

NORTH STONINGTON BOARD OF EDUCATION

North Stonington Education Center
298 Norwich-Westerly Road
North Stonington, CT 06359

Our Goals: Safe, Valued, Sense of Belonging - Innovative Instruction – Efficient and Transparent Processes

Wednesday, January 24, 2024

6:30 PM

Regular Meeting - Hybrid Format

Via Hybrid Meeting Platform

<https://us02web.zoom.us/j/85617687242?pwd=TTM5Z0VacW0veEgwNDBBR3JxY2I4UT09>

Via Telephone: 646 558 8656

Meeting ID: 856 1768 7242

Passcode: 084544

AGENDA

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Public Comment**

Please be advised that our meeting structure does not allow for two-way dialogue during public comment but the Board uses this information to guide their decision making. Depending on the topic, they may ask the Superintendent or another District employee to follow up with you. Likewise, public comment might lead to a topic being added to a future meeting agenda.

4. **Presentations**

a. Superintendent's Budget

5. **Administrative**

a. Approval of Minutes

i. October 11, 2023 - Regular Meeting

ii. October 25, 2023 - Regular Meeting

iii. November 8, 2023 - Regular Meeting

iv. December 13, 2023 - Regular Meeting

b. Correspondence

c. Accept Monthly Financial Report

d. Consent Agenda

6. **Reports**

a. Superintendent's Report

i. Staffing

ii. Goals

b. BOE Chair's Report

c. Student Ambassador's Report

7. **Policy and Advocacy Discussion**

a. Bylaws - 9120, 9121, 9122, 9125, 9133, 9150, 9212, 9222, 9230, 9250, 9260, 9270, 9300, 9312, 9313, 9314, 9321.1, 9322, 9325.2, 9325.21, 9325.3, 9326, 9327, 9330. 9340

8. **Old Business**

a. Accepting Financial Reports

9. **New Business**
 - a. New Agenda Format
10. **Calendar**
 - a. 2023-2024 Calendar
 - b. 2024-2025 Calendar
11. **Public Comment**
12. **Adjournment**

Board of Education Minutes
October 11, 2023

DRAFT

A Regular Meeting of the Board of Education was held in a hybrid format on October 11, 2023, beginning at 6:30 PM in the North Stonington Education Center. Present Mr. Burdick, Mr. Karpinski, Mrs. Mazzella, Mr. Mendolia, Mr. Stefanowicz, Dr. Towle-Weicksel, and Mrs. Wagner. Also present were Mr. Troy Hopkins, Superintendent and Mr. Bill Merrill, Business Manager.

1. Call to Order

The meeting was called to order by Mrs. Wagner at 6:30 p.m.

2. Roll Call

3. Pledge of Allegiance

The pledge of allegiance was recited.

4. Public Comment

Please be advised that our meeting structure does not allow for two-way dialogue during public comment, but the Board uses this information to guide their decision-making. Depending on the topic, they may ask the Superintendent or another District employee to follow up with you. Likewise, public comment might lead to a topic being added to a future meeting agenda.

None.

5. **Reports**

5.a. Superintendent's Report – Mr. Troy Hopkins, Superintendent of Schools reported.

The report is attached to the original of these minutes.

5.b. BOE Chair's Report – Mrs. Christine Wagner, Chairperson reported.

6. Old Business

Nothing to discuss.

7. New Business

Nothing to discuss.

8. Facility and Finance Discussion

8.a. Non-lapsing Account

Motion to approve the extra \$1812.05 to purchase the Lego kits. This motion, made by Mr. Stefanowicz and seconded by Dr. Towle-Weicksel, carried.

Motion to approve \$37,580 for the field improvements for the baseball/softball fields to be completed by Diamond. This motion, made by Mr. Stefanowicz and seconded by Mrs. Mazzella, Carried.

8.b. September Financial Report – Mr. Bill Merrill, Business Manager reported on the September Financials. The report is attached to the original minutes. Questions were asked and answered.

8.c. Capital List – Mrs. Wagner, Chair, reported on the Capital List. The list is attached to the original of these minutes. Questions were asked and answered.

9. Policy and Advocacy Discussion

9.a. Student Dress and Grooming – Mr. Troy Hopkins, Superintendent of Schools, distributed copies of policy 5132. There was a discussion on the language of the policy.

9.b. 1100 - Community Relations - Mr. Chet Stefanowicz, Policy Committee Co-chair presented Policy 1100 for a first read.

9.c. 1110.1 Community Relations - Parent Involvement. Mr. Chet Stefanowicz, Policy Committee Co-chair presented policy 1110.1 for a first read.

10. BOE Comments for Future Agenda Items

None

11. Public Comments

None.

12. Adjournment

Motion to adjourn at 7:55 pm. This motion, made by Mr. Karpinski and seconded by Mr. Burdick, Carried.

Respectfully submitted by
Irma Wilhelm
Recording Clerk

Board of Education Minutes
October 25, 2023

DRAFT

A Regular Meeting - Hybrid Format of the Board of Education was held in a hybrid format on October 25, 2023, beginning at 6:30 PM in the North Stonington Education Center. Present were Mr. Burdick, Mr. Karpinski, Mrs. Mazzella, Mr. Mendolia, Mr. Stefanowicz, Dr. Towle-Weicksel, and Mrs. Wagner. Also, in attendance were Mrs. Kristen St. Germain, Wheeler Principal, Mrs. Allison Reyes, Wheeler Assistant Principal, Mr. Rob Cillino, North Stonington Elementary School Principal, Mrs. April Christiansen, Director of Student Support Services. Mr. Jon Anderson, Wheeler Student Ambassador, Ms. Madison Wagner, Wheeler Student Ambassador, Mr. Troy Hopkins, Superintendent, and Mr. Bill Merrill, Business Manager.

1. Call to Order

Chairperson Wagner called the meeting to order at 6:30 p.m.

2. Roll Call

Mrs. Stephanie Mastroianni, arrived at 6:33 p.m.

3. Pledge of Allegiance

The pledge of allegiance was recited.

4. Public Comment - *Please be advised that our meeting structure does not allow for two-way dialogue during public comment but the Board uses this information to guide their decision-making. Depending on the topic, they may ask the Superintendent or another District employee to follow up with you. Likewise, public comment might lead to a topic being added to a future meeting agenda.*

Motion to move the Student Ambassador's Report to item 5 and push the numbers down and the 5132 - Discussion of Dress Code Policy to 5.a. from 9.a. This motion, made by Mr. Stefanowicz and seconded by Mr. Burdick, Carried.

No Public Comments.

5. Student Ambassador's Report - Student Ambassadors Jon Anderson and Madison Wagner reported on the activities at North Stonington Elementary School and Wheeler, respectively.

5a. 5132 - Discussion of Dress Code Policy - Mrs. Kristen St. Germain, Wheeler Principal, reported on the Dress Code Policy. Questions were asked and answered. Report is attached to the original minutes.

6. Presentations

6.a. Student Testing Data

North Stonington Public Schools Achievement Data, was presented by Principal Cillino, Assistant Principal Reyes, and Principal St. Germain. Questions were asked and answered.

7. Administrative

7.a. Approval of Minutes

7.a.i. August 9, 2023, Regular Meeting

Motion to approve the August 9, 2023 Regular Meeting minutes. This motion, made by Mr. Karpinski and seconded by Mr. Stefanowicz, Carried.

7.a.ii. August 23, 2023, Regular Meeting

Motion to approve the August 23, 2023 Regular Meeting minutes. This motion, made by Mr. Karpinski and seconded by Mr. Burdick, carried.

Mr. Stefanowicz, Abstain.

7.b. Correspondence

None.

8. Reports

8.a. Superintendent's Report

Superintendent Troy Hopkins, reported. Report is attached to the original of these minutes.

Motion to approve the purchase of the HVAC Software in the amount of \$15,429 from the non-lapsing account. This motion, made by Mr. Stefanowicz and seconded by Mr. Burdick, Carried.

For this year only to fund the Innovative Instruction, approving for non-lapsing the HVAC System Software from the General BOE Budget in the amount of \$15,429.00. This will facilitate the teachers to be reimbursed for their professional development.

8.b. BOE Chairman's Report

Mrs. Wagner, Board Chair, reported. Finance Committee on November 8th at 5:45 p.m. Will reach out to the new Board Member when they are on board and Mrs. Wagner thanked Mr. Mendolia for serving on the Board since 2008.

Mr. Mendolia expressed his appreciation for being on the Board since 2008.

9. Consent Agenda

10. **Old Business**

10.a. 1100 - Communications with the Public, Distribution of Printed Material.

Motion to delete policy 1100. This motion was made by Mr. Karpinski and seconded by Mr. Burdick. Carried.

10.b. 1110 - Distributions of Printed Material

Motion to add policy 1110 - Distribution of Printed Material. This motion, made by Dr. Towle-Weicksel and seconded by Mr. Stefanowicz, Carried.

Yes: 6, Opposed: 2

10.c. 1110.1 Communications with the Public - Parent Involvement

Motion to adopt 1110.1 Communication with the Public, Parent Involvement Policy second version. This motion, made by Mr. Karpinski and seconded by Mr. Mendolia, Carried.

5132 - Dress Code Policy will be moved to the December meeting.

10.d. Playground

Nothing to report on the playground.

10.e. Before and After Care

Dr. Towle-Weicksel, Before & After Care Committee, reported regarding the Before & After Care Program. Funding for the Before and After moved topic for the next meeting \$1,200.00.

11. New Business

None

12. Facilities & Finance

12.a. Accept September Monthly Report

Motion to accept the September Monthly Report. This motion, made by Karpinski and seconded by Burdick, Carried.

12.b. Non-lapsing Report – nothing to report.

13. Policy First Read

13.a. 5111 - Admission / Placement

Mr. Stefanowicz, Policy Committee, reported on Policy 5111 – Admission / Placement. Policy attached to the original of these minutes.

13.b. 5112 - Ages of Attendance - Mr. Stefanowicz, Policy Committee, reported on the 5112 – Ages of Attendance Policy. Policy attached to the original of the minutes.

14. Policy Approval - None

15. Calendar

15.a. 2024 Schedule of Meetings -

Mrs. Wagner, Chairperson, reported on the 2024 Schedule of Meetings. Original calendar attached to the original minutes.

Motion to approve the 2024 Schedule of Meetings. Motion made by Mr. Karpinski and seconded by Mr. Burdick. Carried.

16. BOE Comments for Future Agendas

None.

17. Public Comment

None.

18. Adjournment

Motion to adjourn the regular Board meeting at 9:13 p.m. This motion, made by Mr. Mendolia and seconded by Mr. Burdick, Carried.

Respectfully submitted by
Irma Wilhelm
Recording Secretary to
The Board of Education

Board of Education Minutes

November 8, 2023

DRAFT

A Regular Meeting of the Board of Education was held in a hybrid format on November 8, 2023, beginning at 6:30 PM in the North Stonington Education Center. Present were Mr. Bryan Burdick, Mr. Alex Karpinski, Mrs. Judy Main, Mrs. Stephanie Mastroianni, Mrs. Lisa Mazzella, Mr. Chet Stefanowicz, Dr. Jamie Towle-Weicksel and Mrs. Christine Wagner. Also present were Mr. Troy Hopkins, Superintendent of Schools and Mr. Bill Merrill, Business Manager.

1. Call to Order and Roll Call

The Regular Board of Education meeting was called to order by Mr. Hopkins, Superintendent of Schools at 6:30 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. **Election of Officers**

Mrs. Wagner thanked the Board for their support during her last term and informed the Board she was not running for an officer position.

Mr. Hopkins explained the process for the election of officers.

3.a. Chairperson - Mrs. Wagner had comments. Mrs. Wagner nominated Mrs.

Mastroianni for the position of Board Chairperson. The Board voted four in favor of appointing Mrs. Mastroianni as Board Chairperson. Those voting in favor were Mrs. Wagner, Mr. Karpinski, Mrs. Main, and Mrs. Mastroianni.

Dr. Towle-Weicksel nominated Mr. Stefanowicz for the position of Board Chairperson. The Board voted in favor of appointing Mr. Stefanowicz for the position of Board Chairperson. Those voting in favor were Mr. Stefanowicz, Mrs. Mazzella, Mr. Burdick, and Dr. Towle-Weicksel. The First round of voting resulted in a tie. Comments were made. Mr. Stefanowicz rescinded his nomination. In the second round of votes, the Board voted five in favor of appointing Mrs. Mastroianni

as Board Chairperson. Those voting in favor were Mrs. Wagner, Mr. Karpinski, Mrs. Main, Mrs. Mastroianni and Mrs. Mazzella.

3.b. Vice Chair - Mrs. Wagner nominated Mr. Karpinski for the position of Vice Chairperson. Mr. Karpinski nominated Mr. Stefanowicz for the position of Vice Chairperson. Mr. Stefanowicz declined to accept the nomination. There were no other nominations. The Board voted seven in favor of appointing Mr. Karpinski as Vice Chairperson. Those voting in favor were Mr. Stefanowicz, Mrs. Wagner, Mrs. Mazzella, Mrs. Mastroianni, Dr. Towle-Weicksel, Mr. Burdick and Mrs. Main. Mr. Karpinski did not vote.

3.c. Secretary - Mr. Stefanowicz nominated Dr. Towle-Weicksel for the position of Board Secretary. There were no other nominations. The Board voted seven in favor of appointing Dr. Towle-Weicksel as Board Secretary. Those voting in favor were Mr. Stefanowicz, Mrs. Wagner, Mrs. Mazzella, Mrs. Mastroianni, Dr. Towle-Weicksel, Mr. Burdick and Mrs. Main. Dr. Towle-Weicksel did not vote.

4. Public Comment

Mrs. Kristen St. Germain thanked Mrs. Wagner for her years of service.

Mr. Brett Mastroianni thanked Mrs. Wagner for her time on the Board.

Mr. Carlson thanked Mrs. Wagner for her service on the Board.

5. Welcome New Member (s)

Mrs. Mastroianni, the Board Chair, welcomed Mrs. Main as a new Board Member.

6. **Presentations**

6.a. Curriculum Updates - Kimberly Haggerty, Curriculum Coordinator presented the Curriculum Updates. The presentation is attached to the original minutes.

7. **Reports**

7.a. Superintendent's Report - Mr. Troy Hopkins, Superintendent of Schools reported. The report is attached to the original minutes.

7.b. BOE Chair's Report - Mrs. Christine Wagner, the immediate past Chairperson, reported meeting with the Board of Finance and discussing several topics.

7.c. Student Ambassador's Report - None.

8. Consent Agenda - None

9. **Old Business**

9.a. 5132 - Dress Code Policy - Motion to approve policy 5132 of the CABA version that was emailed out and as presented at the last meeting packet. This motion, made by Mr. Stefanowicz and seconded by Burdick, Carried.

Yea: 8, Nay: 0

9.b. Playground - Mr. Hopkins reported on the playground equipment installed. Questions were asked and answered.

9.c. Before & After Care - Dr. Towle-Weicksel reported on the Before & After Care program is moving forward.

9.d. Field Updates – None

10. New Business

10.a. Discussion of Tri-Board topics - Mrs. Mazzella indicated the main focus of the December meeting should be budget discussion. Mr. Burdick agreed, that Budget discussion should be a focus.

11. Facility and Finance Discussion

11.a. Review the October Monthly Report - Mr. Alex Karpinski, chairperson of the Finance Committee, reported. The Report is attached to the minutes.

11.b. Non-lapsing Report – The report is attached to the original minutes.

12. Policy and Advocacy Discussion - Mr. Stefanowicz, Policy Committee Member, reported that the policies to review are 5111, 5112, and the next ten by-laws.

13. BOE Comments for Future Agenda Items - Mr. Burdick, requested consideration of the parent/teacher conference days not conflict with Board meeting dates. Mrs. Mastroianni thanked Christine Wagner for her years of dedication on the Board.

14. Public Comments - Mrs. Nicole Porter, North Stonington Selectman, had comments and would like to know about the Eversource issue. She echoed everyone's sentiments about the Board Chair Position. She expressed how proud she is to serve the town of North Stonington with everyone else.

15. Adjournment - Motion to adjourn at 8:00 p.m. This motion, made by Mr. Karpinski and seconded by Mr. Burdick, Carried. Yea: 8, Nay: 0

Respectfully submitted by
Irma Wilhelm
Recording Clerk

Board of Education Minutes

December 13, 2023

DRAFT

A Regular Meeting of the Board of Education was held in a hybrid format on December 13, 2023, beginning at 6:30 PM in the North Stonington Education Center. Present were Mr. Bryan Burdick, Mr. Alex Karpinski, Mrs. Judy Main, Mrs. Stephanie Mastroianni, Mrs. Lisa Mazzella, Mr. Chet Stefanowicz, Dr. Jamie Towle-Weicksel and Mrs. Christine Wagner. Also present were Mr. Troy Hopkins, Superintendent of School, Mr. Bill Merrill, Business Manager. Present online were Mr. Rob Cillino, North Stonington Elementary School Principal and Mrs. Kristen St, Germain, Wheeler Principal.

1. Call to Order

The Regular Board of Education meeting was called to order at 6:33 p.m. by Mrs. Mastroianni, Chairperson.

2. Roll Call

3. Pledge of Allegiance

The pledge of allegiance was recited.

4. Public Comment

Please be advised that our meeting structure does not allow for two-way dialogue during public comment, but the Board uses this information to guide their decision-making. Depending on the topic, they may ask the Superintendent or another District employee to follow up with you. Likewise, public comment might lead to a topic being added to a future meeting agenda.

None.

5. **Presentations**

Motion to Move items 10.a., b and c. to After 5.a. - Student Activities. This motion, made by Mrs. Mazzella and seconded by Mrs. Main, Carried.

Burdick: Yea, Karpinski: Yea, Main: Yea, Mastroianni: Yea, Mazzella: Yea,

Stefanowicz: Yea, Towle-Weicksel: Yea, Wagner: Yea

Yea: 8, Nay: 0

5.a. Student Activities - Fall

Ellen Turner, Athletic Director, reported on Student Athletics Fall. The report is attached to the original of these minutes.

5.b. Accept October Finance Report

Motion to accept the October Finance Report. This motion, made by Mr. Karpinski and seconded by Mr. Burdick, Carried.

Burdick: Yea, Karpinski: Yea, Main: Yea, Mastroianni: Yea, Mazzella: Yea, Stefanowicz: Yea, Towle-Weicksel: Yea, Wagner: Yea

Yea: 8, Nay: 0

Mr. Bill Merrill, Business Manager, reported on the October Finance Report. The report is attached to the original minutes. Questions were asked and answered.

5.c. Present November Finance Report

Mr. Bill Merrill, Business Manager, presented the November Finance Report. The report is attached to the original of these minutes.

5.d. Eversource Electric Bill

Mr. Bill Merrill, Business Manager, reported on Eversource Electric Bill. The report is attached to the original minutes. Questions were asked and answered.

6. **Administrative**

6.a. **Approval of minutes**

6.a.i. September 13, 2023

Motion to approve the September 13, 2023 minutes. This motion, made by Karpinski and seconded by Burdick, Carried.

Burdick: Yea, Karpinski: Yea, Main: Absent, Mastroianni: Yea, Mazzella: Yea, Stefanowicz: Yea, Towle-Weicksel: Yea, Wagner: Yea

Yea: 7, Nay: 0, Abstain: 1 Judy Main, was not a BOE Member during this meeting.

6.a.ii. September 27, 2023

Motion to approve the September 27, 2023 minutes with the correction to show the voting outcome. This motion, made by Mr. Karpinski and seconded by Mr. Burdick, Carried.

Burdick: Yea, Karpinski: Yea, Main: Absent, Mastroianni: Yea, Mazzella: Yea, Stefanowicz: Yea, Towle-Weicksel: Yea, Wagner: Yea

Yea: 7, Nay: 0, Abstain: 1 Judy Main, was not a BOE Member during this meeting.

7. Reports

7.a. Superintendent's Report

Mr. Troy Hopkins, Superintendent of Schools, reported on the Superintendent's report. The report is attached to the original of the minutes. Questions were asked and answered.

7.b. BOE Chair's Report

Mrs. Stephanie Mastroianni, Chairperson, presented the BOE Chair report. The report is attached to the original to these minutes.

7.c. Student Ambassador's Report

Ms. Madison Wagner, Student Ambassador, reported on Wheeler High School and Middle School. The report is attached to the original minutes. Mr. Jon Anderson, Student Ambassador, reported on North Stonington Elementary School. The report is attached to the original minutes.

8. Old Business

None

9. New Business

None

10. Facility and Finance Discussion

10.a. Non-Lapsing

Motion to approve up to \$3,500.00 for lighting and drama production and \$2,800 for keyboards from the non-lapsing account. This motion, made by Mr. Stefanowicz and seconded by Mrs. Wagner, Carried.

Burdick: Yea, Karpinski: Yea, Main: Yea, Mastroianni: Yea, Mazzella: Yea, Stefanowicz: Yea, Towle-Weicksel: Yea, Wagner: Yea

Yea: 8, Nay: 0

Mrs. Stephanie Mastroianni, Chairperson, reported on the Non-Lapsing. The report is attached to the original minutes.

Mr. Troy Hopkins, Superintendent, reported on the non-lapsing. The report is attached to the original minutes.

11. Policy and Advocacy Discussion

11.a. 112 News Media Relationship

Motion to delete policy 1112.6 Videotaping of Staff/Students. This motion, made by Mrs. Wagner and seconded by Mr. Burdick, Carried.

Burdick: Yea, Karpinski: Yea, Main: Yea, Mastroianni: Yea, Mazzella: Yea, Stefanowicz: Yea, Towle-Weicksel: Yea, Wagner: Yea

Yea: 8, Nay: 0

Mr. Chet Stefanowicz, Policy Committee Chair, reported on Policy 1112 News Media Relationship. The reports are attached to the original minutes.

11.b. 4111 Recruitment & Selection

Mr. Troy Hopkins, Superintendent of Schools, presented 4111

12. BOE Comments for Future Agenda Items

- School Traffic lights on Route 2
- Bylaws
- Playground

13. Public Comments

None

14. Adjournment

Motion to adjourn at 8:39 p.m. This motion, made by Mr. Karpinski and seconded by Dr. Towle-Weicksel, Carried.

Burdick: Yea, Karpinski: Yea, Main: Yea, Mastroianni: Yea, Mazzella: Yea, Stefanowicz: Yea, Towle-Weicksel: Yea, Wagner: Yea

Yea: 8, Nay: 0

Respectfully submitted by
Irma Wilhelm
Recording Clerk

NORTH STONINGTON BOARD OF EDUCATION

298 Norwich-Westerly Rd.
North Stonington, Connecticut
Board of Education Meeting - January 24, 2024

SUPERINTENDENT REPORT

Presented by Troy C. Hopkins

Our Goals: Safe, Valued, Sense of Belonging - Innovative Instruction - Efficient and Transparent Processes

Staffing

We hired a paraprofessional to support the special education program.
Our first-grade teacher has assumed the role of school counselor at Wheeler.

Safe, Valued, Sense of Belonging

Mr. Cillino met with his early childhood team and developed a process by which parents may request an assessment of their child if they do not meet new law on Kindergarten age requirement.

Innovative Instruction

Jane Servidio was selected as part of the United States Patent and Trademark Office (USPTO) Master Teacher of Innovation and Intellectual Property (MTIP) education program for her dedication to inspiring more young minds through invention-based learning. Mrs. Servidio will provide professional development for fellow educators on how to integrate the fundamentals of IP, including patents, trademarks, copyrights, and trade secrets, into classroom instruction.

The PDEC Committee met on January 10th and January 18th to discuss ideas for the new educator evaluation system that needs to be implemented in Fall 2024, after receiving BOE approval. I anticipate bringing the proposed evaluation plan to you in May or June.

We had a meeting with ACES International on January 10th, to learn more about opportunities facilitated through this organization. They can help to facilitate international students attending Wheeler, teacher professional development and exchanges, and classroom projects with global partners.

Efficient and Transparent Processes

Budget - We will be proposing a very reasonable budget this year. We are proposing a reallocation of funds in the budget to manage the following needs:

- Athletic Director
- BCBA (Board Certified Behavior Analyst)
- 3 RBTs (Registered behavioral Analysts)

Warranties - We do have all the warranty information on the materials used during the building construction projects. The town now also has a digital copy of all of the documents. As needed repairs come up we will research the appropriate documents to determine whether the corresponding warranty is valid. We had two recent HVAC repairs, neither of which had a valid warranty. Recent repairs on the elementary school roof were covered by a warranty.

DRAFT Calendar for 2024-2025 - Might want to consider moving the last day to Friday, June 13th, by making February 18th a school day.

BOE Meeting Dates - All Wednesdays

1st meeting - Committee Discussions (Facilities and Finance, Policy and Advocacy)	2nd meeting - Business and Presentations	Topic Presentation for 2nd meeting
	August 23th	Facilities
September 13	September 27	Technology
October 11	October 25	Student Testing Data
Combined with November 8	November 8	Curriculum Updates
Combined with December 13	December 13	Student Activities - Fall
January 10, 2024	January 24, 2024	Superintendent's Budget
February 14	February 28	Curriculum Proposals/Updates
March 13	March 27	Student Activities - Winter
April 3	April 24	Special Services
May 8	May 22	School Climate/Discipline
June 12	June 26	Student Activities - Spring
July 10	July 24	Goals Review
August 14	August 28	Facilities
September 11	September 25	Student Testing Data
October 9	October 23	Technology
November 6	November 6	Curriculum Updates
Combined with December 11	December 11	Student Activities - Fall

Bylaws of the Board

Election of Officers

The Board of Education shall, not later than one month after the date on which newly elected members take office, elect from its membership, a Chairperson, Vice-Chairperson and Secretary. In each such election, a candidate or candidates shall be proposed. A quorum of the Board of Education must be present. Each officer shall be elected by a simple majority vote of those present. In the event of a tie, the same, additional or different candidate may be proposed and succeeding votes taken until an officer is elected or a deadlock is reached.

Legal Reference: Connecticut General Statutes

[10-218 Officers. Meetings](#)

Chapter IX, Department of Education, Section 2: Organization

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Office of the Chairperson

The duties of the Chairperson shall be to:

1. Preside at all meetings of the Board and perform all duties imposed by Connecticut General Statute [10-218](#) and those prescribed by policies, rules and regulations.
 - a. Call the meeting to order at the appointed time.
 - b. Announce the business to come before the Board in its proper order.
 - c. Enforce the Board's policies relating to the order of business and the conduct of the meetings.
 - d. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference.
 - e. Explain what the effect of a motion would be if it is not clear to every member.
 - f. Restrict discussion to the question when a motion is before the Board.
 - g. Answer all parliamentary inquiries, referring questions of legality to the Board attorney.
 - h. Put motions to a vote, stating definitely and clearly the vote and result thereof.
 - i. The Chairperson shall have the right, as other Board members have, to offer resolutions, discuss questions, and to vote.
2. Call special meetings as deemed necessary or when upon receiving a written request by three (3) of the members of the Board.
3. Appoint members to the committees created by the Board.
4. Serve as an ex-officio member of committees.
5. Keep the Vice-Chairperson duly informed on all pertinent matters in case of absence of the Chairperson.
6. Act as a resource to the Superintendent on decisions which may require further input between Board meetings and keep other Board members informed of these discussions/decisions in a timely manner.
7. Assure such other regular duties as may be authorized by the Board.
8. Appoint a Clerk of the Board who shall attend the meetings of the Board, take the minutes and prepare and maintain the records of its proceedings.

The Chairperson's signature shall be an alternative signature on all legal documents requiring the signature of the Secretary.

(cf. 9100- Organization)

(cf. [9120](#)- Officers)

Legal Reference: Connecticut General Statutes

[10](#)-218 Officers. Meetings.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Office of the Vice-Chairperson

The Vice-Chairperson will:

1. Act in place of the Chairperson when necessary and preside at meetings when the Chairperson is temporarily absent. The Vice-Chairperson cannot fill vacancies required to be filled by the Chairperson and does not serve as an ex-officio member of committees.
2. Work with the Chairperson and Superintendent to become generally informed of Board business.
3. In the absence of the Chairperson, act as a resource to the Superintendent on decisions which may require further input between board meetings.
4. In case of illness, resignation, or death of the Chairperson, the Vice-Chairperson, as deemed by the Board, becomes Chairperson for the unexpired term.

The Vice-Chairperson's signature shall be an alternative signature on all legal documents requiring the signature of the Secretary.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board**Attorney**

The attorney of the North Stonington Board of Education shall be the legal advisor of the Board and its officers in questions related to their official duties. The Board of Education may appoint, either on a full-time or retainer basis, an attorney or attorneys to serve as school attorney. The primary function of the attorney is to provide professional legal counsel and representation for the Board and Superintendent.

The attorney shall:

1. Represent the Board of Education in legal proceedings.
2. Give his/her written opinion on all legal questions referred to him/her by the North Stonington Board of Education or the Superintendent.
3. Attend North Stonington Board of Education meetings, conferences and other meetings as requested by the Board, Superintendent, Board Chairperson or Board committee.
4. Fulfill such other legal duties as the North Stonington Board of Education may assign.

The performance of the school attorney(s) shall be subject to annual evaluation by the North Stonington Board of Education and the Superintendent.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Special Study Committees

It is recognized that, as circumstances warrant, special study committees might be required. The Board of Education will approve the initiation of a study based upon the following criteria:

1. The need for the study
2. The objectives of the study
3. Organization and participant requirements

The study committee will submit a written report to the Board for review and evaluation by the date established by the Board. If such report is not submitted, the committee shall cease operation. Action on this study report may be taken by the Board of Education.

The study committee and its participants will normally conduct their work outside the daily school schedule.

All committees of the Board of Education shall follow the provisions of the Freedom of Information Act as required by statute.

Legal Reference: Connecticut General Statutes

[1-200](#) through [1-241](#) of the Freedom of Information Act.

[1-200](#) Definitions.

[1-226](#) Meetings of government agencies to be public.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Board Consultants

The North Stonington Board of Education will from time to time engage the services of qualified professional consultants to provide new insights and ideas for dealing with especially difficult problems and/or to provide special services which present staff is unable to provide. The kinds of assistance sought from consultants may include, but will not necessarily be limited to the following:

1. Conducting fact-finding studies, surveys, and research;
2. Providing counsel or services requiring special expertise;
3. Assisting the Board in developing policy and program recommendations.

Before engaging a consultant, the Board may require submission of a written proposal which can be incorporated into a contract or purchase order if it satisfies the wishes of the Board. Proposals will detail:

1. The specific objectives to be accomplished by the consultant;
2. The specific tasks to be performed;
3. The procedures to be used in carrying out the tasks;
4. The target dates for completion of tasks;
5. The method to be used to report results to the Board and/or to deliver any "product" (e.g., long-range plans, codified policy manual, etc.) to the Board; and
6. Costs.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Oath of Office

Board of Education members, before taking office, shall take the following oath or affirmation:

“I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of Connecticut and that I will honestly, faithfully, and impartially discharge my duties as a school board member to the best of my ability.”

Legal Reference: Connecticut General Statutes

[10-218a](#) Oath of office

[1-25](#) Forms of oaths

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Resignation/Removal from Office/Censure

Resignation

If for reasons of health, change in domicile, or any other compelling reason a member does decide to terminate service, the Board requests as early as possible notification of intent to resign so that the Board may plan appropriately.

When a member of a Board of Education shall cease to be a bona fide resident of the Town membership in the Board shall immediately cease.

Removal from Office

Any Board officer may be removed from office by a two-thirds majority vote of the membership of the whole Board.

(cf. [9120](#)-Officers and Auxiliary Personnel)

(cf. [9221](#)-Filling Vacancies)

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Orientation of Board Members

The Board of Education and the administrative staff shall assist each new member-elect to understand the Board of Education's functions, policies and procedures and operation of the school district before the member takes office. The following methods shall be employed:

1. The incoming member shall be given selected materials on the function of the Board of Education and the school district.
2. The incoming member shall be invited to attend Board meetings and to participate in its discussions.
3. The incoming member shall be invited to meet with the Superintendent and other administrative personnel to discuss services they perform for the Board and the school district.
4. The incoming member shall be provided with a copy of the Board 's policies and bylaws, administrative regulations and copies of pertinent materials developed by the State School Board Association, Board minutes for the past year and other helpful information explaining the Board's roles and responsibilities.
5. The Board Chairperson or designee shall arrange a meeting with new Board member(s) for the purpose of explaining and answering questions about Board processes and procedures.
6. The Board Chairperson may request a veteran Board member to mentor a new member.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Remuneration and Reimbursement

Remuneration

Board of Education members shall receive no compensation for their services.

Legal Reference: Connecticut General Statutes

[10-225](#) Salaries of secretary and attendance officers.

[10-232](#) Restrictions on employment of members of board of education.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Board Member Protection

The North Stonington Public Schools shall maintain adequate insurance to protect the district and its Board of Education against loss because of fire, damage to school property, loss to other property, or general liability resulting as a responsibility of the school district, and save harmless its Board and staff while acting in behalf of the school district.

Legal Reference: Connecticut General Statutes

[10-235](#) Indemnification of teachers, board members and employees in damage suits; expenses of litigation.

[10-236](#) Liability insurance.

[10-236a](#) Indemnification of educational personnel assaulted in the line of duty.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Conflict of Interest

The Board desires its members not only to adhere to all laws regarding conflict of interest, but to be continually aware of situations which have the appearance of conflict of interest and to avoid actions that might embarrass themselves or the Board.

Two areas of Board operations must be guarded with particular care in order that there be no real or seeming conflict of interest. These are purchasing and hiring of new personnel. Therefore:

1. No member of the Board shall have any direct pecuniary interest in a contract with the school district, nor shall he/she furnish directly any labor, equipment, or supplies the district. It is not the intent of this bylaw to prevent the district from contracting with corporations or businesses because a Board member is an employee of the firm. However, in such instances the member may be expected to declare his/her association with the firm and will refrain from debating or voting on the question.
2. If a member of the immediate family of a Board member--specifically parent/guardian, spouse, child or grandchild -- is being considered for employment, that member shall disqualify him/herself from participation in discussion or vote.
3. The Board shall not give preferential treatment to companies in which town officials or paid town employees, have a major financial interest or to companies by which they are employed.
4. No Board member shall use his or her position to influence an employment or contractual decision other than those routinely made by the Board itself.

Legal Reference: Connecticut General Statutes

[7-479](#) Conflicts of Interest.

[10-156e](#) Employees of boards of education permitted to serve as elected officials; exception.

[10-232](#) Restrictions on employment of members of the board of education.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board**Methods of Operation**

The North Stonington Board of Education shall concern itself only with broad questions of policy and not with administrative details. The Board shall rely upon the Superintendent of Schools to recommend policies for adoption and to administer policies enacted by the Board. Such policies shall be broad enough to indicate a line of action to be taken by the Superintendent in meeting a number of problems and jobs. Application of such policies to individual problems and jobs is an administrative function to be performed by the Superintendent.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Formulation, Adoption, Amendment of Bylaws

Proposed new bylaws and suggested amendments to or revision of existing bylaws may be adopted by a two-thirds vote of all members of the Board of Education. This will usually occur during the second of two regularly scheduled meetings of the Board of Education not less than four (4) weeks apart in the calls for which meeting the proposed additions, amendments, or revisions shall have been described in writing.

Reference: Robert's Rules of Order

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board**Formulation, Adoption, Amendment of Administrative Regulations**

The Board of Education does not adopt administrative regulations unless specifically required to do so by law, or unless requested to do so by the Superintendent. Adoption and amendment of such Board of Education adopted regulations shall be by the same procedure as that specified for policies in [9311](#).

The Board of Education reserves the right to review and direct revisions of administrative regulations should they, in the Board of Education's judgment, be inconsistent with the policies adopted by the Board of Education.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Suspension of Policies, Bylaws and Regulations

Policies, bylaws and Board of Education adopted regulations shall be subject to suspension for a specified purpose and limited time and must be a published agenda item. A vote of two-thirds of the Board of Education at a meeting is required.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Board of Education Work Sessions

The Board may schedule special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Topics for discussion and study will be announced publicly. Work sessions will be conducted in accordance with the state law on public meetings.

Legal Reference: Connecticut General Statutes

[1-206](#) Denial of access to public records or meetings.

[1-225](#) Meetings of government agencies to be public.

[1-227](#) Mailing of notice of meetings to persons filing written request.

[1-228](#) Adjournment of meetings. Notice.

[1-229](#) Continued hearings. Notice.

[1-230](#) Regular meetings to be held pursuant to regulation, ordinance or resolution.

[10-218](#) Officers. Meetings

Bylaw adopted by the Board: June 21, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Public and Executive Sessions

Public Meetings

All meetings of the Board of Education, regular, special and emergency shall be open to the public with the exception of executive sessions. A chance or social meeting, a caucus, or a discussion of strategy or negotiations with respect to collective bargaining are not defined as “meetings” under the Freedom of Information Act.

Executive Sessions

The public may be excluded from meetings of the Board of Education which are declared to be executive sessions. Executive sessions may be held upon a two-thirds vote of the members present and voting taken at a public meeting for only one or more of the following reasons, and may not be held for any other reason:

1. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, except if such individual may request that discussion be held at an open meeting, in which case the meeting will be open.
2. Strategy and negotiations with respect to pending claims and litigation.
3. Matters concerning security strategy or the deployment of security personnel, or devices affecting public security.
4. Discussion of the selection of a site or the lease, sale or purchase of real estate by a political subdivision of the state when publicity regarding such site, lease, sale, purchase or construction would cause a likelihood of increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned.
5. Discussion of any matter which would result in the disclosure of public records or the information contained therein described in Subsection (b) of Section [1-210](#) of the Connecticut General Statutes.

(cf. [1331](#)-Smoking in School Facilities)

Legal Reference: Connecticut General Statutes

[1-200](#) Definitions. (as amended by PA 02-130)

[1-206](#) Denial of access to public records or meetings.

[1-210](#) Access to public records.

[1-225](#) Meetings of government agencies to be public.

[1-226](#) Recording, broadcasting or photographing meetings.

[1-231](#) Executive sessions.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Quorum

A majority of the members of the Board shall constitute a quorum for the transaction of business.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Order of Business

Consent Agenda

To make more efficient use of meeting time, the Board of Education authorizes the use of a consent agenda as part of its regular meeting agenda. The consent agenda will condense the routine business of the Board (e.g., approving Board minutes, reviewing monthly expenses) into either a single motion or several categorical motions.

The consent agenda will be prepared by the Superintendent of Schools in consultation with the Chairperson of the Board.

Items on a consent agenda will not be discussed prior to action. However, if any Board member believes that any item on the consent agenda requires discussion, that Board member may remove the item from the consent agenda merely by requesting same. The exempted item then moves to the regular agenda, and the Board may take action as it deems appropriate. All non-exempted items will be moved, seconded, and voted upon either in one motion or in several categorical motions without discussion.

Routine, standard, non-controversial, and self explanatory items are those that will be placed on the consent agenda. Examples include:

- Committee and previous Board meeting minutes
- Office reports
- Routine correspondence
- Minor changes in a procedure (i.e., e-mail added as method of communication to announce a change in a meeting schedule)
- Routine revisions of a policy (changes in dates, dollar amounts due to changes in law or regulation, changes to legal references)
- Standard contracts used regularly (i.e., confirmation of using the traditional in-house contract with a new vendor)
- Confirmation of conventional actions required in the bylaws (Signatory authority for a bank account, acceptance of gifts)

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Parliamentary Procedures

Rules of Order

Regular and special meetings of the Board of Education are held in public, but they are not public hearings unless so designated. Comments from those citizens present will be welcomed at times indicated by the Chair, but such participation shall not be allowed to interfere with the conduct of business by the Board.

Procedure will normally be informal for the sake of simplicity and to minimize diversion of discussion to procedural questions. Board members may, however, involve Robert's Rules of Order, Revised.

A majority of the Board members present is required to approve a motion.

When comments from the public would be particularly helpful to the Board in reaching a decision on an item, the Board may schedule a public hearing devoted exclusively to that item. In any case, final action, on a change in Board policy will not normally be taken at the time of its first discussion or at a public hearing unless postponement until the next Board meeting would hinder the intent of such action.

Upon a 2/3 vote of the members of the Board, new business, not listed on the agenda, may be considered and acted upon at a regular meeting of the Board.

No new topic will be started after 10:30 p.m. except by a 2/3 vote of the members present and voting.

If a person or group of persons is so disruptive that the meeting cannot proceed in an orderly fashion, the meeting may be cleared, except for representatives of the news media not involved in the disturbance. A meeting may be adjourned or continued to a time and place specified in the adjournment or continuance.

Legal Reference: Connecticut General Statutes

[1-200](#) Definitions

[1-206](#) Denial of access of public records or meetings. Notice. Appeal

[1-210](#) Access to public records

[1-226](#) Recording, broadcasting or photographing meetings

[19a-342](#) Smoking prohibited in certain places. Signed required. Penalty

[1-231](#) Executive sessions

[1-232](#) Conduct of meetings (re disturbances)

[10-224](#) Duties of the Secretary

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Board of Education Minutes and Records

In accordance with the provisions of the Connecticut Freedom of Information Act, Sections 1-15, et seq., of the Connecticut General Statutes, the minutes of the North Stonington Board of Education will be maintained on file in the office of the Superintendent of Schools.

Interested persons shall have the right to inspect or copy such minutes or other records subject to disclosure at reasonable times as may be determined by the Superintendent of Schools. These times will normally be 8:00 a.m. to 4:00 p.m. each weekday with the exception of legal holidays.

Any person wishing to receive a copy of Board of Education minutes or other public records subject to disclosure under law shall:

1. Apply in writing identifying the record or, if applicable, the date or dates of meetings for which the minutes are being requested.
2. State whether certified or plain copies are being requested.
3. Obtain in person all copies requested.

The cost to obtain uncertified or plain copies of minutes and records is \$.50 per page. Certified copies may be obtained at a cost of \$1.00 for the first page and \$.50 for each additional page.

The fee schedule will be waived if the individual requesting a public record is determined to be indigent by the Superintendent of Schools or if the Board of Education determines that compliance with the applicant's request benefits the general welfare.

Notwithstanding the provisions of this policy, if any copy requires a transcription or the replication of data in a computer storage system, or if any person applies for a transcription of a public record, the fee charged shall equal the cost to the Board of Education of providing the material requested.

Legal Reference: Connecticut General Statutes

[1-225](#) Meetings of government agencies.

[10-218](#) Election of officers.

[10-224](#) Duties of the secretary.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Meetings

Electronic Mail Communications

The Board of Education believes that Board members electronically connected to other Board members is an efficient and convenient way to communicate. The main goal of electronic mail (e-mail) is to expedite the passage of information. E-mail gives Board members quick access to one another. Communication among Board members via e-mail should conform to the same standards as other forms of communication. (i.e., committee meetings, etc.) as directed by the Freedom of Information Act. When used properly, e-mail is an effective communications tool and can provide a formal record.

Guidelines for Board E-Mail Usage

The Freedom of Information Act mandates that all meetings of public bodies such as school Boards be open to the public. It is the policy of the Board of Education that email shall not be used in such a manner as to deprive the public of the rights given to it under the Freedom of Information Act. For this purpose, this bylaw sets forth guidelines for the uses intended to be made of e-mail by Board members when communicating with other Board members.

1. E-mail, like other written forms of communication relating to the conduct of the public business is subject to the Freedom of Information Act and subject to disclosure.
2. Board members shall not use e-mail as a substitute for deliberations at public Board meetings, and/or shall not discuss policy matters or vote informally on any issues.
3. E-mail should be used to pass along factual information.
4. Security of e-mail communication cannot be assured. Board members shall not reveal their passwords to others in the network or to anyone outside of it. If any Board member has reason to believe a password has been lost or stolen, or that e-mail is being accessed by someone without authorization, he/she shall notify the Superintendent, who will notify the district's technology specialist.
5. Personnel issues and other sensitive subjects should never be discussed on-line. The confidentiality of employee data, student data, and other sensitive subjects must always be maintained.

Any usage contrary to the aforementioned shall be reported immediately to the Superintendent and may result in the suspension and/or revocation of system access.

Accessing E-Mail

In an effort to encourage all Board members to access e-mail, while maintaining public fiscal responsibility, the Board of Education will loan to any Board member needing access, a modem, computer (when surplus is available), and other hardware peripherals to be returned to the Board

Office upon leaving office. It will be the individual Board member's responsibility to provide the hook-up and pay all consumable expenses associated with e-mail usage. In the event a Board member elects not to access e-mail, a hard copy of all e-mail directed to "Board" will be placed in the Board packet delivered via courier, and will also be accessible in the Board of Education Office.

Legal Reference: Connecticut General Statutes

The Freedom of Information Act.

[1-200](#) Definitions.

[1-210](#) Access to public records. Exempt records.

[1-211](#) Disclosure of computer-stored public records.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

Board/School District Records

Any recorded data or information relating to the conduct of the public's business prepared, owned, used, received or retained by the Board of Education or the school district, whether handwritten, typed, tape-recorded, printed, photostated, photographed, or recorded by any other method is by definition a "public record" and access thereto during normal hours of business shall be granted to any citizen. All such records shall be maintained at the office of the Superintendent of Schools, who shall be the custodian of all public records of the district.

Not included in the category of public records to which the privilege of access is given are the following:

1. Preliminary drafts or notes provided the custodian or the Board of Education has determined that the public interest in withholding such documents clearly outweighs the public interest in disclosure.
2. Personnel or medical files and similar files, the disclosure of which would constitute an invasion of personal privacy.
3. Records pertaining to strategy and negotiations with respect to pending claims and litigation to which the district is a party until such litigation or claim has been adjudicated or otherwise settled.
4. Trade secrets.
5. Test questions, scoring keys and other examination data used to administer a licensing examination, examination for employment or academic examinations.
6. The contents of real estate appraisals, engineering or feasibility estimates and evaluation made for or by the district relative to the acquisition of property or to prospective public supply and construction contracts, until such time as all of the property has been acquired or all proceedings or transactions have been terminated (except that the law of public domain is not affected by this provision).
7. Records, reports and statements of strategy or negotiations with respect to collective bargaining.
8. Records, tax returns, reports and statements exempted by federal law or state statutes or communications privileged by the attorney-client relationship.
9. Names or addresses of students enrolled in the public schools without the consent of each student whose name or address is to be disclosed who is eighteen or older and a parent or guardian of such minor student.
10. Records including engineering and architectural drawings; security systems' operational specifications (except a general description, cost and quality of the system); training manuals

that describe security procedures, emergency plans or security equipment; internal security audits; and logs and other documents containing information on security personnel movement or assignments if reasonable grounds exist to believe their release would pose a safety risk, including harm to anyone, a facility or equipment.

11. Security manuals, emergency plans, emergency recovery or response plans and staff meeting minutes or records or portions of them that contain or reveal security information or otherwise exempt records.

Availability of Records

Any person shall receive promptly on request, a plain or certified copy of any public record except those which access is not permitted under law, at a cost not to exceed fifty cents per page. If any copy requested required a printout or transcription, or if any person applies for a printout or transcription of a public record, the fee shall not exceed the cost to the school district. The district will require prepayment of the fee if the fee is estimated to be two dollars or more. There will be no sales tax for this service. There will be no charge if the person requesting the record is an indigent, the record requested is exempt from disclosure, or if, in the judgment of the custodian of records, compliance with the request benefits the general welfare.

An additional charge of one dollar for the first page and fifty cents for each additional page may be made for certification of any records or of any fact within the record.

The Superintendent, on behalf of the Board of Education, shall notify an employee in writing when a request is made for disclosure of the employee's personnel, medical or similar files.

Designation of Records Access Officer

1. The Superintendent of Schools is designated as Records Access Officer of the School District, who shall have the duty of coordinating the School District's response to public requests for access to records.

2. The Records Access Officer is responsible for assuring that District personnel:

a. Assist the requester in identifying requested records, if necessary.

b. Upon locating the records, take one of the following actions:

1. Make records promptly available for inspection; or

2. Deny access to the records in whole or in part and explain the reasons therefore.

c. Upon the request for copies of records:

1. Make a copy available upon payment or offer to pay established fees.

d. Upon request, certify that a transcript is a true copy of the records.

e. Upon failure to locate records, certify that:

1. The District is not the legal custodian for such records.

2. The records of which the District is a custodian cannot be found after diligent search.

Requests for Public Access to Records

1. Requests for inspection of records shall be made at least four (4) working days in advance to the Records Access Officer.
2. The Records Access Officer shall respond promptly to a request for records. Except under extraordinary circumstances, the District shall make response no more than four (4) working days after receipt of the request.
3. A request shall reasonably describe the record or records sought. Whenever possible, a person requesting records shall supply information regarding dates, file designations or other information that may help to describe the records sought.
4. If the District does not provide or deny access to the record sought within four (4) business days of receipt of a request, the District shall furnish a written acknowledgment of receipt of the request and statement of the approximate date when the request will be granted or denied. If access to records is neither granted nor denied within ten business days after the date of acknowledgment of receipt of a request, the request may be construed as a denial of access that may be appealed.

Denial of Access to Records

1. If the District fails to respond to a request within four (4) business days of receipt of a request, such failure shall be deemed a denial of access by the District.
2. Any person denied access to records may appeal to the State Freedom of Information Commission identifying:
 - a. The date and location of a request for records;
 - b. The records that were denied; and
 - c. The name and return address of the appellant.

Legal Reference: Connecticut General Statutes

[1-15](#) Application for copies of public records.

[1-200](#) Definitions.

[1-210](#) to [1-213](#) Access to public records. (as amended by PA 02-113)

[1-211](#) Access to computer stored records.

[1-214](#) Public contracts as part of public records.

[1-225](#) to [1-240](#) Meetings of public agencies.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut

Bylaws of the Board

School Board Memberships

The Board of Education shall maintain membership in the Connecticut Association of Boards of Education (CABE). It holds indirect membership in the National School Boards Association through its affiliation with the state group.

It shall be the practice of the Board of Education to encourage one member to represent this Board at CABE meetings. That member shall report from time to time to the full Board on the activities of the State and National groups.

Bylaw adopted by the Board: June 6, 2007

NORTH STONINGTON PUBLIC SCHOOLS

North Stonington, Connecticut



2023-2024 School Calendar

298 Norwich Westerly Rd. North Stonington, CT 06359	
ES Hours - 8:30 am - 3:10 pm	
Elementary	860-535-2805
MS/HS Hours - 7:45 am - 2:25 pm	
Middle/High	860-535-0377
Central Office	860-535-2800
M & J Bus Co.	860-535-8051

Aug /Sept 2023						
Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						22

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						21

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						18

December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						15

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						20

February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		
						19

March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						19

April 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						17

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						21

June 2024						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						10

Parent/Teacher Conferences	
<i>Half Day dismissal schedule</i>	
MS/HS at 12:00 pm & ES at 1:00 pm	
Nov 8 & 9	Half day for students
April 4 & 5	Half day for students
The last 5 days of school are ½ days	
School will close upon the completion of 182 days of school.	

Aug 28	PD Day	Nov 23 & 24	Thanksgiving Break	Feb 20	Weather Day(12/18/23)
Aug 29	PD Day	Dec 13	½ day / PD for staff	March 8	PD for staff - no school
Aug 30	First Day of School	Dec 22	½ day	March 29	No School
Sep 4	No School	Dec 25-29	Holiday Break	April 8-12	No School
Oct 9	No School	Jan 1	No School	April 24	½ day / PD
Oct 18	½ day / PD for Staff	Jan 15	No School	May 28	Weather Day
Nov 1	PD for Staff - no school	Jan 31	½ day / PD	May 27	No School
Nov 10	No School	Feb 16	PD for staff - no school	Jun 10-13	½ days 49
Nov 22	½ day	Feb 19	No School	Jun 14	½ Day - last day

There are 3 weather closing days scheduled for Feb. 20, May 24 & May 28, which will be used to make up for the first 3 snow days, with 2 weeks prior notice. Any additional snow days will be added to the end of the year. **February 20 and May 24 are now a school day.**



2024-2025 School Calendar

298 Norwich Westerly Rd. North Stonington, CT 06359	
ES Hours - 8:25 am - 3:10 pm	
Elementary	860-535-2805
MS/HS Hours - 7:45 am - 2:25 pm	
Middle/High	860-535-0377
Central Office	860-535-2800
M & J Bus Co.	860-535-8051

Aug /Sept 2024						
Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					22

October 2024						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						22

November 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						17

December 2024						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						15

January 2025						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						21

February 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
						18

March 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					20

April 2025						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
						17

May 2025						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
						19

June 2025						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
						11

Parent/Teacher Conferences						
<i>Half Day dismissal schedule</i>						
MS/HS at 12:00 pm & ES at 1:00 pm						
Nov 7 & 8		½ Day - P/T conf.				
April 3 & 4		½ Day - P/T conf.				
The last 5 days of school are ½ days						
School will close upon the completion of						
182 days of school.						

Aug 26	PD Day for Staff	Nov 28 & 29	No School	April 14-17	No School
Aug 27	PD Day for Staff	Dec 11	½ day / PD for staff	April 18	No School
Aug 28	PD Day for Staff	Dec 20	½ day	May 23	Weather Day
Aug 29	First Day of School	Dec 23-31	Holiday Break	May 26	No School
Sep 2	No School	Jan 1	No School	May 27	Weather Day
Oct 14	No School	Jan 20	No School	Jun 10-13	½ days
Oct 23	½ day / PD for Staff	Jan 29	½ day / PD	Jun 16	½ Day - last day
Nov 5	PD for Staff - no school	Feb 17 & 18	No School		
Nov 11	No School	March 6	½ day / PD		
Nov 27	½ day	March 7	PD for staff - no school		

There are 2 weather closing days scheduled for May 23 & 27, which will be used to make up for the first 2 snow days, with 2 weeks prior notice. Any additional snow days will be added to the end of the year.