracurricular support groups, or "booster clubs" provide important support to District schools, and can be valuable means of stimulating community interest in the aims and activities of District schools. Support organizations may be defined in two ways:

1. an organization which is created to foster community support and provide resources for a particular sport or activity in the school or school system; or
2. an organization which is created to foster community support and raise funds for the school's general extracurricular program.

While parent organizations and booster clubs have no administrative authority and cannot determine District policy, the Board welcomes their suggestions and assistance.

Parent organizations and booster clubs are recognized by the Board of Education and permitted to use the District's name, a District school's name, or a District school's team name, or any logo attributable to the District provided they first receive the Superintendent or designee's express written consent. Consent to use one of the above-mentioned names or logos will generally be granted if the organization or club has bylaws containing the following:

1. The organization's or club's name and purpose, such as, to enhance students' educational experiences, to help meet educational needs of students, to provide extra athletic benefits to students, to assist specific sports teams or academic clubs through financial support, or to enrich extracurricular activities.
2. The rules and procedures under which it operates.
3. An agreement to adhere to all Board policies and administrative procedures.
4. A statement that membership is open and unrestricted, meaning that membership is open to parents/guardians of students enrolled in the school, district staff, and community members or an agreement not to engage in discrimination based on someone's innate characteristics or membership in a suspect classification.
5. A statement that the District is not, and will not be, responsible for the organization's or club's business or the conduct of its members.
6. An agreement to maintain and protect its own finances. The group must maintain bank, financial, and tax exempt status separate from the school or District. The organization will provide to the Board annually or upon request a complete set of financial records or detailed treasurer's report.

Community Relations

Other School-Connected Organizations

Parent Organizations and Booster Clubs (continued)

7. A recognition that money given to a school cannot be earmarked for any particular expense. Booster clubs may make recommendations, but cash or other valuable consideration must be given to the District to use at its discretion. The Board of Education's legal obligation to comply with Title IX by providing equal athletic opportunity for members of both genders will supersede an organization or club's recommendation.

Parents and other interested community members who wish to organize a parent organization or booster club for the purpose of supporting a specific school program or activity are encouraged to do so as long as the activities of such organizations do not interfere unduly with the total educational program or disrupt District operations in any way. To this end, parent organizations/booster club/support organizations must follow these guidelines:

1. be voluntary;
2. submit an activity schedule in advance to the Superintendent of Schools or his/her designee for prior approval. Any time a booster club uses the name of the District or any language suggesting that the District has endorsed, sponsored or otherwise approved of the club's activities, there must be prior approval by the Superintendent or his/her designee;
3. seek advance approval for any use of school facilities and/or equipment and such use will comply with all policies and regulations established by the Board;
4. avoid interference with any previously approved student activity and between sister schools;
5. seek approval in advance of all fundraising activities by the Superintendent or building Principal;
6. understand and respect the authority of District employees in the administration of their duties; and
7. assume all financial responsibility for the booster club, including but not limited to the provision of adequate insurance coverage, and annual auditing as appropriate.

If a booster club wishes to make a contribution of money, service time or tangible property such as equipment or supplies, a representative of the organization should first meet with the Superintendent or his/her designee. The Superintendent or his/her designee must identify the District's terms and conditions of accepting such gifts in concert with the District's policy pertaining to gifts, grants and bequests.

Booster club proposed plans, projects and other activities must be evaluated and promoted in light of their stated contribution to the academic as well as the extracurricular school programs.

Careful consideration should be given to the total value of the contribution to all students, and not just to specific student groups.

Community Relations

Other School-Connected Organizations

Parent Organizations and Booster Clubs (continued)

The Board retains final responsibility and authority on all activities which have an impact on students, school programs and/or school owned property.

Further, the Board recognizes its responsibility to ensure that equivalent benefits and services are provided to members of both sexes. Therefore, if booster clubs provide benefits, services or tangible property that assist only teams or programs of one gender, the Board shall ensure that teams or programs of the other gender receive equivalent benefits, services or tangible property. If a booster club provides benefits, services or tangible property which are greater than that which the District is capable of providing to the athletes or programs of the other gender, the administration shall take action, within policy parameters, to ensure equivalency for both sexes.

- (cf. 1110.1 - Parental Involvement)
- (cf. 1140 - Distribution of Materials by Students)
- (cf. 1210 - School Community Associations)
- (cf. 1323 - Gifts to Students)
- (cf. 1330 - Use of School Facilities)
- (cf. 3280 - Gifts, Grants and Bequests)
- (cf. 3281 - School Fund Raising)
- (cf. 3515 - Community Use of School Facilities)

Legal Reference: Title IX of the Educational Amendments of 1972, 20 U.S.C.A § 1681.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policies, presently numbered 1240.2 adopted 5/12/15, and 1250.1, adopted 6/24/08, appropriate as combined and renumbered.

Community Relations

Visits to the School

The Board of Education encourages visits by citizens, taxpayers, and parents to all school buildings. In order to promote a safe and productive educational environment for all students and staff, the Board of Education requires all visitors to receive prior approval from the school Principal or his/her designee before being permitted to visit any school building. The Board of Education, through the administration, reserves the right to limit visits in accordance with administrative regulations.

Upon arrival, all visitors must comply with any and all applicable building security procedures, including but not limited to utilizing security buzzers for access, complying with requests for photo identification, reporting directly to and signing in and out at the visitors' reception area of the school office, prominently displaying visitors' badges or other identification required for visitors to the school buildings, limiting access to those areas of the buildings and grounds for which the visitors have authorized access, and complying with directives of school officials at all times.

Classroom Observation by Non-school Personnel

The Board of Education encourages the observation of classrooms by Enfield parents and other non-school personnel to promote better understanding of the school district. The Board of Education also recognizes the right of students to have uninterrupted lessons. In the interest of preserving the privacy rights of the child and to ensure the least disruption of the learning process, the following guidelines are established:

1. Anyone wishing to observe a classroom must contact the administration of the school prior to the observation.
2. In considering requests for classroom observation, the primary responsibility of the administration shall be to avoid disruption of the learning environment and, to that end, the administration shall, in its good judgment, apply the test of reasonableness.
3. When an observer is visiting a class, he/she is an observer only and should not interfere with the lesson presentation. If there are any questions, the observer should address them to the teacher and/or school administrator outside the classroom setting.
4. Audio and video tape-recording or photographing of classroom activities by third parties may be disruptive of the educational process and may invade the privacy rights of students, and will therefore not generally be allowed. Exceptions to these guidelines may be made by the Administration, subject to reasonable restrictions, as the Administration may adopt concerning a particular request.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Loitering or Causing Disturbance

All visitors must register in the office of the school principal. Staff members should be alert to the possibility of unauthorized visitors and promptly report any concerns to the Principal. Any person shall be considered loitering on school grounds when he/she loiters or remains in or about a school building or grounds, without any reason or relationship involving custody of or responsibility for a student or any other license or privilege to be there.

Legal Reference: Connecticut General Statutes

53a-185 Loitering in or about school grounds; Class C misdemeanor.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Motorized Vehicles on School Property

The Board of Education prohibits the travel of any motorized vehicle on school grounds, other than the roadways designated for vehicular traffic. When necessary, parking may be allowed on grassy areas immediately adjacent to those roadways.

(cf. 5131.3 – Student Driving/Parking)

(cf. 3515.2 – Parking)

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Educational Foundations

The Board of Education is committed to maintaining excellence in education and pursuing resources to enhance educational opportunities for all students.

Demands on the educational system may exceed available funding. Therefore, the Board recognizes that members of the community are often willing to make voluntary contributions that will provide needed additional funds and resources for the District. The Board, therefore, approves and encourages the creation of an independent educational foundation to actively raise funds and provide resources that will enhance educational opportunities for District students.

The Board desires to work cooperatively with the foundation in determining the purpose for which funds may be used to meet the changing needs of the District and its students.

The Board supports foundation allocations that serve the students of the District and all District schools equitably.

(cf. 3280 - Gifts, Grants and Bequests)

(cf. 3281.1 - Business/Industry/Corporate Involvement in Education)

Legal Reference: Connecticut General Statutes

7-194 Powers.

10-9 Bequests for educational purposes.

Title IX of the Educational Amendments of 1972

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Community Engagement

The purpose of community engagement is to create a collaborative environment in which students, parents/guardians, families, residents, businesses and community organizations are encouraged and invited to be involved stakeholders in the school community. Such engagement strengthens broad-based community support for the District's mission, goals, operations and educational programs.

Community engagement is defined as an ongoing collaborative process in which the District works with the public to build understanding, guidance, and active support for the education of students in the community.

Therefore, the Board of Education endorses the concept that community engagement is essential for the District and the community to maintain mutual understanding, respect and trust, and to work together to improve the quality of education for District students. The Board intends, through this two-way communication, to identify the community's concerns, needs and suggestions, and to be responsive to the community through the Board's actions.

The Board also recognizes that the public offers resources of training and experience useful to schools. The quality of the District's operations and programs can be strengthened when these resources are used in an advisory capacity.

The Board, with assistance from the administration, shall determine the appropriate strategy when utilizing the community engagement process.

The Board, in consultation with the Superintendent, shall identify a team of individuals who will be responsible for developing, implementing and delivering a community engagement program.

After the community engagement process is concluded, the Board shall make the final decision regarding an issue.

The Board shall annually assess the effectiveness of the community engagement program.

The Board directs the administration to develop and implement a planned program of community engagement that regularly provides opportunities for students, parents/guardians, families, residents, business and community organizations to participate in dialogues and decision-making related to district-wide and school-based issues.

The administration shall develop and use varied, effective communication methods to ensure that all community members receive information about District and school programs and the available opportunities to become actively involved.

Community Relations

Community Engagement (continued)

The Board and administration shall give substantial weight to the input received from the community. When evaluating the community's suggestions, the Board and administration will consider the impact of the District's goals, operation, educational programs, and financial resources. Recommendations made by the community shall not reduce the authority or the responsibility of the Board, which may accept or reject such recommendations.

The District shall communicate to the community the Board's decision and its rationale regarding an issue involving community engagement.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Relations Between Public and School Personnel

The Board of Education recognizes that school personnel may have dual roles in that they may be as local citizens as well as employees of the Town. Staff may have to exercise discretion when questions arise concerning goals or operations of the schools. The Board directs the Superintendent to develop and implement procedures for the handling of differences of opinion among the Board, the public, and school personnel.

(cf. 1120 - Board of Education Meetings)
(cf. 1312 - Public Complaints)
(cf. 4118.21 - Academic Freedom)
(cf. 5145.6 - Student Grievance Procedure)

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Staff Participation in Community Activities

The Board of Education encourages staff members to become active participants in the activities of the community in which they live so long as these activities do not interfere with their responsibilities as school district employees. This involvement provides a community with better understanding of educational programs and gains support of better education for every student. Such activity, however, is not required for initial or continued employment or advancement.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, presently numbered 1311 adopted 8/25/09, appropriate as modified, and with update to legal reference.

Community Relations

Political Activities of School Employees

Rights and Obligations

The Board of Education believes that employees are entitled to a work environment that is in compliance with applicable laws regarding political activity, whether that activity involves any particular employee, or co-workers. Therefore, all employees are expected to comply with state laws related to political activities by Classified Municipal Employees, as described in section 7-421 of the Connecticut General Statutes, or as the same may from time to time be amended.

On that basis, the Board hereby directs the Superintendent of Schools to develop, implement and maintain appropriate administrative regulations to ensure that district employees adhere to applicable laws and regulations without impinging on individual rights of franchise. The Superintendent must administer the policy so that obvious indiscretions are studiously avoided and properly resolved. To this end, the Board of Education expects that the Superintendent will specify an appropriate range of potential sanctions for any violations of this policy, including willful violations, in the administrative regulations. The Superintendent shall also take appropriate steps to notify all district employees of said administrative regulations and the potential penalties provided therein for violations.

The Board encourages all employees to assume full responsibilities as members of a democracy. Nothing in this policy prohibits, nor should this policy be interpreted as prohibiting, school employees from exercising their lawful rights and responsibilities as shared with other citizens of the State of Connecticut or the United States of America.

Individual Responsibility in Participating in Political Functions

Employees engaging in political activities shall:

- 1. Realize their obligation to their work as educators.**
- 2. Help others understand that employee opinions and actions are expressed as individuals and not as representatives of the educational institution.**
- 3. Engage in no political activities on school premises during school hours.**

The following guidelines will be followed regarding employee participation in political and union activity:

- All employees shall be encouraged to exercise their constitutional rights as citizens, but they shall not involve their schools and students in personal political campaigns.**
- Campaign literature, including but not limited to electronic mail, supporting one or more candidates shall not be distributed within schools or on school buses, by students, teachers or others; nor shall campaign posters be displayed at or within the schools. Campaign literature shall be used solely for educational purposes.**

Community Relations

Political Activities of School Employees

Individual Responsibility in Participating in Political Functions (continued)

- Employees shall not poll their students to determine how their parents are voting on any issue, and shall not attempt to indoctrinate students with personal political and social philosophy; however, employees are not prohibited from political activity after hours of official employment. Any discussions during break time shall be confined to an area out of the hearing distance of students.
- Employees may not use school property for personal political use.
- Employees' attendance at, or participation at, political or union activities during work time shall not take place without prior written approval of the Superintendent or designee.

The following situations are exempt from the prohibitions of this policy:

- The discussion and study of politics and political issues, when such discussion and study are appropriate to classroom studies, such as history, civics, current events, and political science.
- The conduct of student elections and campaigning connected therewith.
- The conduct of professional staff member representative elections.

Nothing in this policy shall be interpreted to impose a burden on the constitutionally protected speech of a staff member or student.

Problems concerning the political activity of an employee shall be reported to the Superintendent or designee who shall follow-up and take appropriate action.

Legal Reference: Connecticut General Statutes
7-421 Political activities of classified municipal employees.
7-421b Limitation on restriction of political rights of municipal employees.
9-369b Explanatory text relating to local questions.
10-156e Employees of boards of education permitted to serve as elected officials; exception.
10-239 Use of school facilities for other purposes.
31-51q Liability of employer for discipline or discharge of employee on account of employee's exercise of certain constitutional rights.
Keyishian v. Board of Regents 395 U.S. 589, 603 (1967)
Academic Freedom Policy (adopted by Connecticut State Board of Education, 9/9/81)
Equal Access Act, 20 U.S.C. ss 4071-4074

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Political Activities in the Schools

The Board of Education strongly supports the concepts of representative government and elected office. The Board encourages District employees to exercise their right to vote, and the Board expresses its admiration for those who seek and obtain public office. Further, the Board recognizes that the public schools are tax-supported and should be accessible to the community. The Board, however, does believe that the educational process should be clearly separate from the political activities associated with campaigns for public office.

Therefore, political activities in the schools during school hours shall be restricted to those of an educational nature that are beneficial to students as part of their program of study. The Board shall promulgate regulations in conjunction with this policy governing the following:

- Access to school system information
- Display and distribution of political literature
- Employee political activities
- Participation by student groups
- Use of school facilities
- Use of district resources
- Conduct of candidates

(cf. 1140 – Distribution of Materials by Students)
 (cf. 1311.1 – Political Activities of School Employees)
 (cf. 1330/3515 – Community Use of School Facilities)
 (cf. 3543.13 – Mail and Delivery)
 (cf. 4118.21 – Academic Freedom)
 (cf. 6144 – Controversial Issues)
 (cf. 6153.2 – Student Participation in Election Process)

Legal Reference: Connecticut General Statutes
 7-421 Political activities of classified municipal employees.
 7-421b Limitation on restriction of political rights of municipal employees.
 9-369b Explanatory text relating to local questions.
 10-156e Employees of boards of education permitted to serve as elected officials; exception
 10-239 Use of school facilities for other purposes
 31-51q Liability of employer for discipline or discharge of employee on account of employee's exercise of certain constitutional rights.
Keyishian v. Board of Regents 395 U.S. 589, 603 (1967)
 Academic Freedom Policy (adopted by Connecticut State Board of Education, 9/9/81)
 Equal Access Act, 20 U.S.C. ss 4071-4074

Policy adopted:

ENFIELD PUBLIC SCHOOLS
 Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, number 1312 adopted 6/24/08, appropriate as written, and with addition of legal reference.

Community Relations

Complaints Concerning School Personnel

The Board of Education places trust in its employees and desires to support their actions in such a manner that employees are freed from unnecessary, spiteful, or negative criticisms and complaints.

The Board of Education does, however, recognize that constructive criticism can play a significant role in improving the quality of education in Enfield, and thus parents and students should feel free to bring problems and complaints to the attention of the staff through the proper channels of communications, i.e.; teacher, Principal, Superintendent (or appropriate member of central administration). The Board also recognizes that positive statements concerning the schools are valuable as a means of feedback to the Board regarding the success of the school program and thus such positive statements from citizens and parents are encouraged.

Complaints coming directly to the Board of Education as a whole, or to an individual Board member, should be referred to the Superintendent of Schools for referral to the proper staff member for appropriate action. The procedure for appeal of administrative action on complaints shall, again, be through the proper channels of communication.

The Board of Education serves as a final review of appeal of administrative actions regarding complaints and criticisms. All complaints so appealed to the Board of Education shall be in writing signed by the aggrieved person(s), and shall be directed to the Board of Education through the Superintendent of Schools at least 15 days prior to the calling of a special meeting. The Superintendent shall arrange for a special meeting between the Board of Education and those concerned with the complaint, for an impartial review of the complaint or criticism, and he shall send copies of the complaint to Board members in advance of such meeting.

Legal Reference: *Keyishian v. Board of Regents* 385 U.S. 589, 603 (1967)
President's Council, District 25 v. Community School Board No. 25 457 F.2d 289 (1972), cert. denied 409 U.S. 998 (1976)
Minarcini v. Strongsville City School District, 541 F.2d 577 (6th Cir. 1976)
Board of Education, Island Trees Union Free School District No. 26 v. Pico, 457 U.S. 853 (1982).
 Academic Freedom Policy (adopted by Connecticut State Board of Education, 9/9/81).
 Connecticut General Statutes
 10-238 Petition for hearing by board of education.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
 Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, number 1313 adopted 6/24/08, appropriate as modified, and with addition of legal reference.

Community Relations

Gifts to School Personnel

Students and their parents shall ~~be discouraged not feel obligated~~ from the routine presentation of gifts to district employees on ~~special~~ occasions ~~such as Christmas~~. Where a student feels a spontaneous desire to present a gift to a staff member, the gift shall not be elaborate or expensive. It is generally considered more appropriate, and welcome, that expressions of gratitude and appreciation be in the form of a letter or a card to the staff member.

The Board of Education considers as appropriate the presentation of token gifts to retiring members of the staff who have rendered outstanding service for an extended period of time, and who have earned the high regard of their colleagues and the community.

The acceptance of personal gifts or services from vendors of school supplies and equipment, or others doing business directly with the schools, casts a shadow of doubt over the decision making process involved in contract awards for such school materials. Thus, such acceptance of personal gifts or services by school personnel is expressly forbidden by the Enfield Board of Education.

Legal Reference: ~~Connecticut General Statutes~~

~~7-479 Conflicts of interest~~

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Solicitation of Funds

The objective of this policy is to provide the acceptance criteria and application method for soliciting gifts, grants, and bequests conducted by school-sanctioned parent organizations, district employees, and students of the South Windsor Public Schools.

The Board of Education recognizes that certain types of fundraising activities will enhance the relationship between school and community and will contribute to the improvement of the school program. The Board also recognizes that businesses, cultural, and community organizations hold an interest in the quality of public education and, from time to time, offer to support that interest with a variety of contributions to the school district. School districts, however, are public institutions fully supported by taxes and the Board has a clear responsibility to protect students, staff, and their families from exploitation by special interests including, but not limited to, economic, environmental, and political exploitation. The Board also recognizes that exploitation works both ways. A potential donor may feel unduly pressured, either directly or indirectly, when solicited to contribute to a program promoted by a school system. Therefore, the Board of Education establishes the following acceptance criteria.

Solicitation of Funds from and by Students, Staff and School Sanctioned Parent Organizations

1. There shall be sufficient educational or financial benefits to the school and/or students, either directly or indirectly, to justify the fundraising activity.
2. Fundraising shall be in good taste and appropriate for the school district.
3. Fundraising shall be limited to Board-approved activities; activities sponsored by faculty, students, and school-related parent organizations for nonprofit school benefits; or educational and recreational activities sponsored by agencies of the town government.
4. Solicitation of funds from businesses or other outside organizations shall be with the understanding that public recognition for contributions shall be appropriate and balanced.
5. Funds raised from the activity will be applied to a specific school activity fund.
6. The fundraising mechanics or procedures will not unacceptably burden staff or subject the school to unnecessary risks or responsibility.

Community Relations

Solicitation of Funds

Solicitation of Funds from and by Students, Staff and School Sanctioned Parent Organizations (continued)

7. Instructional time will not be used to conduct or promote fundraising activities except in cases where it is an integral part of the curriculum.
8. School employees will not be approached during school hours for the purpose of soliciting funds or selling goods.
9. Handling and accounting of fundraising material shall be the responsibility of the sponsoring group, not the school or staff.

Solicitation of Funds from and by Students

The following additional criteria shall be applied to solicitation by students:

1. Elementary school students will not participate in door-to-door sales or canvassing.
2. Elementary or middle school fundraising will not result in profit or advertisement for any commercial enterprise except when profits are realized in conjunction with the following events:
 - A. Annual all-school fundraising events of one week or less (e.g., fairs, bazaars).
 - B. Fundraising activities designed to acquire funds for approved field trips.
 - C. Class pictures.
3. Under no circumstances shall students be required to solicit and no mandatory quotas shall be imposed upon them.
4. Commercial enterprise for private profit will be allowed at the high school only for the purchase of goods and services deemed necessary by the Superintendent for normal student activities.
5. Activities related to fundraising shall not occur during normal school hours.

Community Relations

Solicitation of Funds

Application Procedure

1. All requests to conduct fundraising shall be submitted in writing at least 15 days prior to the proposed activity through the Superintendent.
2. The request shall identify the name of the school, name of the individual submitting the request, name of sponsoring individual or organization, fundraising activity dates, purposes of the fundraising activity, nature of the fundraising activity, anticipated expenses and profits.
3. At his or her option, the Superintendent may refer specific cases to the Board for decision.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, presently numbered 1250 adopted 6/24/08, appropriate as written.

Community Relations

Distribution of Notices, Flyers, Circulars, Posters or Pamphlets by School Children

The Board of Education recognizes that there are certain types of information that are best communicated through distribution by school children, or by posting in the school; it is also acknowledged that much of this information does not contribute to the education of the children. It is further realized that the distribution of pamphlets to schoolchildren is not necessarily a dependable way to get information to parents. In order to control the distribution of circulars, flyers, pamphlets and notices to school children and to clarify the Board's policy to involved organizations, the following policy is effected.

1. The following types of circulars, flyers, pamphlets, posters, or notices may be considered acceptable:
 - a. Those directly connected to school activities or administration.
 - b. Those related to other education or cultural opportunities for children. (plays, concerts)
 - c. Those related to town or locally sponsored recreation activities for children.
 - d. Those related to health and welfare of children, e.g., dental examinations, immunization programs.
 - e. Announcements of meetings of the School Parent Associations or other organizations approved by the Superintendent of Schools. Whenever possible, it is suggested that these groups find more effective means for such announcements.
2. The following types of circulars, flyers, pamphlets, posters, or notices will not be permitted:
 - a. Those, which could in any way, be harmful to the health, education or morals of students.
 - b. Those relating to commercial ventures or enterprises.
 - c. Those relating to politics; local, state, or national, even if the outcome of elections may affect education and schools.
 - d. Those advocating approval or disapproval of any referendum question. Dissemination of such materials by school children is a violation of state law.
 - e. Those relating to sectarian religious matters.
3. The person or group proposing distribution of information by school children shall submit the information to the building Principal for prior approval. Where there is any question as to compliance with this policy, the Principal shall submit the information to the Superintendent of Schools, who shall interpret the above guidelines to determine if materials are acceptable or unacceptable.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, number 1316 adopted 8/25/09, appropriate as written, and with update to legal reference.

Community Relations

Conduct on School Property

The Board of Education expects mutual respect, civility and orderly conduct among all individuals on school property or at school events. If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the staff member to whom the remarks are directed will calmly and politely admonish the speaker to communicate civilly. If the abusing party does not take corrective action, the District employee will terminate the meeting or conversation. If the abuser continues to harass or threaten, then the police may be summoned.

Legal Reference: Connecticut General Statutes

1-225 Meetings of the government agents to be public.

1-232 Conduct of the meeting.

10-221 Boards of education to prescribe rule(s), policies, and procedures.

10-238 Petition for hearing by board of education.

10-239 Use of school facilities for other purposes.

53a-185 Loitering in or about school grounds. Class C misdemeanor.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, number 1321 adopted 6/24/08, appropriate as modified.

Community Relations

Public Performances by Students

Music Activities – The following policy, regarding the participation of the various Enfield school performing groups in school and community activities has been prepared in an effort to coordinate such activities, and to insure that such participation is in keeping with the well-being of the students and the school.

I. Approved List of Activities

- A. School-sponsored events and activities
- B. State-sponsored music events
- ~~C. Other District approved events~~
- ~~C. Veterans' Day Parade~~
- ~~D. Memorial Day Parade~~

II. Other Requests for Participation of Enfield School Music Groups

A. Criteria

The following criteria, adapted from those prepared by the Committee on National Contests and Activities of the National Association of Secondary School Principals, shall be applied to any request for participation of an Enfield school music group in a community-sponsored activity.

1. The activity should, as its primary aim, benefit high school youth in educational, civic, social and ethical development.
2. The activity should make it possible for individual students to work out contributions, solutions and creations by their own efforts.
3. The activity should be educationally sound, worthy and stimulating to the student.
4. The activity should be well planned.
5. The activity must emphasize either the development of intellectual competency, good citizenship or high moral standards.
6. The activity must be of such a nature as not to be considered commercial, controversial and sectarian, or concerned with propaganda or advertising.
7. The activity must not place undue burdens on students, teachers or the school.
8. The activity should not duplicate one already sponsored by another organization.
9. The activity should be of benefit to the community as a whole, rather than an individual organization or group.

Community Relations

Public Performances by Students

II. Other Requests for Participation of Enfield School Music Groups (continued)

B. Procedures

1. All requests, for participation of an Enfield school-performing group in a non-school activity, are to be channeled through the Office of the Superintendent of Schools.
2. A request form, available through the Superintendent's Office, is to be completed by the sponsoring organization.
3. The request will be evaluated on the basis of the criteria cited by the National Association of Secondary School Principals, and the availability of the performing group.

C. Specific Regulations

1. ~~No~~ Requests for participation of an Enfield school-performing group during the summer vacation months ~~will~~ may be considered.
2. All requests must be submitted at least three weeks in advance of the date of the activity or event.
3. The sponsoring organization will be responsible for providing any necessary transportation for the school-performing group.

Reference: National Association of Secondary School Principals

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Public Videotaping of Educational Activity

The Board of Education (Board) hereby establishes limits on the use of recording equipment in order to minimize disruption and protect instructional time essential to improving student achievement. Any recording activity, even activity permitted under this policy, will be prohibited if the activity creates a disruption to the education process.

Definitions

Visual Recording: Registering visual images on film, tape, digitally or by other mechanical or electronic means, including communication devices; i.e., smart phones and tablets.

Audio Recording: Registering sounds on tape, digitally or by other mechanical or electronic means, including communication devices; i.e., smart phones and tablets.

Outside Entity: Any individual, group, organization or corporation other than the administration, officers, staff or students of the District or individuals authorized to act on behalf of the District.

Recording by Outside Entities

The Board prohibits the use of video or audio recording equipment on District property or at District activities by outside entities without permission from the Superintendent or his/her designee unless authorized by law.

This prohibition shall not apply to:

1. Performances or activities to which the general public is invited, such as athletic competitions, concerts and plays.
2. Recording of staff for the sole purpose of professional training or development.
3. Open meetings of the Board or committees appointed by or at the direction of the Board.
4. Outside entities, including student-initiated groups, using or renting District facilities in accordance with Board policies and established administrative procedures.

Recording by District Personnel

The District may make audio or visual recordings to provide security, to maintain order, for professional staff development use or for other purposes related to furthering the educational mission of the District. This may include the use of video equipment in school buildings and on District transportation. No recording equipment will be placed in areas of the building where the occupant would have a reasonable expectation of privacy, such as restroom facilities or locker rooms. Recordings by and on behalf of District personnel that include students will be considered student records and will be maintained in accordance with the Family Educational Rights and Privacy Act (FERPA) and other applicable laws.

Community Relations

Public Videotaping of Educational Activity (continued)

Recording by Students

The District prohibits the use of video or audio recording equipment on District property or at District activities by students except:

1. If required by a school-sponsored class or activity.
2. At performances or activities to which the general public is invited such as athletic competitions, concerts and plays.
3. At open meetings of the Board of Education or committees appointed by or at the direction of the Board.
4. As otherwise permitted by the Building Principal.

Recording of Meetings

The Board of Education prohibits the use of audio, video or other recording devices at meetings held pursuant to the individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973, as well as other meetings between District employees and parents/guardians. Exceptions to this prohibition will be made only in accordance with Board policy and law. Requests for such exceptions must be made within a reasonable period of time prior to the scheduled meetings. This prohibition does not apply to conversations held within view of District security cameras or devices.

(cf. 1112 – News/Media Relationships)
(cf. 1112.6 – Video Taping of Staff/Students)
(cf. 5125 – Student Records; Confidentiality)
(cf. 5131.11 – Video Cameras on School Buses)
(cf. 5131.111 – Video Surveillance)
(cf. 9320 – Board Meetings)
(cf. 9322 – Public and Executive Sessions)
(cf. 9326 – Taping of Meetings)

Legal Reference: The Individuals with Disabilities Education Act, 20 U.S.C. §§1400-1487,
 34 C.F.R. Part 300

 The Family Educational Rights and Privacy Act, 20 U.S.C. §1232g 34
 C.F.R. Part 99

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, number 1322 adopted 8/25/09, appropriate as written.

Community Relations

Contests for Students

The Enfield Public Schools shall participate only in contests that have educational value to the participating student(s). The Enfield Board of Education prohibits participation in contests that conflict with curriculum or interfere with academic scheduling. The Enfield Public Schools reserve the right to refuse participation in any contest, including those contests contained in category I below, when such participation is deemed not to be in the best interests of the Enfield Public Schools.

I. Approved Lists of Contests

- A. **National:** Only those contests approved by the National Association of Secondary School Principals that appear in its publication, *Contests and Activities*.
- B. **State and Local:** Only those contests approved by the Connecticut Association of Schools that appear in its publication, *Student Activities: Board of Control Approvals*.

II. Other Contests

- A. The criteria for contest approval as published in the National Association of Secondary School Principals listings of approved contests and activities will apply.
- B. The Superintendent's Administrative Council will act on all such requests for contest participation by Enfield Public School students.

III. Procedures

- A. All requests for contest participation will be channeled through the Principal of each school involved.
- B. Requests for participation in local contests not specifically approved by the National Association of Secondary School Principals or The Connecticut Association of Schools will be forwarded to the Superintendent of Schools.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, number 1324 adopted 6/24/08, appropriate as modified.

Community Relations

Soliciting Funds from Students

Because of the time taken from the regular teaching program and the work placed upon the classroom teacher collecting and counting money, it ~~will~~ ~~may~~ not be possible to have any money collections for any charitable or fund raising drives of outside agencies in the Enfield Public Schools.

PTA and PTO organizations may conduct fund raising activities in the schools provided that the activities in no way interfere with the educational program of the schools and are approved by the school Principal.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Advertising, Promotion and Commercial Activities

The Board of Education believes that properly regulated opportunities for advertising and promotion can be a positive partnership between the school system and the community. The Board also recognizes its responsibility to protect its students from exploitation by private interests and to uphold the values of the school system and the community.

The Superintendent or his/her designee must approve advertising in District facilities or on District property. Any approval must state precisely where the advertising is to be located and for the period of time. Advertising shall not be allowed outside the approved location or time span. Advertising, for the purposes of this policy, is defined as allowing for profit-making companies or organizations to utilize school property or facilities to promote their products or services in exchange for money, service, material or other compensation.

Restrictions on Advertising

The following restrictions will apply to all advertising:

Advertising shall not:

1. Violate or contradict the standards, values or educational goals of the District or community;
2. Promote hostility, disorder or violence;
3. Attack or defame ethnic, racial or religious groups;
4. Discriminate, demean or harass any person or group based on gender or sexual orientation;
5. Inhibit the functioning of the District;
6. Override the school or District identity;
7. Involve any political promotion or endorsement;
8. Be obscene or violate prevailing community standards;
9. Promote any religious organization; or
10. Use any District or school logo without prior approval.

Funds Management and Allocation

The Board of Education retains the rights to allocate advertising revenue to support District programs unless required to deposit revenue in the General Fund. The Board or its designee shall have the right to enter into partnerships with school related clubs and organizations for the purposes of selling advertising. In these cases, the Board retains the right to allocate a portion of the funds raised to the club or organizational partner. The proposal and approval process in these cases must follow the process described in this policy and any corresponding regulations.

Community Relations

Advertising, Promotion and Commercial Activities

Funds Management and Allocation (continued)

Advertising revenues must be accounted for and reported to the Board of Education. All District programs must report advertising revenue and its utilization to the Superintendent. The Superintendent shall submit an annual report to the Board of Education regarding the intake and expenditures of all District and school advertising revenue.

Approval

All proposals for advertising shall be submitted in writing to the Superintendent of Schools. Advertising proposals must be approved by the Superintendent or his/her designee in writing prior to being displayed on school property or facilities. The Superintendent retains the option of referring any proposal for advertising to the Board for its approval. Any arrangement that requires the District to enter into a formal contract must be approved by the Board.

Advertising in school-based publications or activity "programs," including but not limited to, newspapers, yearbooks, play programs, concert programs, must be approved, in writing, in advance by the school Principal or his/her designee. This advertising is also required to meet the standards described in this policy. The Principal may refer advertising to the Superintendent for approval.

Disclaimer

The approval and sale of advertising by the District does not constitute endorsement of any product, company or organization.

- (cf. 1260 - Educational Foundations)
- (cf. 1314 - Soliciting Funds from and by School Personnel)
- (cf. 1324 - Soliciting Funds from and by Students)
- (cf. 1660 - School-Business Partnerships)
- (cf. 3280 - Gifts, Grants and Bequests)
- (cf. 3281.1 - Business/Industry/Corporate Involvement in Education)
- (cf. 7551 - Naming of Facilities)

Legal Reference: Connecticut General Statutes
 7-194 Powers.
 10-9 Bequests for educational purposes.
 10-21a Accredited courses offered by employers.
 10-21b Programs offered jointly by boards of education and business
 firms; neighborhood assistance.
 Title IX of the Educational Amendments of 1972.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Solicitations by Staff Members

The Board of Education, recognizing its responsibility in the matter of solicitations, shall strive to safeguard from exploitation the students, parents, staff members, school system and community.

Therefore, no staff member shall use professional relationships with students for private advantage; nor shall any staff member use his/her position to influence parents or students of the school system to purchase instructional supplies, equipment or books, or sell to any student or parent any instructional supplies, equipment or books except those expressly approved for classroom or school-related use by the office of the Superintendent.

No staff member shall furnish lists of students or parents names, addresses and telephone numbers, or any other information, to anyone for solicitations unless prior approval is granted by the Office of the Superintendent.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, number 1330 adopted 7/8/08, appropriate as modified and with addition of legal reference.

Community Relations

Use of School and Town Facilities

A. Policy Statement

Subject to Section 54-1 et seq. of the Town Code, the Town Council and the Board of Education may permit the use of any facility for non-profit, educational or community purposes.

B. Definitions

1. **Administrator** for the school means a Principal or his or her designee; for the Town this means the Director of the Facility, or his or her designee.
2. **Associated Costs** means, but is not limited to, fees for the services of any custodial personnel, field monitoring or setup personnel, utilities, supplies, security personnel or other personnel deemed by the responsible Administrator to be necessary in connection with the use of facilities. Such costs shall be at the rates set forth in the fee schedule.
3. **Business Day** means normal hours of operation of the facility.
4. **Community Purpose** means that which may serve or benefit the Town's residents in some manner.
5. **Facility** means, but is not limited to, any building, meeting room, conference room, athletic field, cafeteria, gymnasium, pool, park, playground, recreational area, owned or maintained by the Town of Enfield or the Enfield Board of Education.
6. **Non-profit** means an organization recognized as such by the State of Connecticut or U.S. Internal Revenue Code.
7. **Resident** means an individual whose domicile is the Town of Enfield and shall include other legal entities located within the Town.
8. **School Year** means that period of time beginning on the first day that school is in session and ending on the last day that school is in session and includes school year vacations.

Community Relations

Use of School and Town Facilities (continued)

C. Establishment of Rules and Procedures

The use of any Facility for nonprofit, educational or community purposes shall be governed by the following rules and procedures, and shall be subject to such restrictions as the Town Manager or Superintendent of Schools or their designee(s) consider(s) expedient. This policy is read in conjunction with section 54-1 et seq. of the Town Code. If there is any conflict between this policy and the Town Code, the Code provisions will prevail. This policy shall not apply to the use of school buildings and/or portions therein, during the business day of the school.

Consistent with this policy, the Town Manager and Superintendent of Schools shall promulgate administrative regulations and associated forms for the use of buildings and facilities. Since the primary purpose of public school facilities is for public educational activities, including athletic events, such activities will have priority over all other requested uses of school facilities.

D. Application Procedures

An application for use of a school facility shall be submitted to the school Administrator during the school year. In the absence of the school Administrator, and during summer vacation, the application shall be submitted to the Facilities Director.

An application for use of a Town facility shall be submitted to the Town Administrator for the Town facility. The Town Manager shall determine the appropriate Administrator for Town Facilities.

The application shall specify the facility requested. All school or Town equipment shall not be used without the express written permission of the Administrator.

The school Administrator shall forward to the Facilities Director each application for the use of school buildings and/or portions therein, with a recommendation, as to approval or denial, and the amount of fees to be collected. Approval of the use of the school facility may be revoked at any time by the Superintendent of Schools or his or her designee.

The school Administrator shall forward to the Facilities Director each application for the use of school grounds, including athletic fields, with a recommendation, as to approval or denial, and the amount of fees to be collected. The Facilities Director shall review the application and forward approved requests to the Director of Public Works for final approval and scheduling. Approval of the use of the school grounds may be revoked at any time by the Town Manager or his or her designee.

Community Relations

Use of School and Town Facilities

D. Application Procedures (continued)

The Town Administrator shall forward to the Director of Public Works each application with a recommendation as to approval or denial. The Director of Public Works shall make a final determination whether to approve the application. For those applications approved, the Director of Public Works shall determine scheduling and the amount of fees to be collected. Approval of the use of a Town facility may be revoked at any time by the Town Manager or his or her designee.

E. Eligible Organizations and Priority of Use

Administrators responsible for reviewing and recommending requests for use of facilities will use the following guidelines regarding priority use.

Order of Priority

1. School Facilities

- a. School events, including educational and athletic
- b. School-sponsored events
- c. Items listed under sections 2. a., d., e. and f. below

2. Town Facilities

- a. Town Council, boards, commissions, agencies or departmental activities
- b. School events, including educational, and athletic, ~~and PTO-sponsored~~
- c. School-sponsored events
- d. Activities of non-profit organizations operating within the Town, other than school related organizations covered by category #2 b. and c. above.
- e. For-profit groups or organizations operating within Town.
- f. All other groups.

In the event of the cancellation of any Town or school sponsored event or activity as set forth above, due to weather or any other unforeseen circumstance, the event or activity may be rescheduled to a convenient date that may require the "bumping" of an outside organization's reservation. The outside organization shall be provided with an alternate date.

Community Relations

Use of School and Town Facilities (continued)

F. Restrictions on Use of Facilities

In addition to the restrictions set forth in section 54-1 et seq. of the Town Code, the restrictions below shall apply to the use of facilities. Any violation of this Policy or any applicable Administrative Regulations may result in permanent revocation of the privilege to use Town or school facilities by the organization and/or individuals involved.

1. Facilities will be rented to organizations only when a majority of its members are Town of Enfield residents. The organization shall be responsible for any damage to equipment or buildings that occur during its use of the facility.
2. Users of facilities must designate a responsible adult supervisor to: be on site before the first participant has arrived; remain throughout the event; and not leave until after the last participant has left the facility. Supervisors must have cell phones with them during the event.
3. No illegal activities are permitted.
4. Use or possession of tobacco, alcoholic beverages or unauthorized controlled substances is not permitted in or on school facilities.
5. Use of tobacco is not permitted within Town buildings. Unauthorized controlled substances are not permitted on Town property. Alcoholic beverages shall not be consumed on Town property or brought into a Town building, without proper permits in place.
6. Refreshments may not be prepared, served or consumed without the proper approvals. If such approval is granted, refreshments may be prepared, served and consumed only in areas designated.
7. Advertising, decorations or materials must be approved by the Administrator.
8. Advertising, decorations or other materials that promote the use of illegal drugs, tobacco products, or alcoholic beverages are not permitted.
9. Activities that are disruptive of the regular ongoing school or Town business are not permitted.
10. Nothing shall be sold, given, exhibited, or displayed without approval by the Administrator.
11. Any area deemed "off limits" shall not be used.
12. Responsible Administrators must make arrangements to hire uniformed police at all school dances and for any event or combination of events for which traffic and parking problems may be expected. Such determination is the prerogative of the responsible Administrator upon review of the rental application. Multiple events requiring uniformed officers shall pro-rate the cost for the uniformed officer(s) to the applicant involved on a basis to be determined by the Public Works Director for Town sites and the Facility Director for school sites.

Community Relations

Use of School and Town Facilities (continued)

G. Fees and Other Costs

Users of facilities shall be responsible for the fees and costs set out in a fee schedule as established jointly by the Town Manager and Superintendent of Schools. Rental fees and/or associated costs otherwise applicable may be waived by the Town Manager or Superintendent of Schools if such waiver is deemed by the Town Manager or Superintendent of Schools to be in the best interest of the Town or the school, respectively. The following guidelines shall be incorporated into such fee schedule:

Category	Fee
1. School-sponsored programs and activities.	None
2. Activities that further the educational objectives of the public schools. (e.g. PTO, Booster Clubs, Safe Graduation Committees and similar organizations).	Associated costs
3. Town department or agency activities.	None
4a. Activities of non-profit organizations operating within the Town, other than school-related organizations covered by section E.1. and 2. above.	Associated costs
4b. Activities of non-profit organizations covered under section E. engaged in fund raising activities.	Rental fee and associated costs
5. Activities of for-profit organizations operating within the Town.	Rental fee and associated costs

H. Insurance and Liability

The facility user assumes all responsibility and liability for any injury to persons, and for damage to and loss of school or Town property in connection with the use of the facility. The user holds the Town and school employees and the Town Council and Board of Education harmless for any such losses or damages. Responsibility and indemnification are detailed in the rental agreement.

Community Relations

Use of School and Town Facilities

H. Insurance and Liability (continued)

Users must provide a certificate of insurance with their application. The minimum limits of liability are as follows:

General Liability -	\$1,000,000 Each Occurrence
	\$2,000,000 Aggregate

Automobile Liability -	\$1,000,000 Combined Single Limit
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Users having either volunteer workers or paid employees must provide Workers Compensation coverage, including Employers Liability Coverage in the amount of \$100,000/500,000/100,000.

Individual users are required to provide a copy of their homeowner's or apartment dweller's insurance policy declarations page. Minimum personal liability coverage of \$300,000 is required.

Legal Reference: Connecticut General Statutes

10-239 Use of school facilities for other purposes

PA 97-290 An Act Enhancing Educational Choices and Opportunities

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

Good News Club v. Milford Central School, Sup. Ct., 6-11-01

Sec. 54-1 et seq., Enfield Town Code

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

ENFIELD PUBLIC SCHOOLS
Permit for Use of School Facility

The _____
(Name of Organization) (Person Responsible)

Address: _____

Telephone: _____ Email Address: _____

Upon payment of charges listed below will be permitted to use:

School _____ Room _____

on _____ Hours: from _____ to _____
(Day/Month/Year)

Special Requirements: _____

Equipment Required: _____

Rental: _____ No. of Police Required: _____

Custodian Fee: _____

Cafeteria Fee: _____

Other Fees: _____

Total Fees: _____

Amount Received: _____

Is insurance certificate required: ☐ Yes ☐ No _____
(Principal's Signature)

It is agreed that the renting organization will comply with all requirements stated in Enfield Board of Education Policy No. 1330, "Use of School Buildings" including the following:

1. The organization renting facilities is responsible for any damage to equipment or buildings.
2. Under no condition will any organization or group alter or change the electrical circuits or panel boxes in the schools rented.
3. Decorations will not be pinned on stage drapes and curtains, nor will paintings of scenery or background be permitted on the stage, nor will moving of pianos or other furniture by applicant, be permitted unless special permission is granted.
4. Under no condition will alcoholic beverages of any kind be allowed on school property.
5. Smoking is not permitted.
6. Only those lavatories designated by the custodian shall be used by groups using school facilities.
7. Any individual or group granted use of school facilities must file an insurance certificate in the amount required by Board of Education Policy 1330.
8. User is responsible for checking with local fire marshal to ensure the activity complies with fire regulations.

(Please sign and return one
copy with check for fees)

Signature of Person Responsible

Organization

Report Completed By: _____ (Position/Title)

Comments (Be Specific)

-
- This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

Existing policy, number 1330.1 adopted 8/25/09, appropriate as written.

Community Relations

Use of School Equipment

School equipment is purchased with tax monies for the educational benefit of Enfield students. This equipment may be used in parent-teacher group programs, for approved programs presented to community groups and for town governmental functions. In all such instances, the equipment shall be under the supervision of a qualified member of the school staff.

The following conditions shall be satisfied prior to granting of permission:

1. All requests shall be in writing on the forms provided.
2. The equipment will be used only for the purpose or function for which it was manufactured.
3. The equipment will be used only by a competent and responsible person who is skilled in the operation of the equipment.
4. The projected use of the equipment will not interfere with the operation of the schools.
5. The use will not contribute to the personal gain of the borrower.
6. Any consumable items will be replaced at the borrower's expense.

In addition, the value of the equipment, the possibility of wear and tear or damage, the degree of danger of use, and the administrative burden of the district and any other factors deemed appropriate shall be taken into account when requests are considered.

The decision of the Administrator or his/her designee shall be final on all such requests.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, number 1330.2 adopted 8/25/09, appropriate as written, and with addition of legal reference.

Community Relations

School Grounds and Parking Lots

The provisions of Policy #1330 shall apply to the school grounds and parking lots, and application for use of such grounds and parking areas shall be according to the same procedures outlined in Policy #1330.

Any use of school grounds and parking lots not in keeping with the provisions of Policy #1330 is unauthorized.

Legal Reference: Connecticut General Statutes

10-239 Use of school facilities for other purposes

PA 97-290 An Act Enhancing Educational Choices and Opportunities

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

Good News Club v. Milford Central School, Sup.Ct., 6-11-01

20 U.S.C. 7906 (Boy Scouts of America Equal Access Act)

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, number 1330.3 adopted 8/25/09, appropriate as written.

Community Relations

Community Use of Swimming Pools

Non-school organizations may request use of swimming pools for recreational or instructional swim periods. In the event of a conflict for the use of the facility, the following priorities will apply:

1. The Enfield Public Schools
2. The Enfield Parks and Playgrounds Recreational Department
3. Community Groups

Such requests will be honored providing they have the approval of the school's Principal and can generally be scheduled during the hours of 6:00 PM - 10:00 PM on school days and 9:00 AM to 5:00 PM on Saturdays and Sundays.

It is required that organizations comply with the following guidelines:

Instructional & Recreational Programs

For 1 to 25 students – 1 Certified Instructor*

For 26 to 50 students – 2 Certified Instructors*

For 51 to 75 students – 3 Certified Instructors*

***"Certified Instructor"** is one who has a current Red Cross, Boy Scouts, Girl Scouts, YMCA or YWCA Instructor's Certificate. Proof of certification must be submitted to the Principal.

- A. If the group includes all girls or women, at least one certified instructor must be a woman.
- B. If the group includes mixed boys and girls, it is necessary that there be one certified man instructor and one certified woman instructor or one woman instructor and male lifeguard or one man instructor and one female lifeguard who must also be certified.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Smoke Free Environment

Students

In accordance with law and to promote the health and safety of all students and staff, the District prohibits all employees, students and patrons from smoking or using tobacco or tobacco products in all school facilities, buildings and buses or other District transportation at all times, including athletic events and meetings. Tobacco includes, but is not limited to, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine delivering devices or vapor products, chemicals or devices that produce the same flavor or physical effect of nicotine substances; and any other tobacco or nicotine innovations. This prohibition extends to all facilities the District owns/operates, contracts for or leases to provide educational services, routine health care, daycare or early childhood development services to children, as well as facilities in which services are not provided to children.

Definitions

Electronic nicotine delivery system means an electronic device that may be used to simulate smoking in the delivery of nicotine or other substance to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device.

Liquid nicotine container means a container that holds a liquid substance containing nicotine that is sold, marketed or intended for use in an electronic nicotine delivery system or vapor product, except "liquid nicotine container" does not include such a container that is prefilled and sealed by the manufacturer and not intended to be opened by the consumer.

Vapor product means any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine that is inhaled by the user of such product.

This prohibition does not apply to any private residence or any portion of a facility that is used for inpatient hospital treatment of individuals dependent on, or addicted to, drugs or alcohol in which the District provides services.

In addition, the prohibition does not apply to a classroom where a demonstration of the use of an electronic nicotine delivery system or vapor product is taking place as part of a medical or scientific experiment or lesson.

Community Relations

Smoke Free Environment (continued)

Breaks by employees to smoke or use tobacco products are considered recreational activities. If an employee takes a break from work to smoke or use tobacco products or leaves school grounds at any time for any reason other than District business, including to smoke or use tobacco products, he/she will not be considered to be acting within the normal course and scope of employment.

An ongoing program of student support and counseling will be offered to provide support for students who wish to break the smoking habit.

Staff and Public

An ongoing program of staff support and counseling will be offered to provide support for staff who wish to break the smoking habit.

A sign shall be posted on school premises indicating that smoking, including the use of e-cigarettes is prohibited by state law.

(cf. 1120 - Board of Education Meetings)

(cf. 1330 - Use of School Facilities)

(cf. 4118.231/4218.231 - Employee Smoking, Drinking, and Use of Drugs on School Premises)

(cf. 5131.6 - Drugs, Tobacco, and Alcohol)

Legal Reference: Connecticut General Statutes

19a-342 Smoking prohibited in certain places. Signs required. Penalties.

21a-242 Schedules of controlled substances.

P.A. 14-76 An Act Concerning the Governor's Recommendations Regarding Electronic Nicotine Delivery Systems and Youth Smoking Prevention.

P.A. 15-206 An Act Regulating Electronic Nicotine Delivery Systems and Vapor Products.

PL 107-110, Section 4303, "Non-smoking Policy for Children's Services."

20 U.S.C. 7181-7184 The Pro Children Act of 2001.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Access to School Procedures and Materials

Ideas, operating procedures, records and publications developed in or for the school district may be made available to outside non-profit or profit organizations for use or distribution when such use or distribution will reflect favorably upon the school district and the community. No outside organization shall be granted exclusive access to or control over the material made available to it.

Disclosure of records containing privileged or confidential information about staff or students will be restricted to the extent permitted by law in the interests of the person or persons involved.

(cf. 5125 - Student Records)

(cf. 4112.6/4212.6 - Certified/Non-Certified - Personnel Records)

A reasonable charge may be made for copying available records.

Legal Reference: Connecticut General Statutes

1-15 Application for copies of public records. Certified copies. Fees.

1-16 Photographic reproduction of documents.

1-210 Access to public records. Exempt Records.

1-211 Access to computer-stored records.

1-214 Public employment contracts as public record.

1-225 Meetings of government agencies to be public.

1-226 Recording, broadcasting or photographing meetings.

1-206 Denial of access to public records or meetings. Notice. Appeals.

1-240 Penalties.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

Existing policy, number 1411 adopted 8/25/09, appropriate as written.

Community Relations

Relations with the Enfield Police Department

The Enfield Board of Education and the Enfield Police Department are engaged in a cooperative relationship that extends across a wide range of mutual interests to serve students, district employees, and the public. The police wish to provide an effective and appropriate police response to protect the safety of all persons engaged in the everyday business of the school district and safeguard the school buildings and property.

Whenever possible in cases involving students, administrators or their designees are expected to be present to witness all police activity. Designees will be judiciously assigned by administrators to accommodate the best interests and comfort of the students.

Finally, the relationship extends the Board of Education's cooperation with the efforts of the Enfield Police Department's Community Policing program.

A. Police response to calls originating in the schools

All calls to police should be made with the approval of the building administrator. Normally such approval will be prior to any call. If an emergency call must be made, the Principal should be notified immediately afterward.

1. **Emergency calls** - Should a case arise when school officials determine they do not have the capacity or expertise to manage a situation safely, they may decide to call the Enfield Police for assistance.
2. **Non-emergency calls directly involving the presence of suspects** - Police may be summoned by school personnel to situations wherein criminal offense may have been committed on school grounds; for example, smoking in a public building, disorderly conduct, assault, or discovery of drugs or alcohol. In cases where an identified suspect is involved, the police action is subject to the formal instructions contained in the Enfield Police Department General Orders, particularly Chapter 44 regarding Juvenile Operations insofar as they accurately reflect applicable statutes.

In cases involving the apprehension, questioning, and arrest of adults, the administrator(s) or designee(s) are responsible to assure that police actions occur with as much order and decorum as possible to avoid a disturbance affecting students and staff who are otherwise not directly involved.

3. **Non-emergency calls not involving the presence of suspects** - In other situations, police may be summoned to investigate a condition in which no identifiable suspect is immediately and directly involved; for example, an instance of vandalism or burglary. The building administrators will cooperate with the police in making the complaint and filing the appropriate reports.

Community Relations

Relations with the Enfield Police Department (continued)

B. Police questioning of students in school

Individual students or employees of the Enfield School system may from time to time become proper subjects of police interrogation as complainants, victims, witnesses, or suspects in matters not directly connected to their status in the school system. Normally, such interrogations should occur off school grounds outside of school hours. When, in an unusual situation an interrogation at school facilities during regular school hours cannot be avoided, police will contact the building administrator to explain the situation, including reasons why the student or school employee must be interviewed in the school. If the administrator concurs, he or she will make arrangements for as inconspicuous an interview as possible. If the administrator does not concur, the interview will not take place.

C. Community Policing

Community Policing is an activity of the Enfield Police Department dedicated to promoting the positive aspects of law enforcement in a free society and educating citizens about the functions of the police within the community. The Enfield Board of Education believes that schools are appropriate sites to promote understanding, trust, and cooperation among citizens and police. To achieve these goals, police officers selected and trained by Police Department officials and approved by the building administrators will make frequent visits to all town schools during regular school hours. The visits may be random or scheduled. Officers will be highly visible to the students and staff. These officers are not to be assigned to patrol school buildings and grounds without the expressed approval of the Board of Education. Their function in community policing is to interact socially and informally with students, administrators, faculty, and staff.

At the same time the Board recognizes that police officers are sworn to uphold the law, and thus compelled to react officially to any criminal activities they witness or are called upon to investigate while they are on school premises even in community policing or unofficial capacities.

Legal Reference: Connecticut General Statutes
 10-221 Boards of Education to prescribe rules
 53a-185 Loitering in or about school grounds: Class C Misdemeanor
 54-76j Disposition upon adjudication as youthful offender
New Jersey vs. T.L.O. U.S. 325 (1985)
 Enfield Police Department General Orders

Policy adopted:

ENFIELD PUBLIC SCHOOLS
 Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Fire Department

Members of the Volunteer/Town/City Fire Department and the Town/City Fire Marshal play a vital role in the school safety and security program. The Superintendent of Schools and administrative staff shall have the following responsibilities:

1. Establish and maintain relationships with the local Fire Marshal and Fire Departments.
2. Work with the faculty in determining the nature and timing of the Department's participation in the school program.
3. Coordinate and supervise planned activities.
4. Involve the fire department in crisis response drills and other related activities designed to practice and test the effectiveness of district and school response plans.

As necessary or appropriate administrators shall seek the advice and cooperation of the Fire Marshal and Fire Department in:

1. Planning and conduct of fire drills and crisis response drills.
2. Fire prevention education.
3. First aid, especially in fire related incidents.
4. Conforming to state and local fire codes.

(cf. 6114 - Emergencies and Disaster Preparedness)

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Fiscal Authority

The Board of Education believes that it has an obligation beyond that imposed by law to work with the appropriate fiscal authority at all stages of the budgeting process in order to develop the kind of understanding of the needs of the schools and the students which will work for the betterment of education in our community.

The Board of Education accepts the legal requirement that it meets and negotiates with the fiscal authority, and further, it will do everything in its power to cooperate with the fiscal authority toward the development of a sound fiscal base for the operation of the schools.

Legal Reference: Connecticut General Statutes

10-153d. Meeting between board of education and fiscal authority required. Duty to negotiate.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

State/Federal Government

Legislation

The Board of Education, both directly and through its State Association, shall carry on an aggressive program to secure approval of laws and regulations which the Board feels to be in the best interest of the school system through the state legislature. This policy shall include the pursuit of adequate and equitable sources of revenue to support the local free public schools.

State and Federal Aid

In order to bring the full benefit of state and federal aid programs to bear upon the needs of the school system, it is the policy of the Board to maintain close liaison with the State Department of Education and appropriate federal agencies, and to cooperate with them fully in providing improved educational services.

The Superintendent should pursue all available grant sources to enhance the educational programs of the school system. The Superintendent shall notify the Board of the intention to submit grant proposals for funding. Board approval is required prior to grant acceptance.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Relations Between Non-Public and other Educational Organizations and the Schools

The Board of Education recognizes the need and the worth of cooperative relationships with other schools, school districts, colleges and educational organizations. It encourages members of the school staff to work with their counterparts in such organizations on educational matters within the framework established by the statutes, state regulations and Board of Education policy.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Relations with Parochial and Private Schools

In recognition of the educational, cultural, and economic values which parochial and private schools provide to the parents, citizens, and taxpayers of the community, the Board of Education shall make available, within the limits of applicable federal and state restrictions, the full range of public school services to resident students of the community who attend parochial or private schools.

Legal Reference: Connecticut General Statutes

10-15b Access of parent or guardian to student's records

10-76d-18 Regulations concerning children requiring special education

19a-581 through 585 46b-56(e)

20 U.S.C Section 1232g Family Educational Rights and Privacy Act

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

School Business Partnerships

The Board of Education will, whenever possible, cooperate with employers in offering high school courses, or with the approval of the State Board of Education, offer vocational training courses to such employer's employees. Such courses will be given on the premises of the employers for the benefit of any employee who (1) wishes to obtain a high school diploma or (2) wishes to improve his/her employment status.

No expense for such service may accrue to the Board of Education or to the State Board of Education.

Legal Reference: Connecticut General Statutes

10-21 Vocational guidance.

10-21a Accredited courses offered by employers.

10-21b Programs offered jointly by boards of education and business firms;
neighborhood assistance.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

*Existing policy #5118.1, adopted 9/22/09, appropriate as written
and with addition of legal reference.*

Community Relations

Collaborative Special Programs

The Superintendent of Schools is encouraged to cooperate with neighboring school systems in developing collaborative programs. Students may be admitted to special programs at the discretion of the Superintendent of Schools, provided that the following criteria are met:

1. Adequate space is available.
2. Related services, if necessary, are to be fully borne by the sending school district.
3. Tuition for this program will not be less than the student cost normally incurred for said program.

Legal Reference: Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies and procedures.

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

A new policy to consider.

Community Relations

Possession of Deadly Weapons or Firearms

I. Definitions

- A. **Deadly Weapon** means "any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon, or metal knuckles." Conn. Gen. Stat. §53a-3 (6).
- B. **Firearm** means "any sawed-off shotgun, machine gun, rifle, shotgun, pistol, revolver, or other weapon, whether loaded or unloaded, from which a shot may be discharged," Conn. Gen. Stat. §53a-3 (19).
- C. **Peace Officer** means " a member of the Division of State Police within the Department of Emergency Services and Public Protection or an organized local police department, a chief inspector or inspector in the Division of Criminal Justice, a state marshal while exercising authority granted under any provision of the general statutes, a judicial marshal in the performance of the duties of a judicial marshal, a conservation officer or special conservation officer, as defined in section 26-5, a constable who performs criminal law enforcement duties, a special policeman appointed under section 29-18, 29-18a or 29-19, an adult probation officer, an official of the Department of Correction authorized by the Commissioner of Correction to make arrests in a correctional institution or facility, any investigator in the investigations unit of the office of the State Treasurer, any special agent of the federal government authorized to enforce the provisions of Title 21 of the United States Code, or a member of a law enforcement unit of the Mashantucket Pequot Tribe or the Mohegan Tribe of Indians of Connecticut created and governed by a memorandum of agreement under section 2 of public act 13-170 who is certified as a police officer by the Police Officer Standards and Training Council pursuant to sections 7-294a to 7-294e, inclusive." Conn. Gen. Stat. §53a-3 (9).
- D. **Real Property** means the land and all temporary and permanent structures comprising the district's elementary and secondary schools, and administrative office buildings. Real property includes, but is not limited to, the following: classrooms, hallways, storage facilities, theatres, gymnasiums, fields and parking lots.
- E. **School-Sponsored Activity** "means any activity sponsored, recognized or authorized by a board of education and includes activities conducted on or off school property." Conn. Gen. Stat. §10-233a(h).

Community Relations

Possession of Deadly Weapons or Firearms (continued)

II. Prohibition of Deadly Weapons and Firearms

In accordance with Conn. Gen. Stat. § 29-28(e) and § 53a-2 17b, the possession and/or use of a deadly weapon or firearm on the real property of any school or administrative office building in this district, or at a school-sponsored activity, is prohibited, even if the person possessing the deadly weapon or firearm has a permit for such item.

III. Peace Officer Exception

A peace officer engaged in the performance of his or her official duties who is in lawful possession of a deadly weapon or firearm may bring such item on the real property of any school or administrative office building in this district, or to a school-sponsored activity.

IV. Other Exceptions

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

- A. The person brings the deadly weapon or firearm on the real property of any school or administrative office building or to a school-sponsored activity for use in a program approved by school officials. In such case, the person must give school officials notice of his/her intention to bring such item, and the person must receive prior written permission from school officials.
- B. The person possesses the deadly weapon or firearm on the real property of any school or administrative office building or at a school-sponsored activity pursuant to a written agreement with school officials or a written agreement between such person's employer and school officials.
- C. A motor vehicle inspector while engaged in the performance of such motor vehicle inspector's official duties may carry weapons on school grounds, effective October 1, 2016.

V. Consequences

- A. Unless subject to one of the exceptions listed above, any person who possesses a deadly weapon or firearm on the real property of an elementary or secondary school in this district, or administrative office building, or at a school-sponsored activity, whether or not the person is lawfully permitted to carry such deadly weapon or firearm, will be reported to the local police authorities once school officials become aware of its possession.
- B. A student who possesses and/or uses any deadly weapon or firearm on school property in violation of this policy shall be disciplined in accordance with Board of Education Student Discipline Policy.

Community Relations

Possession of Deadly Weapons or Firearms

V. Consequences (continued)

- C. The Board of Education reserves the right to forbid anyone caught possessing a deadly weapon or firearm on the real property of its school buildings or administrative office buildings, or at a school-sponsored activity, from using any and all school facilities.

Legal Reference: Connecticut General Statutes

29-28 Permit for sale at retail of pistol or revolver. Permit to carry a pistol or revolver. Confidentiality of name and address of permit holder. (as amended by PA 98-129)

29-33 Sale, delivery or transfer of pistol and revolvers. Documentation requirements. Waiting period. Exempted transactions. Penalty. (as amended by PA 98-129)

52a-3 Definitions.

53a-217b Possession of a weapon on school grounds: Class D felony. (as amended by PA 01-84 and PA 16-55)

Policy adopted:

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

(Reviewed and approved by Policy Review Committee)

**BOARD OF EDUCATION
REGULAR MEETING MINUTES
FEBRUARY 27, 2018**

DRAFT

A regular meeting of the Enfield Board of Education was held at Town Hall in Council Chambers, located at 820 Enfield Street, Enfield, CT on February 27, 2018.

1. **CALL TO ORDER:** The meeting was called to order at 7:00 PM by Walter Kruzel.
2. **INVOCATION OR MOMENT OF SILENCE:** Rich Regnier
3. **PLEDGE OF ALLEGIANCE:** Rich Regnier
4. **FIRE EVACUATION ANNOUNCEMENT:** Walter Kruzel announced the fire evacuation announcement.
5. **ROLL CALL:**

MEMBERS PRESENT: Rich Regnier, Ashley Depeau, Chris Rutledge, Charlotte Riley, Tina LeBlanc, Sarah Hernandez, Tim Neville, Scott Ryder and Walter Kruzel

MEMBERS ABSENT: None

ALSO PRESENT: Mr. Christopher J. Drezek, Superintendent; Mr. Andrew B. Longey, Assistant Superintendent; EHS Student Representatives, Meghan Connery and Jacquelyn Daigneau

6. **BOARD GUEST(S)**

a. **Abby Hood, Grade 2 Barnard Teacher**

Mr. Drezek introduced Ms. Hood who came up with an idea about the 100th day of school.

Ms. Hood stated two weeks ago she came up with an idea with her class for the 100th day of school and Valentine's day and how we could make others feel good. We wrote kind things about other people and put them on cutout hearts for 100 acts of kindness. We placed the hearts around the door. The students are very proud of their work. Learning about kindness at an early age is a good thing. The students brought some of the hearts with them. Noah, Alissa and Natalie read the messages on their hearts.

Ms. Hood stated we have 100 of these messages posted outside our room so people can see them when they walk by they can see the nice things that were written about them. This happened on a heavy-hearted week and it was a nice thing to do. Thank you for having us.

Chairman Kruzel thanked them for coming.

Mr. Regnier thanked the students and shared his heart with them. Thank you for sharing your special messages with them.

Mrs. LeBlanc thanked the students for coming tonight. You put a huge smile on her face. It was a very tough week for all of us. She is very proud of what you have done with 100 acts of kindness. You are all very brave for coming tonight to share your messages with us.

Mr. Neville thanked the students and Ms. Hood for sharing your acts of kindness. Last week was a tough week for all of us to get through. You have reminded us what is important. You

have put a big smile on our faces. Thank you for coming tonight.

Mrs. LeBlanc had the students come and see themselves on TV. Noah, Alissa and Natalie came up to the front of the dais and the students were able to see themselves on TV. Mr. Drezek took the students picture and tweeted them.

Chairman Kruzal thanked Ms. Hood and the students. What you have done was great. Thank you for bringing this to us. Thank you and come again.

Mr. Drezek thanked the students and parents for coming

b. PBIS Transition Presentation

Mr. Drezek stated Principal Reeves, Ms. Tait and Ms. Andrews are here to share what they are doing at Enfield Street. This is a series of events that we will bring to you regarding the PBIS initiative in our district. They will review their program and success at Enfield Street.

Mrs. Reeves, Ms. Tait and Ms. Andrews introduced themselves. They gave the Board an overview of PBIS (Positive Behavior Interventions and Supports) and SRBI (Scientifically Researched Based Interventions) in multi-grade transitional classroom. They reviewed the key elements; continuum of school-wide support; Tier 1 school-classroom-wide systems for all students, staff & settings; Tier 2 specialized group systems for students with at-risk behavior and Tier 3 specialized individualize systems for students with high-risk behavior.

Mrs. Reeves stated Tier 1 has 80% of the student population, Tier 2 has 15% of the student population and Tier 3 has 5% of the student population. Early intervention is key for all students to succeed and be successful at ESS.

Ms. Tait reviewed the training for schoolwide PBIS. The process and training for all 6 schools is the same. PBIS is always evolving. We are working on schoolwide interventions this year. PBIS is an organizational approach for improving classroom and school climate; decreasing reactive management; maximizing academic achievement; improving support for students with EBD and integrating academic and behavior initiatives.

Ms. Tait stated we decided on a schoolwide core values and choose to Bee Safe, Bee Kind and Bee Responsible. Everyone has core values and speaks the same language now. We created positively stated behavior expectation matrix for hallways, bathrooms playground, assembly and arrival. Some of the schools have these posted. Next year all schools will have these posted.

Ms. Tait stated we teach schoolwide explicit lessons about behavior expectations. At the primary level, we have a picture matrix for the students to see. We are trying to shape the behaviors to reinforce positive behavior. We reinforce the positive behaviors with classroom buckets and a school-wide bucket. When the giant school bucket is filled, we will have a schoolwide celebration.

Ms. Tait stated one of the benefits of partnering with SERC with our PBIS program is it comes with SWIS (Schoolwide Intervention System). This program helps us to track our data online. We analyze the data by referrals by time, by location and by problem behaviors. The PBIS coaches will input the information. This information can help us with trends and progress.

Ms. Tait reviewed Tier 1 and Tier 2 strategies.

Ms. Andrews reviewed Tier 3 intervention and the transition room. Students are placed based on the SAT process. Our classroom name is the SRBI Multi-Grade Transitional Classroom. We focus on social emotional learning, executive functioning and learning what it means to be a

student. She reviewed ODR (office discipline referrals).

Ms. Andrews stated we use a class token system. They have individualized behavior charts. We are explicitly teaching executive functioning, social-emotional skills and calming strategies. The students have quiet spaces, so they can calm themselves down and when they are ready they return to the class. We monitor their progress monthly. We did this for all the students in January for baseline data. She reviewed the rating scales based on social-emotional standards. This connects to the CT state standards. She reviewed the kindergarten classroom averages and transition classroom averages.

Ms. Tait stated in the Fall 2018 core values and matrices will be posted in all 6 elementary schools. Explicit lessons will be taught starting on day one next year. We will shift our focus from Tier 1 to Tier 2 interventions. We will continue our training with SERC and with Tier 2 interventions.

Ms. Andrews added as far as the students in the transitional classroom, it will depend on the students and how they end up this year and for next year. We will continue to be a resource for the students if needed.

Ms. Tait stated we are teaching students how to learn and to behave moving forward.

Mrs. Depeau thanked them for this presentation. It is incredible to see the data and information gained about the student's strengths and weaknesses and improvements. She sees the improvements at home and at school with her child. She is so grateful and excited with this program and the progress she has seen. She is looking forward to the other school's presentations.

Mr. Ryder also thanked them for the presentation. He would like to receive a copy of the presentation. If we could have the presentation for any of the other schools presenting in the future it would be appreciated. Each school has their own mascots. He would like to start the transition for the grade two students to hear what their new mascot will be to prepare them for grade 3.

Ms. Tait stated they have discussed this during their training and are trying to keep the sister school model in mind. When we made our matrix, we shared it with our sister schools, so they can use some of the same language. We meet once a week and will start to teach the ESS students about Parkman.

Mrs. Reese added that we hold other transition events for the students moving on. This will be an easy task to include with the transition to grade 3.

Mrs. LeBlanc asked when the students will transition back to their big classrooms. Ms. Andrews stated it depends on the individual student's progress.

Mrs. Reeves stated the ultimate goal is to get them back into the big class.

Mrs. LeBlanc stated she has a friend who has had such positive experiences at ESS. She admires each one of you with what you are doing. You each spoke so eloquently about what you are doing. She truly appreciates what you are doing and how much you love your job. Thank you and thank you for such a good program and implementing the programs continued growth.

Mrs. Riley also thanked them for what they are doing. You have accomplished so much in such a small amount of time. This speaks volumes about your dedication to the school system and your devotion to your students. She was also going to ask for a copy of the presentation. She likes that you can share information with the parents regarding progress being made at the end of the day. This way parents can reinforce what the students were doing during the

day. She appreciates everything you are doing.

Mrs. Hernandez thanked them for their thorough presentation. Behavior is communication and she thanked you for listening. She appreciates that you are listening to the children and are respecting them as individuals. We are trying to educate the whole child. Numbers are important, and ABC's are also important. You are setting these students up for success. Thank you.

Mr. Neville is so impressed with you all. Your presentation was clear and precise. We had a problem and you addressed it. This is not fixing it, this is evolving and making this work. He is proud of what the Superintendent has accomplished by identifying and starting this program. He is proud of you all. You make us feel good. You are dealing with the reality.

Mr. Neville asked about the sustainability with your 2-year program with SERC. How will you address new staff? Ms. Tait stated we have discussed this at our training. They are calling this a person proof system, so the system will continue to exist. We are required to put everything in writing. We are making a system that the entire school can use even with staff changes.

Mr. Neville asked about communicating with parents. Ms. Andrews stated the parents are phenomenal. They back us at home and are happy with the program. Behavior sheets are helpful. Parents are very open, and we talk to them often. They do not see the SWIS data. Some of the parents have copies of their children's charts. We will update the charts monthly. The charts reflect progress they have made.

Mr. Neville stated the ultimate goal is for the students to end back in the regular class setting. Mrs. Reeves stated the Tier III classroom has individualized plans.

Mr. Neville thanked you. He would like another update again next year after you have a year under your belt.

Mr. Regnier thanked them. The work you are doing is awesome. He asked if the data you obtain can be compared to other schools. Are you seeing any trends? Mrs. Reeves stated we are using SWIS to guide our information for our school PBIS. We have discussed this but have not looked for trends at all 3 primary schools yet. This is something we could do.

Mr. Regnier asked if they can track cohorts to see if behaviors are changing. Mrs. Reeves stated we can look at a student for the time they are at ESS. This will not follow the student to the intermediate school. Our data is unique to our building PBIS program. We typically use SWIS for the Tier I instruction. Now that we have the SSIS as well as SWIS we can take this information at SAT's. We can see if there are improvements with the ODR.

Ms. Andrews added that SSIS data can follow the student to another school to show growth. We are not sure if this will be added to the student cum folder or SAT to show growth.

Mr. Regnier stated seeing the growth would be very interesting to see with the students. Ms. Andrews stated the math and reading files will go with the child as they move to another school. The behavior piece will be part of the SAT.

Mr. Regnier asked about behavior health and being dysregulated. You have just completed your 2-month honey moon phase. Are you seeing a difference and is the program working? Ms. Tait said the program is working. We are seeing a lot of growth with our students. The dysregulation piece will take more time. We see some of Ms. Andrews students going back into the big classroom for small chunks during the day. The students need to be ready to learn. We appreciate you funding this effort. This is a foundation for the students. We will make sure this works.

Mrs. Reeves stated PBIS is giving us a universal language in our building. It is now a systems approach. Each school has the same behavioral expectations. The kids know what to expect and are regulating their own behaviors.

Mr. Regnier added the culture is changing. Budget season is upon us and he wants people to understand what we are doing and how important this program is. This program is registering with the entire school.

Chairman Kruzel thanked them. He also thanked Mr. Drezek and Mr. Longey for recognizing this problem and are putting our best foot forward.

Mr. Drezek stated this could not be accomplished without them. They are very passionate about the best interests of the students. These three make it sound very easy. It is not easy. What they have done in 6 months is amazing. We appreciate the work that each of the schools have done.

Mrs. LeBlanc added if there are any skeptics, just listen to them. Their enthusiasm is enough to change your skepticism.

Chairman Kruzel added what you are doing for these kids is phenomenal.

7. SUPERINTENDENT'S REPORT

- a. Student Representatives – as presented
- b. Chief Sferrazza – as presented
- c. First Readers Ceremony – as presented
- d. Family STEAM Night – as presented
- e. Enfield Invention Convention
- f. Enfield Head Start STEAM & Literature Fair
- g. March Events – as presented

Mr. Drezek addressed the event that occurred in Parkland, Florida. Our young people are speaking up for a positive change across the country. As a district, we support this. We have received calls about students walking out. We felt that if the student's voices needed to be heard, we would encourage this to make positive changes. We wanted to hear from our students and how we could support them.

Mr. Drezek stated we started a superintendent's advisory committee for students to bring their concerns to us at the beginning of the school year. We met with this group on Monday with Principal Clark. Our Enfield students are no different and conducted themselves with dignity and class. They raised significant concerns and they were very respectful. We expressed our concerns and want to support them while keeping a safe environment for the students. The students understood this. If they staged a walkout, they understood that they could be placing everyone in a less safe environment.

Mr. Drezek was made aware about something that was on twitter and he shared it with the students. The post was made by a teacher. He read this post to the students and to the Board. The teacher asked her students what is your 17 - #whatsyour17. The Enfield students asked how can we do this? Using our voices and making a statement and to turning it into something positive.

Mr. Drezek stated there are two national events – a 17-minute walkout on March 14th to honor the seventeen victims and another event in April with no time constraints for another walkout. Due to the timing, we wanted to have some of the students come tonight. Both Ms. Clark and I spoke with the students and explained this directive cannot be coming from us. We want to

support their voices but have concerns and obligations we must meet. The kids were good and understood that we could not endorse having 1,600 students walk out of school. They are looking for a compromise.

Mr. Drezek stated the students discussed a 17-minute moment of silence. On March 14th following the #whatsyour17, we will have a 17-minute moment of silence/activities to raise awareness. One of students felt they needed to take action instead of walking out of the building and was looking for a safe place for them to walk to for 17-minutes (the café or gym). The students wanted to know if we could endorse this. He has no objections of them doing this inside the building to remember those whose lives were taken. Students will have the choice to remain in their classrooms, they can use this time to focus on what their 17 are and we will have a safe place for them to go to. We will have staff in place to talk to the students.

Mr. Drezek added this plan is not etched in stone. We felt it was important to have the students input. The students asked us to partner with them to find a solution. They understand that they cannot leave the building due to safety concerns. He is very proud of the students. They were asking each other if they were okay with this at our meeting with them.

Mr. Drezek stated by allowing the students to express their concerns in a safe environment and have the voices of local Enfield leaders present in April is an option. This will not be a public event. This would be an opportunity for the students to talk to local leaders. The students and building administration will set this up. Creating a positive event out of this is something we are happy to endorse.

8. AUDIENCES

Chairman Kruzel reminded audience members to refrain from any personalities. You will be allowed 3 minutes to address the Board.

Akua Nimo, Thistle Lane – Ms. Nimo expressed her concerns regarding her daughter at Enfield High. She does not believe that students should disrespect their teachers and teachers should not disrespect the students. Her daughter also expressed her concerns. They both thanked the Board for listening to them.

Chairman Kruzel responded by saying he is sure the administration will reach out to you about this.

9. BOARD MEMBER COMMENTS

Mr. Regnier thanked our board guests and the family for speaking tonight. It is not easy addressing us. He is sure your voice was heard tonight.

Mrs. Depeau echoed Mr. Regnier's comments. She complemented the student for speaking tonight. She is impressed with your articulation and experiences. She is impressed with you coming before the Board. We do not take your concerns lightly. She is very impressed the Enfield High students and their ability to be gracious. It is a nice thing to see even though you are discussing a problem.

Mrs. Depeau thanked the Enfield Street Family. The PBIS program is so meaningful. It is budget season as mentioned by Mr. Regnier. Putting our focus on the elementary schools is important. She hopes that everyone keeps this in mind.

Mrs. Depeau stated the Enfield Street PTO box top program has exceeded their goal. It makes a huge difference donating box tops to our schools. Integrity Martial Arts is also holding a fund raiser event for ESS. The enrollment fees are being donated to ESS.

Mrs. Depeau is extremely proud of our students and proud of the leadership conversation that took place. She is excited to hear the final plans to remember the lives lost in Parkland, FL. Whatever you decide she is sure it will be awesome. She supports our students. It is important for our students to be civically involved.

Mrs. Riley thanked the Henry Barnard students for coming to tonight's meeting. They were adorable. What they did is such a wonderful thing. She thanked the family for speaking to us tonight. She knows it was hard addressing us. She is sure the administration will be able to assist their concerns.

Mrs. Riley thanked the high school students for their ideas. She also supports the students for being aware and engaging. They are showing such initiatives and the type of education we are providing them allows them to articulate their ideas eloquently. She totally supports them.

Mrs. Riley attended the CREC Council meeting last week. We discussed STEAM camps for older students for this summer. She passed this information along to our K-12 STEAM Coordinator to review. They also discussed the budget.

Mrs. Riley reminded everyone about CAFE's Day on the Hill that will be held on March 7th for Board members and superintendents to attend.

Mrs. LeBlanc stated the JFK hats are still available. They will hold a faculty vs. student basketball game on March 16th at 6:00 PM.

Mrs. LeBlanc thanked Mr. Regnier for his moment of silence to recognize those who lost their lives in Parkland, FL. They are all on our minds and in our hearts.

Mrs. LeBlanc thanked the audience for addressing the Board tonight. This is not easy to do. Your concerns were heard. She believes there can be some dialogue to address your concerns.

Mrs. LeBlanc commends the Enfield High students. They are doing what some adults can't do, having rational discussions. Our students have a lot of knowledge. You need to remember the kids are always watching and listening. She loves the #whatsyour17. If the students embrace this, she would like the Board to be part of this. This resonates deeply with her. She will be watching with enthusiasm to see what the students will be doing. She thanked the administration for supporting the students. This is extremely important to our students -- being heard.

Mrs. Hernandez thanked everyone for coming to tonight's meeting. She is going to Parkland, FL and will leave a small token from Enfield Public Schools. They are Eagles and we are Eagles. She partners with Enfield Rocks and will bring 17 rocks with angles painted on them. Another person painted a large rock with 17 angles on it. She will leave them all at the memorial site. The angles were painting by one of our teachers and they are beautiful.

Mrs. Hernandez is extremely proud of our students and for their voices. She is happy with their perspective. Sometimes we just need to get out of their way. We are all happy to support them and their ideas.

Mr. Neville thanked Ms. Nimo and her daughters for coming tonight. He is sure someone will be in contact with you regarding your concerns.

Mr. Neville thanked Chief Sferrazza for his many years support us and this community. He will attend his retirement party. He has earned a well-deserved retirement.

Mr. Neville thanked Barnard teacher Abby Hood and her students for coming tonight with something very special. We have some of the best teachers in Enfield. It is so reassuring to

see them doing so many great things. We have some special youngsters in Enfield.

Mr. Neville thanked the Enfield Street Staff for making PBIS work. Your passion and dedication are outstanding! We couldn't ask for better people to work with our students. You all make us very proud – thank you.

Mr. Neville stated he has faith in our students. We need to hear from our students. They are looking at this in a mature articulate way. The students have cut through this in a matter that makes sense to them. He is very proud of them and looks forward to the next generation. They will make this a great world. The administration's approach to this is very important.

Mr. Neville thanked Mr. Regnier for his comments made at the last meeting regarding the budget. You made him think. Tonight, your comments about Robert Kennedy are some of his favorite ones. Everyone begged Martin Luther King not to go and he went and spoke to people in a way that showed his empathy, understanding and we need more of this. Thank you for bringing this up.

Mr. Ryder stated that schools are celebrating Dr. Seuss this week. Each school is doing something different. Check your children's backpacks for information.

Mr. Ryder reported that Eli Whitney will hold Grade 5 quarter auction on March 9th. Their PTO meeting that will be held on March 1st at 6:30 PM. They will also hold a grade 5 fundraiser event at Smashburger the first Wednesday of every month between 4-8 pm.

Mr. Ryder stated EFFE will hold a meet and greet on March 1st at 6:30 PM at the Country Diner.

Mr. Ryder also likes the #whatsyour17. Please keep him informed of what the students will be planning. He would like to attend or be involved.

Chairman Kruzel stated Buzz Robotics will hold a pasta supper on March 1st at St. Bernard's from 5-8 pm. Their robot is ready and packed for their upcoming competitions. He is glad they are all set and wish them luck.

Chairman Kruzel is also impressed with our PBIS program and supports this. He is glad the sister school concept is working.

Chairman Kruzel stated what happened in Parkland, FL is tragic. He is glad to see our kids are supporting them. We can protect them inside of the building, not outside. We are glad to support the students and their plan.

Chairman Kruzel thanked JFK for the hats. They are still available and cost \$20.

10. UNFINISHED BUSINESS

a. BOE Policy #9327.1 Board Member Use of Internet Social Networks – Second Reading

Mr. Regnier moved, seconded by Mr. Rutledge to approve BOE Policy #9327.1 Board Member Use of Internet Social Networks as a second and final reading.

Discussion:

Mr. Neville stated technology changes will make us review this again in the very near future. He would like this policy to be more prescriptive. This is a good starting point. We need to look at this every two years and try to keep up with technology.

A vote by **roll-call 9-0-0** passed unanimously.

11. NEW BUSINESS

a. Approve Policy Revision – Approve the 1000 Series – First Reading

Mr. Regnier moved, seconded by Mrs. Depeau that the Enfield Board of Education approves the CAGE 1000 series as a first reading.

Discussion:

Mr. Regnier stated having Mr. Ryder part of the Policy Committee was extremely helpful. He is part of the PTO and community outreach programs and it made it very easy to go through the policies.

Mrs. Riley asked about Policy #1311.1 and the high-lighted areas. Mr. Longey stated any high-lighted areas are new. If there are lines through it, it is being omitted.

Mr. Regnier added we also added legal references to the policies and they are also high-lighted.

A vote by **roll-call 9-0-0** passed unanimously.

Mr. Regnier would like these policies to be placed on the website.

12. BOARD COMMITTEE REPORTS

a. Curriculum Committee

Mr. Neville reported the Curriculum Committee will meet on February 21, 2018. He distributed a copy of the minutes and the AP courses being offered in other towns, the AP offerings we offer and the 2017-18 Connecticut Summative Assessment testing windows.

Mrs. LeBlanc stated we are offering more sections of AP courses. Students can carry more AP courses with the block scheduling. This is one of the benefits of consolidating the high school. Mr. Neville agreed with Mrs. Leblanc.

Mrs. Riley stated she recalls us having a discussion regarding capstone projects. Mr. Neville stated we did discuss this several years ago. He is not sure what happened to this. Some towns did this.

Mr. Longey added this was going to be part of the graduation requirements. Some schools did this. The state has changed the requirements, so the schools could make their own decisions for graduation requirements. We are now able to offer our students many credits now towards college. There are mixed reviews regarding capstone projects.

Mr. Neville stated the state has promised a lot and hasn't come through. We are offering many challenges for our students. We are growing as a community based on our successes. Having the data to go along with this is important.

Mrs. Depeau is looking forward to getting more information about our DRG. Ms. Middleton will get this data, so we can share information where we are in Enfield.

b. Finance, Budget Committee

Mrs. Riley reported the Finance, Budget Committee meet on March 12, 2018.

c. Policy Committee

Mr. Regnier reported the Policy Committee will meet on March 6, 2018 and we will start reviewing the 2000 series.

d. Leadership Committee

Chairman Kruzel reported the Board Leadership Committee met on February 26, 2018.

e. Joint Facilities Committee

Chairman Kruzel reported the Joint Facilities Committee will meet on March 1st and will continue discussing JFK and the RFP for the pre-referendum committee.

Mr. Neville added we will hold several meetings about the JFK RFP and the education specs with the Superintendent.

Chairman Kruzel stated we will also be looking at other schools. Mr. Neville added we discussed several roofs with varying stages needing repair. We are looking at Barnard now. The Town manager freed-up some funds for a grant for repair work to be done hopefully during the summer. We are looking for a grant for 50% reimbursement. We are doing multiple things at the same time.

Chairman Kruzel stated they have 2 openings on the Joint Facilities Committee. If you are interested, please fill out an application. The applications can be found on the website.

Mr. Neville added if you have any questions, call any of us. Chairman Kruzel stated we meet every Thursday at 6:00 PM in the Enfield Room. All meetings are open to the public.

f. EHS Building Committee

Chairman Kruzel reported the EHS Building Committee will meet on March 8, 2018. Mr. Neville believes this date is going to be changed.

g. Any Other Committees - None

13. APPROVAL OF MINUTES

Mr. Rutledge moved, seconded by Mr. Neville that the Regular Meeting Minutes of February 27, 2018 be approved. A vote by show-of-hands 9-0-0 passed unanimously.

14. APPROVAL OF ACCOUNTS PAYROLL - None

15. CORRESPONDENCE AND COMMUNICATIONS - None

16. EXECUTIVE SESSION

Mr. Neville moved, seconded by Mrs. Riley that the Enfield Board of Education enters Executive Session for Matter(s) Related to Personnel.

A vote by show-of-hands 9-0-0 passed unanimously.

The Board remained in Council Chambers for the Executive Session. Both Mr. Drezek and Mr. Longey joined the Board in Executive Session.

No Board action occurred while in Executive Session.

17. ADJOURNMENT

Mr. Neville moved, seconded by Mr. Rutledge to adjourn the Regular Meeting of February 27, 2018.

All ayes, motion passed unanimously.

Meeting stood adjourned at 9:57 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary