

**SIMSBURY BOARD OF EDUCATION  
REGULAR MEETING  
June 14, 2022  
BOE Conference Room  
6:30 p.m.  
AGENDA**

- I. CALL TO ORDER
- II. RECOGNITIONS
- III. PUBLIC AUDIENCE
- IV. COMMITTEE REPORTS/BOE COMMUNICATIONS
- V. RECOMMENDED ACTIONS
  - A. Approval of Minutes of May 23, 2022 Special Meeting EXHIBIT I
  - B. Approval of Minutes of May 24, 2022 Meeting EXHIBIT II
  - C. Personnel EXHIBIT III
  - D. Approval of Superintendent's Contract EXHIBIT IV
  - E. Approval of 2022-23 Textbooks EXHIBIT V
  - F. Approval of Policy Revisions EXHIBIT VI
  - G. End of Year Fiscal Authorizations EXHIBIT VII
  - H. BOE Summer Meeting Schedule EXHIBIT VIII
- VI. INFORMATION AND REPORTS
  - A. Equity Update EXHIBIT IX
- VII. PUBLIC AUDIENCE
- VIII. FUTURE BUSINESS
  - A. Next Board Meeting, Tuesday, June 28, 2022,  
Virtual Meeting

*Watch Board of Education meetings LIVE and rebroadcast on Comcast Channels  
95 or 1070 and on Frontier Channel 6070 as well as LIVE and on-demand at  
[www.simsburytv.org](http://www.simsburytv.org).*

**TOWN OF SIMSBURY  
BOARD OF EDUCATION**

Record of Proceedings

Special Meeting

May 23, 2022

Mr. Jeff Tindall called the virtual meeting to order at 8:33 a.m.

Roll Call:

**Members present:** Mmes. Lydia Tedone and Jen Batchelar. Messrs. Jeff Tindall, Todd Burrick and Brian Watson.

**Members absent:** Mmes. Susan Salina, Tara Willerup and Sharon Thomas.

**Also present:** Superintendent Matt Curtis.

EXECUTIVE SESSION

Ms. Tedone MOVE that the Board of Education enter executive session at 8:33 a.m. to discuss a student discipline matter and include Mr. Curtis.

Mr. Burrick: Seconded. So moved.

REGULAR SESSION

Mr. Watson: MOVE to enter Regular Session at 8:48 a.m.

Ms. Tedone: Seconded. So moved.

Mr. Watson: MOVE that Student A be expelled from Simsbury Public Schools for 180 school days commencing on May 23, 2022 for violation of the Board of Education Policy #5133 Student Discipline Section III, #1. Striking or assaulting a student, members of the school staff or other persons.

Ms. Batchelar: Seconded. So moved.

ADJOURNMENT

Ms. Tedone: MOVE to adjourn the meeting at 8:50 a.m.

Mr. Burrick: Seconded. So moved.

\_\_\_\_\_  
Jennifer Batchelar  
Secretary

\_\_\_\_\_  
Katie Wilde  
Recording Secretary

Executive Session

Regular Session

Adjournment

**TOWN OF SIMSBURY  
BOARD OF EDUCATION**

Record of Proceedings

Regular Meeting

May 24, 2022

Ms. Susan Salina called the meeting to order at 6:31 p.m. in the Latimer Lane School cafeteria.

Roll Call:

**Members present:** Mmes. Susan Salina, Jen Batchelar. Messrs. Todd Burrick, Jeff Tindall, and Brian Watson. Ms. Lydia Tedone joined the meeting at 6:36 p.m.

**Members absent:** Mrs. Sharon Thomas and Mrs. Tara Willerup.

**Also present:** Superintendent Matt Curtis, Assistant Superintendent Sue Homrok-Lemke, Director of Infrastructure & Technology Jason Casey, Principal Mike Luzietti, Student Representative Olivia Antidormi and Recording Secretary Cindi Freilinger.

Superintendent Curtis opened the meeting acknowledging the tragedy in Uvalde, Texas and sharing thoughts and prayers.

RECOGNITIONS

Principal Steve Patrino recognized two Simsbury High School students who received the CAFE Leadership Award -- Alanys Rivera and Keenan Willison. Principal Scott Baker recognized two Henry James students who received the CAFE Leadership Award -- Fiona Gallo and Jonah Lipar. Mrs. Salina presented the students with certificates from CAFE and extended her congratulations and gratitude on behalf of the Board of Education.

Director of Athletics, Jeff Pinney recognized two Simsbury High School students as recipients of the Connecticut Association of Schools Scholar Athlete awards – Olivia Birney and Keenan Willison.

Principal Patrino introduced and congratulated the 2022-23 Student Representatives for the Board of Education – Grace Meyers and Emilie Carroll.

PUBLIC AUDIENCE

**Lindsay Tkacz**, 17 Lawton Drive, spoke representing parents of the 2022-23 Grade 3 class at Latimer Lane and the large class size. She acknowledged class size policy, but asked for consideration of other circumstances in that grade level, such as the high need and behavioral issues of students.

**Lori Boyko**, 15 Oakhurst Road, shared her concern that controversial issues raised at Board of Education meetings are not discussed publicly asking for clarification on the protocols for how the Board of Education makes decisions.

**Tim Schofield**, 22 Castlewood, shared his concerns for his daughter entering 3<sup>rd</sup> grade next year into larger class size classrooms stating that she lost her spark midway through the year due in part to the lack of control of some of the students in the classroom.

Recognitions

Public Audience

**Katie Timm**, 12 Westborough Drive, shared her concerns about the projections for larger class size classrooms for next year's Grade 3 class. Her concerns are related to the challenging students that disrupt the learning environment.

**Allison Violette**, 60 Simsbury Manor Drive, shared that her child is one of the disruptive students in the class going into 3<sup>rd</sup> Grade next year, and she expressed her concern for the teachers if they had to deal with even more students alongside the challenging students. She also shared her appreciation for Deb Driscoll, as her son has made significant strides this year.

**Jacquelyn Carlson**, 70 Simsbury Manor Drive, shared her appreciation for the hard work of the teachers at Latimer Lane, and specifically those in the Grade 2 class moving into Grade 3. She asked that the Board of Education consider how larger class sizes will make it more burdensome on those teachers when making the decision about possibly adding another class.

**David Humpherys**, 78 Simsbury Manor Drive, echoed the concerns of the previous speakers regarding the upcoming Grade 3 class size. He asked why the Grade 2 class is being chosen to be reduced, and whether the Media Center that is being split into two classrooms would be a smaller environment with more students.

Mr. Casey shared that the library was formerly two classrooms and is the exact footprint as the other classrooms in the building.

Mrs. Salina stated that the Board of Education adopted Classroom Size Guidelines that are administered district-wide, and are not Latimer Lane specific. The guidelines are up to 22 for Grades K-2 and up to 25 for Grades 3-6. She added that the budget is processed with these guidelines in mind, and that during the summer months, class size is monitored district-wide being mindful of possible necessary additions. She acknowledged the challenges shared by parents this evening stating that the Board and administration would keep a close eye on this grade level as well as others in the district. Mr. Curtis added that Mr. Luzietti is the biggest advocate for Latimer Lane and shared that he cannot provide a date when a decision would be made regarding the Grade 3. Mr. Luzietti shared the class assignments are sent in August, adding that Grade 3 letters could be delayed if the decision is still pending.

Mrs. Salina addressed Mrs. Boyko's remarks stating that while not all items are discussed at the full Board of Education meetings, there is a committee structure where some issues are reviewed. She added that the Board of Education does listen and take under consideration issues raised at meetings and does not disregard them.

#### COMMITTEE REPORTS/BOE COMMUNICATIONS

Ms. Tedone provided a summary of this year's legislative highlights affecting schools.

Olivia Antdormi shared that the Art Show at Simsbury High School is up through Thursday, adding that BOE Student Rep, Alex Picoult's exhibit is on display. She shared that Capstone presentations began today, the Choral Review is Thursday, and the Senior Prom is on June 3. At Henry James, they have 8<sup>th</sup> Grade Day on June 7. At Squadron Line, they wrapped up Random Acts of Kindness Week last week. Tariffville School had their Empty Bowls event was last Friday, and the Tootin'

Communications

Hills Duck Race will be by the Flower Bridge on Friday.

Jen Batchelar shared that the Spring Spree was this week at SHS led by Mr. Berthiaume fostering positive school community.

Ms. Homrok-Lemke shared that she and Superintendent Curtis had observed some outstanding Capstone presentations today congratulating the students and Coordinator, Liz McKay. Mr. Burrick asked how the students felt after completion of a Capstone presentation, and Ms. Homrok-Lemke stated that there are some sighs of relief, but that overall, the students felt a huge sense of accomplishment. Mr. Tindall asked if they reflected on what might make it better next year, and Ms. Homrok-Lemke stated that feedback was great from students and staff, and felt they were in a good place moving forward. Ms. Salina asked if it was all juniors presenting, and Ms. Homrok-Lemke answered that it was predominantly juniors this year, with a few seniors.

Ms. Homrok-Lemke also shared that four Simsbury High School Digital Video Production students have been nominated in the FOX61 News contest, and the results will be announced at a ceremony on June 1. Lastly, Ms. Homrok-Lemke shared that the Torch Run for Unified Basketball took place today from SHS to Jersey Mike's, a huge supporter of the Special Olympics. The team leaves on June 4 to compete in the national event.

**RECOMMENDED ACTIONS**

**A. Approval of Minutes of May 10, 2022**

Ms. Tedone: MOVE to approve the minutes of the May 10, 2022 meeting.

Mr. Burrick: Seconded. So moved. Ms. Salina abstained.

**B. Personnel**

Mr. Tindall: MOVE that Board of Education accept the resignations of Mikayla Alicandro and Kevin Snyder effective June 30, 2022.

Mr. Watson: Seconded. So moved.

Ms. Batchelar: MOVE that the Board of Education accept the notice of intent to retire of Lori Martensen effective June 30, 2025.

Mr. Burrick: Seconded. So moved

**C. Approval of Unaffiliated Salary Adjustments**

Mr. Burrick: MOVE that the salary range for the unaffiliated Board of Education employees and salaries for the Central Office Administrators be increased by 2.50% for the 2022-23 fiscal year.

Mr. Watson: Seconded. So moved

Approval of Minutes of May 10, 2022

Personnel

Unaffiliated Salaries

#### D. Approval of Non-Lapsing Account Expenditures

Mr. Burrick: **MOVE**, effective May 24, 2022 to authorize the use of the Board of Education Non-Lapsing fund up to the amount of the FY 2021-22-year end deficit not to exceed \$651,308.

Mr. Tindall: **Seconded. So Moved.**

#### INFORMATION AND REPORTS

##### A. Latimer Lane School Report

Mr. Luzietti presented an update on the Latimer Lane expansion and renovation project. He shared that the weekly design review meetings have involved key staff members in the building and have proved to be very helpful in the design of the various areas of the school, including the media center, kitchen, security, technology infrastructure, and interior design.

Mr. Luzietti discussed that the team has been involved in the budget reconciliation, which has resulted in a \$1.3 million overrun of expenses. The additional expenses were recently passed by the Boards of Selectmen and Finance allowing the project to go out to bid July 1.

Mr. Luzietti reviewed the floor plan development sharing that it will be a State-of-the-Art building with a good flow as you navigate through the grade levels, two courtyards allowing for outdoor instructional space, and a full-size middle school basketball court. The new gymnasium and cafeteria will eventually be open for community use. The design includes the ability to block off the rest of the building from these community areas.

Mr. Luzietti stated that there were originally 7-9 phases of construction that have been reduced to 3, adding that this will result in much less disruption to students and staff. During the 3 phases, no classroom teacher will have to move more than twice.

During Phase 1 the north and south ends of the building will be under construction, and the current gym will be utilized as intervention space. The media center will be utilized as two classrooms, and the library will operate similarly to how it did during COVID, without the physical library space.

During Phase 2, some students will rotate into new classrooms, and the middle section of the building will be under construction, including the gym, cafeteria, art and special education classrooms, and upper hallway. The gym stage will serve as an overflow classroom for art, music, and physical education as needed. He shared that the building can function as a school throughout the process, and moves will be targeted to take place during school breaks to allow for less stress.

Phase 3 will include the front of the building, including the main office. The main office will move into the cafeteria during this phase, and K, 1, and 2 classrooms will move so that those classrooms in front can be completed. The media center will be completed at this point, but it likely will be used to host interventions.

Mr. Tindall complemented Mr. Luzietti on the presentation and leadership and asked

Approval of  
Non-Lapsing  
Account  
Expenditures

Latimer Lane  
School Report

what is keeping him up at night about the project? Mr. Luzietti shared that when the costs started escalating, that kept him up, but as a whole, the project is so very positive that the only thing he is awaiting is breaking ground.

Mr. Watson asked if Mr. Luzietti had reached out to Scott Baker, Principal of Henry James School, to get any pointers on educating students while under construction. Mr. Luzietti shared that he had, and that Mr. Baker has been extremely helpful in providing guidance from his experience during the construction at Henry James.

Mrs. Salina asked about the referendum pertaining to the additional cost after the bid process. Ms. Meriwether stated that we would have to have a referendum for the overage, and Mrs. Salina encouraged the Latimer community to come out and vote at that time.

**B. Proposed 2022-23 Textbooks**

Ms. Homrok-Lemke shared that each spring, the Board of Education reviews and adopts new textbooks for the following year. She shared that there are six texts included in the exhibit that have been vetted by department chairs, principals, her office, and the Curriculum Committee. She encouraged Board of Education members to contact her office if they would like to review the textbooks, and stated that the adoption would be on the June 14 Board of Education agenda as an action item.

Mr. Burrick asked if the adoption includes instructional tools as well. Ms. Homrok-Lemke answered that the adoption would include related supplementary materials and teacher resource kits.

Ms. Batchelar inquired as to whether the text for the AP course was one that was used statewide in all public schools. Ms. Homrok-Lemke stated that she couldn't be 100% sure of that, but that it does correspond with the College Board curriculum

**C. 2020-21 Audit Report**

Ms. Meriwether reviewed the 2020-21 audit report as completed by CliftonLarsonAllen LLP, sharing that there is an excess of \$991,647 in the Town's General Fund, which is attributed mainly to additional town building permits as a result of the building boom. She added that the Town's excess of revenues over expenditures (GAAP basis), which is a bond rating utilized by agencies as a review for financial position, is \$4,348,445. Ms. Meriwether shared that the recommendations of the audit report are the development of an Accounting Procedures Manual, which is a priority in 2023 after the full implementation of the MUNIS financial software. An additional recommendation is a Fraud Risk Assessment, and this is included in year three (FY24) of the 6-year capital plan for the Town of Simsbury.

**D. Policy Second Reading**

Ms. Homrok-Lemke stated that following tonight's meeting Policy 4500 Alcohol, Tobacco and Drug-Free Workplace will be brought forward for adoption at the June 14 Board of Education meeting. Ms. Salina stated that if anyone has any questions,

Proposed 22-23 Textbooks

2020-21 Audit Report

Policy First Reading

they can reach out to Neil Sullivan, Assistant Superintendent for Administration.

**PUBLIC AUDIENCE**

**Lori Boyko**, 15 Oakhurst Road, expressed her tremendous appreciation for Lori Martensen, currently a Math Coach, who previously was a teacher at Latimer Lane stating that she was the best teacher her son had.

Public Audience

**EXECUTIVE SESSION**

Ms. Tedone: MOVE to enter executive session to discuss the evaluation of the superintendent at 8:13 p.m. and include Superintendent Matt Curtis.

Executive Session

Mr. Tindall: Seconded. So moved.

**ADJOURNMENT**

Mr. Burrick: MOVE to adjourn the meeting at 9:14 p.m.

Adjournment

Mr. Tindall: Seconded. So moved.

\_\_\_\_\_  
Jennifer Batchelar  
Secretary

\_\_\_\_\_  
Cindi Freilinger  
Recording Secretary



MEMORANDUM TO: Members of the Board of Education  
 FROM: Matthew T. Curtis  
 DATE: June 14, 2022  
 RE: Personnel Recommendations

### **I. Resignations**

#### **Licia Krier**

Assignment Special Education Department Supervisor  
 Simsbury Exp 5 years  
 Effective June 30, 2022

#### **Morgan Pierce**

Assignment Elementary Teacher, Central School  
 Simsbury Exp 1 year  
 Effective June 30, 2022

#### **BOARD MOTION:**

“MOVE that the Board of Education accept the resignations of Licia Krier and Morgan Pierce effective June 30, 2022.”

### **II. Notice of Intent to Retire**

#### **Chris Medve**

Assignment Wellness Teacher, Henry James Memorial School  
 Simsbury Exp Currently 22 years  
 Effective June 30, 2025

#### **BOARD MOTION:**

“MOVE that the Board of Education accept the notice of intent to retire of Chris Medve effective June 30, 2025.”

### **III. Retirement**

#### **Pamela Sickinger**

Assignment School Counselor, Simsbury High School  
 Simsbury Exp 23 years  
 Effective June 30, 2022

#### **BOARD MOTION:**

“MOVE that the Board of Education accept the retirement of Pamela Sickinger effective June 30, 2022.”

MTC:cdf

TO: Members of the Board of Education  
FROM: Matthew T. Curtis, Superintendent of Schools  
DATE: June 14, 2022  
RE: Renewal of Superintendent's Contract

It is anticipated that the Chairman of the Board of Education Personnel & Negotiations Committee will recommend the renewal of the Superintendent's contract for the period July 1, 2022 to June 30, 2025.

"MOVE that the Board of Education approve the Superintendent's contract for 2022-23 with a salary increase of 2.5% for 2023."

MTC:kdw

**TO:** Members of the Board of Education  
**FROM:** Matthew T. Curtis, Superintendent  
**DATE:** June 14, 2022  
**RE:** TEXTBOOK ADOPTION, 2022-2023

Each spring, the Board of Education reviews and adopts new textbooks (which include related supplementary materials and teacher resource kits) to be used by students and staff the following year. Textbooks recommended for adoption are initially selected by a department, committee, or staff member and are reviewed by the department supervisor, building principal and central office prior to submission to the Board for approval.

The attached list represents the book that is required for all students to read in a specific course, grade, or ability level. A copy of the book is available for review at tonight's meeting.

"MOVE that the Board approve the textbook adoption for the 2022-2023 school year as submitted by the administration."

MTC:da

Att.

## TEXTBOOK ADOPTION, 2022-2023

<u>SUBJECT</u>	<u>GRADE/LEVEL</u>	<u>TITLE</u>	<u>AUTHOR</u>	<u>PUBLISHER</u>	<u>PUB.DATE</u>
English	9	Black Enough	edited by Ibi Zoboi	Harper Collins	2019
<p>This is a supplemental text that fits into the Coming of Age unit in 9th grade and is used to study the devices of a short story. This collection of short stories features a wide variety of experiences of young black teens in America.</p>					
English	10	Long Way Down	Jason Reynolds	Simon & Schuster	2017
<p>This is a supplemental text that is entirely written in verse, and is a high interest and quick read for 10th graders Destiny Tragic Hero Unit. It will supplement Macbeth to facilitate the poetry and grammar section of the unit</p>					
English	9	The Sun is Also a Star	Yoon, Nicola	Delacorte Press	2016
<p>Pairing this text with Romeo and Juliet will provide students with a modern example of "love at first sight" and forbidden or doomed love. Pairing contemporary texts with classic texts promotes student engagement with the classic text.</p>					
World Language	9-12	ASL Signing Naturally Units 1-6	Cheri Smith, Ella Mae Lentz, and Ken Mikos	Dawn Sign Press	2008
<p>The goal of this text is to bring a person unable to communicate in American Sign Language (ASL) to a basic level of communicative competency. Cultural information taught throughout this course allows students to interact with the Deaf community in a way that is respectful and aware.</p>					
World Language	10-12	ASL Signing Naturally Units 7-12	Cheri Smith, Ella Mae Lentz, and Ken Mikos	Dawn Sign Press	2014
<p>Students learn the advanced grammatical uses of ASL including how sign movements can be modified to change meaning; how and when facial expressions occur; and how body, head, and eye movements are used in phrasing and agreement</p>					
Social Studies	12, AP	The Cultural Landscape: An Introduction to Human Geography	J. M. Rubenstein	Pearson	2020

This text covers the College Board created curriculum goals for the AP Human Geography course including geography, population, health, migration, languages, religions, ethnicities, food & agriculture, and other topics.

**MEMORANDUM TO:** Members of the Board of Education

**FROM:** Matthew T. Curtis  
Superintendent of Schools

**DATE:** June 14, 2022

**RE:** Board of Education Policy Approval

The Policy Committee recently reviewed revised policy based on state legislative requirements. The policy revision is part of the 4000 Personnel series. The Policy Committee is recommending adoption of the following policies:

- 4500 ALCOHOL, TOBACCO AND DRUG-FREE WORKPLACE

"MOVE to adopt the revised Board of Education policies, as noted, effective June 14, 2022."

MTC:kdw

MEMORANDUM TO: Members of the Board of Education  
FROM: Matthew T. Curtis, Superintendent of Schools  
DATE: June 14, 2021  
RE: End of Year Authorizations

- I. In order to comply with regulations which govern state and federal grants and the transfer of funds within the education budget, the Board of Education must vote to give authorization to the Superintendent to act on the Board's behalf. Below are the motions for the Board to approve for granting said authorizations.
  1. State and Federal Grants  
"MOVE that the Simsbury Board of Education authorizes the Superintendent to act as the Board's agent in renewing applications for state and federally funded programs."
  2. Transfer of Funds  
"MOVE that the Simsbury Board of Education authorizes the Superintendent to transfer funds from those accounts in which a surplus is anticipated into those accounts in which a deficit is anticipated."
- II. It has been the past practice of the Board of Education to authorize the Superintendent to employ teachers during the months of July and August. The administration seeks authorization to hire staff during the months of July and August.
  1. "MOVE that the Superintendent, with the approval of the Board Chairman, be authorized to hire staff for the 2022-23 school year during the period of July and August when the Board is not in session."

EXHIBIT VIII

**MEMORANDUM TO:** Members of the Board of Education

**FROM:** Matthew T. Curtis  
Superintendent of Schools

**DATE:** June 14, 2022

**RE:** Board of Education Summer Meeting Schedule

The Board is scheduled to meet during the summer on July 12, 26 and August 9, 23. It has been the past practice of the Board of Education to cancel the regularly scheduled summer meetings. If a meeting is necessary prior to September, a special meeting will be scheduled.

Therefore, I am recommending that the following motion be approved at tonight's Board of Education meeting:

"MOVE that the Board of Education cancel regular board meetings scheduled on July 12, July 26, August 9 and August 23, 2022."

MTC:kdw

TO: Members of the Board of Education  
FROM: Matthew T. Curtis, Superintendent  
DATE: June 14, 2022  
RE: Director of Equity and Access Report

Tonight, Director of Equity and Access Dr. Tayarisha Batchelor, will synthesize the work of this inaugural department. In her report, she will give an overview of the strategic plan areas of focus as they pertain to equity and access: teaching and learning, professional learning, climate and culture, and equity indicators.

More specifically, Dr. Batchelor will discuss the following in each focus area:

**Student Growth and Success:**

*Teaching and Learning:*

- Data dives - Which data and for what purpose
- Curriculum work - Vertical teams, balance of viewpoints on controversial topics

**Premier Workforce**

*Professional Learning:*

- Professional development - restorative practices, culturally responsive curriculum/instruction, supporting social emotional learning of students
- Minority recruitment

**Compassionate and Connected School Culture**

*Climate and Culture*

- Engagement - forum, mentorship, belonging, productive participation
- Equity Week
- Survey - staff, students and families

**Sustained and Strategic Investments**

*Equity Indicators*

- Recommendations Review Committee
- CREC Partnerships
- Equity Council



During the presentation, Dr. Batchelor will use terminology relevant to her work. Below is an alphabetical list of terms defined by the language within the context of her report:

1. *Affinity Groups*- groups connected by how they identify themselves such as the Minority Group, Gender Neutral Alliance, etc.
2. *Connect Period*- high school period that takes place once a month where students engage in activities that connect them to the school and the vision of a graduate
3. *Culturally Responsive Curriculum and Instruction*- using pedagogy and materials that provide balance, representation, and an asset-based mindset to teaching and learning
4. *CREC*- Capital Region Education Council, the partner for Choice students participating in the Open Choice lottery
5. *Data Dives*- using data analysis to identify root causes, questions to address, and strategies to use in order to improve student learning outcomes for all students
6. *DEI* -Diversity, Equity, and Inclusion; there is a group of DEI leaders across the state who collaborate, hold monthly meetings, attend conferences, and share resources
7. *Equity*- ensuring all students have what they need in order to fully access their educational program; being just, impartial and fair
8. *Equity Indicators*- Measures to track the experiences of equal access and inclusion to proactively address barriers to access
9. *Implicit Bias*- attitudes towards people or associate stereotypes with them without our conscious knowledge.
10. *Listening Tours*- meetings with students, staff, and parents to ask questions, hear concerns, identify barriers, and build rapport.
11. *Professional Learning Cycles*- A continuous series of professional development that takes place over time with a focus on one area of learning or improvement.
12. *Restorative Practices*- An alternative to traditional disciplinary actions that center on repairing relationships and harm done by behavior versus punishment for misbehavior and breaking rules
13. *SEL -Social Emotional Learning*- the process of developing self-awareness, self-management, responsible decision-making, relationship skills and social awareness
14. *Vertical Team*- group of staff (K-12) working together collaboratively across grade levels to improve student achievement in a particular content area

Finally, Dr. Batchelor will conclude her presentation outlining the work ahead in the coming year as the Simsbury Public Schools improves the educational experience of all students. Future areas of focus include, but are not limited to:

- Analyzing the survey from June 2022 and determining data markers for growth (discipline, referrals to special education, etc.)
- Creating a SEL vertical team
- Sustaining the work of Equity Council, inclusive of membership review
- Providing opportunities to increase engagement for all stakeholders
- Developing a community calendar of events in collaboration with PTOs

## 4500 ALCOHOL, TOBACCO AND DRUG-FREE WORKPLACE

### PURPOSE

The purpose of this policy is to establish a workplace that is free of the effects of alcohol and second-hand smoke, and free from drug abuse. By accomplishing this purpose, the Board of Education (the "Board") also seeks to promote a safe, healthy working environment for all employees and to reduce absenteeism, tardiness, and other job performance problems that may be caused by alcohol and/or drug abuse. This policy is adopted in accordance with state law and the Drug Free Workplace Act.

### STATEMENT OF POLICY

Employees shall not be involved with the unlawful manufacture, distribution, possession, or use of an illegal drug, a controlled substance, or alcohol, and shall not be under the influence of such substances while on school property or while conducting Board business on or off school property. Any employee who discovers illegal drugs, a controlled substance, or alcohol on school property shall notify the Superintendent or the Superintendent's designee who shall investigate the matter.

An employee must report any conviction under a criminal drug statute for violations occurring on or off school property while on Board business to the Superintendent or his/her designee within five (5) days after the conviction. The Board will notify any agency awarding a grant to the Board of such conviction within ten (10) days thereafter.

Employees shall only use prescription drugs on school property, or during the conduct of Board business, that have been prescribed to them by a licensed medical practitioner, and such drugs shall be used only as prescribed. However, in accordance with Conn. Gen. Stat. § 21a-408a through 408q, the Board specifically prohibits the palliative use of marijuana on school property, at a school-sponsored activity, or during the conduct of Board business, and specifically prohibits employees from being under the influence of intoxicating substances, including marijuana used for palliative purposes, during work hours.

The Board prohibits smoking, including smoking using an electronic nicotine delivery system (e.g., e-cigarettes), electronic cannabis delivery system, or vapor product, and the use of tobacco products in any area of a school building, on school property, including property owned, leased, contracted for, or utilized by the Board, or at any school-sponsored activity.

While Connecticut law allows for the legal use of marijuana under certain circumstances, because marijuana use is still prohibited under federal law, the use

of marijuana at work, or outside of work if it impairs an employee's ability to perform their job, constitutes a violation of this policy.

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

## DEFINITIONS

"Any area" means the interior of a school building and the outside area within twenty-five feet of any doorway, operable window or air intake vent of a school building.

"Cannabis" means marijuana, as defined in Conn. Gen. Stat. § 21a-240.

"Controlled substance" means a controlled substance in schedules I through V of section 202 of the Comprehensive Drug Abuse Prevention and Control Act of 1970 (21 U.S.C. 812), including marijuana.

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

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

"School property" means any land and all temporary and permanent structures comprising the district's school and administrative office buildings and includes, but is not limited to, classrooms, hallways, storage facilities, theatres, gymnasiums, fields, and parking lots.

"School-sponsored activity" means any activity sponsored, recognized, or authorized by a board of education and includes activities conducted on or off school property.

"Smoke" or "smoking" means the burning of a lighted cigar, cigarette, pipe or any other similar device, whether containing, wholly or in part, tobacco, cannabis or hemp.

"Vapor product" means any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means,

regardless of shape or size, to produce a vapor that may or may not include nicotine or cannabis and is inhaled by the user of such product.

### EMPLOYEE ASSISTANCE

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

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

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

#### Legal References:

##### Connecticut General Statutes:

- Conn. Gen. Stat. § 10-233a(h) (definition of school-sponsored activity)
- Conn. Gen. Stat. § 19a-342
- Conn. Gen. Stat. § 19a-342a
- Conn. Gen. Stat. § 21a-408a through 408q (palliative use of marijuana)
- June Special Session, Public Act No. 21-1

##### United States Code:

- Pro-Children Act of 2001, 20 U.S.C. § 7973, as amended by the Every Student Succeeds Act, Public Law 114-95, § 4001
- Drug Free Workplace Act, 41 U.S.C. § 8101 et seq.

*Revised June 14, 2022*