

NEW MILFORD BOARD OF EDUCATION
New Milford Public Schools
50 East Street
New Milford, Connecticut 06776

POLICY SUB-COMMITTEE
MEETING NOTICE

DATE:	May 21, 2013
TIME:	6:45 P.M.
PLACE:	Lillis Administration Building, Rm. 2

AGENDA

New Milford Public Schools Mission Statement

The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family, and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.

1. Call to Order

2. Public Comment

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of school operations and programs that concern them. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

3. Discussion and Possible Action Items

A. Policy Recommended for Revision and Approval at Initial Board Presentation:

1. 5141 Student Health Services

B. Policy Post First Review:

1. 6146 Graduation Requirements

4. Items of Information

A. Regulation Revisions:

1. 4112.5/4212.5 Security Check/Fingerprinting

2. 4155/4255 Military Leave

3. 5117 School Attendance Areas

4. 5118.1 Homeless Students

5. Adjourn

Sub-Committee Members: Vacant, Chairperson
Mr. David A. Lawson
Mr. David R. Shaffer
Mrs. Daniele Shook

Alternates: **Mr. Thomas McSherry**
Mr. Daniel W Nichols

GEORGE C. BUCKBEE
TOWN CLERK

gm

2013 MAY 17 P 12:58

NEW MILFORD, CT

**RECOMMENDED FOR REVISION AND
APPROVAL AT INITIAL BOARD PRESENTATION**

Bold Italicized language constitutes an addition

Commentary: Revisions are on pages (f) and (g) and are based upon the review by Lynn Holmes, RN. Minor revisions to legal reference section.

5141(a)

Students

Student Health Services

School District Medical Advisor

The Board of Education shall appoint a school district medical advisor and appropriate medical support service personnel including nurses.

School health efforts shall be directed toward detection and prevention of health problems and to emergency treatment, including the following student health services:

1. Appraising the health status of student and school personnel;
2. Counseling students, parents, and others concerning the findings of health examination;
3. Encouraging correction of defects;
4. Helping prevent and control disease;
5. Providing emergency care for student injury and sudden illness;
6. Maintaining school health records.

Health Records

There shall be a health record for each student enrolled in the school district which will be maintained in the school nurse's room. No record of any medical examination made or filed in accordance with Sections 10-205, 10-206, 10-207 or 10-214 of the Connecticut General Statutes ["C.G.S."], or any psychological examination made under the supervision or at the request of a Board of Education, shall be open to public inspection. Furthermore, all other health records maintained by the school district shall be treated in the same manner as the student's cumulative academic record.

Regular Health Assessments

Prior to enrollment in kindergarten, each child shall have a health assessment by one of the following medical personnel of the parents or guardians choosing to ascertain whether the student has any physical disability or other health problem tending to prevent him or her from receiving the

Students
Student Health Services

Regular Health Assessments (continued)

full benefit of school work and to ascertain whether such school work should be modified in order to prevent injury to the student or to secure for the student a suitable program of education:

1. a legally qualified practitioner of medicine;
2. an advanced practice registered nurse, or registered nurse; licensed pursuant to chapter 378
3. a physician assistant licensed pursuant to chapter 370, [or by the]
4. a school medical advisor, or
5. a legally qualified practitioner of medicine, an advanced practice nurse or a physician assistant stationed at any military base.

Students entering from out of state must meet State of Connecticut health requirements. All new students entering school district must fill out a questionnaire with the school nurse to assess the risk to exposure to tuberculosis. Any student who has any risk factors will have Mantoux test prior to entry.

Such health assessment shall include:

1. Physical examination which shall include hematocrit or hemoglobin tests, height, weight, and blood pressure;
2. Updating of immunizations required under C.G.S. §10-204a;
3. Vision, hearing, postural, gross dental screening and a chronic disease assessment, which shall include, but not be limited to, asthma as defined by the Commissioner of Public Health pursuant to C.G.S. §19a-62a;
4. A determination at each mandated examination as determined by the Connecticut Department of Public Health of the risk of exposure to tuberculosis. All students from high-risk countries (as defined by the Connecticut Department of Public Health) who are entering the system for the first time must receive a Mantoux test. A history of bacilli Calmette-Guerin (BCG) is not a contraindication to testing nor should it be considered interpretation of the skin test results. Test should be read prior to entry. All students who are identified as positive reactors to the Mantoux test for the first time shall consult a

Students

Student Health Services

Regular Health Assessments (continued)

physician and bring verification to the school nurse stating that they have had a chest x-ray and are free of active tuberculosis;

5. Any other information including a health and developmental history as the physician believes to be necessary and appropriate.

The assessment form shall include (A) a check box for the provider conducting the assessment to indicate an asthma diagnosis; (B) screening questions relating to appropriate public health concerns to be answered by the parent or guardian; and (C) screening questions be answered by the medical provider.

Health assessments shall also be required at school entry and in grades 6 and 9 (effective school year 2009-10) by a legally qualified physician of each student's parents or guardians own choosing, or by the school medical advisor, or the advisor' designee, to ascertain whether a student has any physical disability or other health problem. Such health assessments shall include:

1. Physical examination which shall include hematocrit or hemoglobin tests, height, weight, and blood pressure;
2. Updating of immunizations required under C.G.S. §10-204a;
3. Vision, hearing, postural, gross dental screening, and a chronic disease assessment which shall include, but not be limited to, asthma as defined by the Commissioner of Public Health pursuant to C.G.S. §19a-62a;
4. Students in high risk groups for TB who have not had a positive test should receive a Mantoux tuberculin skin test;
5. Any other information including a health and developmental history as the physician believes to be necessary and appropriate.

A child will not be allowed, as the case may be, to begin or continue in district schools unless health assessments are performed as required. Students transferring into the district must provide evidence of required Connecticut vaccinations, immunizations, and health assessments at enrollment and prior to school attendance. Students who are homeless will be permitted to attend school even if they are unable to provide proof of required immunizations. Such students shall be referred to the district's homeless liaison who will assist the parent or guardian with obtaining the necessary immunizations and/or records.

Students

Student Health Services

Regular Health Assessments (continued)

Health assessments will be provided by the school medical advisor or the advisor's designee without charge to all students whose parents or guardians meet the eligibility requirement of free and reduced priced meals under the National School Lunch Program or for free milk under the special milk program. The Board may utilize existing community resources and services in the provision of such assessments.

Health assessment results and recommendations signed by the examining physician or authorized medical personnel shall be recorded on forms provided by the Connecticut State Board of Education and kept on file in the school the student attends. If a student permanently leaves the jurisdiction of the board of education, the student's original cumulative health records shall be sent to the chief administrative officer of the school district to which such student moves and a true copy of the student's cumulative health records maintained with the student's academic records. Each physician, advanced practice registered nurse, physician assistant or registered nurse performing health assessments and screenings shall completely fill out and sign each form and any recommendations concerning the student shall be in writing. When in the judgment of appropriate school health personnel, the results and recommendations of such assessment reflect that a student is in need of further testing or treatment, the Superintendent of Schools, or designee, shall notify parents of any health-related problems detected in health assessments and shall make reasonable efforts to assure that further testing and treatment is provided, including advice on obtaining such required testing or treatment.

Students who are in violation of Board requirements for health assessments and immunizations will be excluded from school after appropriate parental notice and warning.

Vision Screening

All students in grades K-6, and grade 9 will be screened annually using a Snellen chart, or equivalent screening, by the school nurse or school health aide. Additional vision screening will also be conducted in response to appropriate requests from parents/guardians or professionals working with the student in question. Results will be recorded in the student's health record on forms supplied by the Connecticut State Board of Education, and the Superintendent or designee shall cause a written notice to be given to the parent or guardian of each student found to have any defect of vision or disease of the eyes, with a brief statement describing such defect or disease.

As necessary, modifications and/or accommodations shall be made for students with physical disabilities.

Students

Student Health Services

Hearing Screening

All students will be screened for possible hearing impairments in grades K-3, grade 5, and grade 8. Additional audiometric screening will be conducted in response to appropriate requests from parents/guardians or professionals working with the student. Results will be recorded in the student's health record on forms supplied by the Connecticut State Board of Education, and the Superintendent or designee shall cause a written notice to be given to the parent or guardian of each student found to have any defect of vision or disease of the eyes, with a brief statement describing such defect or disease.

As necessary, modifications and/or accommodations shall be made for students with physical disabilities.

Postural Screening

School nurses will screen all students in grades 5 through 9 inclusive for scoliosis or other postural problems. Additional postural screening will also be conducted in response to appropriate requests from parents/guardians or professionals working with the student. Results will be recorded in the student's health record on forms supplied by the Connecticut State Board of Education, and the Superintendent or designee shall cause a written notice to be given to the parent or guardian of each student found to have any postural defect of problem, with a brief statement describing such defect or disease.

As necessary, modifications and/or accommodations shall be made for students with physical disabilities.

Immunizations/Vaccinations

Except as required by law, no student will be allowed to enroll in any program operated as part of the district schools without adequate immunization against the following diseases:

1. Measles
2. Rubella
3. Poliomyelitis
4. Diphtheria
5. Tetanus
6. Pertussis
7. Mumps
8. Hemophilus influenza type B

Students

Student Health Services

Immunizations/Vaccinations (continued)

9. ~~Any other vaccine required by Section 19a-7f of Connecticut General Statutes.~~
9. Hepatitis B
10. Varicella (chickenpox)
11. *Pneumococcal (Pre-K and K students less than 5 years old)*
12. *Hepatitis A (students who entered Pre-K or K on or after August 1, 2011)*
13. *Meningococcal (Grades 7-9)*
14. *Influenza (Pre-K students less than 5 years old)*
15. *Any other vaccine required by law*

Such list *and the required number of doses* may be amended as required by State of Connecticut guidelines and schedules.

~~Before entering the seventh grade, each child shall show proof of having received 2 doses of measles-containing vaccine or serologic evidence of infection.~~

~~Students entering the eighth grade must show proof of 3 doses of Hepatitis B vaccine or serologic evidence of infection with Hepatitis B.~~

Students shall be exempt from the appropriate provisions of this policy when:

1. they present a certificate from a physician or local health agency stating that initial immunizations have been given and additional immunizations are in process under guidelines and schedules specified by the Commissioner of Health Services; or
2. they present a certificate from a physician stating that in the opinion of such physician, immunization is medically contraindicated because of the physical condition of such child; or
3. they present a statement from their parents or guardians that such immunization would be contrary to the religious beliefs of such child; or
4. in the case of measles, mumps or rubella, present a certificate from a physician or from the Director of Health in such child's present or previous town of residence, stating that the child has had a confirmed case of such disease; or
5. in the case of hemophilus influenza type B has passed his or her fifth birthday; or
6. in the case of pertussis, has passed his or her sixth birthday.

The school nurse will report to the local Director of Health any occurrence of State of Connecticut defined reportable communicable diseases.

Students

Student Health Services

Health Assessments/Interscholastic Sports Programs

Any student participating in an interscholastic sports program must have a health assessment, within ~~one year~~ **thirteen months** prior to the first training session for the sport or sports. After the initial examination, repeat examinations are required every year. Each participant in a sport program must complete a health questionnaire before participating in each sport.

Parents are expected to use the services of their private physician. If a student is unable to obtain a health assessment from his/her personal physician for financial or other reasons, an examination can be arranged with school medical advisor. Health assessment results shall be recorded on forms provided by the Connecticut State Board of Education, signed by the examining physician, school medical advisor or advisor's designee, filed in the student's health folder, and maintained up to date by the school nurse.

Coaches and physical education staff shall insure appropriate monitoring of an athlete's physical condition.

Student Medical Care at School

Student medical problems and emergencies are outlined in Categories I through IV in administrative regulation #5143. Schools personnel are responsible for the immediate care necessary for a student whose sickness or injury occurs on the school premises during school hours or in school-sponsored and supervised activities. Depending upon specific circumstances, Category V issues may also be considered emergencies by attending school personnel.

Schools shall maintain files of emergency information cards for each student. If a child's injury requires immediate care, the parent or guardian will be called by telephone by the nurse, the building Principal, or other personnel designated by the principal, and advised of the student's condition. When immediate medical or dental attention is indicated, and when parents or guardians cannot be reached, 911 will be called and the student will be transported to the nearest hospital. In this event, the family physician/dentist and school district medical advisor will be notified of school district actions.

(cf. 5142 - Student Safety)

(cf. 5141.4 - Child Abuse and Neglect)

(cf. 5141.5 - Suicide Prevention)

(cf. 6142.1 - Family Life and Sex Education)

(cf. 6145.2 - Interscholastic/Intramural Athletics)

(cf. 6171 - Special Education)

Students

- Legal References:
- Connecticut General Statutes
 - 10-203 Compliance with public health statutes and regulations.
 - 10-204(a) Required immunizations.
 - 10-204(c) Immunity from liability
 - 10-205 Appointment of school medical advisors.
 - 10-206 Health assessments (~~as amended by PA 11-179~~).
 - 10-206(a) Free health assessments.
 - 10-206(c) Health assessments for adolescents (~~as amended by PA 07-58~~)
 - 10-207 Duties of medical advisers.
 - 10-208 Exemption from examination or treatment.
 - 10-208(a) Physical activity of student restricted; boards to honor notice.
 - 10-209 Records not to be public.
 - 10-210 Notice of disease to be given parent or guardian.
 - 10-212 School nurses and nurse practitioners.
 - 10-212(a) Administration of medicines by school personnel.
 - 10-213 Dental hygienists.
 - 10-214 Vision, audiometric and postural screening: When required; notification of parents re defects; record of results.

***Regulations of Connecticut State Agencies § 10-204a-1 et seq, School-Related Immunizations
Immunization Of School Children Against Measles, Mumps, Rubella, Poliomyelitis, Diphtheria,
Tetanus, Pertussis, Hemophilus Influenzae Type B (Hib), Hepatitis B, And Varicella.***

Students

Legal References: continued

10-214(a) Eye protective devices.

10-214(b) Compliance report by local or regional Board of Education

10-217(a) Health services for children in private nonprofit schools. Payments from the state, towns in which children reside and private nonprofit schools.

42 U.S.C. 11432(g) McKinney Vento Act

Policy adopted:	June 12, 2001
Policy revised:	June 11, 2002
Policy revised:	June 10, 2003
Policy revised:	June 24, 2004
Policy revised:	June 12, 2007
Policy revised:	November 18, 2008
Policy revised:	October 11, 2011
Policy revised:	March 12, 2013

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

RECOMMENDED FOR REVISION

COMMENTARY: Suggested revisions are to number of credits and graduation requirements.

6146(a)

Instruction

Graduation Requirements

To graduate from the New Milford Public Schools, a student must earn a minimum number of 22.5 credits, fulfill credit distribution requirements and meet district performance standards.

I. Academic credit distribution requirements

A. Students must complete the following credits:

~~4 — English~~
~~3 — Mathematics~~
~~3 — Social Studies (including 0.5 credit in civics and 1 credit for U.S. government)~~
~~3 — Science~~
~~1 — Physical Education~~
~~1 — Arts (Fine or Practical)~~
~~½ — Health~~
~~7 — Electives~~
~~22.5 — TOTAL CREDITS~~

<i>Year of Graduation 2013, 2014</i>	<i>4.0 English</i> <i>3.0 Mathematics</i> <i>3.0 Social Studies (including 0.5 credit in civics and 1 credit for U.S. government)</i> <i>3.0 Science</i> <i>1.0 Physical Education</i> <i>1.0 Arts (Fine or Practical)</i> <i>0.5 Health</i> <i>7.0 Electives</i> <hr style="width: 10%; margin-left: 0;"/> <i>22.5 TOTAL CREDITS</i>
<i>Year of Graduation 2015</i>	<i>4.0 English</i> <i>3.0 Mathematics</i> <i>3.0 Social Studies (including 0.5 credit in civics and 1 credit for U.S. government)</i> <i>3.0 Science</i> <i>2.0 Physical Education</i> <i>1.0 Arts (Fine or Practical)</i> <i>0.5 Health</i> <i>7.0 Electives</i> <hr style="width: 10%; margin-left: 0;"/> <i>23.5 TOTAL CREDITS</i>

Instruction

Graduation Requirements

<i>Year of Graduation 2016</i>	4.0 English 3.0 Mathematics 3.0 Social Studies (including 0.5 credit in civics and 1 credit for U.S. government) 3.0 Science 2.0 Physical Education 1.0 Arts (Fine or Practical) 0.5 Health 7.0 Electives (including 0.5 in humanities) 1.0 Capstone Project <hr/> 24.5 TOTAL CREDITS
<i>Year of Graduation 2017</i>	4.0 English 4.0 Mathematics 3.0 Social Studies (including 0.5 credit in civics and 1 credit for U.S. government) 3.0 Science 2.0 Physical Education 1.0 Arts (Fine or Practical) 0.5 Health 7.5 Electives (including 0.5 in humanities and 0.5 in Financial Literacy) 1.0 Capstone Project <hr/> 26.0 TOTAL CREDITS

- B. A credit shall consist of not less than the equivalent of a forty-minute class period for each school day of a school year unless such credit is earned at an institution accredited by the Department of Higher Education or regionally accredited.

C. Capstone Project

The Capstone Project challenges students to demonstrate and display their mastery of many of the skills they have acquired during their years in the New Milford Public Schools. One of the goals of the Capstone Project is to allow students to take control and have a powerful voice in their own education and development both as learners and individuals.

The Capstone Project is a graduation requirement. In the event a student does not successfully complete this project, they will be allowed to do so after the class graduates and receive their diploma upon completion of the Capstone Project.

Instruction

Graduation Requirements

II. District's performance standards

These performance standards identify the basic skills that students are expected to achieve in order to graduate. A New Milford High School graduate must complete all academic requirements and demonstrate basic skills in Reading & Writing, Quantitative Thinking (Math & Science) and Information Literacy. The Superintendent of Schools or designee shall develop administrative regulations regarding performance standards for each basic skill, including the method(s) of assessing a student's level of competency in such skills. The assessment criteria must include, but not be based exclusively on, the results of the 10th-grade *state or national high school* state-wide mastery examination.

III. Options if graduation requirements are not met

The Board of Education is dedicated to providing students who may have difficulty fulfilling these requirements with different options and multiple opportunities to meet the academic and performance standards for graduation.

Those students who have not successfully completed the assessment criteria ~~for graduation (a score of 3 or better on the Reading, Writing, Math, and Science portions of the CAPT in the 10th-grade year) must retake only those portions of the CAPT in which the student is deficient in 11th-grade. Seniors who have not attained a score of 3 or better on the CAPT~~ will be afforded alternative means of meeting this criteria. The following is not an inclusive list:

- Pass 0.5 credit of English 4
- Completion of a research project, approved in advance by the Science Department, that involves data collection, and is graded according to an established rubric
- Pass Departmental Exam covering the topics of arithmetic, algebra, geometry and statistics
- Pass 0.5 credit of Practical Math and/or Consumer Math
- English Writing SAT I of 450 or better
- Math Reasoning SAT I of 450 or better
- Math SAT II Math Level 1C of 450 or better

Seniors who are not eligible for graduation with their class due to a failure to meet the district graduation requirements in one or more subjects may select one of the following options:

1. Successful completion of a summer course or summer courses comparable (as determined by the Principal) to the subject(s) in which the student was deficient
2. Enroll in an on-line course in accordance with Policy 6172.6 (Virtual/On-line Courses/College/University Courses)
3. Make arrangement for re-testing to meet performance standards
4. Return to school in September as a fifth year senior

Instruction

Graduation Requirements

IV. Exemptions, modifications, and accommodations

- A. If a physician *or advanced practice registered nurse* certifies in writing that the physical education requirement is medically contraindicated because of the physical condition of the student, this requirement may be fulfilled by an elective.
- B. Exemptions; modifications and accommodations of graduation requirements will be made for any student with a disability as determined by the planning and placement team or 504 team.
- C. Only credits for courses taken in grades nine through twelve shall satisfy graduation requirements except that the Superintendent of Schools or designee may grant credit for certain courses identified in subsection (e) of Section 10-221a of the Connecticut General Statutes.
- D. The Board may permit a student to graduate during a period of expulsion pursuant to Connecticut General Statutes 10-233d if the Board determines that the student has satisfactorily completed the necessary credits for graduation.
- E. The Board of Education may award a high school diploma to a veteran of World War II or the Korean hostilities who left high school to serve in the armed forces and did not receive a diploma as a consequence of such service.

Early Graduation

Students may finish in seven semesters provided all graduation requirements have been satisfied. Any student interested in being considered for early graduation must notify his/her counselor of his/her intentions by May 1 of the junior year. Students applying for early graduation must obtain the **Early Graduation Policy** statement and related application form from the Guidance Office and take course no. 990.

Course No.	Course	Prerequisites
990	Early Graduation	By Special Arrangement Only

(cf. 5121 - Examination/Grading/Rating)

(cf. 5123 - Promotion/Acceleration/Retention)

(cf. 6111 - School Calendar)

(cf. 6145.6 - Travel and Exchange Programs)

(cf. 6142.2 – Statewide Proficiency/Mastery Examinations)

Instruction

Graduation Requirements

Legal reference:	Connecticut General Statutes
10-14n	State-wide mastery examination
10-161	Establishment of graduation date
10-18	Courses in United States history, government and duties and responsibilities of citizenship
10-19	Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome
10-221a	High school graduation requirements
10-223a	Promotion and graduation policies. Basic skills necessary for graduation, assessment process

Policy adopted: June 10, 2003
Policy revised: June 27, 2005
Policy revised: June 8, 2010
Policy Revised: October 11, 2011

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

ITEM OF INFORMATION REGULATION REVISION
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Commentary: Suggested revisions are consistent with CGS 10-221d.

**4112.5(a)
4212.5**

Personnel – Certified/Non-Certified

Security Check/Fingerprinting

Each applicant for a position within the public school system shall be asked whether he/she has ever been convicted of a crime and whether there are any criminal charges pending against him/her at the time of application. ***Prior to hiring, each applicant for a position with the Board of Education shall submit to a records check of the Department of Children and Families child abuse and neglect registry.*** Each person hired by the school system, ***including nonpaid, noncertified individuals completing requirements for certification who will have direct student contact,*** shall be required to submit to state and national criminal record checks. In order to process such record checks, the following procedure will be followed:

1. No later than ten calendar days after the Superintendent or his/her designee has notified a job applicant of a decision to hire the applicant, or as soon thereafter as practicable, the Superintendent or his/her designee will supply the applicant with a packet containing all documents and materials necessary for the applicant to be fingerprinted by the Personnel Office. This packet shall also contain all documents and materials necessary for the Regional Service Center to submit the completed fingerprints to the State Police Bureau of Identification for the processing of state and national criminal record checks.
2. No later than ten calendar days after the Superintendent or his/her designee has provided the successful job applicant with the fingerprinting packet, the applicant must arrange to be fingerprinted. Failure of the applicant to have his/her fingerprints taken within such ten-day period, without good cause, will be grounds for the withdrawal of the offer of employment.
3. Any person for whom criminal records checks are required to be performed pursuant to this policy must pay all fees and costs associated with the fingerprinting process and/or the submission or processing of the requests for criminal record checks.
4. Upon receipt of a criminal record check indicating a previously undisclosed conviction, the Superintendent or his/her designee will notify the affected applicant/employee in writing of the results of the record check and will provide an opportunity for the affected applicant/ employee to respond to the results of the criminal record check. In addition, the State Department of Education Certification Bureau will be notified on any such record.

Personnel – Certified/Non-Certified

Security Check/Fingerprinting (continued)

5. Decisions regarding the effect of a conviction upon an applicant/employee, whether disclosed or undisclosed by the applicant/employee, will be made on a case-by-case basis. Notwithstanding the foregoing, the falsification or omission of any information on a job application or in a job interview, including, but not limited to information concerning criminal convictions or pending criminal charges, shall be grounds for disqualification from consideration for employment or discharge from employment.
6. Adult education teachers and substitute teachers, if they are continuously employed by the district, do not have to be refingerprinted after fulfilling the initial requirement. ***Continuous employment for the purpose of this regulation means “employed at least one day of each school year” by the board of education.***

Legal Reference: Connecticut General Statutes

10-221d Criminal history records checks of school personnel.
Fingerprinting. Termination or dismissed.

ITEM OF INFORMATION REGULATION REVISION
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Commentary: Suggested revisions are on pages (a) and (f).

**4155 (a)
4255**

Personnel – Certified/Non-Certified

Military Leave

Military leaves of absences are provided to employees in the New Milford Public School District (District) as required by the federal Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) and sections 10-156c, 10-156d, 7-462(a) and 27-33a of the Connecticut General Statutes. These regulations shall be interpreted to comply with those laws.

Employees are encouraged to contact the Personnel office if they have any questions regarding the Military Leave policy of the Board of Education (Board) and these accompanying administrative regulations.

Leaves of Absence. Employees who need to be absent from their jobs in order to serve in the uniformed services of the United States generally are entitled to leaves of absence to perform their military service obligations whether such service is voluntary or involuntary. “Uniformed services” means service in the United States Army, Navy, Marine Corps, Air Force or Coast Guard or the reserve components of these forces; the Army National Guard or Air National Guard; the Commissioned Corps of the Public Health Service, ***certain disaster response work (and authorized training for such work)*** and any other category of persons designated by the President in time of war or emergency. The type of service performed may include active and inactive duty, training activities, full-time National Guard Duty and any absence from work for an examination to determine the employee’s fitness for military duty. The leave entitlements also apply to funeral honors duty performed by National Guard or reserve members.

The cumulative length service that causes a person's absences from his or her employment position generally may not exceed five years, or a period of three years in addition to war service or compulsory service in the armed forces plus ninety days, whichever is greater. Most types of services will be cumulatively counted. Exceptions may apply to this time limitation for the following reasons:

- Service required beyond five years to complete an initial period of obligated service;
- Service from which a person, through no fault of his or her own, is unable to obtain a release within the five year limit;
- Required training for reservists and National Guard members;
- Service to comply with a military order for active duty during domestic emergency or national security related situations;

Personnel – Certified/Non-Certified

Military Leave

Leaves of Absence Cont'd.

- Service to comply with a military order for active duty (other than for training) because of a war or national emergency declared by the President or Congress;
- Active duty (other than for training) by volunteers supporting "operational missions" for which Selected Reservists have been ordered to active duty without their consent;
- Service by volunteers who are ordered to active duty in support of a "critical mission or requirement" in times other than war or national emergency and when no involuntary call up is in effect; and
- Federal service by members of the National Guard called into action by the President to suppress an insurrection, repel an invasion, or to execute the laws of the United States.

Advance Notice by the Employee. The employee or an appropriate officer of the military service branch must provide the District advance notice of military service unless military necessity prevents such notice or unless notice is otherwise impossible or unreasonable. Such notice may be oral or written. The District may request a copy of the employee's service orders.

Benefits During Leave. Military leave will be unpaid unless otherwise provided by contract. The employee may elect to apply accrued vacation and/or emergency or personal days.

An employee may elect to continue his or her health care coverage with the District during his or her military leave, including continuation of dependent care coverage, under rules similar to COBRA. The maximum period of continuation coverage will be 24 months beginning on the date on which the military leave begins. When military duty is for less than thirty-one days, the employee is required to contribute his or her normal share of premium costs during the leave. When leave is for more than thirty days, the employee is required to pay 102 percent of the full premium for the duration of continuation coverage. The District will advise the employee of the terms and conditions by which these payments must be made. Coverage may be lost if the employee discontinues payments or if he or she completes military service and fails to apply for reemployment or fails to return to employment with the District.

The employee will not receive any additional benefits during his or her leave unless required by law or contract or provided to employees on leaves that are comparable to military leaves. The employee must pay the employee share of these benefits, if required.

Personnel – Certified/Non-Certified

Military Leave

Benefits During Leave Cont'd.

An employee who knowingly provides clear written notice of his or her intent not to return to work after military service waives the benefits provided during the leave but retains the reemployment rights discussed below.

Reemployment Rights. Employees on military leave have reemployment rights following military service subject to certain conditions. The Board is not obligated to reemploy an employee when the employment from which he or she left to serve in the uniformed services is for a brief, non-recurrent period and there is no reasonable expectation that such employment will continue indefinitely or for a significant period. An individual qualifies for reemployment only when his or her separation from the service is honorable or satisfactory. Disqualifying service includes separation with a dishonorable or bad conduct discharge, separation under "other than honorable" conditions, dismissal of a commissioned officer in certain situations involving a court martial or by order of the President in time of war, and separation from the rolls for being absent without authority for more than three months or imprisoned by a civilian court.

Time limits apply for returning to work, depending on the military activity and duration of leave as follows:

- When the military leave is for the purpose of attending military reserve or National Guard meetings or drills or reserve corps field training and is less than 31 days in duration, or is for the purpose of taking a fitness-for-service exam, the employee is expected to return to work by the beginning of the first regularly scheduled work day falling eight hours after the end of the calendar day he or she arrives home. For example, an employee who returns home at 10:00 p.m. may be required to report as early as 6:00 a.m. the next day. This time limit will be excused only if, due to no fault of the employee, timely reporting back to work would be impossible or unreasonable, in which case the employee must report back to work as soon as possible.
- When service is of 31 to 189 days in a uniformed service other than the armed forces, the employee must submit an application for reemployment no later than 14 days after completion of his or her service.

Personnel – Certified/Non-Certified

Military Leave

Reemployment Rights Cont'd.

- When service is in the armed forces (the United States Army, Navy, Marine Corps, Coast Guard and Air Force) for any duration, or in another uniformed service for 181 days or more, the employee must submit an application for reemployment within 90 days after completion of service.

The District will extend these reporting or application deadlines for up to two years for persons who are hospitalized or convalescing because of a disability incurred or aggravated during the period of military service. This two-year extension will be further extended by the minimum time required to accommodate a circumstance beyond an individual's control that would make reporting within the two-year period impossible or unreasonable. A person who fails to report to work or to apply for reemployment within the required time limits will be subject to the District's rules and applicable contract provisions governing unexcused absences.

Return to Work Documentation. An employee returning to work after military service may be asked to furnish evidence of work qualifications, including certification of physical fitness and mental competence for the type of work being considered.

The employee may also be asked to provide additional documentation showing that:

- His or her application for reemployment is timely,
- He or she has not exceeded the length of service limitation (see **Leaves of Absence** above), and
- His or her separation from service was for a qualifying reason (see **Reemployment Rights** above).

If the employee does not provide satisfactory documentation because it is not readily available or does not exist, the District will still reemploy the person. However, if documentation later becomes available that shows one or more reemployment requirement was not satisfied, the District may terminate the employee's employment.

If an employee has been absent for military service for 91 or more days, the District may delay making retroactive pension contributions until the employee submits satisfactory documentation.

Personnel – Certified/Non-Certified

Military Leave

Job Placement. An employee whose military service lasted less than 91 days will be promptly re-employed in the position the employee would have attained had the employee not been absent if all qualifications for the position are met. If the employee is not or cannot become qualified for the advance position through reasonable efforts by the District, reemployment will be offered in the same position held prior to military service if the employee is qualified. If the employee is not and cannot become qualified for the same position through reasonable efforts by the District, a position that is the nearest approximation in status and pay will be offered. Reasonable efforts may include re-fresher training or training necessary to update the returning employee's skills in situations where the employee is no longer qualified due to technological advances.

An employee with 91 or more days of service will be offered reemployment under these same conditions except that the District may offer a position that is equivalent in status and pay to the position the employee would have attained had the employee not been absent.

Reasonable accommodations will be made for returning employees with disabilities incurred or aggravated while in the service or protected by state and federal non-discrimination laws and USERRA.

An employee may not be entitled to reemployment if the District's circumstances have changed so that employment of the person would be impossible or unreasonable. For example, the District has no obligation to reemploy an employee who would have been impacted by a reduction-in-force.

Benefits Upon Reemployment. Upon re-employment, the returning employee is entitled to the seniority and all rights and benefits based on seniority that he or she would have attained with reasonable certainty had he or she remained continuously employed as long as he or she pays any required employee contributions. A right or benefit is seniority based if it is determined by or accrues with length of service, and is not compensation for work performed or subject to a significant contingency other than continued employment. For instance, pension is a seniority-based benefit but vacation may or may not be depending on the terms of the controlling Board policy, collective bargaining agreement, or individual employment agreement.

If the Board or, the Town of New Milford on behalf of the Board, provides a pension benefit, an employee on military leave will not be considered as having a break in service for purposes of his or her pension plan and the military service time will be considered for benefit vesting and accrual purposes consistent with state law. Employer contributions to the returning employee's pension plan will be computed according to the formula prescribed by the pension plan. If the formula includes pay that is not certain, the pay received or the hours worked by the employee during the 12-month period (or shorter, if there has been less than 12 months of employment)

Personnel – Certified/Non-Certified

Military Leave

Benefits Upon Reemployment Cont'd.

immediately preceding military service will be used. For example, a returning custodian expected to work overtime is entitled to retroactive pension contributions determined by the regular pay the custodian would have received, including any pay increases, plus overtime pay based on that regular rate and computed according to the average number of overtime hours the custodian worked during the twelve month (or shorter) period preceding the military leave. A returning employee will receive retroactive pension contributions only to the extent the employee makes his or her contributions to the plan. A payment schedule will be established for both employee and employer contributions that begins with the date of reemployment and lasts for a period of time equal to three times the period of military service, but no longer than five years.

When reemployed, the employee also will be entitled to any rights and benefits not based on seniority that employees on comparable leaves of absences receive when they return to work. Additionally, the employee and his or her dependents are entitled receive health insurance benefits and additional benefits provided other employees. With respect to enrollment in a health plan, USERRA requires that there be no waiting period and no exclusion of pre-existing conditions, other than disabilities determined by the Secretary of Veteran's Affairs to be connected with the military service.

Employee Protections. Absent a contract that provides greater protection, the District will discharge the returning employee only for cause for one year after the date of reemployment if his or her military service was for more than six months and for six months after the date of reemployment if his or her military service was for 31 to 180 days.

The District will not discriminate against individuals who have served, are serving or have a future obligation to serve in the military based on their military obligations. The District also will not retaliate against anyone who files a complaint under the law, participates in an investigation under the law, or exercises his or her legal rights.

Record-keeping. The District will retain all documentation that ensures or relates to the preservation of an employee's rights and benefits under the Board's military leave policy and these administrative regulations.

Posting of Notice. The District shall post, in a conspicuous place which is readily available for viewing by its employees, a notice in the workplace informing employees of their rights under the Uniformed Services Employment and Reemployment Rights Act of 1994. Such notice may be printed from the federal Department of Labor web site at www.dol.gov/vets/programs/userra/poster.pdf.
[http://www.dol.gov/vets/programs/userra/USERRA Private.pdf](http://www.dol.gov/vets/programs/userra/USERRA_Private.pdf)

Personnel – Certified/Non-Certified

Military Leave

- Legal References:** 38 U.S.C. §§4301-4333 (The Uniformed Services Employment and Reemployment Rights Act of 1994, as amended; the Veteran's Benefits Improvement Act of 2004)
- C.G.S. §10-156c (Reserve Corp. Field training for Teachers)
- C.G.S. §10-156d (Teachers Serving in the Armed Services)
- C.G.S. § 7-462(a) (Municipal and School Employees Serving in the Armed Services)
- C.G.S. § 27-33a (Military Reserve and National Guard Meetings and Drills)

<p style="text-align: center;">ITEM OF INFORMATION REGULATION REVISION</p>

Commentary: Changes to sections 1 and 3 below.

5117

Students

School Attendance Areas

Among factors not generally considered as valid reasons for transfer are:

1. School of attendance of brothers, sisters, or friends.
2. Place or time of employment of parents or guardians or student.
3. Personal convenience of family or student.
4. A request that would undermine Board of Education redistricting policy.
5. Specific school preference for personal reasons.

Additionally:

1. Any student who begins any grade in area, space permitting, shall be allowed upon written application on the Request for Pupil Transfer Within the New Milford School form to finish that school year in the school where he/she started that year if the family moved ***from one area to another within the Town of New Milford.***
2. All out of area assignments will be granted on an annual basis only. Requests granted before that date will remain in effect without annual application unless overcrowded classroom situations develop at a specific grade level.
3. All ~~such~~ requests ***for transfer*** will be processed by the administrators in the school involved and then submitted to the Office of the Assistant Superintendent.
4. A review committee composed of school administrators will meet as necessary to review all requests and grant final approval.
5. An appeal of the review committee's decision may be made to the Board of Education.

Regulation approved:

June 12, 2001

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

ITEM OF INFORMATION REGULATION REVISION
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Commentary: Suggested revision is on page (b) regarding feasibility.

5118.1(a)

Students

Homeless Students

In order to appropriately implement the policy pertaining to homeless children, youth and students placed in shelters, in compliance with all applicable federal and state statutes, the following regulations are established.

Definitions:

Homeless students are federally defined as “individuals who lack a fixed, regular, and adequate nighttime residence.” This definition includes the following types of students who are:

- a. sharing the housing of other persons due to loss of housing, economic hardship, or similar reason;
- b. living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations;
- c. living in emergency or transitional shelters;
- d. abandoned in hospitals;
- e. awaiting foster care placement;
- f. have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- g. living in cars, parks, public spaces, abandoned buildings, bus or train stations, or similar settings;
- h. migratory children living in the above described circumstances.

Connecticut’s residency definitions contained in C.G.S. 10-235(d) defines non-residency as children residing with relatives or non-relatives, when it is the intention of such relatives or non-relatives and of the children or their parents or guardians that such residence is to be (1) permanent, (2) provided without pay and (3) not for the sole purpose of obtaining school accommodations. In addition, C.G.S. 10-253(e) indicates that children in temporary shelters are entitled to free school privileges from either the school district in which the shelter is located or from the school district in which the child would otherwise reside, if not for the need for temporary shelter. The district has an obligation to identify homeless and migratory children.

District Obligations Regarding Placement of Homeless Students:

- a. The District must continue the student’s education in the “school of origin” which is the school the child attended when permanently housed or the school of last enrollment **OR**
- b. The District must enroll the homeless student in any public school that non-homeless students who live in the area where the child is actually living are eligible to attend.

Students

Homeless Students

District Obligations Regarding Placement of Homeless Students (continued):

- a. The District is required, “to the extent feasible” to keep the homeless child in the school of origin unless it is against the wishes of the parent/guardian. *Factors to consider include the age of the child or youth; the distance of a commute and the impact it may have on the student’s education; personal safety issues; a student’s need for special instruction (e.g., special education and related services); the length of anticipated stay in a temporary shelter or other temporary location; and the time remaining in the school year.*
- b. The homeless child’s right to attend the school of origin extends for the duration of homelessness.
- c. If a child becomes permanently housed during the academic year, he/she is entitled to stay in the school of origin until the end of the school year.
- d. A child who becomes homeless in between academic years is entitled to attend his/her school of origin for the following academic year.
- e. The District must provide written explanation, including the right to appeal, whenever the school District sends the homeless child to a school other than the school of origin or a school requested by the parent/guardian.
- f. With an “unaccompanied youth”, the District’s homeless liaison must assist in the placement/enrollment decisions, considering the youth’s wishes, and provide notice of appeal under the Act’s enrollment disputes provision.

Appeal Procedures:

- a. C.G.S. 10-186 currently defines the process for resolving issues involving homeless students. The state is required to establish an appeal process.
- b. Federal law requires school districts to allow homeless students to “stay put”. “The child shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute.”
- c. The District’s homeless liaison shall carry out the dispute resolution process expeditiously and, in the case of an unaccompanied youth, ensure that the youth is immediately enrolled in school pending the resolution of the dispute.

Students

Homeless Students

Educational Services to be Provided to Homeless Students:

1. Educational services are to be comparable to those received by other students in the school.
2. Such students may be entitled to such services as Title I, state/local remedial programs, special education, limited English proficiency, vocational education, gifted/talented and school nutrition programs.
3. Homelessness alone is not to be considered a sufficient reason to separate students from the mainstream school environment.
4. Homeless students may be segregated for short periods of time only for health and safety emergencies or to provide temporary, special or supplemental services.

Transportation Obligations of the School District for Homeless Students:

1. Services must be comparable to those provided other students in the selected school.
2. Homeless students must be provided transportation to the school of origin, if requested by the parent/guardian, if the school is within the school district.
3. If the school of origin is in a different school district from where the child is currently living, both school districts are to agree on a method for sharing the responsibility and costs, or share the costs equally.

Enrollment Requests from Homeless Parents:

1. The selected school is required to immediately enroll the child, even in the absence of records normally required for enrollment. Parents/guardians may be required to submit contact information.
2. The last school attended must be contacted to obtain records.
3. If the child lacks immunizations or immunization/medical records, the enrolling school MUST refer the parent/guardian to the liaison in order to get help obtaining immunizations and records.

Students

Homeless Students

District Liaison for Homeless Students:

The District's liaison for homeless students is the Assistant Superintendent of Schools.
The duties of the local liaison are:

- a. Ensure homeless children and youth are identified by school personnel and through coordination with other agencies and entities.
- b. Ensure homeless children enroll in and have a full and equal opportunity to succeed in the school district's schools.
- c. Ensure that homeless families and children receive educational services for which they are eligible, including Head Start, Even Start, preschool programs, and referrals to health care services, dental services, mental health services, and other appropriate services.
- d. Parents/guardians are informed of educational and related opportunities available to their children, and are provided with meaningful opportunities to participate in the education of their children.
- e. Ensure that public notice of the educational rights of homeless children are disseminated where such children receive services. (For example, family shelters, soup kitchens, and schools)
- f. Ensure that enrollment disputes are mediated.
- g. Parent/guardian is fully informed of all transportation services, including to the school of origin, and is assisted in accessing those services.
- h. Must assist unaccompanied youth in placement/enrollment decisions, including considering the youth's wishes in those decisions, and providing notice to the youth of the right to appeal such decisions.
- i. Must assist children who do not have immunizations, or immunization or medical records, to obtain necessary immunizations, or immunization or medical records.
- j. Must collaborate and coordinate with state coordinators and community and school personnel responsible for the provision of education and related services to homeless children.

**New Milford Board of Education
Policy Sub-Committee Minutes
May 21, 2013
Lillis Administration Building, Room 2**

Present: Mrs. Wendy Faulenbach
Mr. David A. Lawson
Mr. David R. Shaffer
Mrs. Daniele Shook

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Mr. Joshua Smith, Assistant Superintendent of Schools
Mr. Greg Shugrue, Principal, New Milford High School
Mr. Marc Balanda, Assistant Principal, New Milford High School

GEORGE C. BUCKBEE
TOWN CLERK
gm

2013 MAY 23 P 2:18

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mrs. Faulenbach acting as chairperson.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> None 	Public Comment
3.	Discussion and Possible Action A. Policy Recommended for Revision and Approval at Initial Board Presentation: 1. Policy 5141 Student Health Services <ul style="list-style-type: none"> Dr. Paddyfote noted that this policy was just reviewed in March. Nurse Lynn Holmes then reviewed it and suggested additional recommendations on pages (f) and (g). Mr. Shaffer asked about the change on page (g) from one year to thirteen months and Dr. Paddyfote said this was to accommodate insurance which typically requires that a full year go by before the appointment is covered again. Mrs. Shook moved to bring Policy 5141 to the full Board for approval. Motion seconded by Mr. Shaffer. Motion passed unanimously.	Discussion and Possible Action A. Policy Recommended for Revision and Approval at Initial Board Presentation: 1. Policy 5141 Student Health Services Motion made and passed unanimously to bring Policy 5141 to the full Board for approval.

<p>B.</p>	<p>Policy Post First Review:</p> <p>1. Policy 6146 Graduation Requirements</p> <ul style="list-style-type: none"> • Mrs. Faulenbach noted that this was not the first look at this policy change as it was being returned to the Policy Sub-Committee after first review by the full Board. • Mr. Smith distributed an overview to share that he prepared based on questions that arose at the Board meeting. He said most of the proposed changes came out of the high school reform legislation which stresses engagement, rigor, and 21st century learning. This led to the suggested increase in credits and the addition of the Capstone project. New Milford's current graduation requirement is 22.5 credits; the state average is 26.4 and the DRG average is 23. Mr. Smith listed additional information and resources about the Capstone project. He provided a short survey of Capstone in other school districts. Mr. Smith said that New Milford's plan calls for one coordinator who would also serve as an advisor and six advisors for a 50:1 student ratio. These would be stipend positions not FTEs. • Mr. Shaffer asked if, on page (a), the one credit in U.S. Government should say U.S. History instead to match the State website. Mr. Smith said the language was copied from the current policy. Mr. Shugrue said the Program of Studies lists it as U.S. History and that is current practice. It was agreed to make the change. Mr. Shaffer also asked Mr. Shugrue to clarify that Consumer Math was not offered any longer and should therefore be removed and Mr. Shugrue agreed. • Mr. Shaffer said he is opposed to 26 credits. He says the state is only requiring 25 so we should use that number. He is concerned that students sometimes have issues even getting to the current number of 22.5 credits. • Mr. Shugrue said credits were an issue under the old schedule which only allowed students to take 5.5 credits per year in some cases. Over 	<p>B. Policy Post First Review:</p> <p>1. Policy 6146 Graduation Requirements</p>
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	<p>the last two years under the new schedule, students average 6.5 to 7 credits per year with some students even taking 8 credits.</p> <ul style="list-style-type: none">• Mr. Smith said after next year, the average student will be able to take at least 7 credits per year so could have 28 credits as a senior. The increase to 26 credits was in response to that fact and to the rigor requested in high school reform.• Mr. Lawson said he has difficulty with the concept that more is better and recommended going with what is required only. He asked if the Capstone was mandated by the state and Mr. Smith said it was not.• Mr. Lawson said he thought the Capstone was a worthwhile program but wanted it structured as a voluntary elective with advanced placement weighting and an Honors note at graduation. He said he was concerned about some students' ability to complete the project and therefore not graduate.• Mrs. Shook said she disagreed with stopping at 25 credits as that is still behind the current state average. Too many students would not be challenged.• Mr. Lawson said he would agree to the 26 credits if the Capstone was voluntary.• Mrs. Shook said she thought the Capstone project was amazing as it puts the students into contact with real world learning. She said that credits are required in different areas now so why not in the Capstone area.• Mrs. Faulenbach said she concurs with Mrs. Shook but can see the other views as well. She supports 26 credits. Her concern with the Capstone is to make sure that it will be successful.• Mr. Shugrue said there are other graduation requirements now such as the Information Literacy project that require follow up with seniors to make sure they are done. The Capstone would have similar checks and balances built in with advisors.• Mr. Lawson said it is standard practice with new programs to pilot. He suggested Capstone	
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be voluntary to start so we can evaluate. He said the policy can be further amended down the road if we wish.

- Mrs. Faulenbach said the problem with amending later is in making sure parents have sufficient notice of requirements.
- In an attempt to build consensus, Dr. Paddyfote suggested keeping 26 credits, moving the math credit increase to 2016, and taking off Capstone until 2017 where it would first affect the incoming freshmen.
- Mrs. Shook said she thought the Capstone, which allows individualization, would benefit more students than the math credit increase.
- Mr. Lawson said he was concerned with the lack of independence of some students and suggested Capstone should be a course for closer follow up. Mr. Shugrue said that would require a FTE vs. stipend.
- Mrs. Faulenbach stated a recess was necessary to allow the Committee on Learning meeting to start. The Policy Sub-Committee agreed to reconvene after the Committee on Learning meeting.

The meeting recessed at 7:30 p.m.

The meeting reconvened at 8:37 p.m.

- Mrs. Faulenbach summarized where the Committee had left off. The correction would be made to change U.S. Government to History. There was a general consensus for 26 credits but whether or not Capstone should be included was not clear.
- Dr. Paddyfote mentioned the possibility of moving the increased math credit to 2016 to reach 26 credits. Mrs. Shook said that would mean budgeting for staff in 2016 vs. 2017. Dr. Paddyfote said with enrollment plummeting at the elementary level, this may be a wash, with a position added at the high school but deleted somewhere else.
- Mr. Lawson reiterated that he would not support the policy if Capstone was mandatory.

	<p>He suggested changing the elective total from 7 to 8 in 2016 and adding Capstone there if at all.</p> <ul style="list-style-type: none">• Mrs. Faulenbach asked Mr. Shugrue if students getting electives was still a problem due to staffing issues and Mr. Shugrue said it was. Mrs. Faulenbach said in her opinion this was just moving one concern to another.• Dr. Paddyfote said if Capstone was added simply as an elective then it would not show up in the policy at all, only in the Program of Studies.• Mr. Smith said there would be a challenge in adding it as an elective because Capstone as presented is not a class. Mr. Shugrue said it could be presented similar to an independent study. Mr. Lawson said he would prefer that it have more weight and magnitude than an independent study does.• Mrs. Faulenbach noted that the revised policy now shows a Financial Literacy requirement. Mr. Smith said that was in response to conversations at the Board meeting and previous Policy meeting. Mrs. Faulenbach asked if this requirement was personal or general. Mr. Shugrue said there was a variety of ways to fulfill this including personal finance, and accounting class, economics class or similar.• Mr. Shaffer said he likes the inclusion of the Financial Literacy component. He feels strongly that the Capstone project should be voluntary and said that if it is voluntary he will support 26 credits.• Mrs. Shook said she completely disagreed. She strongly supports the Capstone as mandatory.• Mr. Lawson said he is not disputing the Capstone's worth but is concerned about unknowns and community support.• Mrs. Faulenbach said she agrees with Mrs. Shook that Capstone should be mandatory. She supports 26 credits.• Mrs. Faulenbach suggested presenting two versions to the Board for discussion, one with Capstone and one without.• Mrs. Shook said she thought it would be	
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	<p>important to present information about the Capstone to the full Board if that was the case.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said having Capstone in the policy was very different from having it only in the Program of Studies. She said policy is a very important roadmap for parents. • It was agreed to bring the policy back for second review to the full Board in June so that all members would have a chance to discuss it and to weigh in on Capstone. If consensus is reached then the policy can move forward for approval in September. If not, it can be sent back to Policy in the third week of September for further adjustments. 	
<p>4.</p> <p>A.</p>	<p>Items of Information</p> <p>Regulation Revisions:</p> <ul style="list-style-type: none"> • Mrs. Faulenbach stated that the Board does not approve regulations so these revisions are given as items of information only. <p>1. Regulation 4112.5/4212.5 Security Check / Fingerprinting</p> <ul style="list-style-type: none"> • Mr. Shaffer asked if student teachers were addressed in this policy. Mr. Smith said technically not as we do not hire student teachers but in practice they are included. <p>2. Regulation 4155/4255 Military Leave</p> <ul style="list-style-type: none"> • Dr. Paddyfote noted that this expands the reasons for absence. <p>3. Regulation 5117 School Attendance Areas</p> <ul style="list-style-type: none"> • Dr. Paddyfote said this was a language clean up. <p>4. Regulation 5118.1 Homeless Students</p> <ul style="list-style-type: none"> • Dr. Paddyfote said this change on page (b) reflected better guidelines from the State 	<p>Items of Information</p> <p>Regulation Revisions:</p> <p>1. Regulation 4112.5/4212.5 Security Check / Fingerprinting</p> <p>2. Regulation 4155/4255 Military Leave</p> <p>3. Regulation 5117 School Attendance Areas</p> <p>4. Regulation 5118.1 Homeless Students</p>

	Department of Education. She noted it was nice to be able to consider these factors.	
5.	Adjourn Mrs. Shook moved to adjourn the meeting at 9:14 p.m. seconded by Mr. Shaffer and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 9:14 p.m.

Respectfully submitted:



Wendy Faulenbach, Chairperson
Board of Education