



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education Policy Subcommittee Meeting September 26, 2018 - 6:00 PM | New Britain Educational Administration Center

Call to Order and Opening

Mr. Nicholas Mercier, Policy Subcommittee Chair, called the meeting to order at 6:03 PM.

Committee Members Present

Mr. Merrill Gay, Mr. Nicholas Mercier, Ms. Yvonne Muniz, Ms. Gayle Sanders-Connolly, Dr. Violet Jiménez Sims

CSDNB Committee Staff Present

Mr. Matthew Cannata, Mr. Kevin Kane, Dr. Nicole Sanders, Ms. Nancy Sarra

New Business

Approve Memoranda of Understanding between CSDNB and First Church of Simsbury

The Parties of this Memorandum of Understanding are The Consolidated School District of New Britain (CSDNB) and The First Church of Simsbury under the direction of Mr. and Ms. Butler. Services for this MOU will be provided during the 2018-2019 school year.

The purpose of this partnership is to:

- Develop and implement a pre-teaching experience program for students at the New Britain High School interested in careers in education
- Providing elementary school students HS mentors that assist students in the learning process while motivating students to set high academic goals.

CSDNB will: Students from the NBHS Education Pathways will be invited to interview for 10 Apprentice teaching positions to be offered over the school year. This program will offer students the opportunity to participate in pre-teaching opportunities within a District Elementary school up to 10 hours a week Monday through Friday under the direct supervision of selected elementary school educators in partnership with NBHS Education Pathways Educators. Expectations for all parties involved will be clearly presented prior to selection processes.

The First Church of Simsbury will:

- Provide the financial support for this project
- Assist in coordinating the efforts of key partners, to ensure that the program is moving forward
- Provide guidance as needed to adherence of grant commitments

The Policy Subcommittee recommended that this go to the Board of Education for approval at the next regular meeting.

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Revised Policy: 6146.00 - Graduation Requirements for the Class of 2016, 2017, 2018 and 2019

The following language will be added to the policy: *Commencing with the graduating class of 2018, and for each graduating class thereafter, the Board of Education, utilizing criteria established by the State Board of Education, may/shall affix the "Connecticut State Seal of Biliteracy" to a diploma awarded to a student who has achieved a high level of proficiency in English and one or more foreign languages. "Foreign language" means a world language other than English and includes American Sign Language and any other language spoken by a federally recognized Native American tribe. The Board of Education shall include on such student's transcript a designation that the student received the "Connecticut Seal of Biliteracy."*

The Policy Subcommittee recommended that this go to the Board of Education for approval at the next regular meeting.

Revised Policy: 6146.20 - Graduation Requirements for the Class of 2020 and 2021

The following language will be added to the policy: *Commencing with the graduating class of 2018, and for each graduating class thereafter, the Board of Education, utilizing criteria established by the State Board of Education, may/shall affix the "Connecticut State Seal of Biliteracy" to a diploma awarded to a student who has achieved a high level of proficiency in English and one or more foreign languages. "Foreign language" means a world language other than English and includes American Sign Language and any other language spoken by a federally recognized Native American tribe. The Board of Education shall include on such student's transcript a designation that the student received the "Connecticut Seal of Biliteracy."*

The Policy Subcommittee recommended that this go to the Board of Education for approval at the next regular meeting.

New Policy: XXXXX - Connecticut State Department of Education | CT Seal of Biliteracy Guidelines

The District will award the Connecticut State Seal of Biliteracy (Seal of Biliteracy) to recognize high school graduates who have attained a high level of proficiency in English and one or more languages. The Board of Education will affix the Seal of Biliteracy on a student's diploma utilizing the criteria established by the State Board of Education.

Foreign language is defined as a world language other than English and includes American Sign Language and any other language spoken by a federally recognized Native American tribe.

All students shall receive information on the Seal of Biliteracy upon first entering middle school and again at the entry to high school. The information can be provided to students, parents/guardians via student/parent handbooks and by placement on the district/school website.

The information shall indicate that students may acquire proficiency in multiple languages through various pathways. Those available in the District include, but are not limited to:

- Traditional high school world language programs
- ESL programs
- Time spent immersed in the target culture
- Saturday language schools
- Heritage language knowledge

All students are eligible to receive the Seal of Biliteracy based on evidence of achieving the designated level of language proficiency in two or more languages by high school graduation. Students may demonstrate the state-determined level of proficiency in English, as well as one or more additional languages in grade 10, 11, or 12.

To attain the Seal of Biliteracy, students' use of the language must be demonstrated, rather than their knowledge about the language. Therefore, a student must demonstrate proficiency in English AND another language by meeting the criteria described below.

Both native and non-native speakers of English must provide comparable evidence of English language proficiency. The language performance should be demonstrated in both social and academic use of the language, in all modes of communication.

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To be eligible to receive the Seal of Biliteracy, the two academic requirements below must be met:

1. Student must complete all English language arts requirements for graduation.
2. Student must demonstrate proficiency in a language other than English in grades 10, 11, or 12 at a level comparable to "Intermediate Mid" on the ACTFL Proficiency Guidelines as demonstrated through one of the following methods listed in the Assessment of Evidence Table.

Whenever possible, the District may utilize a variety of funding sources to support the costs of language testing, including grants and local district funding.

The Policy Subcommittee recommended that this go to the Board of Education for approval at the next regular meeting.

New Policy: 1110.4 - Automated Calls/Text Messages (Auto-Notification System/Robocalls)

The Board of Education (Board) shall utilize an automated notification system/service, commonly referred to as "robocalls," to facilitate the sending of important and informative information to families, staff and students through telephone calls and/or text messages. The Board believes robocalls allows the District and its schools to communicate with parents/guardians, staff and students in an extremely effective, efficient and timely manner. Such communication can be used for many different situations involving students.

The District and/or its schools will make robocalls or send automated text messages to family wireless telephones regarding issues pertaining to the health and safety of students and faculty, including unexcused absences, weather closures, incidents of threats or imminent danger to the school or individuals. Such messages, the Board realizes, can be communicated pursuant to the "emergency purpose" exception to the Telephone Consumer Protection Act's (TCPA) consent requirement. Autodialed calls and automated texts can be made to student family wireless telephones without consent required for emergencies, which can include weather closures, fire, health risks, threats and unexcused absences. Such calls are made necessary by the situation affecting the health and safety of students and faculty.

Further, the Board permits the District and its schools to make robocalls with prior express consent when a parent/guardian or student provides his or her wireless number as a contact and the call to be made closely relates to the educational mission of the school or to official school activities. Examples of this include notification of upcoming teacher conferences, notification of a school activity or surveys to seek input on school-related issues.

The Board expects the administration to take the necessary steps, or to work with the vendor providing this automated notification service, to regularly update the emergency calling lists in order to ensure that emergency-type calls reach the intended parent/guardian of the affected student and not individuals with no contact to the schools.

The Board permits the making of non-emergency calls utilizing the auto notification system to parents/guardians or students only when they have provided a wireless number as a contact to the school or district. The scope of this consent, is recognized by the Board, to permit communication from the District or school which are closely related to the educational mission of the school or to official school activities, absent instruction to the contrary from the party providing the telephone number. In compliance with the FCC's viewpoint, the Board recognizes that a parent/guardian or student who provides their wireless number to the District/school as a contact has given permission to be contacted at that number for school purposes.

Notifications, using the auto notification system, pertaining to non-school or community events which lack any educational purpose or connection to school activities are considered by the Board to be outside the scope on the consent which the parents/guardians has only provided a number to the school authorities without disclosure that they may receive these types of notifications.

The Policy Subcommittee recommended that this go to the Board of Education for approval at the next regular meeting.

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New Policy: 6141.3221 - Website Accessibility

The Consolidated School District of New Britain (District) is committed to ensuring accessibility of its website(s) for students, parents/guardians staff and members of the community with disabilities. The District will provide equal and integrated access in compliance with state and federal laws and regulations, including Section 504 of the Rehabilitation Act of 1973, as amended, (Section 504) and Section 508 of the Rehabilitation Act of 1973, as amended, (Section 508) and Title II of the Americans with Disabilities Act (ADA) as amended.

With regard to the District website and any official District web presence which is developed by, or offered through third party vendors and other open sources, the District will comply with the provisions of the ADA and Section 504 so that students, parents/guardians, staff and members of the public with disabilities are able to independently acquire the same information, engage in the same interactions, and enjoy the same benefits within the same timeframe as those without disabilities, with substantially equivalent ease of use; and that they are not excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any District programs, services and activities delivered online.

All existing web content produced by the District and new, updated and existing web content produced by the District and/or provided by third-party developers will conform to the Web Content Accessibility Guidelines (WCAG) 2.0, Level AA conformance and the Web Accessibility Initiative Accessible Rich Internet Application Suite (WAI-ARIA), developed by the Web Accessible Initiative, for web-based content, or any updated equivalents.

MIS will be responsible, on a periodic basis, for reviewing and evaluating new material that is published by District staff and updated to the website. MIS shall be responsible for reviewing all areas of the District and School websites and evaluating their accessibility on a periodic basis. Non-conforming webpages are to be corrected in a timely manner.

A student, parent/guardian, staff member or member of the public can submit a complaint or grievance regarding the accessibility of any District or School web presence that is developed by, maintained by, or offered through District, third party vendors and/or open sources directly to a school administrator or District webmaster. Upon receipt of the initial complaint or grievance, the website compliance coordinator is to be informed. Individuals or groups are encouraged to utilize the District process towards resolving disability-related grievances.

Whether or not a formal complaint is made, the District, upon notification of inaccessible content, shall communicate with the reporting party as soon as possible in order to provide access to the information. The complainant should not have to wait for the investigation of the complaint to be concluded before receiving the information that he/she was unsuccessful in accessing. Complaints should be submitted in writing or via email.

The complaint or grievance is to be investigated by MIS or another person designated by the Superintendent/School Principal. The investigation of the complaint shall be completed within fifteen working days, unless an extension is approved by the Superintendent. A record of each complaint and grievance shall be maintained at the District office. Such record shall include a copy of the complaint or grievance filed, report of findings from the investigation and the disposition of the matter.

Limits of Required Modification

A district is not required to take any action that it can demonstrate would result in a fundamental alteration in the nature of the service, program or activity or in undue financial and administrative burdens. Any decision that compliance with its responsibility to provide effective communication for individuals with disabilities would fundamentally alter the service, program, or activity or unduly burden a district shall be made by a Board after considering all resources available for use in funding and operating the program, service or activity. The decision shall be accompanied by a written statement of the reasons for reaching that conclusion. (28 C.F.R. 35.164)

The Policy Subcommittee would like more information regarding the cost of this and how it would impact the current website. A report will be given at the next Finance Subcommittee meeting.

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New Policy: 5145.53 – Transgender and Gender Nonconforming Students and Staff

Federal and state law and District policy require that all programs, activities, and employment practices be free from discrimination based on sex, sexual orientation, or gender identity or expression. This policy is designed in keeping with these mandates to create a safe learning environment for all students and to ensure that every student has equal access to all school programs and activities.

This policy sets out guidelines for schools and District staff to address the needs of transgender and gender non-conforming students and clarifies how state law should be implemented in situations where questions may arise about how to protect the legal rights or safety of such students. This policy does not anticipate every situation that might occur with respect to transgender or gender non-conforming students and the needs of each transgender or gender non-conforming student must be assessed on a case-by-case basis. In all cases, the goal is to ensure the safety, comfort, and healthy development of the transgender or gender non-conforming student while maximizing the student's social integration and minimizing stigmatization of the student.

The Policy Subcommittee recommended that this go to the Board of Education for approval at the next regular meeting.

Current Policy: 5131.00 – Student Discipline Code

Dr. Nicole Sanders, Assistant Chief Talent Officer, said that administrators have given feedback regarding the policy and there are some minor recommended changes to the administrative regulations.

Dr. Sanders will make those changes and a revised policy/regulation will be sent out.

Current Policy: 0523.00 – Equity and Diversity

Every student deserves a respectful learning environment in which their cultural, racial and ethnic diversity is valued and contributes to successful academic outcomes. The Consolidated School District of New Britain (District) is committed to identifying and correcting practices and policies that perpetuate the achievement gap and institutional racism in all forms in order to provide all of its students with the opportunity to succeed. Learning and work environments are enriched and improved by the contributions, perspectives and very presence of diverse participants. The District is committed to the success of every student in each of our schools and to our mission and vision statements.

The Board of Education (Board) believes that the responsibility for student success is broadly shared by District staff, families, our community and our student's own efforts. Achievement gaps between white students and students of color are unacceptable if we are to meet our mission and vision statements and our moral obligations to our students, their families and our community as a whole. These gaps are contrary to our belief that all children can learn and succeed. Adult behaviors must not contribute to achievement gaps or create barriers to success. Adult behaviors must be concentrated on elimination of gaps, particularly those that are predicated on a student's race, ethnicity, home language, personal characteristics or culture and on assurance of educational equity between students. The Board, Superintendent and staff commit to conducting an equity and diversity impact assessment on all future policies that have a significant impact on student learning and resource allocation. This commitment also includes conducting assessments on policies that are periodically reviewed and updated through the policy development process that have a significant impact on student learning and resources allocation.

The diversity of our student body, our community and our staff is a strength of this District that should be fostered. Educational equity benefits all students and our entire community.

The purpose of this policy is to establish a framework for the elimination of bias, particularly racism and cultural bias, as factors affecting student achievement and learning experiences, and to promote learning and work environments that welcome, respect and value diversity. Further the purpose is to establish particular actions that the District shall take to address disparities in educational opportunity and achievement.

The Policy Subcommittee recommended that this go to the Board of Education for approval at the second regular meeting in the month of October, 2018. A copy of the policy will be sent out to Board members for review.

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Closing and Adjournment

The meeting was adjourned at 7:24 PM.