



Upcoming Meeting Dates

October 1 Enrollment Data (2013 and 2014)

AP Scores and Trends Memo from Dr. Boice

SAT Scores and Trends Memo from Dr. Boice

Policy Updates

FPS Library Media Department Draft Curriculum ([Link](#))



UPCOMING MEETING DATES

- | | |
|------------|--|
| October 11 | 9:45 AM – Ad-Hoc By-Law Committee Meeting
Fairfield Public (Main) Library, Room D
1080 Post Road |
| October 13 | 4:15 PM – Policy Committee Meeting
501 Kings Highway East
Superintendent's Conference Room |
| October 21 | 7:30 PM – Board of Education Meeting
Regular Meeting
501 Kings Highway East
2 nd Floor Board Conference Room |



FAIRFIELD PUBLIC SCHOOLS

David G. Title, Ed.D.
Superintendent of Schools

TO: Board of Education
FROM: David Title
DATE: October 10, 2014
SUBJECT: October 1 Enrollment Data

I am enclosing six documents related to enrollment and staffing for your information. I describe each briefly below with any highlights.

- The official "Pink Sheet" of enrollment for October 1.
- Actual enrollment vs. Projected enrollment by school and by kindergarten, excluding Pre-kindergarten. We do not project Pre-K enrollment from year to year, so this document displays the differences between projected enrollment from our demographer and actual enrollment. By coincidence, the actual number of K-12 students this year is exactly 10,000. We did not round it.
- Migration of students to and from private schools. We researched two years' worth of data and summarized it on the enclosed pages. The first page is a summary of all grades and the second page highlights ninth grade and the specific private schools. The overall trend this year is that fewer students migrated out of the public schools after eighth grade than the previous year, and more students returned from private schools this year than last. In particular, Ludlowe had many fewer students exit to private schools from FPS in grade 8 in 2014 than in 2013.
- A document published by the US Census that illustrates the average percentage of a town's population that attends a private school. We display the information for our neighboring towns in Southern Fairfield County. Fairfield is below the County average in this regard and very close to neighboring Westport at approximately 12 percent. This figure is for all grades K-12.
- The percentage of teachers hired this year by experience and degree level. Approximately 55 percent of the teachers hired this year had prior teaching experience and approximately 80 percent have master's degrees and above.

I hope you find this information helpful.

1-Oct-2014

FAIRFIELD PUBLIC SCHOOLS ENROLLMENT - ELEMENTARY

	PRE-K	KIND	1	2	3	4	5	TOTAL
Burr		17	18	22	23	24	21	
		20	18	22	23	23	21	
	18	19	18	22	23	24	21	
	14		18					
	32	56	72	66	69	71	63	429
Dwight		17	21	15	18	23	22	
		18	23	15	19	24	23	
	16	17		15	19			
	16							
	32	52	44	45	56	47	45	321
Holland Hill		22	19	18	21	21	22	
		22	21	18	19	21	22	
		23	18	18	20	21	21	
				19	21			
		67	58	73	81	63	65	407
Jennings		16	19	20	25	17	18	
		15	19	20	25	17	19	
		16	18		24	18	18	
		47	56	40	74	52	55	324
McKinley		17	18	16	19	20	19	
		17	18	16	19	20	19	
		18	19	17	19	20	20	
		18	18	16	19	20	20	
		70	73	65	76	80	78	442
Mill Hill		21	22	22	20	23	18	
		20	19	23	21	23	19	
		21	21	18	22	21	19	
				22			18	
		62	62	63	85	67	74	413
No. Stratfield		22	23	22	22	22	22	
		22	23	21	22	21	22	
		23	22	23	22	21	23	
					22	21		
		67	68	66	88	85	67	441
Osborn Hill		22	23	19	22	23	22	
		23	23	18	23	23	22	
		22	22	19	23	21	23	
			22	20	23	23	22	
		67	90	76	91	90	89	503
Riverfield		21	21	21	19	22	21	
		22	21	21	20	22	21	
		22	21	22	19	20	22	
				21				
		65	63	64	79	64	64	399

1-Oct-2014

FAIRFIELD PUBLIC SCHOOLS ENROLLMENT - ELEMENTARY

	PRE-K	KIND	1	2	3	4	5	TOTAL
Sherman		21	21	20	22	22	20	
		21	23	21	22	23	23	
		22	23	20	23	24	20	
			23	20	21		20	
		64	90	81	88	69	83	475
Stratfield		17	18	18	20	24	24	
		17	18	18	20	23	24	
		17	19	18	21	23	23	
		17	19	18	20	24		
		68	74	72	81	94	71	460
ECC	96							96
TOTAL PRE-K-5	160	685	750	711	868	782	754	4,710

FAIRFIELD PUBLIC SCHOOLS ENROLLMENT - SECONDARY

	6	7	8	9	10	11	12	TOTAL
Fairfield Woods	301	293	321					915
Ludlowe	253	271	282					806
Tomlinson	253	224	243					720
TOTAL 6-8	807	788	846					2,441
FWHS				387	362	383	312	1,444
Walter Fitzgerald Campus				2	5	8	7	22
FLHS				403	365	380	383	1,531
Walter Fitzgerald Campus				0	2	5	5	12
TOTAL 9-12				792	734	776	707	3,009

SUMMARY	Pre-K - 5	6 - 8	9 - 12	TOTAL
Current:	4,710	2,441	3,009	10,160
Difference: Current - October 1, 2013	(82)	(45)	37	(90)
October 1, 2013	4,792	2,486	2,972	10,250

** Please inform the Supt. Office of any discrepancies at 255-8371.

*** All KDG students are Full Day

FAIRFIELD PUBLIC SCHOOLS
Projected vs. Actual Enrollment
October 1, 2014

Elementary School	KDG Projected (14-15)	KDG Actual	Difference	Total Projected (14-15)	Total Actual	Difference
Burr (w/o PK)	71	56	-15	409	397	-12
Dwight (w/o PK)	40	52	12	274	289	15
Holland Hill	63	67	4	395	407	12
Jennings	49	47	-2	327	324	-3
McKinley	78	70	-8	467	442	-25
Mill Hill	61	62	1	417	413	-4
North Stratfield	65	67	2	427	441	14
Osborn Hill	82	67	-15	519	503	-16
Riverfield	56	65	9	383	399	16
Sherman	77	64	-13	475	475	0
Stratfield	81	68	-13	478	460	-18
Totals:	723	685	-38	4571	4550	-21

Middle School	Projected (14-15)	Actual	Difference	Total District w/out PK	
Fairfield Woods MS	920	915	-5	Projected	10046
Roger Ludlowe MS	815	806	-9	Actual	10000
Tomlinson MS	730	720	-10	Difference	-46
Totals:	2465	2441	-24		

High School	Projected (14-15)	Actual	Difference
Fairfield Ludlowe HS	1566	1543	-23
Fairfield Warde HS	1444	1466	22
Totals:	3010	3009	-1



FAIRFIELD PUBLIC SCHOOLS

Migration of Students To and From Private Schools (2013 and 2014)

Out = Students enrolled in 8th grade in FPS who attend a private school in grade 9.

In = Students enrolled in 8th grade in private school who attend FPS in grade 9.

Fairfield LUDLOWE High School

	2013-2014			2014-2015			Difference 2013-2014 vs. 2014-2015
	Out	In	Net	Out	In	Net	
Grade 9*	79	12	67	57	13	44	-23
Grade 10	6	6	0	4	13	-9	-9
Grade 11	2	2	0	1	2	-1	-1
Grade 12	1	1	0	3	1	2	2
Total:	88	21	67	65	29	36	-31

Fairfield WARDE High School

	2013-2014			2014-2015			Difference 2013-2014 vs. 2014-2015
	Out	In	Net	Out	In	Net	
Grade 9*	31	7	24	21	16	5	-19
Grade 10	5	4	1	4	2	2	1
Grade 11	2	3	-1	5	2	3	4
Grade 12	0	1	-1	0	0	0	1
Total:	38	15	23	30	20	10	-13

District Total

	2013-2014			2014-2015			Difference 2013-2014 vs. 2014-2015
	Out	In	Net	Out	In	Net	
Grade 9*	110	19	91	78	29	49	-42
Grade 10	11	10	1	8	15	-7	-8
Grade 11	4	5	-1	6	4	2	3
Grade 12	1	2	-1	3	1	2	3
Total:	126	36	90	95	49	46	-44



FAIRFIELD PUBLIC SCHOOLS

8th Grade Migration of Students To and From Private Schools (2013 and 2014)

8-9th Grade FLHS Private School Data - LUDLOWE			
	2013-2014	2014-2015	Difference
GFA	2	0	-2
Hopkins	11	2	-9
Lauralton	13	10	-3
Notre Dame	1	2	1
Other	7	4	-3
Prep	44	35	-9
St. Joseph's	1	4	3
*Total Outgoing/Private	79	57	-22
**Total Incoming/Private	12	13	-1
Net Migration	67	44	-23

8-9th Grade FWHS Private School Data - WARDE			
	2013-2014	2014-2015	Difference
GFA	0	0	0
Hopkins	0	3	3
Lauralton	3	4	1
Notre Dame	3	2	-1
Other	2	1	-1
Prep	22	8	-14
St. Joseph's	1	3	2
*Total Outgoing/Private	31	21	-10
**Total Incoming/Private	7	16	-9
Net Migration	24	5	-19

Southern Fairfield County
Private School Attendance Rates

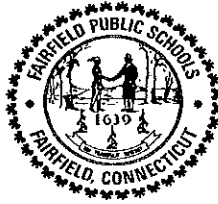
Source: Connecticut Post 8/13/2014 via US Census Bureau

District	Percent
Weston	8.4
Wilton	10.9
Trumbull	11.6
Westport	12.6
Fairfield	12.8
Norwalk	15.1
Darien	15.3
Stamford	17.8
New Canaan	23.7
Greenwich	29.1
<i>Average</i>	<i>15.7</i>

2014-2015 NEW HIRE EXPERIENCE

CERTIFICATION	% of New Hires	
BACHELOR'S, STEP 1	8.6%	
BACHELOR'S, STEP 2-5	4.3%	
BACHELOR'S, STEP 6-10	5.7%	
BACHELOR'S DEGREE TOTAL		18.6%
MASTER'S, STEP 1	33.0%	
MASTER'S, STEP 2-5	11.4%	
MASTER'S, STEP 6-10	8.6%	
MASTER'S, STEP 11-15	4.3%	
MASTER'S, STEP 16-22	1.4%	
MASTER'S DEGREE TOTAL		58.6%
SIXTH YEAR, STEP 1	4.3%	
SIXTH YEAR, STEP 2-5	7.1%	
SIXTH YEAR, STEP 6-10	10.0%	
SIXTH YEAR, STEP 11-15	0.0%	
SIXTH YEAR, STEP 16-22	1.4%	
SIXTH YEAR DEGREE TOTAL		22.8%
TOTAL		100.0%

Margaret Boice, Ed.D.
Director of Secondary Education



Fairfield Public Schools
501 Kings Highway East, Suite 210
Fairfield, Connecticut 06825
Phone: (203) 255-8390
FAX: (203) 255-8273

TO: Dr. David Title
FROM: Dr. Margaret Boice
DATE: October 9, 2014

RE: Advanced Placement Scores and Trends

Attached is a document representing the Advanced Placement results from 2006 – 2014. The chart displays AP participation and performance rates over the past eleven years. The graph is a visual display of AP enrollment and tests results since 2006.

The term “index” is a calculation used to identify high performing school districts. A list of these districts is published annually on the Washington Post web site and in Newsweek. It is a simple formula: divide the number of AP exams administered by the number of students in grade 12. Any high school with an index score of 1.0 or better appears on the list.

Please note the following:

- The number of AP tests increased, along with a 12% increase in AP enrollment.
- While enrollment increased, we have maintained a high percentage (89%) of scores at 3 or higher. This is a significant accomplishment.
- The AP course and exam allow students to experience college level rigor while still in high school. We will continue to review our AP program, look for opportunities to add AP courses to the Program of Studies, and support all students who seek the level of instruction that this coursework requires.

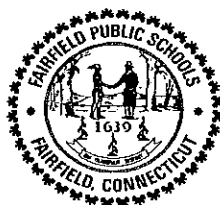
Fairfield Public Schools
Advanced Placement Results
2009-2014

	2006	2007	2008	2009	2010	2011	2012	2013	2014
AP Enrollment	892	933	920	1034	1255	1203	1157	1283	1437
# AP Tests Taken	709	748	812	911	1147	1067	1080	1195	1221
# Students Took Test	388	424	439	481	547	527	539	599	642
Scores at 3 or above	543	609	675	803	1007	946	969	928	1088
Percent at 3 or above	76.6%	81.4%	83.1%	88.1%	87.8%	88.7%	89.7%	77.7%	89.1%
Total Students Grade 12	571	567	620	607	681	636	683	674	716
Index	1.2	1.3	1.3	1.5	1.7	1.7	1.6	1.8	1.7

Advanced Placement Results by School

	2006		2007		2008		2009		2010		2011		2012		2013		2014	
	L	W	L	W	L	W	L	W	L	W	L	W	L	W	L	W	L	W
AP Enrollment	486	406	465	468	484	436	540	494	612	643	619	584	587	570	696	587	717	720
# AP Tests Taken	393	316	382	366	446	366	508	403	553	594	568	499	563	517	677	518	626	595
# Students Took Test	220	168	220	204	248	191	262	219	279	268	290	237	287	252	326	273	333	309
Scores at 3 or above	297	246	305	304	374	301	453	350	501	506	504	442	503	466	597	331	567	521
Total Students Grade 12	292	279	295	272	340	280	323	284	354	327	341	295	354	329	367	307	362	354
Index	1.3	1.1	1.3	1.3	1.3	1.3	1.6	1.4	1.6	1.8	1.7	1.7	1.6	1.6	1.8	1.7	1.7	1.7

Margaret Boice, Ed.D.
Director of Secondary Education



Fairfield Public Schools
501 Kings Highway East, Suite 210
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Phone: (203) 255-8390
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TO: Dr. David Title
FROM: Dr. Margaret Boice
DATE: October 9, 2014

RE: SAT Scores and Trends

Below are three charts displaying the most recent SAT score information for Fairfield and Connecticut. I am working with the high school staff to review the data by individual student in order to determine a course of action for this year.

6 year Fairfield Average SAT scores

Fairfield Averages	2008	2009	2010	2011	2012	2013	2014
Critical Reading	549	545	550	542	542	541	549
Math	557	560	558	559	546	556	551
Writing	563	552	562	561	557	554	555

2014 Fairfield Average SAT scores by high school

Fairfield Averages	FLHS 2014	FWHS 2014
Critical Reading	555	543
Math	553	548
Writing	565	544

6 year CT Average SAT scores

CT Averages	2009	2010	2011	2012	2013	2014
Critical Reading	503	509	509	506	508	507
Math	508	513	513	512	512	510
Writing	506	512	513	510	512	508

FAIRFIELD PUBLIC SCHOOLS
Fairfield, Connecticut

INTER-OFFICE CORRESPONDENCE

TO: Board of Education

FROM: Karen Parks, Deputy Superintendent

DATE: September 30, 2014

SUBJECT: **BOARD OF EDUCATION POLICY UPDATES**

Please remove and add the following from your Board Policy Manual –

<u>REMOVE</u>	-	<u>Series 5000 (page 1)</u>
<u>ADD – REVISED</u>	-	<u>Series 5000 (page 1)</u>
<u>ADD</u>	-	<u>Policy 5112AR</u> Administrative Regulations on Dismissal of Students (# changed from 5115AR)
<u>REMOVE</u>	-	<u>Policy 5115AR</u> Administrative Regulations on Dismissal of Students
<u>REMOVE</u>	-	<u>Policy 5118AR</u> Administrative Regulations on Truancy
<u>REMOVE</u>	-	<u>Policy 5119</u> Student Discipline – Suspension/Expulsion
<u>ADD – REVISED</u>	-	<u>Policy 5119</u> Student Discipline – Suspension/Expulsion
<u>REMOVE</u>	-	<u>Policy 5510</u> Health Assessments
<u>ADD – REVISED</u>	-	<u>Policy 5510</u> Health Assessments

Students

Series 5000

Attendance	5100
Age of Entrance	5111
Attendance, Excused Absences and Truancy	5112
Administrative Regulations – Dismissal of Students	5112AR
Special Education	5113
Regularity of Attendance	5114
High School Attendance	5116
Administrative Regulations	5116AR
Student Discipline – Suspension/Expulsion	5119
Attendance Records	5121
Administrative Regulations	5121AR
School Census	5122
Assignments of Students to Schools	5123
Transfers Within Fairfield	5124
Administrative Regulations	5124AR
School Accommodations to Resident and Non-Resident Children in the Fairfield Public Schools	5125
Homeless Students	5126
Migrant Students	5127
Foreign Exchange Students	5128
Administrative Regulations	5128AR
Video Surveillance	5131
Seclusion and Restraint of Persons With Disabilities Who Are “Persons At Risk” As Defined By State Law In The Fairfield Public Schools	5144.1
Administrative Regulations	5144.1AR
Use of Breathalyzers	5145
Administrative Regulations	5145AR
Progress / Records	5200
Promotion / Retention	5210
Reporting Student Progress	5215
Student Records	5220
Requirements for Graduation	5225
High School Course Load	5230
AIDS Exemption	5235
Family Life Exemption	5240
Post Graduate Studies	5245

Students

Attendance

ADMINISTRATIVE REGULATIONS ON DISMISSAL OF STUDENTS

5112AR

Dismissal of Student Protocols

No child shall be dismissed prior to the regular school dismissal time to anyone other than his/her parent or guardian except in the case of a specific request from the parent or guardian asking that the child be dismissed to such designated person.

No child shall be removed from class except for:

- school activities or meetings
- emergencies
 - to speak and/or meet with a parent or guardian.
 - to speak and/or meet with an emergency contact listed on that student's emergency card.
 - to respond to an open investigation by DCF (Department of Children and Families).

If for any reason one of the above protocols is not followed, the parent or guardian of the student shall be notified immediately. Upon consultation with the parent or guardian, the matter may be escalated further to involve the police and Central Office.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION

5119

I. Definitions

- A. **Emergency** means a situation in which the continued presence of the student in school poses such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
- B. **Exclusion** means any denial of public school privileges to a student for disciplinary purposes.
- C. **Expulsion** means the exclusion of a student from school privileges for more than ten (10) consecutive school days. The expulsion period may not extend beyond one calendar year.
- D. **Removal** is the exclusion of a student for a class period of ninety (90) minutes or less.
- E. **School Days** shall mean days when school is in session for students.
- F. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
- G. **Seriously Disruptive of the Educational Process** means any conduct that markedly interrupts or severely impedes the day-to-day operation of a school.
- H. **Suspension** means the exclusion of a student from school and/or transportation services for not more than ten (10) consecutive school days, provided such suspension shall not extend beyond the end of the school year in which such suspension is imposed; and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below. Suspensions pursuant to this Policy shall be in-school suspensions unless during the hearing held pursuant to Section V of this Policy, (1) the administration determines that the pupil being suspended poses such a danger to persons or property or such a disruption of the educational process that the pupil shall be excluded from school during the period of suspension, or (2) the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence of (A) previous disciplinary problems that have led to suspensions or expulsion of such pupil, and (B) efforts by the administration to address such disciplinary problems through means other than out-of-school

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

suspension or expulsion, including positive behavioral support strategies. An in-school suspension may be served in the school that the pupil attends, or in any school building under the jurisdiction of the board of education.

- I. Notwithstanding the foregoing, the reassignment of a student from one regular education classroom program in the district to another regular education classroom program in the district shall not constitute a suspension or expulsion.
- II. Scope of the Student Discipline Policy

A. ***Conduct on School Grounds or at a School-Sponsored Activity:***

Students may be disciplined for conduct on school grounds or at any school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board.

B. ***Conduct off School Grounds:***

1. Students may be disciplined for conduct off school grounds if such conduct is seriously disruptive of the educational process and violative of a publicized policy of the Board. In making a determination as to whether such conduct is seriously disruptive of the educational process, the

Administration and the Board of Education may consider, but such consideration shall not be limited to, the following factors: (1) whether the incident occurred within close proximity of a school; (2) whether other students from the school were involved or whether there was any gang involvement; (3) whether the conduct involved violence, threats of violence, or the unlawful use of a weapon, as defined in section Conn. Gen. Stat. § 29-38, and whether any injuries occurred; and (4) whether the conduct involved the use of alcohol.

In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and/or the Board of Education may also consider whether such off-campus conduct involved the use of drugs.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

2. When considering whether conduct off school grounds is seriously disruptive of the educational process, the term "weapon" means any pistol or revolver, any dirk knife or switch knife, any knife having an automatic spring release devise by which a blade is released from the handle, having a blade of over one and one-half inches in length, and any other dangerous or deadly weapon or instrument, including any BB gun, sling shot, blackjack, sand bag, metal or brass knuckles, stiletto, knife, the edged portion of the blade of which is four inches and over in length, or any martial arts weapon as defined below at section VI.B.

III. Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion

Conduct which may lead to disciplinary action (including, but not limited to, suspension and/or expulsion) includes conduct on school grounds or at a school-sponsored activity, and conduct off school grounds, as set forth above. Such conduct includes, but is not limited to, the following:

1. Striking or assaulting a student, members of the school staff or other persons.
2. Theft.
3. The use of obscene or profane language or gestures.
4. Violation of smoking, dress, transportation regulations, or other regulations and/or policies governing student conduct.
5. Refusal to obey a member of the school staff, law enforcement authorities, or school volunteers, or disruptive classroom behavior.
6. Any act of harassment based on an individual's sex, sexual orientation, race, color, religion, disability, national origin or ancestry.
7. Refusal by a student to identify himself/herself to a staff member when asked, or misidentification of oneself to such person(s).
8. A walk-out from or sit-in within a classroom or school building or school grounds.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

9. Blackmailing, threatening or intimidating school staff or students (or acting in a manner that could be construed to constitute blackmail, a threat, or intimidation, regardless of whether intended as a joke).
10. Possession of any weapon, weapon facsimile, deadly weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object.
11. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
12. Possession or ignition of any fireworks or other explosive materials, or ignition of any material causing a fire.
13. Unauthorized possession, sale, distribution, use or consumption of tobacco, drugs, narcotics or alcoholic beverages (or any facsimile of tobacco, drugs, narcotics or alcoholic beverages, or any item represented to be tobacco, drugs or alcoholic beverages). For the purposes of this Paragraph 13, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law.
14. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (13) above.
15. The destruction of real, personal or school property, such as, cutting, defacing or otherwise damaging property in any way.
16. Accumulation of offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention.
17. Trespassing on school grounds while on out-of-school suspension or expulsion.
18. Making false bomb threats or other threats to the safety of students, staff members, and/or other persons.
19. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other staff members and/or law enforcement authorities.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

20. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school staff.
21. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.
22. Leaving school grounds, school transportation or a school-sponsored activity without authorization.
23. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution.
24. Possession and/or use of a radio, walkman, beeper, paging device, cellular telephone, walkie talkie or similar electronic device on school grounds or at a school-sponsored activity without the written permission of the principal or his/her designee.
25. Unauthorized use of any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for unauthorized purposes.
26. Possession and/or use of a laser pointer.
27. Hazing.
28. Bullying is defined under Sec. 10-222d. as amended by PA 08-160 as: any overt acts by a student or a group of students directed against another student with the intent to ridicule, humiliate, or intimidate the other student while on school grounds or at a school-sponsored activity, which acts are committed more than once against any student during the school year.
29. Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.
30. Any action prohibited by any Federal or State law which would indicate that the student presents a danger to any person in the school community or school property.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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IV. Procedures Governing Removal From Class

- A. A student may be removed from class by a teacher or administrator if he/she deliberately causes a serious disruption of the educational process. When a student is removed, the teacher must send him/her to a designated area and notify the principal or his/her designee at once.
- B. A student may not be removed from class more than six (6) times in one school year nor more than twice in one week unless the student is referred to the building principal or designee and granted an informal hearing at which the student should be informed of the reasons for the disciplinary action and given an opportunity to explain the situation.
- C. The parents or guardian of any minor student removed from class shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of such removal from class.

V. Procedures Governing Suspension

- A. The principal of a school, or designee on the administrative staff of the school, shall have the right to suspend any student for breach of conduct as noted in Section II and/or Section III of this policy for not more than ten (10) consecutive school days. In such cases, the following procedures shall be followed.
 - 1. Unless an emergency situation exists, no student shall be suspended prior to having an informal hearing before the principal or designee at which, the student is informed of the charges and given an opportunity to respond. In the event of an emergency, the informal hearing shall be held as soon after the suspension as possible.
 - 2. Evidence of past disciplinary problems which have led to removal from a classroom, suspension, or expulsion of a student who is the subject of an informal hearing may be received by the principal or designee, and considered in the determination of the length of suspensions and/or whether the suspension is an in-school or out-of-school suspension.
 - 3. By telephone, the principal or designee shall make reasonable attempts to immediately notify the parent or guardian of a minor student following the suspension and to state the cause(s) leading to the suspension.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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4. Whether or not telephone contact is made with the parent or guardian of such minor student, the principal or designee shall forward a letter promptly to such parent or guardian to the last address reported on school records (or to a newer address if known by the principal or designee), offering the parent or guardian an opportunity for a conference to discuss same.
 5. In all cases, the parent or guardian of any minor student who has been suspended shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the suspension.
 6. Notice of the original suspension shall be transmitted by the principal or designee to the superintendent of schools or designee by the close of the school day following the commencement of the suspension.
 7. The student shall be allowed to complete any class work, including examinations, without penalty, which he or she missed while under suspension.
 8. Notice of the suspension shall be recorded in the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school.
 9. The decision of the principal or designee with regard to disciplinary actions up to and including suspensions shall be final.
 10. During the period of suspension, the student shall not be permitted to be on school property (except in the case of an in-school suspension), and shall not be permitted to attend or participate in any school-sponsored activities, unless the principal specifically authorizes the student to participate in a particular school-sponsored activity.
- B. In cases where the student has previously been suspended, or where such suspension will result in the student's being suspended more than ten (10) times or for fifty (50) days in a school year, whichever results in fewer days of exclusion, the student shall, prior to suspension, be granted a formal hearing. The principal or designee shall report the student to the Superintendent or designee and request a formal hearing.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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VI. Procedures Governing Expulsion Recommendation

- A. A principal may consider recommendation of expulsion of a student in a case where he/she has reason to believe the student has engaged in conduct described at sections II and/or III, above.
- B. A principal must recommend expulsion proceedings in all cases against any student whom the administration has reason to believe:
 - 1. was in possession on school grounds or at a school-sponsored activity of a deadly weapon, dangerous instrument, martial arts weapon, or firearm as defined in 18 U.S.C. § 921 as amended from time to time; or
 - 2. off school grounds, possessed a firearm as defined in 18 U.S.C. § 921, in violation of Conn. Gen. Stat. § 29-35, or possessed and used a firearm as defined in 18 U.S.C. § 921, a deadly weapon, a dangerous instrument or a martial arts weapon in the commission of a crime under chapter 952 of the Connecticut General Statutes; or
 - 3. was engaged on or off school grounds in offering for sale or distribution a controlled substance (as defined in Conn. Gen. Stat. § 21a-240(9)), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Conn. Gen. Stat. §§21a-277 and 21a-278.
 - 4. The following definitions shall be used in this section:
 - a. A "firearm" as defined in 18 U.S.C § 921 means (a) any weapon that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, (b) the frame or receiver of any such weapon, (c) a firearm muffler or silencer, or (d) any destructive device. As used in this definition, a "destructive device" includes any explosive, incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or a similar device; or any weapon (other than a shotgun or shotgun shell particularly suited for sporting purposes) that will or may be converted to expel a projectile by explosive or other propellant having a barrel with a bore of more than ½" in

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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diameter. The term "destructive device" also includes any combination of parts either designed or intended for use in converting any device into any destructive device or any device from which a destructive device may be readily assembled. A "destructive device" does not include: an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon.

- b. "Deadly weapon" means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon or metal knuckles.
- c. "Dangerous instrument" means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a "vehicle".
- d. "Martial arts weapon" means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.
- e. When considering whether conduct off school grounds is seriously disruptive of the educational process, the term "weapon" means any pistol or revolver, any dirk knife or switch knife, any knife having an automatic spring release device by which a blade is released from the handle and having a blade of over one and one-half inches in length, and any other dangerous or deadly weapon or instrument, including any BB gun, sling shot, blackjack, sand bag, metal or brass knuckles, stiletto, knife, the edged portion of the blade of which is four inches and over in length, or any martial arts weapon as defined above.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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- C. Upon receipt of an expulsion recommendation, the Superintendent may conduct an inquiry concerning the expulsion recommendation.

If the Superintendent or his/her designee determines that a student should or must be expelled, he or she shall forward his/her recommendation to an impartial hearing officer to hear and decide the expulsion matter.

VII. Procedures Governing Expulsion Hearing

- A. Emergency Exception:

Except in an emergency situation, the Board of Education shall, prior to expelling any student, conduct a hearing to be governed by the procedures outlined herein. Whenever an emergency exists, the hearing provided for herein shall be held as soon as possible after the expulsion.

- B. Hearing Panel:

The Superintendent is hereby authorized to retain a hearing officer to conduct the hearing.

- C. Hearing Notice:

1. Written notice of the expulsion hearing must be given to the student, and, if the student is a minor, to his/her parent(s) or guardian(s) within a reasonable time prior to the time of the hearing.
2. A copy of this Board policy on student discipline shall also be given to the student, and if the student is a minor, to his/her parent(s) or guardian(s), at the time the notice is sent that an expulsion hearing will be convened.
3. The written notice of the expulsion hearing shall inform the student of the following:

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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- a. The date, time, and location of the hearing.
- b. A short, plain description of the conduct alleged by the administration.
- c. The student may present as evidence, testimony and documents concerning the conduct alleged and the appropriate length and conditions of expulsion, as well as notice that the expulsion hearing will be the student's sole opportunity to present such evidence.
- d. The student may cross-examine witnesses called by the administration.
- e. The student may be represented by any third party of his/her choice, including an attorney, at his/her expense or at the expense of his/her parents.
- f. A student is entitled to the services of a translator or interpreter, to be provided by the Board of Education, whenever the student or his/her parent(s) or guardian(s) do(es) not speak the English language or is handicapped.
- g. The conditions under which the Board is not legally required to give the student an alternative educational opportunity (if applicable).

D. Hearing Procedures:

1. The hearing will be conducted by a hearing officer, who will call the meeting to order, introduce the parties, and counsel, briefly explain the hearing procedures, and swear in any witnesses called by the administration or the student.
2. The hearing will be conducted in executive session. A verbatim record of the hearing will be made, either by tape recording or by a stenographer.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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3. Formal rules of evidence will not be followed. The hearing officer has the right to accept hearsay and other evidence if it deems that evidence relevant or material to its determination. The hearing officer will rule on testimony or evidence as to it being immaterial or irrelevant.
4. The hearing will be conducted in two parts. In the first part of the hearing, the hearing officer will receive and consider evidence regarding the conduct alleged by the administration.
5. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or his/her designee.
6. Each witness for the administration will be called and sworn. After a witness has finished testifying, he/she will be subject to cross-examination by the opposite party or his/her legal counsel and by the hearing officer.
7. After the administration has presented its case, the student will be asked if he/she has any witnesses or evidence to present. If so, the witnesses will be sworn, will testify, and will be subject to cross examination and to questioning by the hearing officer. The student may also choose to make a statement at this time. If the student chooses to make a statement, he or she will be sworn and subject to cross examination and questioning by the hearing officer. Concluding statements will be made by the administration and then by the student and/or his or her representative.
8. In cases where the student has denied the allegation, the hearing officer must determine whether the student committed the offense(s) as alleged by the Superintendent.
9. If the hearing officer determines that the student has committed the conduct as alleged, then the hearing officer shall proceed with the second portion of the hearing, during which the hearing officer will receive and consider evidence regarding the length and conditions of expulsion.
10. When considering the length and conditions of expulsion, the hearing officer may review the student's attendance, academic and past disciplinary records. The hearing officer may ask the Superintendent for a recommendation as to the discipline to be imposed.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

11. Evidence of past disciplinary problems which have led to removal from a classroom, suspension or expulsion of a student being considered for expulsion may be considered only during the second portion of the hearing, during which the hearing officer is considering length and conditions of expulsion and nature of alternative educational opportunity to be offered.
12. Where administrative staff presented evidence in support of the allegations against the student, such administrative staff shall not be present during the deliberations of the hearing officer either on questions of evidence or on the final length and conditions of expulsion to be imposed. The Superintendent may, after reviewing the incident with administrators, and reviewing the student's records, make a recommendation to the hearing officer as to the appropriate length and conditions of expulsion to be imposed.
13. The hearing officer shall make findings as to the truth of the allegations, if the student has denied them, and, in all cases, the length and conditions of expulsion, if any, to be imposed. The hearing officer shall report its final decision in writing to the student, or if such student is a minor, also to the parent(s) or guardian(s), stating the reasons on which the decision is based, and the length and conditions of expulsion to be imposed. Said decision shall be based solely on evidence presented at the hearing.

E. Expulsion Notice:

The parents or guardian or any minor student who has been expelled shall be given notice of such length and conditions of expulsion within twenty-four (24) hours of the time of the institution of the period of the expulsion.

F. Presence on School Grounds and Participation in School-sponsored Activities During Expulsion.

During the period of expulsion, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school-sponsored activities, except for the student's participation in any alternative educational program provided by the district in accordance with this policy, unless the Superintendent specifically authorizes the student to participate in a particular school-sponsored activity.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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VIII. Board Policy Regarding Mandatory Expulsions

In keeping with Conn. Gen. Stat. § 10-233d and the Gun-Free Schools Act, it shall be the policy of the Board to expel a student for one full calendar year for: the conduct described in Section VI(B)(1), (2) and (3) of this policy. The hearing officer may modify the term of expulsion on a case-by-case basis.

IX. Alternative Educational Programs for Expelled Students

A. *Students under sixteen (16) years of age:*

Whenever a student under sixteen years of age is expelled, any such student shall be offered an alternative educational program.

B. *Students sixteen (16) to eighteen (18) years of age:*

The Board of Education will provide an alternative education to a sixteen to eighteen year old student expelled for the first time if he/she requests it and if he/she agrees to the conditions set by the Board of Education, acting through the Superintendent, except as follows: The Board of Education is not required to offer an alternative program to any student between the ages of sixteen and eighteen who is expelled for the second time, or if it is determined at the hearing that (1) the student possessed a dangerous instrument, deadly weapon, firearm or martial arts weapon on school property or at a school-sponsored activity, or (2) the student offered a controlled substance for sale or distribution on school property or at a school-sponsored activity.

C. *Students eighteen (18) years of age or older:*

The Board of Education is not required to offer an alternative educational program to expelled students eighteen years of age or older.

D. *Students identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"):*

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

Notwithstanding Sections IX.A. through C. above, if an expelled student has been identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"), the expelled student shall be offered an alternative educational program in accordance with the requirements of IDEA, as it may be amended from time to time.

X. Notice of Student Expulsion on Cumulative Record

Notice of expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice, except for notice of an expulsion based upon possession of a firearm or deadly weapon, shall be expunged from the cumulative educational record by the Board if the student graduates from high school.

XI. Change of Residence During Expulsion Proceedings

A. *Student moving into the school district:*

1. If a student enrolls in the district while an expulsion hearing is pending in another district, such student shall not be excluded from school pending completion of the out of district expulsion hearing unless an emergency exists, as defined above. The hearing officer shall have the authority to suspend the student or to conduct its own expulsion hearing.
2. Where a student enrolls in the district during the period of expulsion from another public school district, the hearing officer may adopt the decision of the student expulsion hearing conducted by such other school district. The hearing officer shall make its determination based upon a hearing held by the hearing officer, which shall be limited to a determination of whether the conduct which was the basis of the previous public school district's expulsion would also warrant expulsion by the Board.

B. *Student moving out of the school district:*

Where a student withdraws from school after having been notified that an expulsion hearing is pending, but before a decision has been rendered by the hearing officer, the notice of the pending expulsion hearing shall be included on the student's cumulative record and the hearing officer shall complete the expulsion hearing and render a decision. If the hearing officer subsequently renders a decision to expel the student, a notice of the expulsion shall be included on the student's cumulative record.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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XII. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Services under the Individuals with Disabilities Education Act ("IDEA")

A. *Suspension of students who are eligible for services under IDEA:*

Notwithstanding the foregoing, if the administration suspends a student identified as eligible for services under the IDEA (a "student with at disability") who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The administration shall make reasonable attempts to immediately notify the parents of the student of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.
2. During the period of suspension, the school district is not required to provide any educational services to the student with a disability beyond that which is provided to all students suspended by the school district.

B. *Expulsion and Suspensions that Constitute Changes in Placement for students with disabilities:*

Notwithstanding any provision to the contrary, if the administration recommends for expulsion a student with a disability who has violated any rule or code of conduct of the school district that applies to all students, the procedures described in this section shall apply. The procedures described in this section shall also apply for students whom the administration has suspended in a manner that is considered under the IDEA, as it may be amended from time to time, to be a change in placement:

1. The parents of the student must be notified of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

2. The school district shall immediately convene the IEP team, but in no case later than ten (10) school days after the recommendation for expulsion or the suspension that constitutes a change in placement was made. The student's IEP team shall consider whether the student's disability caused or had a direct and substantial relationship to the behavior that led to the recommendation for expulsion or the suspension which constitutes a change in placement, and whether the behavior was a direct result of the failure to implement the student's IEP in order to determine whether the student's behavior was a manifestation of his/her disability.
3. If the IEP team finds that the behavior was a manifestation of the student's disability, the administration shall not proceed with the recommendation for expulsion. The IEP team shall consider the student's misconduct and revise the IEP to prevent a recurrence of the misconduct and to provide for the safety of other students and staff.
4. If the IEP team finds that the behavior was not a manifestation of the student's disability, the administration may proceed with the recommended expulsion or suspension that constitutes a change in placement.
5. During any period of expulsion, or suspension of greater than ten (10) days per school year, the administration shall provide the student with an alternative education program in accordance with the provisions of the IDEA.
6. The special education records and disciplinary records of the student must be transmitted to the individual(s) who will make the final determination regarding a recommendation for expulsion or a suspension that results in a change in placement.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

C. *Transfer of students with disabilities for Certain Offenses:*

School personnel may transfer an IDEA student to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:

1. Was in possession of a dangerous weapon, as defined in 18 U.S.C. 930(g)(2), as amended from time to time, on school grounds or at a school-sponsored activity, or
2. Knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school or at a school-sponsored activity.
3. Has inflicted serious bodily injury on another person at school, on school grounds or at a school sponsored activity.

As used in this subsection XIII.C., the term “dangerous weapon” means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length. The term “serious bodily injury” means bodily injury which involves substantial risk of death; extreme physical pain; protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ or mental faculty.

XIII. Procedures Governing Expulsions for Students Identified as Eligible for Educational Accommodations under Section 504 of the Rehabilitation Act of 1973

Notwithstanding any provision to the contrary, if the administration recommends for expulsion a student identified as eligible for educational accommodations under Section 504 of the Rehabilitation Act of 1973 (a “Student with disabilities under 504”) who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The parents of the student must be notified of the decision to recommend the student for expulsion.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

2. The district shall immediately convene the student's Section 504 team ("504 team") for the purpose of reviewing the relationship between the student's disability and the behavior that led to the recommendation for expulsion. The 504 team will determine whether the student's behavior was a manifestation of his/her disability.
3. If the 504 team finds that the behavior was a manifestation of the student's disability, the administration shall not proceed with the recommended expulsion. The 504 team shall consider the student's misconduct and revise the 504 plan to prevent a recurrence of the misconduct and to provide for the safety of other students and staff.
4. If the 504 team finds that the behavior was not a manifestation of the student's disability, the administration may proceed with the recommended expulsion.

XIV. Early Readmission to School

An expelled student may apply for early readmission to school. The Board delegates the authority to make decisions on readmission requests to the Superintendent. Students desiring readmission to school shall direct such readmission requests to the Superintendent. The Superintendent has the discretion to approve or deny such readmission requests, and may condition readmission on specified criteria.

XV. Dissemination of Policy

The Board of Education shall, at the beginning of each school year and at such other times as it may deem appropriate, provide for an effective means of informing all students, parent(s) and/or guardian(s) of this policy.

XVI. Compliance with Reporting Requirements

- A. The Board of Education shall report all suspensions and expulsions to the State Department of Education.
- B. If a student is expelled for sale or distribution of a controlled substance, the Board shall refer such student to an appropriate state or local agency for rehabilitation, intervention or job training and inform the agency of its action.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

- C. If a student is expelled for possession of a deadly weapon or firearm, as defined in Conn. Gen. Stat. § 53a-3, the violation shall be reported to the local police.
- D. No later than August 31st, the Superintendent shall, in Executive Session, provide the Board with a summary of any recommendation of expulsion and any expulsion hearings from the prior fiscal year ending June 30th. The summary shall include conduct alleged by the administration, the findings of the hearing officer and the length and conditions of expulsion imposed, if any.

Legal References:

Connecticut General Statutes:

§§ 4-177 through 4-180 Contested cases. Notice. Record.

§§ 10-233a through 10-233e Suspension and expulsion of students.

§ 10-233f as amended by PA 07-66 and PA 08-160

In-school suspension of students.

Packer v. Board of Educ. of the Town of Thomaston, 246 Conn. 89 (1998).

Federal law:

Honig v. Doe, 484 U.S. 305 (1988)

Individuals with Disabilities Act, 20 U.S.C. 1400 et seq., as amended by the
Individuals with Disabilities Education Act Amendments of 1997, Pub. L. 105-17.
Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a).

18 U.S.C. § 921 (definition of "firearm")

18 U.S.C. § 930(g)(2) (definition of "dangerous weapon")

Gun-Free Schools Act, Pub. L. 107-110, Sec. 401, 115 Stat. 1762 (codified at 20
U.S.C. § 7151)

Policy Approved: 11/9/2010

Revised and Approved: 5/15/2012

Revised and Approved 9/23/2014

Students

WELFARE

5500

HEALTH ASSESSMENTS

5510

- I. In accordance with Connecticut General statutes, each student enrolled in the Fairfield schools shall be required to have a health assessment by a legally qualified practitioner of medicine (physician or osteopath licensed to practice in the United States), or by an advanced practice registered nurse, registered nurse, or Physician Assistant licensed to practice in Connecticut.
- prior to initial entrance into preschool programs,
 - prior to initial entrance into kindergarten,
 - for transfer students, prior to initial entrance into the Fairfield schools
 - in grades 6 and 9,
 - for ungraded students, prior to initial entrance and whenever a health assessment is required for students of the same age cohort as the ungraded student.

All health assessments required above and done on or after August 15, 2005 shall include documentation of an assessment of the student's risk of exposure to tuberculosis. Any student determined to be at high risk shall receive a Mantoux tuberculin skin test performed in the United States as part of the required health assessment.

Health assessments required prior to initial entrance into a Fairfield school shall include evidence of a Mantoux tuberculin skin test performed after most recent entry into the United States for students entering school in Fairfield from a country with a high prevalence of tuberculosis.

Countries with a high prevalence of tuberculosis include those identified as such by the Connecticut Department of Public Health. Refer to corresponding Administrative Regulations.

Any student found to have a positive Mantoux tuberculin skin test or tuberculosis disease shall be permitted to attend school only in accordance with the tuberculosis control protocols established by the Fairfield Director of Health and School Medical Advisor.

Student

WELFARE

HEALTH ASSESSMENTS (continued)

5510

Any student not in accordance with this policy shall not be permitted to register for or continue attendance in school.

All students are encouraged to have their health assessments done by their private health care provider to promote continuity of care. However, if this is not done, health assessments will be available in the schools or in the Fairfield Well Child Clinic for eligible students with parent authorization.

Students who are experiencing health problems or are suspected of having a health problem may be referred to their private health care provider for a health assessment at other than required times.

- II. Students in high schools participating in interscholastic sports (tryouts, practice and play) will be required to have a health assessment by their private health care provider within one calendar year prior to start of participation in the sport for the current school year. Students who do not have evidence of the health assessment within the calendar year cannot participate in the sport. Students participating in high school interscholastic sports (tryouts, practice, or play) shall be required to have a health assessment no more than thirteen months prior to participation in the sport for the current school year. The health assessment is valid for a period of thirteen months from the date it was done. Once the health assessment becomes more than thirteen-months old, the student cannot continue to participate in the sport until a new health assessment is done and submitted to the school. The health assessment must be done by a legally qualified practitioner of medicine (physician or osteopath licensed to practice in the United States), or by an advanced practice registered nurse, registered nurse, or Physician Assistant licensed to practice in Connecticut.
- III. Timing of health assessments shall be in accordance with the corresponding Administrative Regulations.
- IV. Connecticut state statutes permit exemption from physical or medical examination required for entry into school or entry into grades 6 or 9 if the parent/legal guardian of a student provides a written statement that the parent/legal guardian of the student, or the student, objects on religious grounds, to physical or medical examination. These exemptions do not apply to health assessments required for participation in sports.

Legal Reference: Connecticut General Statutes 10-206

Approved 8/27/2004

Revised and Approved 6/27/2006

Revised and Approved 6/26/2007

Revised and Approved 9/23/2014

Students

WELFARE

**ADMINISTRATIVE REGULATIONS ON
HEALTH ASSESSMENTS**

5510AR

I. Acceptable Dates for Health Assessments

- a. Health assessments required for initial enrollment in preschool programs and kindergarten shall be done on or after August 15th of the school year preceding initial enrollment into these grades.
- b. Health assessments required for initial enrollment of transfer students shall be done as recently as the last required health assessment for the student's grade level.
- c. Health assessments required for students in grades 6 and 9 shall be done on or after August 15th of the school year preceding entrance into those grades and must be submitted to the school prior to entrance into grades 7 and 10 respectively.
- d. Health assessments required for ungraded students shall be done in accordance with the acceptable health assessment dates for students of the same age cohort as the ungraded students.

II. High School Interscholastic Sports

- a. High school interscholastic sports include all sports teams and sports clubs that compete against other schools including cheerleading squads.

III. Countries With a High Prevalence of Tuberculosis

There are many countries with a high prevalence of tuberculosis. For the most updated information, please check the list found in the Tuberculosis Control Screening Guidelines for Connecticut Schools, CT Department of Public Health, Infectious Disease Division.

Students

WELFARE

**ADMINISTRATIVE REGULATIONS ON
HEALTH ASSESSMENTS (continued)**

5510AR

IV. Information to be Included On Health Assessments

- a. Each health assessment shall include a hematocrit or hemoglobin test, height, weight, blood pressure, screening questions to be answered by the parent or guardian and examiner, an updating of immunizations as needed, vision, hearing, speech and gross dental screenings and such other information as the examiner deems appropriate. Health assessments required in grades 6 and 9 and health assessments required for high school interscholastic sports shall also include postural screening. Beginning with the 2003-2004 school year, each health assessment shall include a chronic disease assessment which shall include, but not be limited to whether the student has a diagnosis of asthma. Health assessments shall include a tuberculosis risk assessment and, if indicated, a Mantoux tuberculin skin test, as required in the Health Assessment policy. The examiner performing the health assessment shall complete and sign the health assessment form and any recommendations concerning the student shall be made in writing.
- b. The results of a chest x-ray may be accepted in lieu of a tuberculin skin test, with the approval of the Nursing Supervisor.
- c. Students with a history of a positive Mantoux tuberculin skin test shall have either documentation of a satisfactory follow-up chest x-ray or documentation of completion of a proper course of medical treatment.

**V. Procedure for Notification of Parent/Guardian Regarding
Health Assessment Requirements**

- a. Parents of students registering for school will be given the State of Connecticut Health Assessment form and parent letter regarding health assessment requirements.

At the time of registration, a "Requirement for Registration" form will be signed by the parent or guardian to acknowledge the health assessment requirements if an acceptable health assessment is not presented at the time of registration. The parent or guardian signature will be obtained by the nurse or, in the absence of the nurse, by the Principal or his designee.

Students

WELFARE

**ADMINISTRATIVE REGULATIONS ON
HEALTH ASSESSMENTS (continued)**

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b. For grades Six (6) and Nine (9)

- In May, the nurse sends State of Connecticut Health Assessment Form and notification to parents who have children who will enter grade six or grade 9 in the next school year.
- In November, the nurse sends a reminder notification to parents of sixth and ninth graders if the required health assessment has not yet been received. The notification to parents will include information on completing an application to have a health assessment done in school, if desired by the parent. The nurse will send additional reminders to parents later in the school year as needed.
- The nurse will attempt to secure all required health assessments prior to the end of the school year and will prepare a list of any students not in compliance prior to the end of the school year. Nurse will submit list to Nursing Supervisor who will recommend to Superintendent or Principal that an additional notice be sent to parents of these students. Nurse will keep list accessible to verify compliance prior to the start of the next school year.

c. For Interscholastic Sports:

- Athletic department personnel will notify potential sports participants of health assessment requirement and provide them with the appropriate form.
- Health assessments will be submitted to the school nurse.

d. Review of Health Assessments by School Nurse

- The School Nurse shall review each health assessment and make recommendation to parents for further evaluation of abnormal results as needed. The School Nurse shall inform the principal and/or other appropriate school personnel of recommendations made on a student's health assessment when indicated.

Student

WELFARE

**ADMINISTRATIVE REGULATIONS ON
HEALTH ASSESSMENTS (continued)**

5510AR

e. Incomplete Health Assessments

- Incomplete health assessments shall be returned to the parent with a letter from the school nurse indicating the information needed for completion. Health assessments done on or after August 15, 2005 which do not contain all information in III a. (above) shall be returned to the parent for completion in the same manner. No student shall be permitted to enter or continue to attend school or participate in sports until the required health assessment is complete.

f. Recording of Health Assessments

- Each health assessment received shall be recorded on and stored in the student's Cumulative Health Record.

VI. Exchange Student Programs

For exchange students participating in an established exchange program, health assessments done by a physician authorized to practice medicine in the exchange student's home country may be accepted. Acceptable health assessment dates for exchange students are the same as those required for other students and must meet tuberculosis testing requirements contained in this policy and administrative regulations.

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Or, please type the following link into your browser:

<http://cdn.fairfieldschools.org/curriculum/library-media-2014/Library%20Media%20Curriculum%202014%20DRAFT%2010-7-14.pdf>