DANBURY BOARD OF EDUCATION MEETING
WEDNESDAY, MAY 22, 2019- 7:00 PM
Administrative Center, 63 Beaver Brook Road

MISSION STATEMENT
Our mission is to develop in all children the knowledge, skills, attitudes and values which will enable them to live a productive and self-fulfilling life and engage in responsible citizenship in a global society.

2018-2019 District Goals
Goal 1: Growth in Student Learning and Achievement and College and Career Readiness for All Students
Goal 2: Family and Community Engagement
Goal 3: Fiscal Responsibility and Planning for Growth
Goal 4: Professionalism, Accountability, and Organizational Learning

AGENDA

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL
Joseph Britton, Rachel Chaleski, Kate Conetta, Gladys Cooper, Richard Jannelli,
Patrick Johnston, Frederick Karrat, David Metrena, Emanuela Palmares,
Ralph Pietrafesa, Amy Spallino

IV. RECOGNITIONS

WCSA Student Leadership Awards
Broadview Middle School: Jessica DePalma & Sean Donovan
Rogers Park Middle School: Elvia Fajardo & Higor DaSilva
Westside Middle School Academy: Sydney Vicente & Sharva Karthikeyan
Danbury High School: Alisha Nagarsheeth & Lucas Amaral
Alternative Center: Xinia Cruz & Justin Escobedo

EXHIBIT 19-75(pg.4)

V. PUBLIC PARTICIPATION
The Board Welcomes Public Participation and asks that speakers please limit their comments to 3 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, or against any person connected with the Danbury Public School System.

VI. CONSENT CALENDAR

MOTION - that the Board of Education approves the items on the Consent Calendar, Exhibits 19-76 through 19-80, as recommended:

MINUTES
5/8/19 Policy Committee Meeting ................................................................. 19-76(pg.6)
5/8/19 Board Meeting ................................................................................. 19-77(pg.7)
5/15/19 Policy Committee Meeting ................................................................. 19-78(pg.12)
5/15/19 Finance Committee .................................................................... 19-79(pg.13)
5/15/19 Sites & Facilities Committee ......................................................... 19-80(pg.16)
VII. EMPLOYEE REPRESENTATIVE

VIII. STUDENT REPRESENTATIVES (4th Wednesday Board Meeting each month)
DHS Executive Board of Governors: Alisha Nagarsheth, Gabrielle D’Ostilio, Joanna Wenchell
ACE: Tamara Souza, Artazia Taft

IX. PRESENTATION

X. ACTION ITEMS
A. April 2019—Operating Results Analysis (General Fund/Grants/Projects)
   MOTION: that the Board of Education accept the April 2019
   Operating Results Analysis (General Fund/Grant/Projects),
in accordance with .................................................................19-81(pg.17)

B. New Policies
   MOTION: that the Board of Education accept for 2nd reading and adoption
   the following policies, as contained in the agenda: ....................... 19-82(pg.29)
   0521: Mission, Goals, Objectives: Nondiscrimination
   4118.11/4218.11 Personnel, Certified/Non-Certified: Nondiscrimination
   4212.42: Personnel, Non-Certified: Drug & Alcohol Testing for
   School Bus Drivers
   4112.52/4212.52: Personnel, Certified/Non-Certified: Security Check/Fingerprinting
   3542.22: Business/Non-Instructional Operations: Food Service
   Personnel-Code of Conduct
   MOTION: that the Board of Education accept for 1st reading the following
   policies, as contained in the agenda: ........................................19-83(pg.46)
   3542.43 Business/Non-instructional Operations: Food Service Charging Policy
   6172: Instruction: Alternative Education Programs
   6171: Instruction: Special Education
   6164.11: Instruction: Drugs, Tobacco, Alcohol
   6172.4: Instruction: Parent & Family Engagement Policy for Title 1 Students
   6161.3: Instruction: Comparability of Services
   6164.12: Instruction: Acquired Immune Deficiency Syndrome (AIDS)
   5145.14: Students: On-Campus Recruitment
   5125.11: Students: Health/Medical Records
   5145.511: Students: Exploitation; Sexual Harassment

XI. SUPERINTENDENT’S REPORT
A. Danbury Day, May 9th
B. CoDA Festival, May 11th
C. DSABC Annual Scholarship & Awards Breakfast, May 16

XII. DISCUSSION
A. Budget & Legislative Updates ................................................... 19-84(pg.70)
B. Facilities Update

XIII. INFORMATION
A. Sodexo Food Service Agreement ............................................... 19-85(pg.72)
XIV. BOARD CHAIRPERSON’S REPORT
   A. Memorial Day Parade
   B. 2019-2020 Board Meeting Dates.................................................................19-86(pg.76)

XV. BOARD REPORTS, COMMUNICATIONS AND COMMENTS

XVI. EXECUTIVE SESSION

XVII. PUBLIC SESSION

XVIII. ADJOURNMENT

FUTURE MEETINGS AND DATES TO REMEMBER

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<td>June 18</td>
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<td>June 26</td>
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WESTERN CONNECTICUT SUPERINTENDENTS ASSOCIATION
2019 STUDENT RECOGNITION AWARD RECIPIENTS

DANBURY

Broadview Middle School

Jessica DePalma is a student who comes along once in an educator’s career. Through adversity, she excels in academics and in her passion for the arts. Over the last ten years, she has been involved with dance and theater, both in school and in the community. She is a leader in every aspect of her life and serves as a role model to her peers each and every day. Jessica’s character, work ethic, and resilience will serve her well in her future endeavors.

Sean Donovan is a very special young man. He embodies the definition of a “well rounded student.” Since he was five years old, he has been heavily involved in sports: lacrosse, football, and wrestling in particular. Sean always puts forth his best effort in everything that he does. Sean’s ability to balance his success in extracurricular activities with academics will be an asset to him in the future.

Rogers Park Middle School

Higor DaSilva is a thoughtful, resilient young man, who at the age of 12, after months of deliberation, made a courageous decision to leave Brazil to move to the United States with hopes for more opportunities to flourish and be safe. He has worked tirelessly to learn English and exited ESL in one year! His commitment to doing well academically is complemented by his empathetic and altruistic nature toward peers and adults making him well liked at Rogers Park. He is a true example of a well-rounded individual. Higor has a very bright and limitless future ahead of him.

Elvia Fajardo is an exceptional young lady who excels academically. She is active both in and out of school. In only four years of classes, she earned a black belt in Tae Kwon Do. After being recruited at the end of 6th grade, she became an active participant in the Excel program and will continue in the Upward Bound program at DHS working to prepare herself to attend college. She has spent her summers and throughout the school year doing community service projects. She constantly finds ways to become a better person and to push herself outside of her comfort zone.

Westside Middle School Academy

Sharva Karthikeyan is a leader and excellent student. He is one of the “Top Dogs” in Algebra for not only his class but amongst all the 8th grade students. He willingly provides assistance to other students working in the role of a peer tutor. He is looked upon as the “go to guy” by his peers when they need assistance with classwork. He also participates in an advanced robotics club, competitive robotics team [FIRST Tech Challenge (FTC)], and excelled at math programs outside of school. He has annually been one of the top students in our science fair competition making it to the state level where he has received numerous awards. Sharva is part of the student council, jazz band, and National Junior Honor Society.

Sydney Vincente is a kind and conscientious student. She works hard and is always willing to put forth the extra effort to be successful. Sydney works well with others and always tries to reach out to those who are struggling. In elementary school, she was an active member of The Kindness and Compassion Club. This club was designed to spread kindness throughout her school and community. They made sandwiches, paper cranes, and organized events to raise money for local charities such as Ben’s Bells and Ability Beyond. She worked tirelessly to make sure small acts of kindness were completed throughout the school as well. Sydney is a quietly humble student, but her shy nature does not adequately reflect the impact she has on others. She is the embodiment of Gandhi’s words, “In a gentle way you can shake the world.”
**Danbury High School**

**Lucas Amaral** is a scholar-athlete who believes in making a difference. He is an all-FCIAC football player with a 3.93 GPA, president of the National Art Honor Society and received a perfect score on his AP portfolio. NHS, NEHS, and Senior Prom Committee are a few other extracurricular commitments. He conducts himself in a confident and respectful manner and is passionate about Danbury. If he sees a situation where he can help, he steps in and facilitates change. To expand this year’s Danbury International Night, he agreed to co-host and secure the participation of seven new groups. He organized Unified Prom this year, ensuring special education students have a fun night out. At the end of the day, what matters most to him is knowing that he is making a positive impact when helping others.

**Alisha Nagasheth** is an ambitious and conscientious student in her senior year. Not one to shy away from taking responsibility and a leadership position, she is extremely engaged in her community and her school. In school, she is president of the Board of Governors, a member of the National Honor Society, Leo’s Club, and takes part in the peer leadership program. Outside of school, she is a competitive dancer at Just Dance School of Performing Arts, where she earned numerous titles and special awards for her performances. Alisha is also highly engaged with the broader community. From working on local political campaigns to donating time to non-profit organizations and raising awareness for women’s cancer, free time is not found often. But when it is, it’s typically in pursuit of a new adventure - including small acting and modeling roles in various projects. She is eager to continue with her educational aspirations and community involvement as she continues to college.

**Alternative Center for Excellence**

**Xinia Cruz** is an exceptional leader that exudes wisdom and gentle strength. She is very active in our after-school art club and participates in all our school activities. Xinia is an exceptional student and has won the Student of the Month award at ACE as well as awards for hard work and caring. Xinia’s strongest attribute is her ability to lead by example. She has a gift for calming down situations and giving sage advice to her peers. She is a natural leader and fights in her quiet and effective way for peaceful and equitable resolutions to problems. Xinia plans to go on to a culinary school after graduation and one day to open her own family restaurant. She is a devoted student, daughter, and friend.

**Justin Escobedo** is a senior at the Alternative Center for Excellence who has grown over the past few years to become a student who truly exemplifies excellence. Justin started at ACE as a boy known for his love of skating and has evolved into a young man who is recognized for his work ethic and moral character. He has earned excellent grades and maintained excellent attendance. Justin is an active member of the school community and has volunteered at every community service event that has taken place since he started attending ACE. He is truly a young gentleman who goes out of his way to help other students, his teachers, and other staff on a daily basis. Justin’s commitment to excellence in every aspect of his life has resulted in the attainment of many awards. Justin has earned student of the month, attendance awards, and the ACE of Heart for Caring.
DANBURY BOARD OF EDUCATION
POLICY COMMITTEE MEETING MINUTES
MAY 8, 2019

Present: Rachel Chaleski, Frederick Karrat, Amy Spallino
Absent: David Metrena, Emanuela Palmares
Also Present: Gladys Cooper, Patrick Johnston, Ralph Pietrafesa, Dr. Sal Pascarella, Kevin Walston, Joe Martino, Kelly Truchsess, Dr. Kara Casimiro

The Policy Committee Chair, F. Karrat, called the meeting to order at 5:30 p.m. and turned it over to the Cabinet Members to update the board on the below required policies to be implemented. The committee reviewed and discussed the following policies as recommended by CABE:

Policies returning for review:

These are the required policies that need to be implemented:
2. P6172(a): Instruction: Alternative Education Programs
3. P6171(a): Instruction: Special Education
4. P6164.11: Instruction: Drugs, Tobacco, Alcohol
5. P6172.4(a): Instruction: Parent & Family Engagement Policy for Title 1 Students
6. P6161.3(a): Instruction: Comparability of Services
7. P6164.12: Instruction: Acquired Immune Deficiency Syndrome (AIDS)
9. P5125.11(a): Students: Health/Medical Records
10. P5145.511(a): Students: Exploitation; Sexual Harassment

R. Chaleski moved, seconded by A. Spallino, to amend the Policy Committee Meeting Agenda to include a review of the draft Equity Policy. Motion passed. Discussion ensued.

R. Chaleski moved, seconded by A. Spallino, to present Policies # 2 - 4 and # 6 - 10 to the full board at the next regular board meeting. Policy # 1 and 5, along with the Equity Policy, will be reviewed at the next Policy Committee meeting to be determined at the following regular board meeting.

R. Chaleski moved, seconded by A. Spallino, to adjourn the May 8 Policy Committee Meeting. The motion passed and the meeting adjourned at 6:57 p.m.

Rachel Chaleski

Exhibit # 19-76
PLEDGE OF ALLEGIANCE
The Chairperson, P. Johnston, called the meeting to order at 7:04 pm and those assembled recited the Pledge of Allegiance.

ROLL CALL
Present: Rachel Chaleski, Gladys Cooper, Patrick Johnston, Frederick Karrat, Amy Spallino, Joseph Britton, David Metrena, Ralph Pietrafesa
Absent: Kate Conetta, Emanuela Palmares, Richard Jannelli
Also Present: Dr. Pascarella, Joe Martino, Kelly Truchsess, Kim Thompson, Kevin Walston, Kara Casimiro

RECOGNITIONS

**CABE Student Leadership Awards**
- Broadview Middle School: Maria Strattoner & Sahil Patel
- Rogers Park Middle School: Caitlin Lee & Ishan Patel
- Westside Middle School Academy: Choe Guttmann & Jeffrey Peterson
- Danbury High School: Alisha Nagarsheth & Lucas Amaral
- Alternative Center: Isabella Bernal & Justin Escobedo

The CABE Student Leadership Awards Program recognizes two students from each school who exhibit leadership skills based on the criteria under “Encourage Them!” Each Principal spoke about their students and why they were chosen for the award.

PUBLIC PARTICIPATION
- Dr. Kristy Zaleta - Painting the Park. Dr. Zaleta thanked the Board members who helped out. There were 175 volunteers made up of teachers, former teachers, administrators, parents, Civil Air Patrol, Board members, and ½ of the RPMS staff came out to paint the park. Thanked Praxair that gave the initial monetary amount to buy supplies. Sherwin Williams who provided the top-notch paint. Over 120 gallons of paint was used. 100 gallons on the walls, 20 gallons for the trim. Not completely done yet. 700 hours of work completed in six hours. Started at 7 am. By 10 am there was a coat of paint on all the walls. Number of parents that came in full force to help was touching. Generosity of businesses in the town was incredible. Lorenzo’s, Nicos, Soho Pizza, Bagelman, Texas Roadhouse, Mothership Bakery, JK’s and Chick-Fil-A donated food. ShopRite and PriceRite donated gift cards, water and breakfast. Custodians and cafeteria staff donated water. Even staff who couldn’t attend donated money to help. Dr. Zaleta invited Board to come see how great the school looks now.
- Melinda Scott - Ms. Scott spoke of the things that have made her sad this year. She began with stating that the country has been left brokenhearted yet again with the two latest shootings. One with a very close connection to one of our Danbury families. Students have asked her “what do we do WHEN it happens”, Not if, when. It breaks her heart and she doesn’t have an answer for them. Also didn’t have the right answers for their SBAC and Star testing questions. Kids are asking “my video stopped playing, what do I do?” and “my screen went blank, what do I do?” She spends three weeks on the test prep unit in strategies for the test but then when the test doesn’t work, it worries the students and they get upset. It worries her too because they are looking at her test scores. Her former students (college aged) want to go back to Stadley Rough to visit and it saddens her that there are protocols in place that don’t allow that to happen anymore. She understands why but it makes her sad. Lastly, the Board and Dr. Pascarella put together a team to work very hard on the budget and yet again, it didn’t get passed by the City Council. Things in the classroom are really hard right now and she is worried that they are only going to get worse.

CONSENT CALENDAR
**MOTION** - R. Chaleski moved, seconded by D. Metrena that the Board of Education approves the items on the Consent Calendar, Exhibits 19-64 through 19-70, as recommended:

Exhibit # 19-77
MINUTES
4/22/19 Community Relations Committee
4/24/19 Board Workshop
4/24/19 Policy Committee
4/24/19 Board Meeting
4/30/19 Superintendent Evaluation Committee
5/1/19 AdHoc Subcommittee Meeting
5/1/19 Policy Committee Meeting

Motion passed at 7:39 pm

EMPLOYEE REPRESENTATIVE – Spotlight Your School
Ellsworth Avenue School

- Principal Marnie Durkin introduced her staff in attendance.
- Exciting time with Teacher Appreciation Week.
- National Walk to School event with 173 students in attendance and 25 adults.
- Students wore sunglasses at school because their future's so bright.
- Students wore hats to school for "hats off to teachers".
- Students got to dress up as what they want to be when they grow up.
- Students also sent notes to their teachers/staff with really touching words.
- Artwork was displayed by the Ellsworth students.
- Ms. Durkin had the Board members participate in a game called Kahoot. This game highlighted fun facts about the school.
- The school mascot is a soaring eagle. This is also the symbol use to refer when speaking about students who go above and beyond. Each month they celebrate their soaring eagles.
- Students practice reading fluency with their book buddies which are academic role models. Older students help younger students navigate social and academic situations.
- Ellsworth was built in 2009. It replaced Roberts Avenue School.
- Ms. Durkin invited the Board to stop by and see one of their concerts. The school received VH1 Save the Music grant which provides over 40 students with a musical instrument for free.
- There are 502 students enrolled. Four classes of each grade level from K-5.
- 501 laptops for students purchased with Title 1 money. Received this funding based on free and reduced lunch recipients, 90% of students. Ellsworth has the largest percent of ELL students in the district.
- School of Distinction two times.
- 47 staff members. The greatest asset is the staff in the building who make it a priority to impact students in a positive way.
- Many classroom volunteers from WCSU and ARC (Association of Religious Communities).
- Ms. Durkin’s daughter is currently a student at Delaware State University which has a large African American enrollment. Dr. Pascarella gave Ms. Durkin the opportunity to go to the university and do recruiting for the school district. She has had meetings and interviews with students at the university and is building a relationship to recruit future teachers to Danbury Public Schools. There has been a great amount of interest.

ACTION ITEMS

A. Strategic Direction (Vision, Mission, Portrait of a Graduate) 2019-2024

MOTION: R. Chaleski moved, seconded by J. Britton that the Board of Education approve the Strategic Direction (Vision, Mission, Portrait of a Graduate) 2019-2024

R. Chaleski stated that she is so proud and excited of this work. She has been engaged with the process and knows the time and effort that went into it. K. Walston going out in the community with the whole team was very impressive. She wanted to point out that there are five Guiding Principles and six Themes and to consider that. R. Chaleski asked for clarification for labeling the Board of Education piece in the Coherence chart. K. Walston stated that the District Goals are not to be confused with the Board of Education Goals. The goals of the
Board of Education would be what’s wrapped around the other goals. All-encompassing for everything and how we focus our energies.

Motion passed at 7:59 pm

B. New Policies

MOTION: R. Chaleski moved, seconded by R. Pietrafesa that the Board of Education accept for 1st reading the following policies:

- P0521: Mission, Goals, Objectives: Nondiscrimination
- P4118.11/4218.11 Personnel, Certified/Non-Certified: Nondiscrimination
- P4212.42 Personnel, Non-Certified: Drug & Alcohol Testing for School Bus Drivers
- P4112.52/4212.52 Personnel, Certified/Non-Certified: Security Check/ Fingerprinting
- P3542.22 Business/Non-Instructional Operations: Food Service Personnel-Code of Conduct

Motion passed at 8:00 pm

SUPERINTENDENT’S REPORT

City Council Budget Meeting, May 7th

- Dr. Pascarella stated that the budget was reduced to the Mayor’s recommended budget. $2.2 million was the allocation and $500,000 for the development which equals $2.7 million. Several members on the City Council requested an amendment to the budget to acquire $1 million more. It was spoken about for a while but it was against fund balances, which is a reserve to meet the unfulfilled needs of Danbury. In the end, it was voted down. The district is also working with Mayor Boughton as they are concerned about excess cost in special area. $100,000 came out of our budget for the sprinkler break at DHS. Discussion of reductions are to be held at next week’s Finance Committee meeting.
- F. Karrat asked why the deductible for the sprinkler issue at DHS fall on the City’s responsibility? J. Martino stated that it’s the way the relationship has been set up over time. The district holds the insurance liability and policies. If it was an uncovered issue that would go to the City. Most cities are set up like this. It’s not legislated, it’s just the way it has been set up. J. Martino stated that the deductible will go up to $250,000 per claim next year.
- J. Martino stated that we have not made a claim on this policy in seven years. We typically don’t access the policy. Our rates are low because we are in a municipal pool.
- J. Martino is looking into purchasing a secondary insurance.
- P. Johnston spoke about rolling over accumulated funds. J. Martino stated that we aren’t allowed to carry funds over year to year.
- J. Martino has made a request to the City to see if they can help with the deductible. It wouldn’t be a huge issue if this was the only problem, but we are having many more budget issues this year.

Legislation & Funding Update
Dr. Pascarella and team will be going to Hartford and try to get money for the district. $5.4 if you take the Matrix money and appropriations money. June 7th is the approval date in Hartford unless they go into an extended session. Dr. Pascarella encouraged the Board to work with him on where funds need to be cut.

Enrollment Update

- 207 new students have enrolled since October 2018. Some of those students are receiving services that were not anticipated, thus not included in the previous budget.
- J. Martino reviewed enrollment handout and highlighted concerns.
- Ellsworth was built for 370 students, but they have 502 students.
- Ellsworth, Great Plain, Hayestown, Mill Ridge Primary, Park Avenue elementary schools had largest enrollment growth.
• Rogers Park is at 1002 students.
• High school numbers decreased since October 2018.
• 899 kindergarteners enrolled as of October 2018, now at 939 kindergartners.
• 698 12th graders compared to 729 from last school year.
• 10/1/17 enrollment numbers compared to 10/1/18:
  o 140 elementary
  o 30 middle school
  o -11 high school
  o 159 total
• Concerned with the amount of families moving into Danbury. We don’t have enough room.

Danbury Day in Hartford, May 9th, 11:00-1:00
Postcards were given to Board members on three key items to discuss with Legislatures in Hartford:
• Support the Governor’s H.B.07150 which will provide Danbury with $2.4 million in the Alliance/ECS Grant.
• Support reclassifying the Danbury Public Schools as a Distressed District in order to reduce the teacher pension cost to the municipality. The fact that we are an Alliance District and receiving funds should qualify us.
• Support the Excess Cost Rate for Special Education at 2.5x rather than 4.5x the District average. on the three notes mentioned at last Board meeting. asked for 7.7 million, got 2.2 million. cards also went to PTO members and sent to schools.

Mental Health Meeting, May 30th
• K. Truchess stated that she has been working with representatives from the City as well as Danbury Hospital. They are excited to partner with the district.
• Danbury Hospital has agreed to contact the district beyond school hours (if crisis happens at night or weekend).
• Hospital will also provide more detail upon discharge so district can better assist student.
• May 30th meeting will be at Danbury Hospital to go over Community Care Model.
• Goal of the team is to have representatives from the community, Danbury Hospital and local agencies that work with youth at risk to come up with a Care Model Team on how we can prevent youth from needing crisis intervention.
• Will be a monthly or bimonthly meeting to brainstorm.
• Currently use this model in working with homeless population in Danbury with great success.
• This has not been replicated with youth and will train DPS staff on how to get this off the ground.
• The doctor in charge is a nationally known researcher and mental health expert.

Teacher of the Year Reception, May 2nd, Ellen Meyer, State Semi-Finalist
Ellen Meyer recognized in the fall but had a special recognition night on May 2, 2019 in Uncasville.

INFORMATION
Celebration of Danbury Arts (CoDA) Festival, May 11th, 11:00-4:00, at DHS

BOARD CHAIRPERSON’S REPORT
Memorial Day Parade, May 27th

BOARD REPORTS, COMMUNICATIONS AND COMMENTS
• A. Spallino stated that she went to the Laramie Project at the Black Box Theater on Friday night. Could see the student’s faces and expressions because they were so close. Really well done and it was a wonderful experience.
• F. Karrat stated that two policy meetings were held. He thanked the committee members for their hard work in reviewing the policies and giving feedback. As a result of the hard work, adopted policies presented tonight for first reading. More policies will be on the next agenda. F. Karrat asked to set up another date to meet. A Policy Committee meeting was decided for May 15th at 5:30 pm.
• F. Karrat thanked all who attended the City Budget meeting in support of the Board. Also thanked teachers, students and parents who spoke on behalf of the district and the budget.
• R. Chaleski asked how current the enrollment numbers are. J. Martino stated numbers were pulled on May 1, 2019.
• R. Chaleski asked why Westside Middle School numbers are at 631 and not at 650 where they should be. J. Martino stated that when students leave in the middle of the year, they do not fill those seats. Next school year there will be 700 students.
• R. Chaleski asked why there are 11 less students at DHS since October. J. Martino stated that includes ACE as well. Possible early graduates or students who go into Adult Ed.
• R. Chaleski asked if there was an update for the Abbey Woods bus stop? J. Martino stated that the bus company has looked into it as well at BBAC. Driving in there will impact five bus stops at least. BBAC has exhausted what they can do. J. Martino has personally made four trips up there to see what can be done. The walk is not far but it is a steep hill. R. Chaleski stated the concern from parents is that cars bottleneck at the entrance as well as some grandparents walking children down the hill creates an issue when it’s not nice weather. J. Martino stated it was .3 of a mile going the whole loop and that is within walking guidelines.
• Dr. Pascarella stated that the Board will have to keep in mind with larger class sizes when we can’t add buses. People may have to walk further when trying to figure out what lines can be reduced.
• A. Spallino thanked those who attended the AdHoc meeting on May 1st. Professional development for the Board was discussed at the meeting. July/September timeline on Board self-assessment. Will have the self-evaluation sent out some time in June. Board retreat will be on September 7th. A. Spallino reminded the Board that there will be a few new Board members next year. Next AdHoc meeting is set for June 5th at 5:30 pm. All are welcome to attend.
• G. Cooper thanked members who participated in the Superintendent Evaluation Committee meeting. Next meeting will be on May 28th at 6pm.

ADJOURNMENT
G. Cooper moved, seconded by F. Karrat that the Board of Education adjourns its Meeting of May 8, 2019 and the meeting adjourned at 8:40 pm.

Gladys Cooper, Secretary

(Meeting was videotaped)
Present: Rachel Chaleski, Frederick Karrat, Emanuela Palmares, Amy Spallino

Absent: David Metrena

Also Present: Gladys Cooper, Richard Janelli, Patrick Johnston, Dr. Sal Pascarella, Kevin Walston, Joe Martino, Kelly Truchsess, Dr. Kara Casimiro

The meeting was called to order at 5:33 p.m. and turned it over to the Cabinet Members to update the board on the below required policies to be implemented. The committee reviewed and discussed the following policies as recommended:

Policies returning for review:
2. P6172.4(a): Instruction: Parent & Family Engagement Policy for Title 1 Students

New Policy:
3. Equity Policy

R. Chaleski moved, seconded by E. Palmares, to present Policies #1 and #2 to the full board at the next regular board meeting. A second version of Policy #3: Equity Policy acquired from CABE was distributed to members and will be reviewed at the next Policy Committee meeting to be determined at the following regular board meeting.

R. Chaleski moved, seconded by E. Palmares, to adjourn the May 15 Policy Committee Meeting. The motion passed and the meeting adjourned at 6:04 p.m.

Rachel Chaleski
Mr. Jannelli called the meeting to order at 6:00 p.m. and turned the discussion over to Dr. Sal and Joe Martino. They reviewed the current budget and possible suggestions for reductions (see attached). Also, they presented the different versions of both the Governor's proposed budget and the Appropriations Committee budget.

The final State budget approval will not be until June 5th.

Ms. Cooper moved, seconded Mr. Karrat, to adjourn the May 15th Finance Committee Meeting. The motion passed and the meeting adjourned at 6:55 p.m.
# Danbury Public Schools Draft Budget Reductions
## Budget Year 2019-2020

<table>
<thead>
<tr>
<th>Categories</th>
<th>Budget 2018-2019</th>
<th>Increase</th>
<th>Reductions</th>
<th>Justification</th>
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<td>$3,492,734</td>
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<td>$ (875,000)</td>
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<td>Projected Retirement Savings (25 * 35,000.00)</td>
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<td></td>
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<td>Enrollment Growth / Program Restoration</td>
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<td>Elementary Schools:</td>
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<tr>
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<td>TRB Pension</td>
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<td><strong>Difference Still needed</strong></td>
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<tr>
<td>City Increase</td>
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<td>State ECS</td>
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<td><strong>TRB Pension</strong></td>
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<tr>
<td><strong>Different Still needed</strong></td>
<td><strong>($392,704)</strong></td>
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</tbody>
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### Maintenance Budget

- **Projected Retirement Savings (25 * 35,000.00) $875,000**
- **Social Security $65,491**
- **Salary increase $3,492,734**
- **Contractual rate increases for substitutes $154,625**
- **Health, Dental and Life Insurance 4.8% increase $1,203,665**
- **Additional Health Savings $250,000**
- **Workers' Compensation $37,615**
- **Special Education Tutors contractual increases $128,512**
- **Curriculum Development $125,000**
- **Technology - Intervention data tracking $42,982**
- **.5 FTE OT/PT and contractual increases $54,578**
- **Refuse removal contractual increase $5,187**
- **Transportation contractual 3.5% increase $218,038**
- **Special Education transportation increase $105,866**
- **Special Education Outplacement Tuition $150,295**
- **Fuel for Buildings and natural Gas $39,777**
- **Propane Fuel for buses $35,600**
- **Electric increase due to square footage increase $79,021**
- **Cut District/Building Admin $65,087**
- **School Security state grant mandated match $250,000**

**Total Maintenance Budget $5,379,101**

**Adjusted $4,744,101**

### Danbury High School Expansion

- **5.0 3.0 FTE High School Teachers $350,000**
- **1.0 FTE Technical Support Analyst $35,000**
- **1.0 FTE Counselor $70,000**
- **1.0 FTE Dean of Freshman Academy $70,000**

**Total DHS Expansion Budget $525,000**

**Adjusted $245,000**

### Enrollment Growth / Program Restoration Budget

#### Elementary
- **2.0 FTE Elementary Classroom Teachers $140,000**
- **2.0 FTE Elementary Art, PE and Music $140,000**
- **4.0 FTE Elementary Math Coaches $280,000**
- **3.0 2.0 FTE ESL/Bilingual K-S 1.0 FTE moved to Grant $210,000**
- **Instructional Supplies for enrollment growth & new programs $175,000**

#### Middle School
- **0.5 FTE Middle School Math Interventionist $35,000**
- **1.0 FTE Social Worker/Counselor $70,000**
- **1.0 FTE Middle School Safety Advocate $21,000**
- **2.8 FTE Westside M.S. Grade 7 $196,000**

#### Special Education
- **2.0 FTE Speech and Language Pathologists $140,000**
- **4.0 FTE K-12 Special Education $280,000**
- **1.0 FTE Pre-K Special Education $70,000**
- **1.0 FTE Special Education Reading Teacher $70,000**
- **Instructional Coaches moved to Title I $375,000**

**Total Enrollment Growth $1,827,000**

**Adjusted $827,000**
DANBURY BOARD OF EDUCATION
SITES & FACILITIES COMMITTEE MEETING MINUTES
MAY 15, 2019

Present: Joseph Britton, Rachel Chaleski, Gladys Cooper, Fred Karrat, Ralph Pietrefesa
Also Present: Richard Jannelli, Patrick Johnston, Emanuela Palmares, Amy Spallino,
Dr. Sal Pascarella, Kevin Walston, Joe Martino, Kelly Truchsess,
Dr. Kara Casimiro, Glenn Yeakel

The Chair of the Sites & Facilities Committee, R. Pietrefesa, called the meeting to order at 7:00 p.m. and turned it over to G. Yeakel (Friar and Associates) who updated the board on a Capacity Study at King Street Primary, Mill Ridge Primary, Great Plain and the Family and Community Engagement Center on Osborne Street.

Site plans with existing and proposed new area square footage, as well as renovation and new addition costs, were distributed. Discussion ensued.

The consensus of the committee was to request that Friar and Associates evaluate and advise on the option to renovate King Street Primary as a middle school.

The meeting was turned to J. Martino to update the board on school security. Discussion followed on the security budget item reduction, implementation of various security measures, and safety advocate positions. The committee requested a cost proposal on ways to increase the number of safety advocate positions, as well as to obtain security officer certification for all safety advocates.

G. Cooper moved, seconded by F. Karrat, to adjourn the May 15 Sites and Facilities Committee Meeting. The motion passed and the meeting adjourned at 8:19 p.m.

__________________________________________
Rachel Chaleski

Exhibit # 19-80
Joseph Martino
Director of Finance & Support Services

May 22, 2019
To: Danbury Board of Education
Re: April Operating Results Analysis (002-General Fund)

Attached please find the April 2019 Balance Report for Account 002 – General Fund. The report detail includes line-item budget amounts, encumbrances, year-to-date expenditures and account balances. The non-audited balance represents funds as of April 2018 operations and includes current encumbrances. During the month of April 2019 the District expended $12,119,855 resulting in a fiscal year-to-date expenditure value of $95,847,140. The FYTD expenditure represents 72.5% of the General Fund total budget.

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<tr>
<td>YTD Expend/Encumbered</td>
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* including non-payroll encumbrances

Please review the attached report in advance of the May 22, 2019 BOE meeting. Should have questions please contact me at 797-4703.
DANBURY BOARD OF EDUCATION
MONTHLY FINANCIAL REPORT

May 22, 2019

SUMMARY

This financial report for April 2019 represents the current balances

We are operating on a spending freeze at this time due to overall in salary accounts, and Special Education costs.

EXPENSE CATEGORY CONDITIONS

100 Salaries

The salary accounts (004-080) are current running a deficit of (71,148). The major impact on our salary accounts this year are directly related to enrollment changes. We added 3 new classroom teachers at elementary and 3 new classroom teachers at Danbury High School. These teachers were not part of our original budget that was set by the board in June. We did also project an additional $125,000 in hurricane relief funding that came in well under our projections. We did make several transfers between our alliance grant, title one, IDEA grants to address some of the overages in our salary accounts since our last update.

We are also seeing increased costs in our substitute budget due to increases in our substitute rate. I do see these accounts going over by year end but we will have some offsets coming from our prep period account.

200 Employee Benefits

We are now 3 quarters into our fiscal year and our monthly health insurance claims that were running a surplus of $650,000. This surplus has changed as of our April claims data. We have seen a large uptick in April, so I see that surplus dropping going to year end. I do still see some offsets to address costs inside our budget. I do see a small surplus in our workers compensation account which is a positive.

300 Services and Fees

We continue to work with the special education department to monitor special education tutor staffing levels. We will be transferring some costs into our IDEA grant to deal with the special education tutor costs in the coming month. We also did have to add additional PT/OT time

400 Utilities, Repairs & Maintenance

We have encumbered all our energy accounts and so far we are running in line with current projections. I do see a small surplus in our heating oil accounts this year which will also help cover costs in other areas.
500 Transportation, Tuition & Misc.

Transportation accounts are going to show increased stress this year due to additional buses that we had to add for Danbury High School and Westside to address long run time.

We do see increasing cost in our special education outplacements this year due to new placements. This will be a continued area that we need to watch. I do see some offsets coming from our health insurance savings to help balance the overage in special education tuitions. We have been in contact with city hall to notify them of these overages as well.

600 Supplies

Our supply accounts will produce much of the offsets to cover costs in other areas of the budget as we have been under a budget freeze for some time.

700 Equipment

Equipment accounts are running in the red due to the water damage at Danbury High School this winter. It is important to note the overage in our non-instructional account 732 will be offset by our insurance company so we will be crediting those funds back before year end.

800 Other

No concerns presently.
## MONTH AND YEAR-TO-DATE EXPENDITURE SUMMARY REPORT
March 31, 2019

### 002 - GENERAL FUND

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<tr>
<th>OBJECT CODE</th>
<th>EXPENSE CATEGORY</th>
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<th>2018-19 ADJUSTED BUDGET</th>
<th>MTD EXPENDITURE</th>
<th>YTD EXPENDITURE</th>
<th>ENCUMBERED OBLIGATIONS</th>
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**Subtotal Salaries**: $75,499,021 $75,499,021 $5,438,902 $2,991,782 $22,578,386 $(71,148)
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Total Salary Accounts

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Subtotal Transportation, Tuition & Misc. | 13,484,710 | 13,484,710 | 1,972,511 | 11,325,407 | 2,937,091 | (777,788)
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<th>ENCUMBER</th>
<th>ANTICIPATED OBLIGATIONS</th>
<th>PROJECTED BALANCE</th>
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**Subtotal Equipment**: 486,666  486,666  184,235  374,398  263,623  -  (151,355)
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<th>2018-19 ADJUSTED BUDGET</th>
<th>MTD EXPENDITURE</th>
<th>YTD EXPENDITURE</th>
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<th>PROJECTED BALANCE</th>
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<td><strong>32,138,118</strong></td>
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<td><strong>4,250,742</strong></td>
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May 17, 2019
To: Danbury Board of Education
Re: April 2019 Operating Results Analysis (Grants/Projects)

Attached please find the April 2019 Balance Report for the Grants/Projects Fund. The report detail includes line-item budget amounts, encumbrances, year-to-date expenditures and account balances. The non-audited balance represents funds as of April 2019 operations and includes current encumbrances. During the month of April 2019 the District expended $1,989,745 resulting in a fiscal year-to-date expenditure value of $18,319,416. The FYTD expenditure represents 58.6% of the Grants budget.

Expense and Encumbrance Summary

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<td>$ 1,989,745</td>
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<td>YTD Expended ($)</td>
<td>$ 18,319,416</td>
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<tr>
<td>YTD Expended (%)</td>
<td>58.6%</td>
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<tr>
<td>Encumbrances</td>
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<td>YTD Expend/Encumb/Obligations</td>
<td>85.9%</td>
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Please review the attached report in advance of the May 22, 2019 BOE meeting. Should you have questions please contact me at 797-4703.
# MONTH AND YEAR-TO-DATE EXPENDITURE SUMMARY REPORT

**As Of April 2019**  
Period: 10 of 12  
Theoretical Rate 83%

## STATE & FEDERAL GRANTS

<table>
<thead>
<tr>
<th>STATE CODE</th>
<th>Program Name</th>
<th>Adjusted Budget</th>
<th>MTD $ Expended</th>
<th>YTD $ Expended</th>
<th>YTD $ Encumbered</th>
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<td>003</td>
<td>Primary Mental Health</td>
<td>$20,000.00</td>
<td>2,865.00</td>
<td>14,744.50</td>
<td>3,300.74</td>
<td>75.7%</td>
</tr>
<tr>
<td>004</td>
<td>District Alliance Grant</td>
<td>$9,434,260.00</td>
<td>606,853.56</td>
<td>5,657,071.33</td>
<td>3,330,074.40</td>
<td>95.3%</td>
</tr>
<tr>
<td>006</td>
<td>Title II English Language C/O</td>
<td>$73,355.40</td>
<td>123.67</td>
<td>72,849.45</td>
<td>545.95</td>
<td>100.0%</td>
</tr>
<tr>
<td>008</td>
<td>Bilingual - State</td>
<td>$220,927.00</td>
<td>18,459.84</td>
<td>163,627.38</td>
<td>54,684.37</td>
<td>98.8%</td>
</tr>
<tr>
<td>009</td>
<td>Immigrant &amp; Youth C/O</td>
<td>$70,508.25</td>
<td>10,440.00</td>
<td>70,058.25</td>
<td>450.00</td>
<td>100.0%</td>
</tr>
<tr>
<td>010</td>
<td>Immigration &amp; Youth</td>
<td>$108,331.00</td>
<td>1,080.96</td>
<td>6,429.24</td>
<td>-</td>
<td>5.9%</td>
</tr>
<tr>
<td>011</td>
<td>Title III English Language</td>
<td>$407,312.00</td>
<td>21,764.05</td>
<td>192,507.27</td>
<td>130,381.12</td>
<td>79.3%</td>
</tr>
<tr>
<td>014</td>
<td>Alliance Construction</td>
<td>$867,486.67</td>
<td>-</td>
<td>867,486.67</td>
<td>-</td>
<td>100.0%</td>
</tr>
<tr>
<td>015</td>
<td>Tuition for Typicals - Pre Sch</td>
<td>$124,985.24</td>
<td>2,060.83</td>
<td>12,509.92</td>
<td>1,076.50</td>
<td>10.9%</td>
</tr>
<tr>
<td>017</td>
<td>FRC - Morris Street</td>
<td>$100,000.00</td>
<td>6,437.40</td>
<td>77,629.25</td>
<td>18,409.13</td>
<td>96.0%</td>
</tr>
<tr>
<td>022</td>
<td>Carl Perkins - Innovation</td>
<td>$158,750.00</td>
<td>18,443.14</td>
<td>58,231.97</td>
<td>24,317.09</td>
<td>52.0%</td>
</tr>
<tr>
<td>025</td>
<td>Title IV Part A</td>
<td>$163,418.00</td>
<td>-</td>
<td>43,779.00</td>
<td>-</td>
<td>26.8%</td>
</tr>
<tr>
<td>027</td>
<td>21st Cent Ellsworth &amp; Park C/O</td>
<td>$48,291.55</td>
<td>-</td>
<td>6,069.06</td>
<td>42,222.49</td>
<td>100.0%</td>
</tr>
<tr>
<td>035</td>
<td>Extended School Hours</td>
<td>$190,841.00</td>
<td>18,524.36</td>
<td>137,745.00</td>
<td>8,934.11</td>
<td>76.9%</td>
</tr>
<tr>
<td>036</td>
<td>Extended Learning Program</td>
<td>$1,272,591.76</td>
<td>73,633.46</td>
<td>705,888.50</td>
<td>557,531.13</td>
<td>99.3%</td>
</tr>
<tr>
<td>042</td>
<td>School Readiness - Danbury</td>
<td>$481,896.00</td>
<td>30,417.98</td>
<td>407,214.12</td>
<td>4,201.20</td>
<td>85.4%</td>
</tr>
<tr>
<td>050</td>
<td>Priority School District</td>
<td>$1,523,168.00</td>
<td>115,594.40</td>
<td>1,091,709.95</td>
<td>466,062.89</td>
<td>96.0%</td>
</tr>
<tr>
<td>065</td>
<td>Out of School Youth</td>
<td>$102,714.55</td>
<td>14,204.95</td>
<td>80,015.97</td>
<td>554.44</td>
<td>78.4%</td>
</tr>
<tr>
<td>068</td>
<td>Adult ED - Continuing Ed</td>
<td>$29,052.41</td>
<td>-</td>
<td>435.21</td>
<td>642.79</td>
<td>3.7%</td>
</tr>
<tr>
<td>071</td>
<td>IDEA Supplemental</td>
<td>$5,951.24</td>
<td>-</td>
<td>5,536.89</td>
<td>69.79</td>
<td>93.6%</td>
</tr>
<tr>
<td>072</td>
<td>IDEA - Educ of Handicapped C/O</td>
<td>$3,122,177.51</td>
<td>40,149.09</td>
<td>398,670.75</td>
<td>432,599.01</td>
<td>82.1%</td>
</tr>
<tr>
<td>074</td>
<td>Medicaid</td>
<td>$574,848.89</td>
<td>31,944.50</td>
<td>310,954.47</td>
<td>116,288.09</td>
<td>56.6%</td>
</tr>
<tr>
<td>075</td>
<td>IDEA - Educ of Handicapped</td>
<td>$2,467,594.00</td>
<td>105,067.14</td>
<td>800,296.71</td>
<td>632,495.85</td>
<td>58.1%</td>
</tr>
<tr>
<td>076</td>
<td>Adult ED - Co-Op</td>
<td>$174,446.00</td>
<td>10,492.25</td>
<td>109,704.89</td>
<td>12,073.96</td>
<td>69.8%</td>
</tr>
<tr>
<td>077</td>
<td>Adult ED - State</td>
<td>$242,860.00</td>
<td>13,501.04</td>
<td>174,133.35</td>
<td>58,210.34</td>
<td>95.7%</td>
</tr>
<tr>
<td>079</td>
<td>Adult ED - Local</td>
<td>$322,228.00</td>
<td>41,357.97</td>
<td>242,804.39</td>
<td>2,494.47</td>
<td>76.1%</td>
</tr>
<tr>
<td>080</td>
<td>Adult ED - OEC</td>
<td>$3,000.00</td>
<td>-</td>
<td>3,000.00</td>
<td>-</td>
<td>100.0%</td>
</tr>
<tr>
<td>081</td>
<td>Adult ED</td>
<td>$3,022.00</td>
<td>4,298.18</td>
<td>35,000.25</td>
<td>4,487.73</td>
<td>32.4%</td>
</tr>
<tr>
<td>082</td>
<td>Adult ED</td>
<td>$37,000.00</td>
<td>2,829.26</td>
<td>22,113.33</td>
<td>259.65</td>
<td>60.5%</td>
</tr>
<tr>
<td>084</td>
<td>Health &amp; Welfare</td>
<td>$325,140.00</td>
<td>19,981.56</td>
<td>174,671.91</td>
<td>82,520.87</td>
<td>79.1%</td>
</tr>
<tr>
<td>085</td>
<td>Title I ACE</td>
<td>$13,863.00</td>
<td>-</td>
<td>-</td>
<td>13,863.00</td>
<td>100.0%</td>
</tr>
<tr>
<td>086</td>
<td>Title I ACE</td>
<td>$97,905.57</td>
<td>(1,171.80)</td>
<td>97,905.57</td>
<td>-</td>
<td>100.0%</td>
</tr>
<tr>
<td>087</td>
<td>Title I C/O</td>
<td>$498,917.72</td>
<td>7,602.76</td>
<td>286,212.13</td>
<td>79,843.60</td>
<td>75.5%</td>
</tr>
<tr>
<td>088</td>
<td>Title I</td>
<td>$2,336,678.00</td>
<td>220,342.47</td>
<td>1,053,837.69</td>
<td>848,517.30</td>
<td>81.4%</td>
</tr>
<tr>
<td>089</td>
<td>Title I - Non Public</td>
<td>$49,007.00</td>
<td>1,993.46</td>
<td>14,900.54</td>
<td>7,635.72</td>
<td>48.0%</td>
</tr>
<tr>
<td>Project Description</td>
<td>Budget</td>
<td>YTD</td>
<td>% Expended</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>---------</td>
<td>---------</td>
<td>------------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pre school Handicapped</td>
<td>$72,448.00</td>
<td>6,061.80</td>
<td>47,182.92</td>
<td>22,820.60</td>
<td>96.6%</td>
<td></td>
</tr>
<tr>
<td>Pre school Handicapped C/O</td>
<td>$7,152.31</td>
<td>-</td>
<td>6,732.21</td>
<td>-</td>
<td>94.1%</td>
<td></td>
</tr>
<tr>
<td>Title II - Improv. Teacher Quality</td>
<td>$380,377.00</td>
<td>29,123.48</td>
<td>167,483.47</td>
<td>131,636.55</td>
<td>78.6%</td>
<td></td>
</tr>
<tr>
<td>Title II Teacher Quality C/O</td>
<td>$102,726.86</td>
<td>5,913.61</td>
<td>28,604.92</td>
<td>-</td>
<td>27.8%</td>
<td></td>
</tr>
<tr>
<td>Accountability</td>
<td>$226,323.00</td>
<td>5,573.71</td>
<td>103,154.56</td>
<td>-</td>
<td>45.6%</td>
<td></td>
</tr>
<tr>
<td>Nellie Mae Foundation</td>
<td>$204,272.93</td>
<td>10,675.64</td>
<td>59,206.24</td>
<td>8,962.03</td>
<td>48.1%</td>
<td></td>
</tr>
<tr>
<td>Nellie Mae Education Foundation</td>
<td>$9,017.98</td>
<td>-</td>
<td>270.24</td>
<td>-</td>
<td>3.0%</td>
<td></td>
</tr>
<tr>
<td>21st Century - Haystown &amp; Pembroke</td>
<td>$134,761.00</td>
<td>12,078.37</td>
<td>126,866.86</td>
<td>2,000.00</td>
<td>95.6%</td>
<td></td>
</tr>
<tr>
<td>Ellsworth &amp; South St</td>
<td>$199,000.00</td>
<td>14,382.65</td>
<td>130,764.93</td>
<td>4,500.00</td>
<td>68.0%</td>
<td></td>
</tr>
<tr>
<td>School Readiness</td>
<td>$3,684,620.00</td>
<td>299,078.12</td>
<td>2,686,104.00</td>
<td>846,171.96</td>
<td>95.9%</td>
<td></td>
</tr>
<tr>
<td>Quality Enhancement</td>
<td>$24,889.00</td>
<td>9,362.50</td>
<td>17,285.95</td>
<td>6,001.55</td>
<td>93.6%</td>
<td></td>
</tr>
<tr>
<td>Security Grant Reimbursement</td>
<td>$114,603.75</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Magnet School</td>
<td>$1,625,794.00</td>
<td>143,037.21</td>
<td>1,054,483.68</td>
<td>567,652.96</td>
<td>99.8%</td>
<td></td>
</tr>
<tr>
<td>Magnet School</td>
<td>$260,000.00</td>
<td>-</td>
<td>234,174.53</td>
<td>-</td>
<td>90.1%</td>
<td></td>
</tr>
<tr>
<td>Danbury Education Foundation</td>
<td>$7,473.52</td>
<td>202.10</td>
<td>4,840.59</td>
<td>1,487.20</td>
<td>84.7%</td>
<td></td>
</tr>
<tr>
<td>Coca-Cola</td>
<td>$29,474.18</td>
<td>-</td>
<td>2,106.23</td>
<td>-</td>
<td>7.1%</td>
<td></td>
</tr>
<tr>
<td>Low Performing Schools Bond</td>
<td>$184,973.00</td>
<td>14,414.40</td>
<td>182,989.00</td>
<td>1,984.00</td>
<td>100.0%</td>
<td></td>
</tr>
<tr>
<td>Low Performing Schools Suppl.</td>
<td>$43,767.00</td>
<td>-</td>
<td>43,767.00</td>
<td>-</td>
<td>100.0%</td>
<td></td>
</tr>
<tr>
<td>CT Science Center - Pitney Bowes</td>
<td>$1,903.19</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>VH1 Save the Music</td>
<td>$4,409.00</td>
<td>-</td>
<td>(2,821.00)</td>
<td>-</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>CT Invention Convention</td>
<td>$2,400.00</td>
<td>349.63</td>
<td>473.09</td>
<td>-</td>
<td>19.7%</td>
<td></td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>$31,267,981.68</strong></td>
<td><strong>1,989,744.90</strong></td>
<td><strong>18,319,416.33</strong></td>
<td><strong>8,525,052.60</strong></td>
<td><strong>85.9%</strong></td>
<td></td>
</tr>
</tbody>
</table>
Mission – Goals – Objectives

Nondiscrimination

The District shall promote nondiscrimination and an environment free of harassment based on an individual’s race, color, religion, sex, sexual orientation, gender identity/expression, national origin, ancestry, disability, (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, marital status or age or because of the race, color, religion, sex, sexual orientation, gender identity or expression, national origin, disability, genetic information, marital status or age of any other persons with whom the individual associates or status as a Veteran. The District provides equal access to the Boy Scouts and other designated youth groups.

In keeping with requirements of federal and state law, the District strives to remove any vestige of discrimination in employment, assignment and promotion of personnel; in educational opportunities and services offered to students; in student assignment to schools and classes; in student discipline; in location and use of facilities; in educational offerings and materials; and in accommodating the public at public meetings.

The Board encourages staff to improve human relationships within the schools and to establish channels through which citizens can communicate their concerns to the administration and the Board.

The Superintendent shall appoint and make known the individuals to contact on issues concerning the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1974, Title VI, Title VII, Title IX and other civil rights or discrimination issues. The Board will adopt and the District will publish grievance procedures providing for prompt and equitable resolution of student and employee complaints.

Federal civil rights laws prohibit discrimination against an individual because he/she has opposed any discrimination act or practice or because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing. ADA further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising the rights guaranteed under the Act.

(cf. 4111 – Recruitment and Selection)
(cf. 4118.11 – Nondiscrimination)
(cf. 5145.4 – Nondiscrimination)
(cf. 5145.5 – Sexual Harassment)
(cf. 5145.6 – Student Grievance Procedure)
(cf. 6121.1 - Equal Educational Opportunity)
Mission – Goals – Objectives

Nondiscrimination

29 CFR 1604.11, EEOC Guidelines on Sex Discrimination.
34 CFR Section 106.8(b), OCR Guidelines for Title IX.
#49, 29 CFR Sec. 1606.8 (a0 62 Fed Reg. 12033 (March 13, 1997) and 66
Fed. Reg. 5512 (January 19, 2001)
20 U.S.C. 7905 (Boy Scouts of America Equal Access Act)
Faragher v. City of Boca Raton, No. 97-282 (U.S. Supreme Court, June
26, 1998)
Gebbser v. Lago Vista Indiana School District, No. 99-1866, (U.S.
Supreme Court, June 26, 1998)
Davis v. Monroe County Board of Education, No. 97-843, (U.S. Supreme
Court, May 24, 1999.)
The Vietnam Era Veterans’ Readjustment Act of 1974, as amended,
38U.S.C. §4212
Title II of the Genetic Information Nondiscrimination Act of 2008
Connecticut General Statutes
46a-51 Definitions
46a-58 Deprivation of rights. Desecration of property. Placing of burning
cross or noose on property. Penalty. (as amended by PA 17-127)
46a-60 Discriminatory employment practices prohibited.
10-15c Discrimination in public schools prohibited. School attendance by
five-year olds. (Amended by P.A. 97-247 to include “sexual orientation”
and P.A. 11-55 to include “gender identity or expression”)
10-153 Discrimination on account of marital status.
17a-101 Protection of children from abuse.
The Americans with Disabilities Act as amended by the ADA
Amendments Act of 2008
Public Law 111-256
Meacham v. Knolls Atomic Power Laboratory 128 S.Ct. 2395, 76
4110 (2008)
Kentucky Retirement Systems v. EEOC 128 S.Ct. 2361, 76 U.S.L.W. 4503
(2008)
Sprint/United Management Co. v. Mendelsohn 128 S.Ct. 1140, 76

Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
REPORT FORM FOR COMPLAINTS OF DISCRIMINATION

Complainant:__________________________________________
Home Address: _________________________________________
Home Phone: ___________________________________________
School building: _________________________________________
Date of Alleged Incident(s): _______________________________

Alleged harassment was based on: (Check all that apply.)

☐ Race   ☐ Color   ☐ National Origin   ☐ Gender Identity or Expression
☐ Gender   ☐ Disability   ☐ Religion   ☐ Status as a Veteran
☐ Ancestry   ☐ Age   ☐ Sexual Orientation

Name of person you believe violated the District’s nondiscrimination policy: __________________________________________

If the alleged discrimination was directed against another person, identify the other person: ________________________________________________________________

Describe the incident as clearly as possible, including any verbal statements (i.e., threats, derogatory remarks, demands, etc.) and any actions or activities. Attach additional pages if necessary:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

When and where incident occurred: ________________________________

List any witnesses who were present: __________________________________________

This complaint is based on my honest belief that ____________________________ has discriminated against me or another person. I certify that the information provided in this complaint is true, correct and complete to the best of my knowledge.

Complainant’s Signature ____________________________________________ Date __________

Received By ____________________________________________ Date __________
Personnel - Certified/Non-Certified

Nondiscrimination

It is the intent of the Board of Education to provide a fair employment setting for all persons and to comply with state and federal law. The conditions or privileges of employment in the school district, including the wages, hours, terms and benefits, shall be applied without regard to race, color, religion, age, veteran status, genetic information, marital status, national origin, sex, sexual orientation, gender identity or expression, ancestry, present or past history of mental disorder, or disability (including pregnancy), except in the case of a bonafide occupational qualification.

The District shall not discriminate against qualified individuals with disabilities because of the disabilities of such individuals in regard to job application procedures, hiring, advancement, discharge, compensation, job training and other terms, conditions and privileges of employment.

The District shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. The District shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.

Further, the District shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, unless the accommodation would impose undue hardship on the operation of the business of the District.

Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy, should contact the District’s ADA/Section 504 Coordinator. The District’s coordinator is Superintendent/Superintendent designee(s).

(cf. 4111 - Recruitment and Selection)
(cf. 4118.14/4218.14 – Disabilities)

Legal Reference: 
Connecticut General Statutes

4a-60 Nondiscrimination and affirmative action provisions in contracts of the state and political subdivisions rather than municipalities

4a-60a Contracts of the state and political subdivisions, other than municipalities, to contain provisions re nondiscrimination on the basis of sexual orientation

10-153 Discrimination on account of marital status

Connecticut Fair Employment Practices Act, C.G.S. §469-60
Personnel - Certified/Non-Certified

Nondiscrimination

Legal Reference: Connecticut General Statutes (continued)

46a-51 Definitions (as amended by PA 17-127)

46a-58 Deprivation of rights. Desecration of property. Placing of burning cross or noose on property. Penalty. (as amended by PA 17-127)

46a-60 Discriminatory employment practices prohibited. (as amended by PA 17-127)

46a-81a Discrimination on the basis of sexual orientation; Definitions

P.A. 11-55 An Act Concerning Discrimination


Title VII, Civil Rights Act 42 U.S.C. 2000e, et seq.


Title II of the Genetic Information Nondiscrimination Act of 2008


Age Discrimination in Employment Act, 29 U.S.C. §621

Americans with Disabilities Act, 42 U.S.C. §12101


Policy adopted: DANBURY PUBLIC SCHOOLS

Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Personnel -- Non-Certified

Drug and Alcohol Testing for School Bus Drivers

The Danbury Public School district is committed to the establishment of a drug use and alcohol misuse prevention program that meets all applicable requirements of the Omnibus Transportation Employee Testing Act of 1991 (OTETA), as may be amended, and applicable state statutes pertaining to pre-employment and random drug testing of school bus drivers. The District shall adhere to federal and state law and regulations requiring a school bus driver’s drug and alcohol testing program.

In addition to the above cited federal requirement, the Board of Education expects its school transportation carrier, by June 30, 2019, to provide training to all school bus drivers, including instruction on (1) identifying the signs and symptoms of anaphylaxis, (2) administering epinephrine by a cartridge injector (“EpiPen”), (3) notifying emergency personnel, and (4) reporting an incident involving a student’s life-threatening allergic reaction.

Beginning July 1, 2019, each carrier must provide the training to school bus drivers following the issuance or renewal of a public passenger endorsement to operate a school bus for carrier employees, and upon the hiring of a school bus driver who is not employed by such carrier (e.g., subcontractor), except a driver who received the training after the most recent issuance or renewal of his or her endorsement is not required to repeat it.

School districts contracting with a private service provider must ensure the provider has a drug and alcohol testing program fulfilling federal regulations, and state law pertaining to a required pre-employment and random drug testing program for drivers of school buses and school transportation vehicles (STVs) that carry ten or fewer students.

Legal Reference:

United States Code, Title 49
2717 Alcohol and controlled substances testing (Omnibus Transportation Employee Testing Act of 1991)
Code of Federal Regulations, Title 49
40 Procedures for Transportation Workplace Drug and Alcohol Testing Programs
382 Controlled Substance and Alcohol Use and Testing
395 Hours of Service Drivers

Holiday v. City of Modesto (1991) 229 Cal. App. 3d. 528, 540
International Brotherhood of Teamsters v. Department of Transportation 932 F. 2d 1292 (1991)

Personnel -- Non-Certified

Drug and Alcohol Testing for School Bus Drivers

Legal Reference: (continued)

10-212c Life-threatening food allergies and glycogen storage disease: Guidelines; district plans. (as amended by PA 18-185)

14-261b Drug and alcohol testing of drivers of certain vehicles, mechanics and forklift operators

14-276a Regulations re school bus operators and operators of student transportation vehicles; qualifications; training. Pre-employment drug test required for operators

52-557b Immunity from liability for emergency medical assistance first aid or medication by injection. School personnel not required to administer or render. (as amended by PA 05-144, An Act Concerning the Emergency Use of Cartridge Injectors and PA 18-185, An Act Concerning Life-Threatening Food Allergies in Schools)

Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Personnel -- Certified/Non-Certified

Security Check/Fingerprinting

Criminal History Record Information (CHRI)

(Proper Access, Use and Dissemination Procedures)

Purpose

The Danbury Board of Education’s (Board) intent of this policy is to ensure the protection of the Criminal Justice Information (CJI) and its subset of Criminal History Record Information (CHRI) until the information is purged or destroyed in accordance with applicable record retention rules.

This policy is based upon the FBI’s Criminal Justice Information Services (CJIS) Security Policy. The Board considers the FBI CJIS Security Policy as the minimum standard. This Board policy may augment, or increase the standards, but shall not detract from the CJIS Security Policy standards.

Scope

This policy applies to any electronic or physical media containing FBI CJI while being stored, accessed or physically moved from a secure location within the District. This policy applies to any authorized person who accesses, stores, and/or transports electronic or physical media.

Criminal Justice Information (CJI) and Criminal History Record Information (CHRI)

CJI refers to all of the FBI CJIS provided data necessary for law enforcement and civil agencies to perform their missions including, but not limited to biometric, identity history, biographic, property, and case/incident history data.

CHRI is a subset of CJI and for the purposes of this policy is considered interchangeable. Due to its comparatively sensitive nature, additional controls are required for the access, use and dissemination of CHRI. In addition to the dissemination restrictions outlined below, Title 28, Part 20, Code of Federal Regulations (CFR), defines CHRI and provides the regulatory guidance for dissemination of CHRI.

Proper Access, Use, and Dissemination of CHRI

Information obtained from the Interstate Identification Index (III) is considered CHRI. Rules governing the access, use, and dissemination of CHRI are found in Title 28, Part 20, CFR. The III shall be accessed only for an authorized purpose.
Personnel -- Certified/Non-Certified

Security Check/Fingerprinting

Criminal History Record Information (CHRI)

Proper Access, Use, and Dissemination of CHRI (continued)

Further, CHRI shall only be used for an authorized purpose consistent with the purpose for which III was accessed. Dissemination to another agency is authorized if (a) the other agency is an Authorized Recipient of such information and is being serviced by the accessing agency, or (b) the other agency is performing noncriminal justice administrative functions on behalf of the authorized recipient and the outsourcing of said functions has been approved by appropriate CJIS Systems Agency (CSA) or State Identification Bureau (SIB) officials with applicable agreements in place.

Personnel Security Screening

Access to CJI and/or CHRI is restricted to authorized personnel. Authorized personnel is defined as an individual or group of individuals, appropriately vetted through a national fingerprint-based record check and granted access to CJI data. Agencies, including school districts, located within states with legislation authorizing or requiring civil fingerprint-based background checks for personnel with access to CHRI for the purposes of licensing or employment shall submit a fingerprint-based record check within 30 days of employment or assignment on all personnel with those who have direct access to CJI, those who have direct responsibility to configure and maintain computer systems and networks with direct access to CJI, and any persons with access to physically secure locations or controlled areas containing CJI.

Security Awareness Training

Basic security awareness training is required, within six months of initial assignment, and biennially thereafter, for all personnel with access to CJI.

Physical Security

A “physically secure location” is a facility or an area, room, or group of rooms within a facility with sufficient physical and personnel security controls to protect the FBI CJI and associated information systems. The perimeter of the physically secure location shall be prominently posted and separated from non-secure locations by physical controls.

Only authorized personnel shall access physically secure non-public locations. The District will maintain a current list of authorized personnel. All physical access points into the District’s secure areas will be authorized before granting access. The District will implement access controls and monitor physically secure areas to protect all transmission and display mediums of CJI. Authorized personnel will take necessary steps to prevent and protect the District from physical, logical and electronic breaches.
Personnel -- Certified/Non-Certified

Security Check/Fingerprinting

Criminal History Record Information (CHRI) (continued)

Media Protection

Controls shall be in place to protect electronic and physical media containing CJI while at rest, stored, or actively being accessed. “Electronic media” includes memory devices in laptops and computers (hard drives) and any removable, transportable digital memory media, such as magnetic tape or disk, backup medium, optical disk, flash drives, external hard drives, or digital memory card. “Physical media” includes printed documents and imagery that contain CJI.

The District shall securely store electronic and physical media within physically secure locations or controlled areas. The District restricts access to electronic and physical media to authorized individuals. If physical and personnel restrictions are not feasible then the data shall be encrypted per Section 5.10.1.2.

Media Transport

Controls shall protect electronic and physical media containing CJI while in transport (physically moved from one location to another) to prevent inadvertent or inappropriate disclosure and use. The District shall protect and control electronic and physical media during transport outside of controlled areas and restrict the activities associated with transport of such media to authorized personnel.

Media Sanitization and Disposal

When no longer usable, hard drives, diskettes, tape cartridges, CDs, ribbons, hard copies, printouts, and other similar items used to process, store and/or transmit FBI CJI shall be properly disposed of in accordance with measures established by the District.

One of the following methods shall dispose of physical media (printouts and other physical media):

1. Shredding using District issued shredders;
2. Placed in locked shredding bins for private contractor to come on-site and shred, witnessed by District personnel throughout the entire process;
3. Incineration using District incinerators or witnessed by District personnel onsite at District or at contractor incineration site, if conducted by non-authorized personnel.
Personnel -- Certified/Non-Certified

Security Check/Fingerprinting

Criminal History Record Information (CHRI)

Media Sanitization and Disposal (continued)

Electronic media (hard-drives, tape cartridge, CDs, printer ribbons, flash drives, printer and copier hard-drives, etc.) shall be disposed of by one of the following District methods:

1. Overwriting (at least 3 times) – an effective method of clearing data from magnetic media. Overwriting uses a program to write (1’s, 0’s, or a combination of both) onto the location of the media where the file to be sanitized is located.

2. Degaussing – a method to magnetically erase data from magnetic media. Two types of degaussing exist: strong magnets and electric degausses. Common magnets are weak and shall not be used to degauss magnetic media.

3. Destruction – a method of destroying magnetic media. Destruction of magnetic media is to physically dismantle by methods of crushing, disassembling, etc., ensuring that the platters have been physically destroyed so that no data can be pulled.

IT systems that have been used to process, store, or transmit FBI CJI and/or sensitive and classified information shall not be released from the District’s control until the equipment has been sanitized and all stored information has been cleared using one of the above methods.

Account Management

The District shall manage information system accounts, including establishing, activating, modifying, reviewing, disabling, and removing accounts. The District shall validate information system accounts at least annually and shall document the validation process.

All accounts shall be reviewed at least annually by the designated CJIS point of contact (POC) or his/her designee to ensure that access and account privileges are commensurate with job functions, need-to-know, and employment status on systems that contain Criminal Justice Information. The POC may also conduct periodic reviews.

Remote Access

The District shall authorize, monitor, and control all methods of remote access to the information systems that can access, process, transmit, and/or store FBI CJI. Remote access is any temporary access to the District’s information system by a user (or an information system) communicating temporarily through an external, non-District controlled network (e.g., the Internet).
Personnel -- Certified/Non-Certified

Security Check/Fingerprinting

Criminal History Record Information (CHRI)

Remote Access (continued)

The District shall employ automated mechanisms to facilitate the monitoring and control of remote access methods. The District shall control all remote accesses through managed access control points. The District may permit remote access for privileged functions only for compelling operational needs, but shall document the rationale for such access in the security plan for the information system.

Utilizing publicly accessible computers to access, process, store or transmit CJIS is prohibited. Publicly accessible computers include but are not limited to hotel business center computers, convention center computers, public library computers, public kiosk computers, etc.

Personally Owned Information Systems

A personally owned information system is not authorized to access, process, store or transmit CJIS unless the District has established and documented the specific terms and conditions for personally owned information system usage. A personal device includes any portable technology like camera, USB flash drives, USB thumb drives, DVDs, CDs, air cards and mobile wireless devices such as Androids, Blackberry OS, Apple iOS, Windows Mobile, Symbian, tablets, laptops or any personal desktop computer.

Reporting Information Security Events

The District shall promptly report incident information to appropriate authorities to include the state CSA or SIB’s Information Security Officer (ISO). Information security events and weaknesses associated with information systems shall be communicated to allow for timely corrective action to be taken. Formal event reporting and escalation procedures shall be in place. Wherever feasible, the District shall employ automated mechanisms to assist in the reporting of security incidents. All employees, contractors and third party users shall be made aware of the procedures for reporting the different types of event and weakness that might have an impact on the security of agency assets and are required to report any information security events and weaknesses as quickly as possible to the designated point of contact.

Policy Violation/Misuse Notification

Violation of any of the requirements contained in this CJIS Security Policy or Title 28, Part 20, CFR, by any authorized personnel will result in suitable disciplinary action, up to and including loss of access privileges, civil and criminal prosecution and/or termination.
Personnel -- Certified/Non-Certified

Security Check/Fingerprinting

Criminal History Record Information (CHRI)

Policy Violation/Misuse Notification (continued)

Likewise, violation of any of the requirements contained in the CJIS Security Policy or Title 28, Part 20, CFR, by any visitor can result in similar disciplinary action against the sponsoring employee, and can result in termination of services with any associated consulting organization or prosecution in the case of criminal activity.

(cf. 4112.5/4212.5 - Security Check/Fingerprinting)
(cf. 4112.51/4212.51 - Employment/Reference Checks)

Legal Reference: Connecticut General Statutes

10-221d Criminal history records checks of school personnel. Fingerprinting. Termination or dismissed. (as amended by PA 01-173, PA 04-181 and June 19 Special Session, PA 09-1, PA 11-93 and PA 16-67)

29-17a Criminal history checks. Procedure. Fees.

PA 16-67 An Act Concerning the Disclosure of Certain Education Personnel Records


CJIS Security Policy

Title 28 C.F.R. Part 20

Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Business/Non-Instructional Operations

Food Service

Food Service Personnel - Code of Conduct

The following conduct is expected of all persons who are engaged in the award and administration of contracts supported by the Child Nutrition Program (CNP) funds. These programs include the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program, and Summer Food Service Program.

No employee, officer or agent of the Danbury School District shall participate in selection or in the award or administration of a contract supported by program funds if a conflict of interest, real or apparent, would be involved.

To ensure objective contractor performance and eliminate unfair competitive advantage, a person that develops or drafts specifications, requirements, statements of work, invitations, for bids, requests for proposals, contract terms and conditions of other documents for use by the child nutrition program in conducting procurement shall be excluded from competing for such procurements. Such persons are ineligible for such procurements regardless of the procurement method used.

Conflicts of interest arise when a school district employee:

1. Has a financial or other interest in the firm selected for the award;
2. Is an employee, officer, or agent of the firm selected for the award;
3. Has a member of the immediate family who is an employee, officer or agent of the firm selected for the award;
4. Is about to be employed by the firm selected for the award; or
5. Has a member of the immediate family who is about to be employed by the firm selected for the award.

The Danbury Public School District employees, officers or agents shall neither solicit nor accept gratuities, favors, or anything of material monetary value from contractors, potential contractors or parties to sub-agreements.

The purchase during the school day of any food or service from a contractor for individual use is prohibited.
Business/Non-Instructional Operations

Food Service

Food Service Personnel - Code of Conduct (continued)

Danbury Public School Board of Education employees, officers and agents shall be governed by the following rules:

1. The purchase during the school day of any food or service from a contractor for individual use is prohibited.

2. The removal of any food, supplies, equipment or school property, such as official records, recipe books, and the like is prohibited unless express permission of the Food Service Coordinator/Business Manager/Cafeteria Supervisor has been granted.

3. The outside sale of such items as used oil, empty cans and the like will be sold by contract between the Danbury Public School District and the outside agency.

4. Individual sales by any school person to an outside agency or other school person are prohibited.

Failure of any employee to abide by this Code of Conduct could result in a fine, suspension or dismissal.

Resolution of Controversies

Any actual or proposed supplier who is aggrieved in connection with a proposed purchase may protest to the Superintendent or his/her designee.

1. The protest shall be in writing.

2. The protest shall be delivered within 10 days of the action which is being aggrieved.

3. A hearing will be scheduled within 15 days of receipt of protest.

4. The proposed purchase will be delayed until the protest is resolved unless the delay will result in disruption of meal service to children. In the event it is determined that the purchase is necessary, an emergency shall be declared by the Superintendent/Assistant Superintendent for Business/purchasing agent and emergency purchase procedures will be followed until protest resolution.

5. The decision of the hearing officer shall be in writing and shall be delivered to the aggrieve supplier with proof of delivery required.

6. The aggrieved supplier shall be notified that an appeal of the hearing officer’s decision is possible. The appeal request should be written and addressed to the Board of Education.
Business/Non-Instructional Operations

Food Service

Public Access to Procurement Information

1. Procurement information shall be a public record to the extent provided in Connecticut’s Freedom of Information law.

2. All bid/offers shall be taken under advisement. Between the time an IFB/RFP is opened and awarded it may be viewed by any company or individual who entered a response, to the proposed intent to purchase.

   a. Any supplier providing information, as a part of a proposal or offer shall stamp each page or sealed envelope, which they consider proprietary information, “not for public release.”

   b. Should the school district receive a request to release this marked information the supplier shall be notified within 24 hours and given 10 working days to obtain a court order to stop release.

   c. In 10 working days the party requesting the information shall be provided a copy of the court order or instructions on when the information may be reviewed.

3. After acceptance, procurement information is available to the general public except as noted above.

   (cf. 3320 – Purchasing Procedures)
   (cf. 3323 – Soliciting Prices, Bids)
   (cf. 3326 – Ordering Goods and Services, Paying for Goods and Services)
   (cf. 3542 – School Lunch Service)
   (cf. 3542.31 – Participation in the Nutritional School Lunch Program)
   (cf. 3542.33 – Food Sales Other Than National School Lunch Program)
   (cf. 3542.34 – Nutrition Program)
   (cf. 4118.13/4218.13 – Conflict of Interest)
   (cf. 6142.101 – Student Nutrition and Physical Wellness, School Wellness)

Legal Reference: Connecticut General Statutes

10-215 Lunches, breakfasts and other feeding programs for public school children and employees.

10-215a Nonpublic school and nonprofit agency participation in feeding programs.

10-215b Duties of State Board of Education re feeding programs.
Business/Non-Instructional Operations

Food Service

Legal Reference:

Connecticut General Statutes (continued)
10-216 Payment of expenses.
State Board of Education Regulations
10-215b-1 School lunch and nutrition programs.
10-215b-11 Requirement for meals.
10-215b-12 Reimbursement payments. (including free and reduced price meals)
School Lunch and Breakfast Programs 42 U.S.C. Section 1751 et seq.
42 U.S.C. Sec. 1758(h)/7 CFR Sect 210.13, 220.7 (School Food Safety Inspections).
7 CFR Parts 210 & 220 – Nutrition Standards in the National School Lunch & School Breakfast Programs.
Nondiscrimination on the Basis of Handicap in Programs or Activities
Title 7 Chapter 11 of the Code of Federal Regulation Federal Management Circular A-102, Attachment 0 FNS Instruction 796-1 Revision 2.
2 CFR 200.318 General Procurement Standards

Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
A new policy.

Business/Non-Instructional Operations

Food Service

Charging Policy

The goal of the food service program is to provide students with nutritious and healthy foods, through the District’s food services program, that will enhance learning. The school nutrition program is an essential part of the education system and by providing good-tasting, nutritious meals in pleasant surroundings; we are helping to teach students the value of good nutrition.

The Board of Education (Board) has an agreement with the Connecticut State Department of Education to participate in one or more school Child Nutrition Programs and accepts full responsibility for adhering to the federal and state guidelines and regulations pertaining to these school Child Nutrition Programs. The Board also accepts full responsibility for providing free or reduced price meals to eligible elementary and secondary students enrolled in the District’s schools. Applicants for such meals are responsible to pay for meals until the application for the free or reduced price meals is completed and approved. All applications for free and reduced price lunch and any related information will be considered strictly confidential and not to be shared outside of the District’s food services program. Meals are planned to meet the specified nutrient standards outlined by the United States Department of Agriculture for children based on their age or grade group.

Although not required by law, because of the District’s participation in the Child Nutrition Programs, the Board approves the establishment of a system to allow a student to charge a meal.

The Board realizes that funds from the non-profit school food service account, according to federal regulations, cannot be used to cover the cost of charged meals that have not been paid.

Moreover, federal funds are intended to subsidize the meals of children and may not be used to subsidize meals for adults (teachers, staff and visitors). Adults are not allowed to charge meals and shall pay for such meals at the time of service or through pre-paid accounts.

Charging is not encouraged by the District but on those occasions that a student does not have money, a dietary appropriate alternate meal will be issued. The cost of providing this alternate meal cannot be incurred by the school food service account. The Board of Education shall approve the alternative meal choice.

In order to sustain the District’s food services program, the District cannot permit the excessive charging of student meals. Therefore, any charging of meals must be consistent with this policy and any accompanying regulations. The Superintendent or his/her designee shall develop regulations designed to effectively and respectfully address family responsibility for unpaid meals.
Business/Non-Instructional Operations

Food Service

Charging Policy (continued)

Any parent/guardian who anticipates a problem with paying for meals is encouraged to contact the Food Services Manager/Director and/or the applicable school Principal for assistance. The Board encourages all families who may have a child eligible for free or reduced price lunch to apply.

Definitions

“Alternate Meals” are not clearly defined in federal and state regulations. The use of alternate meals refers to any meal served to a student that is different from the day’s advertised reimbursable meal. Alternate meals are most often provided to those students who have forgotten their meal payment(s) or medium of exchange.

“Delinquent Debt” are unpaid meal charges, like any other money owed to the nonprofit school food service account when payment is overdue, as defined by state or local policies.

“Bad Debt” are when unpaid meal charges are not collected and are considered a loss. Such debt must be written off as an operating loss, which cannot be absorbed by the nonprofit school food service account, but must be restored using nonfederal funds.

District Students

1. The District shall maintain a “no charging policy.” The charge/no charge policy will be strictly enforced to eliminate unnecessary debt within the School Food Service Program.

2. The District uses a third party automated prepayment system, which allows parents/guardians to view their child’s meal account balance and purchases, receive low-balance notifications, as well as, make deposits, to their child’s school meal account. Any student whose account has insufficient funds (i.e., is at the charging limit) and does not bring a meal from home may charge any combination of meals up to a negative balance of $50.00. When the charge limit is reached, an alternate meal will be provided until the charges are paid in full. This meal is charged to the student’s meal account. Negative balance status can be avoided by making a payment in the form of cash, check, or by credit card to the District website.
Business/Non-Instructional Operations

Food Service

Charging Policy (continued)

Delinquent Debt and Bad Debt

The District’s efforts to recover from households, money owed due to the charging of meals must not have a negative impact on the children involved and shall focus primarily on the adults in the household responsible for providing funds for meal purchases. The school food authority is encouraged to consider whether the benefits of potential collections outweigh the costs which would be incurred to achieve those collections. In the case of families facing hardships, our Pupil Personnel Services Staff will work with them.

Money owed because of unpaid meal charges shall be considered “delinquent debt,” as defined, as long as it is considered collectable and reasonable efforts are being made to collect it. Such debt must be paid by June 30.

After reasonable attempts are made to collect the delinquent debt, and it is determined that further collection efforts are useless or too costly, the debt must be reclassified as “bad debt.” Such debt shall be written off as an operating loss not to be absorbed by the nonprofit school food service account but must be restored using non-federal funds.

Dissemination of Policy

This policy shall be provided in writing to all households at the start of each school year and to households transferring to the school or school district during the school year.

This policy shall be included in student/parent handbooks, on online portals that households use to access student accounts, placed on the District’s website, on the website of each school, and published at the beginning of each school year at the time information is distributed regarding free and reduced price meals and again to the household the first time the policy is applied to a specific child.

This policy shall be provided to all school staff and/or school food authority staff responsible for its enforcement. In addition, school social workers, nurses, the homeless liaison, and other staff members assisting children in need or who may be contacted by families with unpaid meal charges also should be informed of this policy.

The District’s school food authority shall maintain, as required, documentation of the methods used to communicate this policy to households and school or school food authority-level staff responsible for policy enforcement.
Business/Non-Instructional Operations

Food Service

Charging Policy

(cf. 3542 – Food Service)
(cf. 3542.31 – Free or Reduced Price Lunch Program)

Legal Reference:
Connecticut General Statutes
10-215 Lunches, breakfasts and other feeding programs for public school children and employees.
10-215a Nonpublic school and nonprofit agency participation in feeding programs.
10-215b Duties of State Board of Education re feeding programs.
State Board of Education Regulations
Operational Memorandum #19-10, State of Connecticut, Bureau of Health/Nutrition, Family Services and Adult Education “Unallowable Charges to No-profit School Food Service Accounts and the Serving of Meals to No-paying Full and Reduced Price Students”
USDA Guidance:
• SP 46-2016, “Unpaid Meal Charges: Local Meal Charge Policies”
• SP 47-2016, “Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payment”
• SP 57-2016 “Unpaid Meal Charges: Guidance and Q and A”
• SP 58-2016 “2016 Edition: Overcoming the Unpaid Meal Challenge: Proven Strategies from Our Nation’s Schools”

Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Instruction

Alternative Education Programs

The purpose of this policy is to recognize the need for alternative education programs for some District students.

The Board of Education (Board) is dedicated to providing educational options for all students within available financial constraints. It is recognized there will be students in the District whose needs and interests are best served by participation in an alternative education program. The Board believes alternative education is a student focused perspective based on a respect for students, the belief that all students can learn given the right environment, and participation in an alternative setting is an informed choice made by students and their families.

"Alternative education" means a school or program maintained and operated by the Board that is offered to students in a nontraditional educational setting and addresses the social, emotional, behavioral and academic needs of such students. Alternative education does not for purposes of this policy and Connecticut State Board of Education (CSDE) guidelines include private schools, home schooling, "School Choice," adult education, approved private special education programs, gifted and talented programs, and schools or programs within the Connecticut Technical High School System.

The Board shall provide alternative education to students in accordance and compliance with the "Guidelines for Alternative Education Settings," established by the State Board of Education. Such guidelines shall include, but not be limited to, a description of the purpose and expectation of alternative education, criteria for student eligibility, and criteria for how and when a student may enter or exit alternative education. The philosophy of alternative education utilizes a whole student approach. This approach promotes individualized programming to address the personal, emotional, social, intellectual, work skills, safety and security needs of students in addition to academic achievement. The Board views enrollment in an alternative setting not as punishment but as a learning opportunity.

In providing alternative education to students, the Board may use space in an existing school or establish a new school or be a program affiliated with one or more schools or districts. Programs must be affiliated with at least one district with a code previously assigned by CSDE. Such programs must comply with state laws pertaining to the number and length of school days in an academic year and shall be subject to all other federal and state laws governing public schools.

The Board may form a cooperative arrangement with other boards of education, to provide alternative education pursuant to C.G.S. 10-158a.
Instruction

Alternative Education Programs (continued)

A modified list of alternative programs will be approved by the Board annually as needed. The Superintendent may/shall provide for the involvement of staff, parents and the community in recommending alternative education programs for Board approval. The alternative education program, subject to Board approval, must have a transparent and defined purpose, which includes a description of the types of students that may benefit most from the program/school environment. Clear and objective admission criteria, consistent with stated program guidelines must be evident. Also to be a part of the alternative education program are clear and explicit criteria and procedural exit criteria frameworks to address a student’s return to the traditional school setting. There shall be an annual evaluation of alternative education programs.

The Board, as required, will post on its website information about any alternative education offered, including purpose, location, contact information, staff directory and enrollment criteria. Determination of enrollment shall be made by the student support team which includes, but is not limited to, parent or family representative, student (if in secondary school), appropriate representative of the alternative environment, student’s teachers, school administrator and if the student is identified as disabled, a special education teacher or PPT/504 Team representative. In addition, the Board recognizes its responsibility to give all children in the District who receive alternative education as nearly equal advantages as may be practicable compared to other children in the District. As required by the State, we may annually submit to the Commissioner of Education a strategic school profile report for each alternative school or program under its jurisdiction.

All students in an alternative education program shall receive instruction based on a curriculum aligned to the Connecticut Core State Standards, unless modified as indicated by the goals and objectives of an IEP, in particular curricular areas.

It shall be the responsibility of the Superintendent of Schools to identify alternative program opportunities to be made available to students at risk, to recommend such alternative programs to the Board for approval, and to familiarize students and parents/guardians with the availability of such alternative programs. The Superintendent shall, through cooperative efforts with other districts, schools, agencies and organizations, periodically recommend additional or modified alternative educational programs to the Board.

The implementation of this policy and any Board approval of an alternative education program are subject to the requirements and procedures enumerated in the administrative regulation.

(cf. 6172.11 – Relations with Charter Schools)
(cf. 6172.12 – Magnet Schools)
(cf. 6172.41 – Title I Program)
(cf. 6172.6 – Virtual/Online Courses)
Instruction

Alternative Education Programs

Legal Reference

Connecticut General Statutes

10-4p(b) Implementation plan to achieve resource equity and equality of opportunity. Assessment. Reports. (as amended by PA 15-133)

10-15 Towns to maintain schools.

10-16 Length of school year.

10-158a Cooperative arrangements among towns. School building projects. Student transportation.

10-220 Duties of boards of education (as amended by PA 15-133)


PA 15-133 An Act Concerning Alternative Education


Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Instruction

Special Education

The district shall provide a free appropriate public education and necessary related services to all children with disabilities residing within the district, required under the Individuals With Disabilities Education Act ("IDEA"), Section 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act, and Connecticut Statutes.

It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEA.

For students eligible for services under IDEA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in state and federal statutes which govern special education. For those students who are not eligible for services under IDEA, but, because of disability as defined by Section 504 of the Rehabilitation Act of 1973, need or are believed to need special instruction or related services, the District shall establish and implement a system of procedural safeguards. The safeguards shall cover students’ identification, evaluation, and educational placement. This system shall include notice, an opportunity for the student’s parent(s)/guardian(s)/surrogate parent to examine relevant records, an impartial hearing with opportunity for participation by the student’s parent(s)/guardians(s), and representation by counsel, and a review procedure.

The Board of Education in fulfilling its legal duties and responsibilities for providing special education programs for the students of the school district, shall be assisted through membership in the Regional Service Center and through cooperative associations with other school districts.

If necessary, students may also be placed in private school education facilities.

(cf. 3231 - Medicaid Reimbursement for Special Education Students)
(cf. 5145.71 - Surrogate Parent Program)

Legal Reference:
Connecticut General Statutes
10-76a Definitions. (as amended by PA 00-48 and PA 06-18)
10-76b State supervision of special education programs and services. (as amended by PA 12-173)
10-76c Receipt and use of money and personal property.
10-76d Duties and powers of boards of education to provide special education programs and services. (as amended by PA 97-114, PA 00-48, PA 06-18 and June Special Session, PA 15-5, Section 277)
10-76e School construction grant for cooperative regional special education facilities.
Instruction

Special Education

Legal Reference: Connecticut General Statutes (continued)
10-76f Definition of terms used in formula for state aid for special education.
10-76ff Procedures for determining if a child requires special education (as amended by PA 06-18)
10-76g State aid for special education.
10-76h Special education hearing and review procedure. Mediation of disputes. (as amended by PA 00-48)
10-76i Advisory council for special education.
10-76j Five-year plan for special education.
10-76k Development of experimental educational programs.
PA 06-18 An Act Concerning Special Education
State Board of Education Regulations.
10-76m Auditing claims for special education assistance.
10-76a-1 et seq. Definitions. (as amended by PA 00-48)
10-76b-1 through 10-76b-4 Supervision and administration.
10-76d-1 through 10-76d-19 Conditions of instruction.
10-76h-1 through 10-76h-2 Due process.
10-76l-1 Program Evaluation.
10-145a-24 through 10-145a-31 Special Education (re teacher certification).
10-264l Grants for the operation of interdistrict magnet school programs.
P.A. 12-173, An Act Concerning Individualized Education Programs and Other Issues Relating to Special Education
34 C.F.R. 3000 Assistance to States for Education for Handicapped Children.
Individuals with Disabilities Education Act, 20 U.S.C. §1400 et seq.
P.L. 108-446 The 2004 Reauthorization of the Individuals with Disabilities Act
A.M. v. N.Y. City Department of Education, 845F.3d 523, 541 (2d Cir.1997)
Mrs. B., v. Milford Board of Education 103 F. 3d 1114, 1121 (2d Cir. 1997)

Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Instruction

Drugs, Tobacco, Alcohol, Vaping

Since the use of these harmful agents may have a deleterious effect on the health and welfare of the users, and causes far-reaching detrimental consequences to the users, their families and society, the Board of Education desires that every effort be made by all staff members to reduce the chances that students will begin or continue use of such harmful drugs, tobacco and alcohol.

The professional staff shall become more aware of the problem, and become more expert in recognition of the symptoms of such use. Annually, teachers in each grade shall emphasize the effect of alcohol, vaping, nicotine, tobacco and drugs on health, character, citizenship and personality development wherever appropriate in the health education program and other contexts which touch on the subject.

It is desired that the administration make use of in-service training sessions for both certified and non-certified staff to achieve the goals of this policy, and that full cooperation with community agencies be given wherever such cooperation can be advantageous to the students.

(cf. 5131.6 - Drugs, Tobacco, Alcohol)

Legal Reference:  Connecticut General Statutes

10-16b Prescribed courses of study.

10-19 Effect of alcohol, nicotine or tobacco and drugs to be taught.

10-19a Superintendent to designate substance abuse prevention team.

10-19b Advisory councils on drug abuse prevention.

10-220 Duties of boards of education.

10-221(d) Boards of education to prescribe rules.

Policy adopted:  DANBURY PUBLIC SCHOOLS

Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Instruction

Parent and Family Engagement Policy for Title I Students

The Board of Education (Board) endorses the parent involvement goals of Title I and encourages the regular participation by parents and family members of Title I eligible children in all aspects of the program. The education of children is viewed as 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. Therefore, complying with Section 1010 of The Every Student Succeeds Act, P.L. 114-95, the Board will provide parents and family members of students participating in District Title I programs meaningful opportunities to participate in the education of their children within these programs.

Pursuant to federal law, the District will develop jointly with, agree on with and distribute to parents and family members of children participating in the Title I program a written parent and family engagement policy. This policy shall be distributed in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. In addition, this policy shall be made available to the public and updated periodically, as necessary to fulfill the requirements of the parent and family engagement portion of ESSA (Section 1010).

At the required annual meeting of Title I parents, parents will have opportunities to participate in the design, development, operation and evaluation of the program for the next school year. Proposed activities shall be presented to fulfill the requirements necessary to address the requirements of parental and family engagement.

In addition to the required annual meeting, at least three additional meetings shall be held, at various times of the day and/or evenings, for parents of children participating in the Title I program. These meetings shall be used to provide parents with: (note: The ESSA speaks to offering a flexible number of meetings)

1. The ability to be involved in an organized, ongoing, and timely way in the planning, review and improvement of Title I programs;
2. The opportunity to be involved in an annual evaluation of the content and effectiveness of this policy in improving in those schools receiving Title I funds the academic quality; (Evidence-based strategies shall be used by the Board, based on this evaluation, by design more effective parental involvement)
3. Information about programs provided under Title I;
4. A description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
5. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children; and
6. The opportunity to bring parent comments, if they are dissatisfied with the school’s Title I program, to the district level.

The Superintendent/Superintendent Designee(s) will meet with Citywide PTO to review the District’s plan regarding Title 1 implementation on an annual basis.
Instruction

Parent and Family Engagement Policy for Title I Students (continued)

Title I funding, if sufficient, may be used to facilitate parent attendance at meetings through payment of transportation and childcare costs.

The parents of children identified to participate in Title I programs shall receive from the school Principal and Title I staff an explanation of the reasons supporting each child’s selection for the program, a set of objectives to be addressed, and a description of the services to be provided. Opportunities will be provided for the parents to meet with the classroom and Title I teachers to discuss their child’s progress. Parents will also receive guidance as to how they can assist in the education of their children at home.

The required annual evaluation of the District’s Title I program shall include identifying:

1. Barriers to greater participation by parents in program activities, with particular attention given to parents who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background;

2. The needs of parent and family members to assist with the learning of their children, including engaging with school personnel and teachers; and

3. Strategies which can support successful school and family interaction.

Each school in the District receiving Title I funds and involved in Title I programs shall jointly develop with parents of children served in the program a “School-Parent Compact” outlining the manner in which parents, school staff and students share the responsibility for improved student academic achievement in meeting State standards.

The “School-Parent Compact” shall:

1. Describe the school’s responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment enabling children in the Title I program to meet the State’s challenging academic achievement standards;

2. Indicate the ways in which each parent will be responsible for supporting their children’s learning, such as monitoring attendance, homework completion, monitoring television watching, volunteering in the classroom, and participating, as appropriate, in decisions related to their child’s education and positive use of extra-curricular time; and

3. Address the importance of parent-teacher communication on an on-going basis, with at a minimum, parent-teacher conferences, frequent reports to parents, and reasonable access to staff.

4. Ensure regular, two-way, meaningful communication between family members and school staff, and to the extent practicable, in a language understandable to family members.
Instruction

Parent and Family Engagement Policy for Title I Students (continued)

Information about parental involvement and actions taken to improve parental involvement shall be included, as required, in the strategic school profile submitted annually by the Superintendent to the Board of Education and the Commissioner of Education. Such actions to improve parental involvement may include methods used to engage parents in the planning and improvement of school programs and to increase support to parent’s efforts at home to assist their children on learning activities.

This policy has been developed jointly with, and agreed upon by, parents and family members of children participating in District Title I programs.

(cf. 1110.1 – Parent Involvement)
(cf. 6161.3 – Comparability of Services)

Legal Reference: Connecticut General Statutes

10-220(c) Duties of boards of education

Improving America’s Schools Act, P.L. No. 103-382, Sec. 1112 Local Education Agency Plans.


20 U.S.C. §7801 - Definitions

Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Instruction

Comparability of Services

To improve the academic achievement of educationally and economically disadvantaged children, the Board of Education (Board) will participate in the federal Title I program.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators and other staff shall be assigned to schools in a manner that ensures equivalency among the District’s schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the District’s schools.

Comparability, is defined, for purposes of this policy, that the District uses state and local funds to provide services to Title I schools that are comparable to those offered in non-Title I schools in order to get federal funding under ESSA.

The Board of Education believes that at all times its schools should be equally as well equipped and maintained as may be possible within existing financial limitations.

It shall be the policy of the Board of Education to insure comparability of services funded by state and local sources in both Title I project schools and non-project schools. The Board of Education will therefore:

1. Establish and maintain a district-wide salary schedule that is applicable to all staff whether assigned to Title I or non-Title I schools.
2. Provide services with federal, state and local funds in schools serving Title I project areas that are at least comparable to services in non-project areas.
3. Use federal, state and local funds to provide for an equivalence among all schools in all schools with the same grade levels in teachers, administrators, auxiliary personnel.
4. Use federal, state and local funds to provide for an equivalence among all schools with the same grade levels in the provision of curriculum and instructional materials, books and supplies.

The District shall maintain records that are updated biannually documenting its compliance with this ESSA requirement.

For the purposes of determining comparability in compliance with 20 U.S.C. 6321(c), the District, may exclude:

1. State and local funds expended for English Learners language instruction education programs.
2. Excess costs associated with providing services to students with disabilities.
Instruction

Comparability of Services (continued)

3. Unexpected changes in enrollment or personnel assignments occurring after the beginning of the school year.

4. Staff salary differentials for years of employment.

5. Other expenditures from supplemental state or local funds consistent with the intent of Title I (serving only children who are failing, or most at risk of failing, to meet the State’s standards)

The Superintendent or his/her designee shall provide in a timely manner all assurances, documentation, or other information required by the State Department of Education to demonstrate the District’s compliance with Title I fiscal requirements.

The Superintendent or his/her designee shall maintain reports and other documentation demonstrating compliance with the requirements of this policy.

Nothing in this policy will prohibit the administration from addressing identified problems at individual schools.

Legal Reference: Title I Improving Basic Programs Operated by State and Local Educational Agencies, Improving Every Student Succeeds Act, P.L. 114-95, Section 1118c of Title I, ESEA/ESSA

20 U.S.C. Section 6321(c)


Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Instruction

Acquired Immune Deficiency Syndrome (AIDS)

The Board of Education recognizes its responsibility to educating the children of Danbury Public Schools about acquired immune deficiency syndrome (AIDS). AIDS instruction shall be taught as part of the established Health Education Curriculum (Secondary grades 6-12). The Board of Education also recognizes the rights and responsibilities of parents as they relate to AIDS instruction. Therefore, it is the policy of the Danbury Board of Education to honor requests from parents regarding exemption of their children from AIDS instruction that is part of the Health Education Curriculum.

On an annual basis, Principals will notify parents/guardians about the Health Education Curriculum, specifically the AIDS education component, and the right to request exemption participation in AIDS instruction.

Any parent desiring such exemption shall submit a written request to the Principal. A written response will be sent by the Principal and/or Health Education teacher to acknowledge and honor the request, and at the same time, restate the purpose and intent of AIDS instruction.

Legal Reference: Connecticut General Statutes

10-19(b) Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome.

Policy adopted: DANBURY PUBLIC SCHOOLS
          Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Students

On-Campus Recruitment

Subject to the provisions of Subdivision (11) of Subsection (b) of Section 1-210 of the Connecticut General Statutes, the high schools of the school district shall provide the same directory information and on-campus recruiting opportunities to representatives of the armed forces of the United States of America and State Armed Services as are offered to nonmilitary recruiters, recruiters for commercial concerns and recruiters representing institutions of higher education.

The Board of Education (Board) will inform, at the middle and high school level, students and parents/guardians of the availability of (1) vocational, technical and technological education and training at technical high schools, and (2) agricultural sciences and technology education at regional agricultural science and technology education centers.

The Board shall also provide full access for the recruitment of students by technical high schools, regional agricultural science and technology education centers, inter-district magnet schools, charter schools and inter-district student attendance programs, provided such recruitment is not for the purpose of interscholastic athletic competition. The Board shall also post information about these school options on its website.

Directory information or class lists of student names and/or addresses shall not be distributed without the consent of the parent or legal guardian of the student or by the student who has attained majority status.

Military recruiters or institutions of higher learning shall have access to secondary school students’ names, addresses, and telephone listings unless the parent/guardian of such student submits a written request that such information not be released without their prior written consent. A student, eighteen years of age or older, rather than his/her parent/guardian, may request in writing that such information not be released without his/her prior written permission. The Board of Education shall notify parents/guardians and students of the option to make such request and shall comply with any request received.

ESSA requires the release of the student’s name, address and telephone listing unless, after giving appropriate notice to parents/guardians and students 18 years of age or older, of their right to opt-out and to require, after such opt-out, written permission to release the information.

The school administrator may make the determination of when the recruitment meetings are to take place and reserves the right to deny such meeting where the holding of such meeting will materially and substantially interfere with the proper and orderly operation of the school.

Any person or organization denied the rights accorded under this policy shall have the right to request a review of the decision by the Board of Education by filing a written request with the Superintendent of Schools.
Students

On-Campus Recruitment (continued)

(cf. 5125 - Student Records; Confidentiality)

Legal Reference: Connecticut General Statutes


10-220d Student recruitment by a regional and interdistrict specialized schools and programs. Recruitment of athletes prohibited (as amended by P.A. 12-116, An Act Concerning Educational Reform)

10-221b Boards of education to establish written uniform policy re treatment of recruiters. (as amended by PA 98-252)


Section 8025 of Public Law 114-95, "The Every Student Succeeds Act of 2015"

Policy adopted: DANBURY PUBLIC SCHOOLS

Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
Students

Health/Medical Records

When applicable, District schools will comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to maintain the privacy of protected health information that it receives, obtains, transmits or sends. The Board of Education designates the Superintendent/Superintendent’s designee as its HIPAA Privacy Officer.

Student education records, including personally identifiable health information, maintained by the District is subject to and protected by the Family Educational Rights and Privacy Act (FERPA). Both the United States Department of Health and Human Services and the United States Department of Education Family Policy Compliance Office have stated that student records under FERPA are not subject to HIPAA. Therefore, District schools will comply with FERPA’s confidentiality provisions rather than HIPAA’s.

The District will seek Medicaid eligibility information to determine if services to a student may be billed. Bills will be processed electronically for Medicaid reimbursement for qualified services to eligible special education students. The District will comply with HIPAA’s electronic transactions requirements. Procedures and safeguards will be developed to protect the privacy of health information and prevent wrongful user and disclosure. At a minimum, the policy and procedure for student records will comply with the Family Educational Rights and Privacy Act of 1974 (FERPA) with assurances that the District has obtained authorization from the parent or adult student prior to the release of protected health information for the purpose of Medicaid billing. Individuals involved in the Medicaid billing process for the District shall be trained on the privacy procedures. Discipline shall be imposed, up to and including discharge, for staff that wrongfully uses or discloses protected health information.

(cf. 3231 – Medical Reimbursement for Special Education Students)
(cf. 5125 – Student Records; Confidentiality)

Legal Reference:

Connecticut General Statutes

10-15b Access of parent or guardians to student's records.
10-154a Professional communications between teacher or nurse & student.
10-209 Records not to be public
46b-56 (e) Access to Records of Minors.


Students

Health/Medical Records

Legal References: (continued)

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


65 Fed. Reg. 50312-50372

65 Fed. Reg. 92462-82829

63 Fed. Reg. 43242-43280

67 Fed. Reg. 53182-53273

Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
HIPAA-COMPLIANT AUTHORIZATION FOR
RELEASE OF HEALTH INFORMATION

Patient/Student Name: ___________________________ Date of Birth: ____________________

I hereby authorize ________________________________ [insert health care
provider name, and title] and ________________________________ [insert name & title of school
official] to exchange health and education information/records for the purpose listed below.

________________________ [insert address & telephone of school/school district]

________________________ [insert address and telephone of health care provider]

Description:
The health information to be disclosed consists of: ________________________________

The education information to be disclosed consists of: ________________________________

Purpose: This information will be used for the following purpose(s):

1. Educational evaluation and program planning
2. Health assessment and planning for health care services and treatment in school
3. Medical evaluation and treatment
4. Other:

Authorization
This authorization is valid for one calendar year. It will expire on ____________ [insert date]. I
understand that I may revoke this authorization at any time by submitting written notice of the
withdrawal of my consent. I recognize that these records, once received by the school district, may
not be protected by the HIPAA Privacy Rule, but will become education records protected by the
Family Educational Rights and Privacy Act. I also understand that if I refuse to sign, such refusal
will not interfere with my child’s ability to obtain health care.

__________________________ ______________________
Parent Signature Date

__________________________ ______________________
Student Signature* Date

*If a minor student is authorized to consent to health care without parental consent under federal or
state law, only the student shall sign this authorization form. In Connecticut, a competent minor,
depending on age, can consent to outpatient mental health care, alcohol and drug abuse treatment,
testing for HIV/AIDS, and reproductive health care services.

Copies: Parent or student*
Physician or other health care provider releasing the protected health information
School official requesting/receiving the protected health information

Developed collaboratively with CT State Department of Education &
CT Chapter, American Academy of Pediatrics
Students

Exploitation; Sexual Harassment

Sexual Abuse Prevention and Education Program

Definitions

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

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

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

Program

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

Exploitation; Sexual Harassment

Sexual Abuse Prevention and Education Program

Program (continued)

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

1. Providing mandatory training to all District staff to ensure they are fully informed on:
   a. Training regarding the prevention and identification of, and response to, child sexual abuse and assault, and
   b. Resources to further student, teacher and parental awareness regarding child sexual abuse and the prevention of such abuse and assault.

2. Providing students age-appropriate educational materials designed for children in grades kindergarten to twelve, inclusive, regarding child sexual abuse and assault awareness and prevention that may include, but not be limited to:
   a. The skills to recognize:
      i. Child sexual abuse and assault,
      ii. Boundary violations and unwanted forms of touching and contact, and
      iii. Ways offenders groom or desensitize victims.

   The lessons should be evidence-informed, developmentally and age appropriate and informed by the required curricula standards and performance indicators contained in the SDE Guidelines (Section Three).

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

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

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

Exploitation; Sexual Harassment

Sexual Abuse Prevention and Education Program (continued)

Reporting Child Sexual Abuse and Assault

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

Connecticut General Statutes §17a-101, as amended, requires all school employees including the Superintendent of Schools, school teachers, substitute teachers, administrators, school guidance counselors, school paraprofessionals, licensed nurses, physicians, psychologists, social workers, coaches of intramural or interscholastic athletics, or any other person, who in the performance of his/her duties, has regular contact with students and who provides services to District students, who have reasonable cause to suspect or believe that a child has been abused, neglected, or placed in imminent risk of serious harm to report such abuse and/or neglect in compliance with applicable state statutes.

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

Reporting suspected abuse and/or neglect of children, in addition to the requirements pertaining to staff training, record keeping and dissemination of this policy, shall be in accordance with the procedures established and set forth in the Administrative Regulation #5141.4.

(cf. 5131.911 – Bullying)
(cf. 5141.4 – Reporting of Suspected Child Abuse)
(cf. 5145.5 – Sexual Harassment)

Legal Reference: Connecticut General Statutes
17a-101q Statewide sexual abuse and assault awareness and prevention program (as amended by Section 415 of the June 2015 Special Session Public Act 15-5) A Statewide K-12 Sexual Assault and Abuse Prevention and Awareness Program developed by DCF, SDE, and Connecticut Alliance (The Alliance) to End Sexual Violence.

Policy adopted: DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

(Reviewed and approved by the Policy Review Committee)
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<th>Reductions</th>
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<td>$ 1,208,695</td>
<td>Additional Health Savings</td>
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<td>$ 57,615</td>
<td>Workers' Compensation</td>
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<td>$ 1,306,800</td>
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<td>Service &amp; Fees-300</td>
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<td>Special Education Tutors contractual increases</td>
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</tr>
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<td></td>
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<td>$ 125,000</td>
<td>Curriculum Development</td>
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<td></td>
<td></td>
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<td>$ 42,982</td>
<td>Technology - Intervention data tracking</td>
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<td>$ 54,578</td>
<td>5 FTE OT/PT and contractual increases</td>
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<td>$ 351,072</td>
<td>$ (100,000)</td>
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<tr>
<td>Repairs-400</td>
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<td>$ 5,187</td>
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<td>$ 5,187</td>
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</tr>
<tr>
<td>Transportation &amp; Tuition-500</td>
<td>$ 13,569,710</td>
<td>$ 218,038</td>
<td>Transportation contractual 3.5% increase</td>
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<tr>
<td></td>
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<td>$ 105,866</td>
<td>Special Education Transportation</td>
</tr>
<tr>
<td></td>
<td></td>
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<td>$ 150,295</td>
<td>Special Education Outplacement Tuition</td>
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<td></td>
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<td>$ 474,199</td>
<td>-</td>
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<td>Utilities &amp; Supplies-600</td>
<td>$ 4,747,406</td>
<td>$ 39,777</td>
<td>Fuel for Buildings and natural Gas</td>
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<td>$ 35,600</td>
<td>Propane Fuel for buses</td>
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<tr>
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<td></td>
<td></td>
<td>$ 79,021</td>
<td>Electric increase due to square footage increases</td>
</tr>
<tr>
<td></td>
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<td>$ 175,000</td>
<td>$ (135,000)</td>
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<td></td>
<td></td>
<td>$ 329,398</td>
<td>$ (155,000)</td>
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<td>Equipment and Program Improvement-700</td>
<td>$ 486,666</td>
<td>$ 250,000</td>
<td>$ (125,000)</td>
<td>School Security state grant mandated match</td>
</tr>
<tr>
<td>Dues and Fees, Adult Ed and Bilingual - 800</td>
<td>$ 432,046</td>
<td>$ -</td>
<td>$ -</td>
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<tr>
<td>Total 2018-2019 Budget</td>
<td>$ 132,236,000</td>
<td>$ 5,974,101</td>
<td>$ (1,145,000)</td>
<td>3.65%</td>
</tr>
<tr>
<td>Danbury High School Expansion</td>
<td>$ 490,000</td>
<td></td>
<td></td>
<td>0.16%</td>
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<tr>
<td>Enrollment Growth / Program Restoration</td>
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<td></td>
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<td></td>
<td>$ 1,267,000</td>
<td></td>
<td>$ (490,000)</td>
<td>0.59%</td>
</tr>
<tr>
<td>Total Increase</td>
<td>$ 7,731,101</td>
<td></td>
<td>$ (1,915,000)</td>
<td>4.40%</td>
</tr>
<tr>
<td>Total 2019-2020 Proposed Budget</td>
<td>$ 139,967,101</td>
<td>$ -</td>
<td>$ -</td>
<td>-</td>
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<tr>
<td>Total 2019-2020 ACTUAL Budget</td>
<td>$ 138,052,101</td>
<td>$ -</td>
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</table>

Exhibit # 19-84
### Governor's Budget

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>City Increase</strong></td>
<td>$2,700,000</td>
<td>2.04%</td>
</tr>
<tr>
<td><strong>State ECS</strong></td>
<td>$2,400,000</td>
<td>1.71%</td>
</tr>
<tr>
<td><strong>TRB Pension</strong></td>
<td>$(479,000)</td>
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</tr>
<tr>
<td><strong>Difference Still needed</strong></td>
<td>$(1,195,101)</td>
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</table>

### Appropriations Budget

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
<th>Percent</th>
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</thead>
<tbody>
<tr>
<td><strong>City Increase</strong></td>
<td>$2,700,000</td>
<td>2.04%</td>
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<tr>
<td><strong>State ECS</strong></td>
<td>$2,723,397</td>
<td>1.95%</td>
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<tr>
<td><strong>TRB Pension</strong></td>
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<tr>
<td><strong>Difference Still needed</strong></td>
<td>$(392,704)</td>
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### Maintenance Budget

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Projected Retirement Savings (25 * 35,000.00)</td>
<td>$(875,000)</td>
</tr>
<tr>
<td>Social Security</td>
<td>$65,491</td>
</tr>
<tr>
<td>Salary Increase</td>
<td>$3,492,734</td>
</tr>
<tr>
<td>Contractual rate increases for substitutes</td>
<td>$154,625</td>
</tr>
<tr>
<td>Health, Dental and Life Insurance 4.8% increase</td>
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<tr>
<td>Additional Health Savings</td>
<td>$1,203,695</td>
</tr>
<tr>
<td>Workers’ Compensation</td>
<td>$37,615</td>
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<tr>
<td>Special Education Tutors contractual increases</td>
<td>$128,512</td>
</tr>
<tr>
<td>Curriculum Development</td>
<td>$125,000</td>
</tr>
<tr>
<td>Technology - intervention data tracking</td>
<td>$42,982</td>
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<tr>
<td>.5 FTE OT/PT and contractual increases</td>
<td>$54,578</td>
</tr>
<tr>
<td>Refuse removal contractual increase</td>
<td>$5,187</td>
</tr>
<tr>
<td>Transportation contractual 3.5% increase</td>
<td>$218,038</td>
</tr>
<tr>
<td>Special Education transportation increase</td>
<td>$105,866</td>
</tr>
<tr>
<td>Special Education Outplacement Tuition</td>
<td>$150,095</td>
</tr>
<tr>
<td>Fuel for Buildings and natural Gas</td>
<td>$39,777</td>
</tr>
<tr>
<td>Propane Fuel for buses</td>
<td>$35,600</td>
</tr>
<tr>
<td>Electric increase due to square footage increases</td>
<td>$79,021</td>
</tr>
<tr>
<td>Cut District/Building Admin</td>
<td>$65,087</td>
</tr>
<tr>
<td>School Security state grant mandated match</td>
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<tr>
<td><strong>Total Maintenance Budget</strong></td>
<td>$5,379,101</td>
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<td></td>
<td>$4,744,101</td>
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</table>

### Danbury High School Expansion

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.0 3.0 FTE High School Teachers</td>
<td>$350,000</td>
</tr>
<tr>
<td>1.0 FTE Technical Support Analyst</td>
<td>$35,000</td>
</tr>
<tr>
<td>1.0 FTE Counselor</td>
<td>$70,000</td>
</tr>
<tr>
<td>1.0 FTE Dean of Freshman Academy</td>
<td>$70,000</td>
</tr>
<tr>
<td><strong>Total DHS Expansion Budget</strong></td>
<td>$525,000</td>
</tr>
<tr>
<td></td>
<td>$245,000</td>
</tr>
</tbody>
</table>

### Enrollment Growth / Program Restoration Budget

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.0 FTE Elementary Classroom Teachers</td>
<td>$140,000</td>
</tr>
<tr>
<td>2.0 FTE Elementary Art, PE and Music</td>
<td>$140,000</td>
</tr>
<tr>
<td>4.0 FTE Elementary Math Coaches</td>
<td>$280,000</td>
</tr>
<tr>
<td>3.0 2.0 FTE ESL/Bilingual K-5 1.0 FTE moved to Grant</td>
<td>$210,000</td>
</tr>
<tr>
<td>Instructional Supplies for enrollment growth &amp; new programs</td>
<td>$175,000</td>
</tr>
<tr>
<td><strong>Middle School</strong></td>
<td></td>
</tr>
<tr>
<td>0.5 FTE Middle School Math Interventionist</td>
<td>$35,000</td>
</tr>
<tr>
<td>1.0 FTE Social Worker/Counselor</td>
<td>$70,000</td>
</tr>
<tr>
<td>1.0 FTE Middle School Safety Advocate</td>
<td>$21,000</td>
</tr>
<tr>
<td>2.8 FTE Westside M.S. Grade 7</td>
<td>$196,000</td>
</tr>
<tr>
<td><strong>Special Education</strong></td>
<td></td>
</tr>
<tr>
<td>2.0 FTE Speech and Language Pathologists</td>
<td>$140,000</td>
</tr>
<tr>
<td>4.0 FTE K-12 Special Education</td>
<td>$280,000</td>
</tr>
<tr>
<td>1.0 FTE Pre-K Special Education</td>
<td>$70,000</td>
</tr>
<tr>
<td>1.0 FTE Special Education Reading Teacher</td>
<td>$70,000</td>
</tr>
<tr>
<td>Instructional Coaches moved to Title I</td>
<td>$ (375,000)</td>
</tr>
<tr>
<td><strong>Total Enrollment Growth</strong></td>
<td>$1,827,000</td>
</tr>
<tr>
<td></td>
<td>$827,000</td>
</tr>
</tbody>
</table>

Section 1 - Page 2
AMENDMENT

DANBURY PUBLIC SCHOOLS

AND

SODEXO MANAGEMENT, INC.

THIS AMENDMENT, dated May 3, 2019, is between DANBURY PUBLIC SCHOOLS ("FSA") and SODEXO MANAGEMENT, INC. ("FSMC").

WITNESSETH:

WHEREAS, District and entered into a certain Management Agreement, dated August 13, 2015, as amended ("Agreement"), whereby Sodexo manages and operates FSA's Food Services operation in Danbury, Connecticut;

WHEREAS, the parties now desire to further amend the aforesaid Agreement;

NOW, THEREFORE, in consideration of the promises herein contained and for other good and valuable consideration, the parties hereto agree as follows:

1. Pursuant to Section 1.3, FSA and FSMC have mutually agreed to extend the Agreement (renewal 4) for one (1) year commencing on July 1, 2019, and continuing until June 30, 2020, unless terminated by either party as hereinafter provided. The Agreement is subject to zero (0) additional one-year renewals.

2. Any and all references to the “2018-2019” school year shall be changed to “2019-2020.”

3. Section 6.1.C and 6.1.D are deleted in their entirety and the following substituted therefor:
“D. The FSMC’s shall charge a flat management fee of $81,141 for the period of July 1, 2019 through June 30, 2020. The fee adjustment is 1.9% based on the CPI index for all Urban Consumers.

E. The FSMC shall charge a flat administrative fee of $198,362 for the period of July 1, 2019 through June 30, 2020. The fee adjustment is 1.9% based on the CPI index for all Urban Consumers.

The following functions are the FSMC’s responsibility, and will be included in such fees:
- Corporate supervision
- Financial reporting and analysis
- Field auditing
- Marketing assistance
- Purchasing administration”

4. Section 6.3.2 is deleted in its entirety and the following substituted therefor:

6.3.2 Assumptions. Financial terms of the Agreement are based upon existing conditions and the following assumptions. If there is a change in conditions, including, without limitation, changes to items in the following assumptions, FSMC shall provide the SFA with notice of such changed items, reasonable proof of such changed item (unless such item was changed by the SFA) and the effect on the Guarantee. The SFA may challenge FSMC’s conclusions on the changed item or the effect on the Guarantee. If agreed to by the SFA, the Guarantee shall be adjusted to compensate for such change.

- Changes in District’s policies, practices and service requirements, including but not limited to, changes in bell schedules or meal service periods, shall result in an appropriate adjustments.
- Average daily attendance (“ada”) and the number of free and reduced participants shall remain at the same levels as the 2018-2019 school year.
- Legislation, regulations and reimbursement rates that create changes in the nonprofit food service shall remain constant.
- The value of USDA Foods will be valued at $.2375 per pattern meal for the 2019/2020 school year.
- The federal reimbursement rate as of July 1, 2019 shall remain consistent throughout the school year.
- There shall be no competitive food or beverage sales during meal service times.
- Service hours, service requirements, type and number of facilities
selling food and/or beverages on the Danbury premises shall remain consistent throughout the contract year.

- The projected number of full feeding days shall not be less than 180 for elementary schools and middle schools and 176 for the high school.
- Danbury will continue to certify for the CT Healthy Food Bill for the 2019/2020 school year.
- District labor shall not exceed $2,809,509 for the 2019/2020 school year.

5. Effective May 3, 2019, Section 3.15 Summer Lunch is amended:

3.15 Summer Lunch

A. Sodexo shall prepare meals to designated Summer Lunch Program sites operated by District for an nine week period, commencing on June 24, 2019 and continuing through August 23, 2019 (“Summer Lunch Program”).

B. Sodexo will deliver to each site in accordance with the order from District. All meals and dairy products shall be delivered at the specified time using adequate refrigeration to ensure the wholesomeness of food at delivery in accordance with State and/or local health codes.

C. Sodexo shall be reimbursed for all costs, charges and expenses incurred in connection with the Summer Food Service operation including, but not limited to, costs, charges and expenses for the following:

1. Operating Expenses as detailed in Section 12.11, subsections A and B.

2. General Support Services Allowance equal to 0.372 per meal served. The fee adjustment is 1.9% based on the CPI index for all Urban Consumers.

3. Management Fee equal to 0.241 per meal served. The fee adjustment is 1.9% based on the CPI index for all Urban Consumers.

4. District shall pay all invoices within ten (10) days of the invoice date.
5. If, at any time, District and Sodexo shall make a reasonable decision that adequate funding from Federal, State and local sources is not available to enable the district to carry out its financial obligations under this Section or in the event that the minimum number of meals is not achieved, then either party may terminate the Summer Food Service program by giving the other party ten (10) days prior written notice of its intention to terminate the Summer Food Service.

6. Student Data Privacy (Public Act No. 16-189) See Appendix I. In performance with this contract, the FSMC and SFA must be in compliance with the Student Data Privacy Act (Public Act No. 16-189).

7. This Amendment is effective July 1, 2019, and thereafter, unless amended. All other terms and conditions contained in the Agreement shall remain unchanged and in full force and effect, except by necessary implication.

IN WITNESS WHEREOF, the duly authorized officers of the parties have executed this Amendment, as of the date indicated in the first paragraph of this Amendment.

DANBURY PUBLIC SCHOOLS

By:________________________________________
Name (printed):________________________________________
Title:________________________________________

SODEXO MANAGEMENT, INC.

By:________________________________________
  Michael Grey
  Vice President
DRAFT

DANBURY BOARD OF EDUCATION MEETINGS

2019-2020 SCHOOL YEAR

2nd & 4th Wednesday of each month, 7:00 p.m. at Beaver Brook Administrative Center except where noted below*

September 11, 2019
September 25
*October 8 (Tuesday)
October 23
November 13
*November 26 (Tuesday)
* December 4 – Annual Meeting
January 8, 2020
January 22
February 12
February 26
March 11
March 25
April 8
April 22
May 13
May 27
June 10
June 24

Exhibit # 19-86