

**POLICY SUB-COMMITTEE MEETING**

**Regular Meeting**

**Griswold Board of Education**

**Superintendent's Office**

**211 Slater Avenue**

**Griswold, CT 06351**

**TUESDAY**

**May 7<sup>th</sup>, 2024**

**5:00 PM**

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1. Call to Order
2. Approval of the Minutes – March 5<sup>th</sup>, 2024
3. Approval of the Minutes—April 2<sup>nd</sup>, 2024
4. Review, Discussion, and Possible Action on Revised Policy 5142.41—Students—Armed Security Guard
5. Review, Discussion, and Possible Action on Revised Regulation 5142.41—Students—Armed Security Guard
6. Review, Discussion, and Possible Action on Revised Policy 5112—Students—Ages of Attendance/Admissions/Placement
7. Review, Discussion, and Possible Action on New Policy 6142.104—Instruction—Play-Based Learning
8. Anything Else that May Properly Come Before the Committee
9. Next Meeting: Tuesday, June 4<sup>th</sup>, 2024
10. Adjourn

**POLICY SUB-COMMITTEE MEETING  
GRISWOLD BOARD OF EDUCATION**

**TUESDAY,  
March 5<sup>th</sup>, 2024**

**DRAFT**

1. A regular meeting of the Griswold Board of Education's Policy Subcommittee took place on Tuesday, March 5<sup>th</sup>, 2024, at Griswold Middle School, Superintendent's office, 211 Slater Avenue, Griswold, Connecticut. The Policy Subcommittee meeting was called to order at 5:00 PM by Sean McKenna, GPS Superintendent of Schools.

**PRESENT** Yvonne Palasky, GPS Policy Subcommittee Chair, and Mary Beth Malin, GPS Policy Subcommittee Member.

**ALSO PRESENT** Sean McKenna, GPS Superintendent of Schools.

**ABSENT** Jaimee O'Neill-Eaton, GPS Policy Subcommittee Member.

2. Approval of the Regular Meeting Minutes—February 6<sup>th</sup>, 2024

**MOTION** By Mary Beth Malin  
Seconded by Yvonne Palasky  
To approve the regular meeting minutes of February 6<sup>th</sup>, 2024, as presented.  
Motion unanimously carried.

3. Review, Discussion, and Possible Action to Forward New Policy 6161.1 Instruction/Evaluation of Instructional Materials to the Full Board For Review, Discussion, and Possible Action

**MOTION** By Mary Beth Malin  
Seconded by Yvonne Palasky  
To move forward new policy #6161.1 with corrections to the full BOE for review and discussion as a first reading.  
Motion unanimously carried.

4. Review, Discussion, and Possible Action to Forward Revised Regulation 6161.1 Instruction/Evaluation of Instructional Materials to the Full Board For Review, Discussion, and Possible Action

**MOTION** By Mary Beth Malin  
Seconded by Yvonne Palasky  
To move forward regulation #6161.1 to the full BOE for review and discussion as a first reading.  
Motion unanimously carried.

5. Review, Discussion and Possible Action to Forward Revised Policy 1330 Community Relations/Community Use of School Facilities to the Full Board for Review, Discussion, and Possible Action

**MOTION**

By Mary Beth Malin  
Seconded by Yvonne Palasky  
To move forward revised Policy #1330 to the full BOE for review and discussion as a first reading.  
Motion unanimously carried.

6. Review, Discussion and Possible Action to Forward Revised Regulation 1330 Community Relations/Community Use of School Facilities to the Full Board for Review, Discussion, and Possible Action

**MOTION**

By Mary Beth Malin  
Seconded by Yvonne Palasky  
To move revised regulation #1330 to the full Board for review and discussion as a first reading.  
Motion unanimously carried.

7. Anything Else that May Properly Come before the Committee – No other business was discussed.
8. Next Meeting: Tuesday, April 2<sup>nd</sup>, 2024 – The Policy subcommittee will hold their next regular meeting on Tuesday, April 2<sup>nd</sup>, 2024, at 5 PM.
9. Adjourn

**MOTION**

By Mary Beth Malin  
Seconded by Yvonne Palasky  
To adjourn the Policy subcommittee meeting at 5:25 PM.  
Motion unanimously carried.

Minutes prepared by: Sean McKenna/Robin Drobiak

**POLICY SUB-COMMITTEE MEETING  
GRISWOLD BOARD OF EDUCATION**

**TUESDAY,  
April 2<sup>nd</sup>, 2024**

**DRAFT**

1. A regular meeting of the Griswold Board of Education’s Policy Subcommittee took place on Tuesday, April 2<sup>nd</sup>, 2024, at Griswold Middle School, in the Superintendent’s office, located at 211 Slater Avenue, Griswold, Connecticut. The Policy Subcommittee meeting was called to order at 5:00 PM by Jaimee O’Neill-Eaton, Policy Subcommittee Member, in the absence of Policy Subcommittee Chair, Yvonne Palasky.

**PRESENT** Mary Beth Malin and Jaimee O’Neill-Eaton, GPS Policy Subcommittee Members.

**ALSO PRESENT** Sean McKenna, GPS Superintendent of Schools.

**ABSENT** Yvonne Palasky, GPS Policy Subcommittee Chair.

2. Approval of the Regular Meeting Minutes—March 5<sup>th</sup>, 2024 – Approval of the Policy subcommittee minutes were tabled and will be addressed at the next regular Policy subcommittee meeting.
3. Review, Discussion, and Possible Action on Revised Policy 5142.41—Students—Armed Security Guard –

**MOTION** By Mary Beth Malin  
Seconded by Jaimee O’Neill-Eaton  
To move forward revised policy 5142.41 – Students – Armed Security Guard - to the full BOE for review and discussion as a first reading.  
Motion unanimously carried.

4. Review, Discussion, and Possible Action on Revised Regulation 5142.41—Students—Armed Security Guard – The Policy subcommittee reviewed this revised regulation 5142.41 and took no action at this time.

5. Review, Discussion, and Possible Action on Revised Policy 4118.22—Personnel—Code of Ethics

**MOTION** By Mary Beth Malin  
Seconded by Jaimee O’Neill-Eaton  
To move forward revised policy 4118.22 – Personnel – Code of Ethics - to the full BOE for review and discussion as a first reading.  
Motion unanimously carried.

6. Review, Discussion, and Possible Action on Revised Policy 5141.5—Students—Suicide Prevention and Intervention

**MOTION** By Mary Beth Malin  
Seconded by Jaimee O’Neill-Eaton  
To move forward revised policy #5141.5 – Students – Suicide Prevention and Intervention - to the full BOE for review and discussion as a first reading.  
Motion unanimously carried.

7. Anything Else that May Properly Come before the Committee – No other business was discussed.
8. Next Meeting: Tuesday, May 7<sup>th</sup>, 2024 – The Policy subcommittee will hold their next regular meeting on Tuesday, May 7<sup>th</sup>, 2024, at 5 PM.
9. Adjourn

**MOTION**

By Mary Beth Malin  
Seconded by Jaimee O’Neill-Eaton  
To adjourn the Policy subcommittee meeting at 5:17 PM.  
Motion unanimously carried.

Minutes prepared by: Sean McKenna/Robin Drobiak

## Students

### Armed Security Guard

Through Public Act 13-188, Griswold Public Schools has approved the hiring of an Armed Security Guard and authorizes the placement of an armed security guard in the district buildings to provide for the safety and security of students and school personnel during the school day as well as times that the Superintendent deems necessary. The Armed Security Guard ("ASG") is an employee of the Board of Education of Griswold Public Schools (the "Board") and shall support the school administration and staff in maintaining a safe and positive school environment. The ASG reports to the building principals as needed, and ultimately to the Superintendent of Schools. The Superintendent of School shall be responsible for conducting an annual evaluation of the ASG. At the discretion of the Board, the ASG is authorized to carry firearms.

The function of the ASG is to assist the administration and other school staff in promoting a safe, non-threatening school environment, including assisting in the prevention of school violence. The ASG shall be charged with taking steps to safeguard and protect the school community and school property. The ASG shall engage in the detection or prevention of any unauthorized activity on or near school grounds, including, but not limited to, the unlawful intrusion or entry on school property, vandalism, abuse, arson or trespass. The specific qualifications, duties and responsibilities for the position of ASG shall be those set forth in the ASG job description and BOE policy, as may be amended from time to time in the discretion of the Board, consistent with state and federal law.

The Board's policy and any applicable administrative regulations shall be subject to all applicable federal and/or Connecticut laws, as may be amended from time to time. In the event that any portion of this policy or the applicable administrative regulations is determined to be contrary to the provisions of any such federal and/or Connecticut law at any time, the Board shall promptly review and revise the policy and administrative regulations as may be necessary to comply with such federal and/or Connecticut laws.

The Superintendent will adopt and maintain administrative regulations to implement this policy.

Legal Reference:        Connecticut General Statutes  
                                  10-220 Duties of boards of education  
                                  10-233a through 10-233f Suspension, removal and expulsion of students,  
                                  as amended by PA 95-304, PA 96-444, and PA 98-139  
                                  53a-3 Definitions  
                                  53a-217b Possession firearms and deadly weapons of school grounds  
                                  PA 13-188 An Act Concerning School Safety  
                                  PA 15-168 An Act Concerning Collaboration Between Boards of  
                                  Education and School Resource Officers and the Collection and Reporting  
                                  of Data on School-Based Arrests

Policy Adopted:    March 25, 2019

GRISWOLD PUBLIC SCHOOLS  
 Griswold, Connecticut

## Students

### Armed Security Guard

#### I. PURPOSE:

The Griswold Board of Education will work in cooperation with the law enforcement agency/police department in the placement of an Armed Security Guard in its high/middle/elementary/alternative schools. The objectives and qualifications of Armed Security Guard set forth by the policy/regulation and job description drafted shall be subject to approval by the Board. It is understood and agreed that the Board of Education and the Local and State Police Department officials share the following goals and objectives with regard to the Armed Security Guard (ASG) Program in the schools:

1. To foster educational programs and activities that will increase student's knowledge of and respect for the law and the function of law enforcement agencies;
2. To encourage the ASG to attend extra-curricular activities held at schools, when possible;
3. To act swiftly and cooperatively when responding to major disruptions and flagrant criminal offenses at school, such as: disorderly conduct by trespassers, the possession and/or use of weapons on campus, the sale and/or distribution of controlled substances, and riots;
4. To report serious crimes that occur at school and to cooperate with the law enforcement officials in their investigation of crimes that occur at school;
5. To cooperate with law enforcement officials in their investigations of criminal offenses which occur off campus.
6. To be involved in the development of District and school safety/crisis plans.

#### Duties include, but are not limited to:

1. The observation and reporting of any unlawful act;
2. The prevention of theft or misappropriation of any item of value;
3. The control of access to premises being protected;
4. The maintenance of order and safety at public activities;
5. Protection of district property, students, staff and persons and property on or about district property or while attending district-sponsored activities.

## Students

### Armed Security Guard (continued)

#### II. POLICY:

##### A. Essential Responsibilities:

1. Patrol
2. School-based Services
3. Student Affairs
4. Administrative

##### B. Specific Responsibilities Detailed

###### 1. Patrol

- a) Armed First Responder, conduct security patrols of all school grounds.
- b) First Responder to all emergencies on campus to protect life and property.
- c) First Responder to all emergencies at any of Griswold Public Schools.
- d) Conduct preventive patrols and routine security checks of all school grounds and structures.
- e) Look for possible criminal activity, persons needing assistance as well as maintenance issues. Report any maintenance issues to the Facilities Department.
- f) Detain persons who commit criminal offenses in the presence of security Guard and turn custody over to the Local or State Police Department.
- g) Respond to all emergencies on school grounds and request additional response if needed.
- h) Armed Security Guard shall assist in Criminal Investigations, complaints and reports.

###### 2. School Services

- a) Secure (arm/disarm) alarms in most administrative and academic buildings on a set schedule throughout the week if directed by school administration.
- b) Secure and unlock buildings upon request by faculty, staff and facility personnel.
- c) Ensure that any hazard/incident may be made as safe as possible including attempting to remedy the situation entirely.
- d) Serve as the emergency notifying agency for facilities related issues.
- e) Work with responding personnel (Local and State Police, Fire Department, Utilities, EMT's, Paramedics) in handling emergencies at schools including medical emergencies.

## Students

### Armed Security Guard (continued)

#### B. Specific Responsibilities

##### 2. School Services (continued)

- f) Perform any other duty as directed by the Superintendent, School Administration and/or their designee.

##### 3. Student Affairs

- a) Respond to all reported disturbances, emergencies, and suspicious circumstances in the school, classroom, related structures or events and report findings when necessary.
- b) Assist Administration/Staff in handling uncooperative or confrontational, and non-affiliates on school grounds.
- c) Perform room, locker, book bag and person (s) searches as required in the presence of administrators.
- d) If required, the Armed Security Guard will attend a disciplinary hearing including an expulsion hearing.

##### 4. Administrative

- a) Document in a report any individual found disturbing the school or committing minor criminal offenses or violating school regulations of criminal/threatening manner. When appropriate, forward this report to Local/State Police, and the office of School Administration or District Office.
- b) Complete all required reports and associated paperwork in a timely, accurate, and complete fashion.
- c) Comply with and enforce administrative policies and procedures.
- d) Comply with Griswold Public Schools emergency protocols, policies, and procedural handbook.
- e) Additional tasks can be asked to be performed such as cafe duty, camera monitoring, escorting students, in-school suspension monitoring, halls sweeps, etc.
- f) Perform any other duty as directed by the Superintendent, School Administration and/or their designee.

## Students

### Armed Security Guard (continued)

#### III. Mandatory Qualifications and Requirements:

**A. Griswold Public Schools has approved the hiring of an Armed Security Guard through Public Act 13-188. The Armed Security Guard employed by Griswold Public Schools must possess the qualifications set forth in this act.**

#### **B. Armed Public Safety Officer shall be:**

1. Former members of an organized local, state or federal government agency as a law enforcement officer, defined by section 53a-3 of the general statute, 13 USC § 926C – Carrying of concealed firearms by qualified retired law enforcement officers pursuant to the standards of the Connecticut Public Act. 13-188.
2. A local, state or federal law enforcement officer for an aggregate of 15 years or more, and separated from such service in good standing with excellent professional references.
3. A local, state or federal law enforcement officer for an aggregate of 10 years or more, and separated from such service in good standing, due to a service-connected disability with excellent professional references.

#### **C. Armed Security Guard shall possess:**

1. Current State of Connecticut Pistol Permit.
2. HR 218 yearly verified qualification.
3. Current State of Connecticut Driver's License.
4. Basic computer skills.
5. Effective written and verbal communication skills.
6. Excellent interpersonal and human relation skills.
7. Ability to work independently and exercise good judgment and common sense appropriate to the related circumstances.
8. Ability to understand and carry out verbal and written instructions and prepare accurate and clear information for comprehensive report preparation.
9. Ability to deal with diverse groups of people.
10. Ability to maintain confidentiality of job related information.
11. Ability and willingness to work rotating shifts covering all days of the week and all hours of the day including weekends and holidays.

## Students

### Armed Security Guard

#### III. Mandatory Qualifications and Requirements: (continued)

##### D. Armed Security Guard shall submit to and successfully satisfy:

1. Extensive background investigation including work history and criminal history.
2. DCF background check.

#### IV. Mandatory Documentation Requirements:

- A. A letter or certificate stating that the candidate is a graduate of an approved Police Officer Standards and Training (P.O.S.T.) and/or State Police Academy.
- B. A letter of recommendation from the candidates previous Police Chief indicating that he/she served as a local, state or federal law enforcement officer for an aggregate of 15 years or more, and separated from such service in good standing, or a letter of recommendation from the previous Police Chief indicating that the candidate served as a local, state or federal law enforcement officer for an aggregate of 10 years or more, and separated from such service in good standing, due to a service-connected disability.
- C. Current State of Connecticut Pistol Permit.
- D. Current State of Connecticut Driver's License.
- E. DMV driving record history.
- F. On-going proof of certification to be submitted to personnel file.

#### V. Physical Requirements:

- A. While performing the duties of this job, the employee is regularly required to have full range of mobility in upper and lower body.
- B. Be able to reach overhead.
- C. Be able to work in various positions, including but not limited to, stooping, standing, bending over, sitting, kneeling, and squatting for extended periods of time.
- D. Be able to lift, pull and push materials and equipment to complete the assigned job task.
- E. Be able to lift and/or move 25 pounds and occasionally lift and/or move up to 50 pounds.
- F. While performing the duties of this job, the employee may be exposed to extreme weather conditions prevalent at the time for an extended period of time.

**Students**

**Armed Security Guard**

**Physical Requirements:** (continued)

- G. Specific vision abilities required by this job include close vision such as the ability to read handwritten or typed material, and the ability to adjust focus.
- H. Be able to meet multiple demands from several people and interact with the public and other staff.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

## Students

### Ages of Attendance

In accordance with Connecticut General Statute 10-186, the Board of Education shall provide education for all persons, residing in the District, five years of age and older, having attained age five on or before the first day of January of any school year, and under twenty-one years of age who is not a graduate of a high school or vocational school, except as provided in Connecticut General Statutes 10-233c and 10-233d. Additionally, according to Connecticut General Statute 10-76d (b2), special education will be provided for children who have attained the age of three and who have been identified as being in need of special education, and whose educational potential will be irreparably diminished without special education.

Parents and those who have the control of children five years of age and over and under eighteen years of age, are obligated by Connecticut law to require their children to attend public day school or its equivalent in the district in which such child resides, unless such child is a high school graduate or the parent or person having control of such child is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools. Students under age eighteen are subject to mandatory attendance laws unless they are at least seventeen and their parent/guardian, or other person having control of the child, consents to such child's removal from school. The parent or person shall exercise this option by personally appearing at the school district office to sign a withdrawal form. Such withdrawal form shall include an attestation from a guidance counselor or school administrator of the school that this district has provided the parent or person with information on the educational opportunities options available in the school system and in the community.

The enrollment process shall be focused on obtaining only the information deemed necessary to establish residency and age. The District shall not request other information as a condition of enrollment or state in its policies or on its websites or otherwise, that other information is required to enroll children. The District shall immediately enroll a homeless child and allow such student to attend school even if the student is unable to produce records normally required for enrollment. Additional data collection may occur, but it must be completed in such a manner that does not interfere with the enrollment of a child in school.

The parent or person having control of a child five years of age shall have the option of not sending the child to school until the child is six years of age. The parent or person having control of a child six years of age shall have the option of not sending the child to school until the child is seven years of age.

The District, when determining residency, shall not request documentation of citizenship or immigration status of a child or the child's parents/guardians. The Board believes such documentation is not relevant to establishing residency.

In the establishment of residency, the Board will accept such documentation as, but not limited to, a lease agreement, mortgage document, property tax record, rent receipt, home owners insurance, current utility bill, current proof of government benefits, CT driver's license, automobile registration or insurance. An Affidavit of Residence, properly executed, shall also be acceptable.

**Students**

**Age of Attendance** (continued)

The above requirements are not to serve as barriers to immediate enrollment of students, designated as homeless or foster children as required by the Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by the ESSA. The District shall work with the local child welfare agency, the school last attended, or other relevant agencies to obtain necessary enrollment documentation. The District shall immediately enroll a homeless student and allow such student to attend school even if the student is unable to produce records normally required for enrollment.

The parent/guardian of any child who is denied admission to the District's schools, or an unaccompanied minor, a student eighteen years of age or older, a homeless child or youth or an unaccompanied youth who is denied schooling on the basis of residency, or an agent or officer charged with the enforcement of the laws concerning attendance at school may request, in writing, a hearing by the Board of Education.

The parent or person shall exercise such option by personally appearing at the school district office and signing an option form. The District shall provide the parent or person with information on the educational opportunities available in the school system.

A child who has attained the age of seventeen and who has voluntarily terminated enrollment with parental consent in the District's schools and subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination unless such child seeks readmission to the District not later than ten (10) school days after such termination in which case the Board shall provide school accommodations to such child not later than three school days after such child seeks readmission.

A child who has attained the age of nineteen or older may be placed in an alternative school program or other suitable educational program if he/she cannot acquire a sufficient number of credits for graduation by age twenty-one.

A child who has attained the age of nineteen or older may be placed in an alternative school program or other suitable educational program if he/she cannot acquire a sufficient number of credits for graduation by age twenty-one.

- (cf. 5111 - Admission/Placement)
- (cf. 5112 - Ages of Attendance)
- (cf. 6146 - Graduation Requirements)

- Legal Reference:
- Connecticut General Statutes
  - 4-176e to 4-180a Agency Hearings
  - 4-181a Contested cases. Reconsideration. Modifications.
  - 10-15 Towns to maintain schools

# CURRENT POLICY

5112(c)

## Students

### Ages of Attendance (continued)

10-15c Discrimination in public schools prohibited. School attendance by five-year-olds

10-76a - 10-76g re special education

10-184 Duties of parents (re mandatory schooling for children ages five to sixteen, inclusive) as amended by PA-98-243, PA 00-157 and PA 09-6 (September Special Session)

10-186 Duties of local and regional boards of education re school attendance. Hearings (as amended by P.A. 19-179)

P.A. 19-179 An Act Concerning Homeless Students' Access to Education "Guidance for Connecticut School Districts: Enrollment Process and Practice," State Department of Education, December 2019.

Appeals to State Board. Establishment of hearing board

10-233a - 10-233f Inclusive; re: suspend, expel, removal of pupils

10-233c Suspension of pupils

10-233d Expulsion of pupils

State Board of Education Regulations

10-76a-1 General definitions (c) (d) (q) (t)

Policy adopted: October 26, 2015  
Policy revised: April 27, 2020  
Policy revised: October 13, 2020

GRISWOLD PUBLIC SCHOOLS  
Griswold, Connecticut

CURRENT POLICY

5112  
Form #1

GRISWOLD PUBLIC SCHOOLS  
Griswold, Connecticut

ACKNOWLEDGMENT OF OPTION TO EXEMPT ATTENDANCE OF  
CHILD FIVE OR SIX YEARS OF AGE FROM SCHOOL

Pursuant to Section 10-184 of the Connecticut General Statutes,

I \_\_\_\_\_, of \_\_\_\_\_  
*Name of Parent, Guardian or Other* *Address*

the parent, guardian or other person charged with the care of the following minor child

\_\_\_\_\_, of \_\_\_\_\_ who was  
*Name of Child* *Address*

born on \_\_\_\_\_ do hereby choose not to send my child to public  
*Date*

school during the \_\_\_\_\_.  
*School Year*

Furthermore, before signing this form, a representative of the \_\_\_\_\_  
*Name of District*

school district met with me and provided me with information concerning the educational  
opportunities and school accommodations available in the school system.

ACKNOWLEDGED BY:

\_\_\_\_\_  
*Signature of Parent, Guardian or Other*

\_\_\_\_\_  
*Date*

CURRENT POLICY

5112  
Form #2

GRISWOLD PUBLIC SCHOOLS  
Griswold, Connecticut

ACKNOWLEDGMENT OF OPTION TO WITHDRAW CHILD  
SEVENTEEN YEARS OF AGE FROM SCHOOL

Pursuant to Section 10-184 of the Connecticut General Statutes,

I \_\_\_\_\_, of \_\_\_\_\_  
*Name of Parent, Guardian or Other* *Address*

the parent, guardian or other person charged with the care of the following minor child

\_\_\_\_\_, of \_\_\_\_\_  
*Name Child* *Address*

born on \_\_\_\_\_ do hereby elect to withdraw from public school.  
*Date of birth*

Furthermore, before signing this form, a representative of the \_\_\_\_\_  
*Name of District*

school district met with me and provided me with information concerning the educational options available in the school system and the community.

ATTESTMENT BY:

\_\_\_\_\_  
*Signature of School Counselor*

\_\_\_\_\_  
*Date*

OR

\_\_\_\_\_  
*Signature of School Administrator*

\_\_\_\_\_  
*Date*

ACKNOWLEDGED BY:

\_\_\_\_\_  
*Signature of Parent, Guardian or Other*

\_\_\_\_\_  
*Date*

*A child seventeen years of age or older who voluntarily terminates enrollment in a school district and subsequently seeks readmission, the local or regional board of education for the school district may deny school accommodations to the child for up to ninety school days from the date of such termination. Unless the child seeks readmission to the school district not later than ten school days after the termination in which case the board shall provide school accommodations to the child not later than three school days after the child seeks readmission.*

## NEW POLICY AND ASSOCIATED FORMS TO CONSIDER

### Students

#### Ages of Attendance/Admissions/Placement

In accordance with Connecticut General Statute 10-186, the Board of Education shall provide education for all persons, residing in the District, five years of age and over, who reach age five on or before the first day of January (**September, effective July 1, 2024**) of any school year, and under twenty-one (age twenty-two for special education students) who is not a graduate of a high school or vocational school, except as provided in Connecticut General Statutes 10-233c and 10-233d.

Additionally, according to Connecticut General Statute 10-76d (b2), special education will be provided for children who have attained the age of three and who have been identified as being in need of special education, and whose educational potential will be irreparably diminished without special education. If a special education student is being considered for an exception, the Planning and Placement Team (PPT) will make a recommendation to the administrator in charge of special education.

In order to determine a child's eligibility for ELL programs, parents/guardians of all new students enrolling for the first time and all re-enrolling students who have not previously attended a Connecticut public school must complete a Home Language Survey (HLS) at the time of enrollment. A student may also take a screening exam. The student must be enrolled first before the administration of the assessment. Neither the survey nor the exam are conditions of enrollment.

**Note:** *When a student is enrolling in a new school district or new state charter school, written notification of such enrollment shall be provided to the previous school district or charter school not later than two business days after the student enrolls.*

Children who apply for initial admission to the District's schools by transfer from nonpublic schools or from schools outside the District will be placed at the grade they would have reached elsewhere pending observation and evaluation by classroom teachers, guidance personnel, and the school Principal. After such observations and evaluations have been completed, the Principal will determine the final grade placement of the children.

Parents and those who have the control of children five years of age and over and under eighteen years of age, are obligated by Connecticut law to require their children to attend public day school or its equivalent in the District in which such child resides, unless such child is a high school graduate or the parent or person having control of such child is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools. Students under age eighteen are subject to mandatory attendance laws unless they are at least seventeen and their parent/guardian, or other person having control of the child, consents to such child's removal from school. The parent or person shall exercise this option by personally appearing at the school district office to sign a withdrawal form.

## **Students**

### **Ages of Attendance/Admissions/Placement (continued)**

Such a withdrawal form shall include an attestation from a guidance counselor, school counselor or school administrator of the student's school. The form must note the District has provided the parent or person with information on the educational opportunities/options available in the school system and in the community. The withdrawal form must also attest that the child will be enrolled in an adult education program upon the child's withdrawal from school.

### **Enrollment**

The enrollment process shall be focused on obtaining only the information deemed necessary to establish residency and age. The District shall not request other information as a condition of enrollment or state in its policies or on its websites or otherwise, that other information is required to enroll children. The District shall immediately enroll a homeless child and allow such student to attend school even if the student is unable to produce records normally required for enrollment. Additional data collection may occur, but it must be completed in such a manner that does not interfere with the enrollment of a child in school.

Each child entering the District schools for the first time must present a birth certificate or offer legal evidence of birth data, as well as proof of a recent physical examination and required immunizations. Other documents that may be accepted as proof of a child's age include, but are not limited to, a photocopy of a birth certificate, earlier school records, state-issued identification document, driver's license or passport, parent's affidavit or unsworn statement as to a child's age, physician's certificate verifying a child's age, or immunization records.

If the parents or guardians of any children are unable to pay for such immunizations and/or physicals, the expense of such immunizations and/or physicals shall on the recommendation of the Board, be paid by the Town. Proof of domicile may also be requested by the Building Principal.

The parent or person having control of a child five years of age shall have the option of not sending the child to school until the child is six years of age by December 31<sup>st</sup> of any school year. The parent or person having control of a child six years of age shall have the option of not sending the child to school until the child is seven years of age by December 31<sup>st</sup> of any school year.

Any child entering or returning to the District from placement in a juvenile detention school, the Connecticut Juvenile Training School, or any other residential placement, shall have the educational records of such child provided to the Superintendent of Schools by the Department of Children and Families (DCF) and the Judicial Department. Such information will be shared with the Principal of the school to which the student is assigned. The Principal can disclose them to the staff who teach or care for the child.

The District will immediately enroll any student who transfers from Unified District No. 1 or Unified District No 2. A student transferring from the Unified School Districts who had previously attended school in the local District shall be enrolled in the school such student previously attended, provided such school has the appropriate grade level for the student.

## Students

### Ages of Attendance/Admissions/Placement (continued)

#### Residency

The District, when determining residency, shall not request documentation of citizenship or immigration status of a child or the child's parents/guardians. The Board believes such documentation is not relevant to establishing residency.

In the establishment of residency, the Board will accept such documentation as, but not limited to, a lease agreement, mortgage document, property tax record, rent receipt, home owners insurance, current utility bill, current proof of government benefits, CT driver's license, automobile registration or insurance. An Affidavit of Residence, properly executed, shall also be acceptable.

For purposes of establishing the residency of a child of a member of the armed forces, as defined in C.G.S. 27-103, and who is seeking enrollment in a district school, in which such child is not yet a resident, the Board shall accept the military orders directing such member to Connecticut or any other documents from the armed forces indicating the transfer of such member to Connecticut as proof of residency in the District.

The above requirements are not to serve as barriers to immediate enrollment of students, designated as homeless or foster children as required by the Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by the ESSA. The District shall work with the local child welfare agency, the school last attended, or other relevant agencies to obtain necessary enrollment documentation. The District shall immediately enroll a homeless student and allow such student to attend school even if the student is unable to produce records normally required for enrollment.

The parent/guardian of any child who is denied admission to the District's schools, or an unaccompanied minor, a student eighteen years of age or older, a homeless child or youth or an unaccompanied youth who is denied schooling on the basis of residency, or an agent or officer charged with the enforcement of the laws concerning attendance at school may request, in writing, a hearing by the Board of Education.

The parent or person shall exercise such option by personally appearing at the school district office and signing an option form. The District shall provide the parent or person with information on the educational opportunities available in the school system.

A child who has attained the age of seventeen and who has voluntarily terminated enrollment with parental consent in the District's schools and subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination unless such child seeks readmission to the District not later than ten (10) school days after such termination in which case the Board shall provide school accommodations to such child not later than three school days after such child seeks readmission.

## Students

### Ages of Attendance/Admissions/Placement

#### Residency (continued)

A child who has attained the age of nineteen or older may be placed in an alternative school program or other suitable educational program if he/she cannot acquire a sufficient number of credits for graduation by age twenty-one.

#### *In summary:*

- ❖ A parent with a child 5 and **under 18** is obligated to have that child attend school.
  - Unless the child graduated High School
  - Unless the parent demonstrates the child is receiving equivalent instruction elsewhere.
- ❖ Students **under 18** are subject to mandatory attendance laws
  - Unless they are at least 17 and the parent consents to the child's removal from school having demonstrated the child is receiving equivalent instruction elsewhere.
- ❖ The parent must personally appear at the school district office, and sign a withdrawal form. **(18 year old)**
  - The form must include an attestation from a guidance counselor, school counselor, or school administrator
  - The attestation must indicate that the parent or student received information regarding educational programs or options available in the school or community.
- ❖ The parent must personally appear at the school district office, and sign a withdrawal form. **(17 year old)**
  - The form must include an attestation from a guidance counselor, school counselor, or school administrator
  - The attestation must indicate that the parent or student received information regarding educational programs or options available in the school or community.
  - The parent or guardian must attest that the 17 year old withdrawing student has enrolled in an adult education program
- ❖ The parent with a five year old has the option of not sending a child until 6.
- ❖ The parent with a six year old has the option of not sending a child until 7.

(cf. 5118.1 - Homeless Students)

(cf. 5118.3 - Children in Foster Care)

(cf. 6146 - Graduation Requirements)

## **Students**

### **Ages of Attendance**

Legal Reference: Connecticut General Statutes  
4-176e to 4-180a Agency hearings  
4-181a Contested cases. Reconsideration. Modifications.  
10-15 Towns to maintain schools  
10-15c Discrimination in public schools prohibited. School attendance by five-year-olds  
10-76a - 10-76g re special education  
10-184 Duties of parents (re mandatory schooling for children ages five to sixteen, inclusive) as amended by PA-98-243, PA 00-157, PA 09-6 (September Special Session) and PA 18-15  
10-186 Duties of local and regional boards of education re school attendance. Hearings. (as amended by P.A. 19-179)  
P.A. 19-179 An Act concerning Homeless Students; Access to education  
Appeals to State Board. Establishment of hearing board  
10-233a - 10-233f Inclusive; re: suspend, expel, removal of pupils  
10-233c Suspension of pupils  
10-233d Expulsion of pupils  
State Board of Education Regulations  
10-76a-1 General definitions (c) (d) (q) (t)  
P.A. 19-179 An Act Concerning Homeless Students' Access to Education  
"Guidance for Connecticut School Districts: Enrollment Process and Practice," State Department of Education, December 2019.  
P.A. 21-86 An Act Concerning the Enrollment of Children of Members of the Armed Forces in Public Schools and the Establishment of a Purple Star School Program  
McKinney-Vento Homeless Assistance Act (PL 107-110 Sec. 1032) 42 U.S.C. §11431-11435, as amended by the ESSA, P.L. 114-95  
Federal Register: McKinney-Vento Education for Homeless Children & Youths Program, Vol. 81 No. 52, 3/17/2016

**DECLARATION OF LEGAL RESIDENCY**  
**Family Members Living with Relatives or Family Friends**

**To be completed by property owner**

Property Owner: \_\_\_\_\_  
Name of Property Owner – Please print

If the living arrangement of the student should change from what is stated on this form, it is the responsibility of the property owner to notify the Office of the Superintendent within five (5) business days in writing.

\_\_\_\_\_  
Signature of Property Owner – Sign in the Presence of Notary Public

Property Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**The Property Owner must accompany the parents to the meeting with the Superintendent of Schools to present this document.**

**Children and Family Member living with Property Owner**

Adult #1 \_\_\_\_\_ Adult # 2 \_\_\_\_\_  
Child #1 \_\_\_\_\_ Child # 2 \_\_\_\_\_  
Child #3 \_\_\_\_\_ Child # 4 \_\_\_\_\_

I am making the above statements as a true and bona fide representations, I fully understand that if I make a statement that is false and which is intended to mislead a public servant in the performance of his/her function, I will be in violation of Section 53-157b of the Connecticut General Statutes. The section of the law refers to making a fraudulent statement is a **Class A misdemeanor** and is punishable by a fine, not to exceed \$1,000 and/or up to one year of incarceration.

I further understand that I may be required to update this information at any time and agree to do so upon request from the Griswold Board of Education. I may be made to pay for services received if such services were delivered under fraudulent statements and/or circumstances.

**NOTARIZED SECTION**

On this date \_\_\_\_\_ appeared before me personally  
Month/Day/Year Print Name of Property Owner

To be known as the individual described herein, and who executed this foregoing document, and he/she duly acknowledged to me under oath to the truth of his/her statement, before me.

\_\_\_\_\_  
Signature of Notary Public Commission Expiration Date **SEAL**

This form is to be completed by the custodial parent, guardian and student (where applicable). Once the forms are completed and notarized, a meeting with the Superintendent should be scheduled. Call \_\_\_\_\_.

**PLEASE FILL IN ALL BLANKS**

School: \_\_\_\_\_ Grade: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Address: \_\_\_\_\_

Home telephone number: \_\_\_\_\_ Name under which number is listed: \_\_\_\_\_

Name of student's father: \_\_\_\_\_ Father's address: \_\_\_\_\_

Street, town, zip

Name of student's mother: \_\_\_\_\_ Mother's address: \_\_\_\_\_

Street, town, zip

**Please answer the following questions:**

- Is remuneration to be received for housing the student, i.e., room, board, travel, medical?  Yes (please specify)  No
- List major reasons for the child residing in \_\_\_\_\_ :  
\_\_\_\_\_
- Name of person(s) having direct and primary responsibility/authority of the student's daily affairs:  
\_\_\_\_\_
- Name of person(s) authorized to act in child's behalf concerning any medical, disciplinary, or administrative matters:  
\_\_\_\_\_

Signature (Parent/Legal Guardian) \_\_\_\_\_ Date : \_\_\_\_\_

I hereby declare under the penalties of perjury that all of the information supplied on this form is correct to the best of my knowledge. I understand that if any of the information is incorrect, and the student is not entitled to enroll tuition-free as a \_\_\_\_\_ resident, the student shall be discharged from enrollment in the Griswold Public Schools according to the Connecticut General Statutes, Section 10-186 and 10-253, and the prevailing tuition charge for such student will be assessed against me and/or us for each day the student was so enrolled.

**NOTARIZED SECTION**

On this date \_\_\_\_\_ appeared before me personally  
Month/Day/Year                      Print Name of Property Owner

To be known as the individual described herein, and who executed this foregoing document, and he/she duly acknowledged to me under oath to the truth of his/her statement, before me.

\_\_\_\_\_  
Signature of Notary Public                      Commission Expiration Date                      **SEAL**

**Once this document is completed and notarized, a meeting with the superintendent must be scheduled before enrollment is completed**  
.....

Superintendent's Approval: \_\_\_\_\_ Date: \_\_\_\_\_

GRISWOLD PUBLIC SCHOOLS  
Griswold, Connecticut

ACKNOWLEDGMENT OF OPTION TO EXEMPT ATTENDANCE OF  
CHILD FIVE OR SIX YEARS OF AGE FROM SCHOOL

Pursuant to Section 10-184 of the Connecticut General Statutes,

I \_\_\_\_\_, of \_\_\_\_\_  
*Name of Parent, Guardian or Other* *Address*

the parent, guardian or other person charged with the care of the following minor child

\_\_\_\_\_, of \_\_\_\_\_ who was  
*Name of Child* *Address*

born on \_\_\_\_\_ do hereby choose not to send my child to public  
*Date*

school during the \_\_\_\_\_.  
*School Year*

Furthermore, before signing this form, a representative of the \_\_\_\_\_  
*Name of District*

school district met with me and provided me with information concerning the educational  
opportunities and school accommodations available in the school system.

ACKNOWLEDGED BY:

\_\_\_\_\_  
*Signature of Parent, Guardian or Other*

\_\_\_\_\_  
*Date*

GRISWOLD PUBLIC SCHOOLS  
Griswold, Connecticut

ACKNOWLEDGMENT OF OPTION TO WITHDRAW CHILD  
SEVENTEEN YEARS OF AGE FROM SCHOOL

Pursuant to Section 10-184 of the Connecticut General Statutes,

I \_\_\_\_\_, of \_\_\_\_\_  
*Name of Parent, Guardian or Other* *Address*

the parent, guardian or other person charged with the care of the following minor child

\_\_\_\_\_, of \_\_\_\_\_  
*Name Child* *Address*

born on \_\_\_\_\_ do hereby elect to withdraw from public school.  
*Date of birth*

Furthermore, before signing this form, a representative of the \_\_\_\_\_  
*Name of District*

school district met with me and provided me with information concerning the educational options available in the school system and the community.

**ATTESTMENT BY:**

\_\_\_\_\_  
*Signature of School Counselor*

\_\_\_\_\_  
*Date*

**OR**

\_\_\_\_\_  
*Signature of School Administrator*

\_\_\_\_\_  
*Date*

**ACKNOWLEDGED BY:**

\_\_\_\_\_  
*Signature of Parent, Guardian or Other*

\_\_\_\_\_  
*Date*

*A child seventeen years of age or older who voluntarily terminates enrollment in a school district and subsequently seeks readmission, the local or regional board of education for the school district may deny school accommodations to the child for up to ninety school days from the date of such termination. Unless the child seeks readmission to the school district not later than ten school days after the termination in which case the board shall provide school accommodations to the child not later than three school days after the child seeks readmission.*

GRISWOLD PUBLIC SCHOOLS  
Griswold, Connecticut

**Request for a Waiver**

**To Request an Exemption to Public Act 23-208  
Establishing an Age 5 Kindergarten Cutoff Date of September 1**

Pursuant to Public Act 23-208 of the Connecticut General Statutes,

I, \_\_\_\_\_, of \_\_\_\_\_  
*Name of Parent or Guardian* *Address*

the parent, guardian, or other person charged with the care of the following child,

\_\_\_\_\_, of \_\_\_\_\_ who was born  
*Name of Child* *Address*

on \_\_\_\_\_ request that my child attend kindergarten prior to reaching five  
*Date of Birth*

(5) years of age on September 1<sup>st</sup>. I understand that my child will be subject to an assessment by the principal and a certified staff member, who will determine whether admitting my child is “developmentally appropriate.”

**Acknowledged by:**

\_\_\_\_\_  
**Signature of Parent or Guardian**

\_\_\_\_\_  
**Date**

## **Instruction**

### **Play-Based Learning**

Play is a fundamental aspect of childhood and a powerful tool for learning, development, and well-being. The Griswold Board of Education recognizes the importance of play in the educational process and is committed to supporting and promoting play as an integral component for engaging students in all areas of the district's curricula. Strategically aligning play-based learning with curriculum standards can help meet the Board's goal to realize increased academic gains while improving executive function or self-regulation among all students.

Along with supporting the Board's recognition of the educational value of play-based learning, the purpose of this policy is to ensure compliance with a law passed in 2023 requiring schools to provide play-based learning for kindergarten and preschool students and to permit a teacher to utilize play-based learning for grades one to five.

Teachers are permitted to utilize play-based learning during the instructional time of a regular school day for all students in grades one to five. The teacher's role in play-based learning is to create an appropriate learning environment, ask questions, set up investigations and challenges, offer ideas, and provide feedback. While children engage in play-based learning, teachers are expected to observe, document, assess learning, and plan for the next day's experience.

Beginning in the 2024-25 school year, play-based learning must be incorporated into annual professional development programming for pre-K through grade five teachers.

### **Definitions**

**"Play-Based Learning"** means a pedagogical approach that emphasizes play in promoting learning and includes developmentally appropriate strategies that can be integrated with existing learning standards. "Play-based learning" does not mean time spent in recess or as part of a physical education course or instruction.

**"Free Play"** means unstructured, voluntary, child-initiated activities that are performed by a child for self-amusement and have behavioral, social and psychomotor rewards except "free play" may be structured to promote activities that are child-directed, joyful and spontaneous.

**"Guided Play"** means learning experiences that combine the child-directed nature of free play with a focus on learning outcomes and adult guidance.

**"Recess"** means the time during the regular school day for each student enrolled in elementary school that is devoted to physical exercise or not less than twenty minutes in total pursuant to section 10-221o of the general statutes.

**"Mobile Electronic Device"** has the same meaning as provided in section 10-222d of the general statutes.

**"Instructional Time"** means the time of actual school work during a regular school day.

## **Instruction**

### **Play-Based Learning (continued)**

#### **Guidance for Pre-K and Kindergarten**

Play-based learning during the instructional time of each regular school day for all students in kindergarten and any preschool program offered by the board *shall be provided*. Such play-based learning must be incorporated and integrated into daily practice, allow for the needs of such students to be met through free play, guided play and games, and be predominantly free of the use of mobile electronics.

#### **Guidance for Grades 1-5**

*Teachers are permitted* to utilize play-based learning during the instructional time of a regular school day for all students in grades one to five, inclusive. Such play-based learning may be incorporated and integrated into daily practice, shall allow for the needs of such students to be met through free play, guided play and games, and shall be predominantly free of the use of mobile electronic devices.

Any play-based learning utilized under this policy must comply with the individualized educational program (IEP) or plan pursuant to Section 504 of the Rehabilitation Act of 1973, as amended from time to time, for any student.

A school employee may only prevent or otherwise restrict a student's participation in play-based learning if such prevention or restriction is in accordance with this policy pursuant to section 10-221 of the general statutes.

Legal Reference:       Public Act 23-101 (An Act Concerning the Mental, Physical, and Emotional Wellness of Children), §20

Public Act 23-159 (An Act Concerning Teachers and Paraeducators), §§4-5.