

**ENFIELD BOARD OF EDUCATION  
ENFIELD, CONNECTICUT**

**Time-Place:**

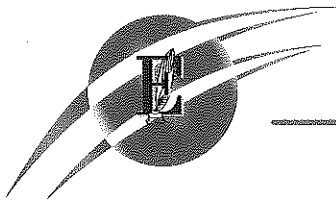
**Council Chambers  
820 Enfield Street  
Enfield, CT  
7:00 PM Regular Meeting**

**Date: 05/13/14**

- 1. Call to Order – 7:00 PM**
- 2. Invocation or Moment of Silence – Thomas J. Sirard**
- 3. Pledge of Allegiance – Thomas J. Sirard**
- 4. Fire Evacuation Announcement**
- 5. Roll Call**
- 6. Board Guest(s)**
- 7. Superintendent's Report**
  - a. Student Representatives Report**
  - b. School Readiness Grant**
  - c. Technology Plan Presentation**
  - d. National Honor Society Dinner**
  - e. Incoming Grade 3 Open House**
  - f. Lego Fair**
  - g. Memorial Day & Schools Closed**
- 8. Audiences**
- 9. Board Members' Comments**
- 10. Unfinished Business**
  - a. Policy Review – 5140.1 Child Abuse/Neglect – Second Reading**
  - b. Policy Revision – 5123 Promotion/Retention – Second Reading**
- 11. New Business**
  - a. Approve School Readiness Renewal Grant for FY2014-15**
  - b. Action if any, regarding Matter(s) Related to Collective Bargaining - ESAA**
- 12. Board Committee Reports**
  - a. Use of Fermi Advisory Committee**
- 13. Approval of Minutes: Regular Meeting Minutes – April 22, 2014**
- 14. Approval of Accounts and Payroll**
- 15. Correspondence and Communications**
- 16. Audiences**
- 17. Executive Session**
  - a. Matter(s) Related to the Superintendent's Evaluation**
  - b. Matter(s) Related to Collective Bargaining - ESAA**
- 18. Adjournment**

**NOTE:**

**Item 11b, may be  
addressed after  
Item 17b. if  
needed.**

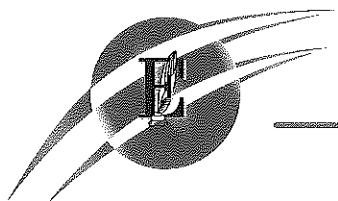


**ENFIELD PUBLIC SCHOOLS**  
**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

---

**Date:** May 13, 2014  
**To:** Enfield Board of Education  
**From:** Dr. Jeffrey A. Schumann  
**Re:** Superintendent's Report

- a. **Student Representatives Report:** Enclosed in your packet you will find a report from both BOE Student Representatives regarding events/happenings at their respective high schools. Student Representatives may have some additional information or comments to share with Board members.
- b. **School Readiness Grant:** We welcome Pam Brown, Director of Social Services and Karen Weseliza, Chair from the School Readiness Council (Kite) to tonight's Board meeting. At this time, they will update the Board about the School Readiness Renewal Grant for FY2014-15.
- c. **Technology Plan Presentation:** Board members were previously given an update from the Curriculum Committee regarding the Technology Plan Update. At the request of the Board, we will share this presentation with the Board and the community.
- d. **National Honor Society Dinner:** The 2013-14 National Honor Society Recognition Dinner will be held at Mount Carmel on Tuesday, June 10<sup>th</sup>. We thank the Mount Carmel Society for this long standing tradition for our NHS students. Board members are asked to notify the Superintendent's office if you are planning to attend this recognition dinner. We will extend an invitation to Town Council Members to join the Board in recognizing our National Honor Society students on June 10<sup>th</sup>.
- e. **Incoming Grade 3 Open House:** Incoming Grade 3 students will have an opportunity to visit the Intermediate Schools (Prudence Crandall, Edgar H. Parkman and Eli Whitney) on Wednesday, May 21<sup>st</sup> at 6:00 PM. We encourage all incoming students and parents to visit their child's school for the upcoming 2014-15 school year.
- f. **Lego Fair:** A Lego Fair will be held at Eli Whitney Elementary School on Thursday, May 22<sup>nd</sup> at 6:00 PM in the library. Parents and community members are invited to attend this event to see what great things our students are doing and learning.
- g. **Memorial Day & Schools Closed:** Schools and offices will be closed on May 26<sup>th</sup> in observation of Memorial Day. The Memorial Day parade will be held on Sunday, May 25<sup>th</sup> at 1:00 PM. The parade will start from Enfield Street Elementary school and will end at the Enfield Town Green.



**ENFIELD PUBLIC SCHOOLS**  
**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

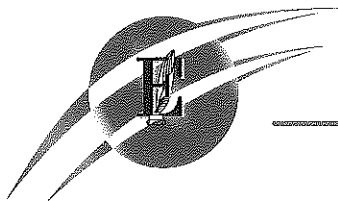
---

**Date:** May 13, 2014  
**To:** Enfield Board of Education  
**From:** Dr. Jeffrey A. Schumann  
**Re:** Policy Review #5140.1 Child Abuse/Neglect – Second Reading

Board members were presented this policy for review on April 22<sup>nd</sup>. Our Nursing Supervisor Trish Vayda presented policy #5140.1 Child Abuse/Neglect to the Policy Committee for their review. Certain Board Policies will require the Board to review them periodically. No changes have been made to this policy.

Policy Committee Chair David Wawer is present and can address any questions Board members may have. This policy has been placed on the website for public input.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding reviewing policy #5140.1 Child Abuse/Neglect as a second and final reading and adding a reviewed date of May 13, 2014 to the policy.



**ENFIELD PUBLIC SCHOOLS**  
**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

---

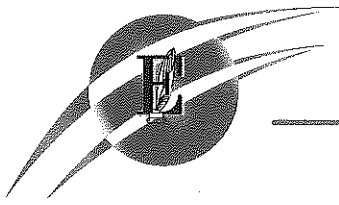
**Date:** May 13, 2014  
**To:** Enfield Board of Education  
**From:** Dr. Jeffrey A. Schumann  
**Re:** Policy Revision #5123 Promotion/Retention – Second Reading

Board members were presented this proposed policy revision on April 22<sup>nd</sup>. The Curriculum Committee is recommending the word “Assignment” be removed from policy #5123 Promotion/Retention/~~Assignment~~ name.

The Policy Committee met on April 3, 2014 and reviewed the proposed policy changes and policy name change. They asked Ms. McKernan to make some additional changes to the policy which can be found on lines 63-84. The members of the Policy Committee are endorsing the proposed policy and name changes.

Policy Committee Chair Mr. Wawer is available to answer any questions from Board members. The policy has been placed on the website for public input.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding revising policy #5123 Promotion/Retention as a second and final reading and adding a revised date of May 13, 2014 to the policy.



**ENFIELD PUBLIC SCHOOLS**  
**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

---

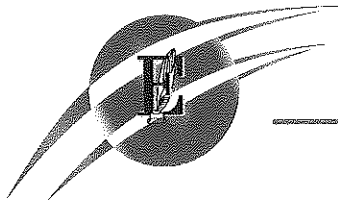
**Date:** May 13, 2014  
**To:** Enfield Board of Education  
**From:** Dr. Jeffrey A. Schumann  
**Re:** Approve School Readiness Renewal Grant for FY2014-15

Board members heard a presentation from Pam Brown, our Director of Social Services for the Town of Enfield and Karen Weseliza, Chair from the School Readiness Council (KITE) earlier tonight. This grant requires approval from both the member of the Board of Education and Town Council. The Town Council unanimously endorsed this grant renewal on May 5<sup>th</sup>.

The Office of Early Childhood is requiring the School Readiness Council to seek proposals for additional slots from the community in anticipation of expanding the program. Only the Enfield Child Development Center has submitted an application for three (3) additional slots.

Ms. Brown and Ms. Weseliza are available to answer any questions from the Board.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding Approving the School Readiness Renewal Grant for FY2014-15 as presented.



**ENFIELD PUBLIC SCHOOLS**  
**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

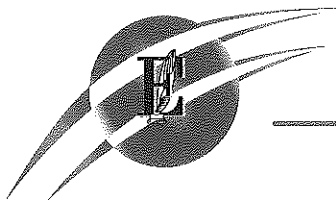
---

**Date:** May 13, 2013  
**To:** Enfield Board of Education  
**From:** Dr. Jeffrey A. Schumann  
**Re:** Action if any, Matter(s) Related to Collective Bargaining - ESAA

*Note: The Board of Education may have the need to enter into Executive Session Prior to acting on this item.*

Chairman Sirard will address this item.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding Matter(s) Related to Collective Bargaining – ESAA.



**ENFIELD PUBLIC SCHOOLS**  
**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

---

**Date:** May 13, 2013  
**To:** Enfield Board of Education  
**From:** Dr. Jeffrey A. Schumann  
**Re:** Executive Session

The Board of Education needs to discuss the following item:

- Matter(s) Related to the Superintendent's Evaluation
- Matter(s) Related to Collective Bargaining

Therefore, I recommend that the Enfield Board of Education enter into executive session, with the appropriate personnel invited, for the reasons described above. An affirmative vote of two-thirds of the members present and voting is required. Board members can relocate to either the Enfield Room or the Thompsonville Room (whichever is available) for the executive session.



## EHS/FHS Student Representative Reports – May 13, 2014

### Enfield High & Enrico Fermi High School:

- EHS Instrumental concert will be held in the Auditorium at 6:30 PM on May 14<sup>th</sup>.
- EHS Safe Grad Committee will meet at 7:00 PM in Room A108 on May 14<sup>th</sup>.
- EHS Building Committee will meet at 6:30 PM in Room B105 & B107 on May 15<sup>th</sup>.
- FHS Spring Concert will be held in the Auditorium at 6:30 PM on May 15<sup>th</sup>.
- FHS Sr. Prom will be held at Chez Joseph on May 16<sup>th</sup> at 6:00 PM
- EHS Sr. Prom will be held at Maneley's on May 16<sup>th</sup> at 6:00 PM.
- EHS Safe Grad Committee will meet at 7:00 PM in Room A108 on May 21<sup>st</sup>.
- EHS Building Committee will meet at 6:30 PM in Room B105 & B107 on May 22<sup>nd</sup>.
- FHS Sr. Class Picnic will be held at High Meadows on May 23<sup>rd</sup> at 9:00 AM.

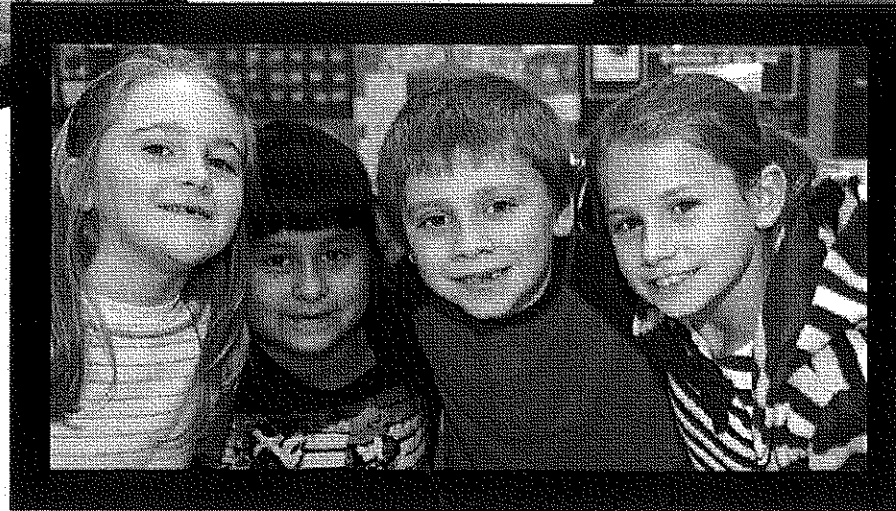
<b>Monday, May 12</b>			<b>Game Time</b>	<b>Bus Time</b>
<b><u>HOME</u></b>				
ELLINGTON / FERMI	@	ENFIELD GOLF (Cedar Knob, Somers)	3:00 P.M.	
BOLTON	@	ENFIELD GIRLS TENNIS	3:45 P.M.	
ROCKY HILL	@	FERMI GIRLS TENNIS	3:45 P.M.	
HARTFORD PUBLIC	@	FERMI BASEBALL (Varsity Only)	3:45 P.M.	
SOUTH WINDSOR	@	FERMI BOYS VOLLEYBALL (JV)	4:00 P.M.	
SOUTH WINDSOR	@	FERMI BOYS VOLLEYBALL (Varsity)	5:00 P.M.	
HARTFORD PUBLIC (JV)	@	FERMI SOFTBALL (Double Header)	3:45 / 5:15	
HARTFORD PUBLIC (V)	@	FERMI SOFTBALL (Double Header)	3:45 / 5:15	
<b><u>Away</u></b>				
Enfield Boys Tennis	@	Bolton High School	3:45 P.M.	2:15 P.M.
Enfield Softball (Varsity)	@	East Windsor High School	3:45 P.M.	2:30 P.M.
Fermi Boys Tennis	@	Rocky Hill High School	3:45 P.M.	2:15 P.M.
Fermi Softball (JV & V)	@	Hartford Public High School	3:45 P.M.	2:15 P.M.
<b>Tuesday, May 13</b>				
<b><u>HOME</u></b>				
EAST HARTFORD MS	@	JFK BASEBALL	3:45 P.M.	
BOLTON	@	ENFIELD SOFTBALL (JV & Varsity)	3:45 P.M.	
HARTFORD PUBLIC	@	FERMI BOYS & GIRLS TRACK	3:45 P.M.	
CLASSICAL MAGNET	@	FERMI BOYS VOLLEYBALL (JV)	5:00 P.M.	
CLASSICAL MAGNET	@	FERMI BOYS VOLLEYBALL (Varsity)	6:00 P.M.	
GRANBY MEMORIAL	@	ENFIELD GIRLS TENNIS	3:45 P.M.	
<b><u>Away</u></b>				
Enfield Baseball (JV & V)	@	Bolton High School	3:45 P.M.	2:15 P.M.
Enfield Boys Volleyball	@	Glastonbury High School (JV)	4:00 P.M.	2:15 P.M.
Enfield Boys Volleyball	@	Glastonbury High School (Varsity)	5:00 P.M.	-----
Enfield Boys & Girls Track	@	Avon High School	4:15 P.M.	2:30 P.M.



Fermi Golf	@	Bloomfield (Wintonbury Hills)	3:00 P.M.	1:45 P.M.
Enfield Boys Tennis	@	Granby Memorial (Salmon Brook Park)	3:45 P.M.	2:15 P.M.
Fermi Girls Tennis	@	RHAM High School	3:45 P.M.	2:15 P.M.
<b>Wednesday, May 14</b>				
<b><u>HOME</u></b>				
AVON	@	ENFIELD BOYS TENNIS	3:45 P.M.	
EAST HARTFORD	@	ENFIELD BOYS VOLLEYBALL (JV)	4:00 P.M.	
EAST HARTFORD	@	ENFIELD BOYS VOLLEYBALL (V)	5:00 P.M.	
E.O. SMITH	@	FERMI BOYS TENNIS	3:45 P.M.	
BLOOMFIELD	@	FERMI BASEBALL (Varsity)	3:45 P.M.	
<b><u>Away</u></b>				
JFK Baseball	@	Windsor Locks Middle School	3:30 P.M.	2:30 P.M.
JFK Softball	@	Windsor Locks Middle School	3:30 P.M.	-----
Enfield Golf	@	Bolton (Tallwood CC – Hebron)	3:00 P.M.	1:30 P.M.
Enfield Girls Tennis	@	Avon Middle School	3:45 P.M.	2:15 P.M.
Enfield Baseball (Varsity)	@	Cheney Tech High School	6:00 P.M.	4:30 P.M.
Fermi Girls Tennis	@	E.O. Smith High School	3:45 P.M.	2:15 P.M.
Fermi Softball (JV & V)	@	Bloomfield High School	3:45 P.M.	2:15 P.M.
Fermi Boys Volleyball	@	Rockville High School	5:00 P.M.	3:30 P.M.
Fermi Boys Volleyball	@	Rockville High School	6:00 P.M.	-----
<b>Thursday, May 15</b>				
<b><u>HOME</u></b>				
EDWARDS MS	@	JFK SOFTBALL	3:45 P.M.	
GRANBY MEMORIAL	@	ENFIELD BOYS TENNIS	3:45 P.M.	
SOMERS	@	ENFIELD BASEBALL (JV & Varsity)	3:45 P.M.	
HALL	@	ENFIELD BOYS VOLLEYBALL (JV)	4:00 P.M.	
HALL	@	ENFIELD BOYS VOLLEYBALL (Varsity)	5:00 P.M.	
E.O. SMITH	@	FERMI GOLF (Grassmere CC)	3:00 P.M.	
ROCKY HILL	@	FERMI BASEBALL (Varsity)	3:45 P.M.	
<b><u>Away</u></b>				
JFK Boys & Girls Track	@	Suffield Middle School	3:30 P.M.	2:20 P.M.
Enfield Softball (JV)	@	Somers (Field Road Softball Field)	3:45 P.M.	2:15 P.M.
Enfield Softball (Varsity)	@	Somers High School	3:45 P.M.	-----
Enfield Girls Tennis	@	Granby Memorial (Salmon Brook Park)	3:45 P.M.	2:15 P.M.
Fermi Baseball (JV)	@	Rocky Hill High School	3:45 P.M.	2:15 P.M.
Fermi Softball (V)	@	Rocky Hill (Elm Ridge Park)	7:00 P.M.	5:15 P.M.
Fermi Boys & Girls Track	@	Bloomfield High School (2 buses)	3:45 P.M.	2:15 P.M.
<b>Friday, May 16</b>				
<b><u>HOME</u></b>				
<b><u>Away</u></b>				
JFK Baseball	@	East Hartford Middle School	3:45 P.M.	2:20 P.M.
<b>Saturday, May 17</b>				
<b><u>HOME</u></b>				
E.O. SMITH	@	FERMI BASEBALL (JV & Varsity)	1:00 P.M.	
MIDDLETOWN	@	FERMI BOYS TENNIS	11:00 A.M.	

<i>Away</i>				
Enfield Boys & Girls Track	@	Manchester High School (JI Invitational)	9:30 A.M.	7:45 A.M.
Fermi Boys & Girls Track	@	Manchester High School (JI Invitational)	9:30 A.M.	8:30 A.M.
<b>Sunday, May 18</b>		<b>NO PRACTICES OR GAMES SCHEDULED</b>		

Item # 7c.



**Enfield Public Schools  
Technology Plan Update  
April 2014**

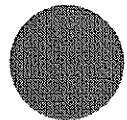
# OVERVIEW

## **Educational Technology Plan July 1, 2012-June 30, 2015**

Planning Committee: Comprised of 15 representatives including members of BOE, Town of Enfield, EPS Administration, community liaison, guidance staff, teachers, and parents.

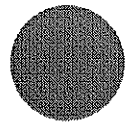
Vision Statement: Provide Enfield Public School students and staff with the technology resources necessary to support and maintain infrastructure, curriculum objectives and state mandates.

Key Components: Goals: 5  
Action Steps: 25



## EXECUTIVE SUMMARY

- Enfield Public Schools has implemented its *Educational Technology Plan for 2012-2015*. The plan outlines five goals with 25 action steps. As of April 2014, all action steps are in process with many action steps completed. As technology is a field which experiences rapid change and continuous change, action steps and goals are in a constant state of revision, refinement and updating.
- Enfield Public Schools faces its greatest challenges in its long-term commitment to funding the hardware and software necessary to realize the goals of this plan.



# GOAL 1: ENGAGING & EMPOWERING LEARNING EXPERIENCES

## Action Steps: 5

Update: All steps completed or nearly completed

## Highlights:

- English and math curriculum revised to comply with CT frameworks
- Grade 2 students introduced to keyboarding
- Eighth grade portfolio assessment in place
- Exploration of on-line learning opportunities including APEX, Middlebury Interactive Learning Lab and others
- Electronic textbooks available and in use in 20 courses

## On-going Challenge:

Step 4-implementation of on-line learning at middle school level is not realistic with the current number of computer stations

## GOAL 2: ASSESSMENT

### Action Steps: 6

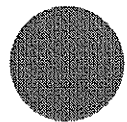
Update: All steps completed or partially completed

### Highlights:

- E-School teacher and Home Access Center in use grades 3-12
- School Messenger voice and email in full use
- Performance Plus data warehouse in implementation phase
- Wide use of data collection resources including: AIMS Web, LEXIA, Reading A-Z, STAR, DRP and Gates-McGinnitie

### On Going Challenge:

Financial support for subscription programs



# GOAL 3: CONNECTED TEACHING AND LEARNING

## Action Steps: 7

Update: All steps partially or fully implemented

## Highlights:

- iPad Consortium

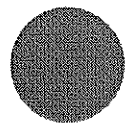
- The Forum for Professional Learning: On-line professional development programming

- On-going ITPC committee meetings

- Enfield Tech Team workshops to support HAC, TAC, Sharpschool workspace

## Challenges

Step 2: The district will provide each teacher with a laptop/tablet for teacher use and maintain with appropriate software upgrades. Teacher laptops are old, software is outdated and not supported.





# GOAL 4: INFRASTRUCTURE FOR TEACHING & LEARNING

## Action Steps: 2

Update: Fully implemented

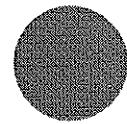
## •Highlights:

•Fiber optic ring deployment well underway

•ITPC conducts regular review and assessment of network

## Challenges:

Ensuring sufficient access points to connect to fiber ring.



# GOAL 5: PRODUCTIVITY AND EFFICIENCY

## Action Steps: 5

Update: All steps partially or fully completed.

## Highlights:

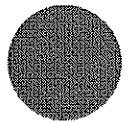
- Use of The Forum for Professional Learning for curricular, instructional and assessment resources and exemplars

- Use of Schoology for online learning community

- Continued use of subscriptions services for curriculum, instruction and assessment

## Challenges

- Step 4-Ensure that all have equal access to technological resources.



# ROUNDTABLE



ENFIELD BOARD OF EDUCATION  
ENFIELD, CONNECTICUT

**CHILD ABUSE/NEGLECT**

**5140.1**

The Enfield Public School District (the "District") shall comply with the Connecticut General Statutes regarding child abuse and neglect by requiring all personnel employed by the school system to report any incident where there is a reasonable cause to suspect child abuse, neglect or risk of abuse of a child to the designated authority.

In order to assure that the above policy is fully implemented, employees must follow Administrative Regulation 5140.1 and the District requires that:

1. All personnel fully comply with all requirements of the General Statutes and with regulations promulgated by the Commissioner of Children and Families with respect to the reporting of any incident where there is reasonable cause to suspect abuse or neglect of a child in accordance with the administrative procedures of the District;
2. All personnel fully comply with all the requirements of the General Statutes and Regulations promulgated by the Director of the Office of Protection and Advocacy for persons with disabilities with respect to the reporting of incidents where there is reasonable cause to suspect abuse or neglect of mentally retarded students between the ages of 18 and 21 in accordance with the administrative procedures of the District;
3. All personnel cooperate fully with the investigation of suspected abuse and neglect by the Department of Children and Families (DCF), a law enforcement agency, and/or the Office of Protection and Advocacy for persons with disabilities, and with all court proceedings involving suspected abuse and neglect;
4. Such mandated reporting requirements of the general statutes and the administrative regulations regarding reporting be appropriately reviewed with all professional and paraprofessional personnel who are mandated reporters, and with school personnel who are not mandated reporters (e.g., secretaries, maintenance, cafeteria, and transportation staff) at periodic intervals;
5. Any student suspected of having been abused or neglected who is in need of health care attention shall be provided such health care to the same extent it would be provided to any other child in need of such care and;
6. All personnel treat all cases of suspected abuse and neglect with full consideration of the privacy of students and families, and will maintain appropriate confidentiality within the limitations of federal and state laws and local policy.

**Legal Citations:** Connecticut General Statutes Sections 17a-101, 102, 103, 104, 106 and Connecticut General Statutes Sections 19a-458a, as amended by Public Act 96-246

**Policy Adopted:** June 26, 1990  
**Policy Amended:** August 23, 1994  
**Policy Amended:** May 29, 1998  
**Policy Revised:** May 23, 2006  
**Policy Reviewed:** September 22, 2009  
**Policy Reviewed:**

**ENFIELD BOARD OF EDUCATION  
ENFIELD, CONNECTICUT**

**PROMOTION/RETENTION**

5123.

**I. Promotion or Retention Policy: Grades K-5**

Promotion/retention of students from grade to grade is determined on an individual basis. To decide whether a student who is not progressing satisfactorily should be advanced to the next grade, all objective evidence (tests, samples of work, attendance, etc.) is brought together and recommendations of all persons, including parental and/or guardians concerned with the progress of the student are considered. Final action taken is determined by what is best for the individual student. The principal of the school is responsible for making the decision concerning the promotion, retention, or of a student.

A. Promotion - A student promoted is one who is meeting the standards expected for the particular grade level.

B. Retention - A student retained is one who is functioning below the expected standard, as outlined on the student report card and would benefit by repeating the grade.

**II. Promotion: Grades 6-8**

A. A minimum grade point average of 4.0 (C-) is required to be promoted from grade 6 to grade 7, from 7 to grade 8 and from grade 8 to the high school level.

B. Students not achieving the required 4.0 (C-) shall have the opportunity to attend summer school to attain the required grade point average. Students returning to the same grade for a second year shall be required to repeat the course of study prescribed for such grade.

C. The grade(s) earned in summer school are combined with those earned during the school year to raise a student's GPA to a minimum of 4.0 (C-).

D. Students will enroll in English and/or Math summer school. Literacy and numeracy skills emphasized in these summer school courses are essential for strong academic achievement at all grade levels and for successful performance on the State Standardized Test.

E. The principal is responsible for making the final decision concerning student promotion or retention.

**III. Promotion: Grades 9-12**

A. Grade 9 to Grade 10

1. A minimum of (4) credits are required to be promoted from grade 9 to grade 10. Included in those (4) credits are (1) credit in Mathematics and (1) credit in English.

55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107

2. Students who do not earn the required (4) credits or who do not earn the required (1) credit in Mathematics and English shall have the opportunity to attend summer school in order to be promoted. Students must meet the summer school requirements as described in BOE Policy #6174 - Summer School in order to earn credits toward promotion in summer school.

B. Grade 10 to Grade 11

1. All students are promoted to grade 11 at the conclusion of Grade 10.

C. Grade 11 to Grade 12

1. A minimum of (16.5) credits are required to be promoted from grade 11 to grade 12. Promotion to grade 12 can be made at the conclusion of the school year, at the conclusion of summer school, or at the conclusion of the first semester of the school year. Students promoted after the first semester will be assigned to a senior homeroom but must have the capability of graduating that school year in order to be promoted.

2. Students who do not earn the required (16.5) credits shall have the opportunity to attend summer school to earn up to (2) of the required number of credits for promotion. Students must meet the summer school requirements as described in BOE Policy #6174 - Summer School in order to earn credits toward promotion in summer school.

D. The principal is responsible for making the final decision concerning student promotion or retention.

**IV. Special Education Students**

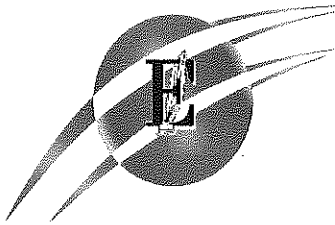
Special education students will be subject to the general policy regarding retention and promotion, unless extenuating circumstances are in evidence which might exclude such students from the grading policy as determined by the P.P.T.

It is expected that the P.P.T. will anticipate exemptions to Board policy as early in the program planning stages as may be feasible.

**V. Exceptions**

Exceptions to the above policy may be requested by the administration from the Board of Education.

**Approved: June 16, 1986**  
**Effective: September 1, 1986**  
**Revised: May 29, 1998**  
**Revised: May 19, 2005**  
**Revised: February 24, 2009**  
**Revised:**



# ENFIELD PUBLIC SCHOOLS

---

Anne McKernan; Chief Academic Officer; amckernan@enfieldschools.org

27 SHAKER ROAD • ENFIELD, CONNECTICUT 06082  
TEL: 860.253.6549 • FAX: 860.253.6515 • WWW.ENFIELDSCHOOLS.ORG

**To: Members of the Board of Education**  
**From: Anne McKernan, Chief Academic Officer**  
**Re: Proposed Policy Change - #5123 Promotion/Retention/Assignment**  
**Date: October 31, 2013**

The Curriculum Subcommittee of the Board of Education met on Wednesday, October 30<sup>th</sup> and discussed the request to make changes to our current Policy #5123 Promotion/Retention/Assignment. The committee reviewed the policy and is recommending the proposed changes including the request that the term “assignment” be eliminated from the policy.

Attached you will find a copy of the proposed changes. The committee has referred the proposed changes to the Board of Education and will be discussed at a later date.

ENFIELD BOARD OF EDUCATION  
ENFIELD, CONNECTICUT

**PROMOTION/RETENTION/ASSIGNMENT**

5123.

**I. Promotion / or Retention Policy: Grades K-6**

Promotion/retention/~~assignment~~ of students from grade to grade is determined on an individual basis. To decide whether a student who is not progressing satisfactorily should be advanced to the next grade, all objective evidence (tests, samples of work, attendance, etc.) is brought together and recommendations of all persons, including parental and/or guardians concerned with the progress of the student are considered. Final action taken is determined by what is best for the individual student. The principal of the school is responsible for making the decision concerning the promotion, retention, or ~~assignment~~ of a student.

A. Promotion - A student promoted is one who is meeting the standards expected for the particular grade level.

B. Retention - A student retained is one who is functioning below the expected standard, *as outlined on the student report card* and would benefit by repeating the grade.

~~C. Assignment - A student assigned to the next grade is one who is functioning below the expected standard and would benefit more by moving along with his peer group rather than being retained.~~

~~Any assigned student may achieve promotion at any later grade level providing he/she meets the standards of the particular grade.~~

**II. Promotion: Seventh and Eighth Grades**

A. A minimum grade point average of 4.0 (C-) is required to be promoted from grade 6 to grade 7, from 7 to grade 8 and from grade 8 to the high school level.

B. Students not achieving the required 4.0 (C-) shall have the opportunity to attend summer school to attain the required grade point average. Students returning to the same grade for a second year shall be required to repeat the course of study prescribed for such grade.

C. The grade(s) earned in summer school are combined with those earned during the school year to raise a student's GPA to a minimum of 4.0 (C-).

D. Students will enroll in English and/or Math *summer school*. Literacy and numeracy skills emphasized in these summer school courses are essential for strong academic achievement at all grade levels and for successful performance on the ~~Connecticut Mastery Test~~



51 ~~(CMT)/Connecticut Academic Performance Test (CAPT) State~~  
52 ~~Standardized Test.~~

53  
54 E. The principal is responsible for making the final decision concerning  
55 student promotion or retention.  
56

57 **III. Promotion: Grades 9-12**

58  
59 A. Grade 9 to Grade 10

- 60  
61 1. A minimum of (4) credits are required to be promoted from grade 9 to  
62 grade 10. ~~Included in those (4) credits are (1) credit in Mathematics~~  
63 ~~and (1) credit in English.~~  
64  
65 2. Students who do not earn the required (4) credits ~~or who do not earn~~  
66 ~~the required (1) credit in Mathematics and English~~ shall have the  
67 opportunity to attend summer school in order to be promoted.  
68 Students must meet the summer school requirements as described in  
69 BOE Policy #6174 - Summer School in order to earn credits toward  
70 promotion in summer school.  
71

72 B. Grade 10 to Grade 11

- 73  
74 1. *A minimum of (9) credits are required to be promoted from grade*  
75 *10 to grade 11. Included in those (4) credits are (2) credits in*  
76 *mathematics and (2) credits in English. Students must meet the*  
77 *summer school requirements as described in BOE Policy #6714 -*  
78 *Summer School in order to earn Credits toward promotion in*  
79 *summer school. All students are promoted to grade 11 at the*  
80 *conclusion of Grade 10.*  
81

82 C. Grade 11 to Grade 12

- 83  
84 1. A minimum of (16.5) credits are required to be promoted from grade  
85 11 to grade 12. Promotion to grade 12 can be made at the conclusion  
86 of the school year, at the conclusion of summer school, or at the  
87 conclusion of the first semester of the school year. Students promoted  
88 after the first semester will be assigned to a senior homeroom but  
89 must have the capability of graduating that school year in order to be  
90 promoted.  
91  
92 2. Students who do not earn the required (16.5) credits shall have the  
93 opportunity to attend summer school to earn up to (2) of the required  
94 number of credits for promotion. Students must meet the summer  
95 school requirements as described in BOE Policy #6174 - Summer  
96 School in order to earn credits toward promotion in summer school.  
97

98 D. The principal is responsible for making the final decision concerning  
99 student promotion or retention.  
100

101 **IV. Special Education Students**

102

103 Special education students will be subject to the general policy regarding  
104 retention and promotion, unless extenuating circumstances are in evidence  
105 which might exclude such students from the grading policy as determined  
106 by the P.P.T.

107

108 It is expected that the P.P.T. will anticipate exemptions to Board policy  
109 as early in the program planning stages as may be feasible.

110

111 **V. Exceptions**

112

113 Exceptions to the above policy may be requested by the administration  
114 from the Board of Education.

115

116

117 **Approved: June 16, 1986**  
118 **Effective: September 1, 1986**  
119 **Revised: May 29, 1998**  
120 **Revised: May 19, 2005**  
121 **Revised: February 24, 2009**  
122 **Revised:**

DRAFT

**BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
APRIL 22, 2014**

A regular meeting of the Enfield Board of Education was held at Town Hall in Council Chambers, located at 820 Enfield Street, Enfield, CT on April 22, 2014.

1. **CALL TO ORDER:** The meeting was called to order at 7:00 PM by Chairman Sirard.
2. **INVOCATION OR MOMENT OF SILENCE:** Raymond Peabody
3. **PLEDGE OF ALLEGIANCE:** Raymond Peabody
4. **FIRE EVACUATION ANNOUNCEMENT:** Chairman Sirard announced the fire evacuation announcement.
5. **ROLL CALL:**

**MEMBERS PRESENT:** Peter Jonaitis, Raymond Peabody, Lori Unghire, David Wawer, Vin Grady, Tina LeBlanc, Timothy Neville, Stacy Thurston and Tom Sirard

**MEMBERS ABSENT:**

**ALSO PRESENT:** Dr. Jeffrey Schumann, Superintendent; Mr. Christopher Drezek, Deputy Superintendent; FHS Student Representative Katie Saltzgeber (arrived at 7:45 PM) and EHS Student Representative Christine Luksic

6. **BOARD GUEST(S)**

a. **Sean Crane, EHS/FHS Social Studies Department Chair**

The Board welcomed Mr. Crane, EHS Teacher and Social Studies Department Chair and Mr. Allegro, FHS Teacher to the Board meeting.

Mr. Crane stated that the Enfield and Fermi students were the first to register to vote online. Secretary of the State Denise Merrill visited both schools during the voter registration that was held. Both Mr. Crane and Mr. Allegro explained the voter registration process for students held prior to the November 2013 election and their plans to continue student voter registrations during the spring, in some of the English classes, at graduation practices and in the fall. They encountered a few computer glitches during the online registration process. Some students preferred to register by paper and some registered online. They registered 58 students at EHS and 68 at FHS. Out of these numbers 19 students registered online at EHS and 23 students registered online at FHS.

EHS student Shelby Brennan stated the Youth Vote program is a great opportunity for students to get involved. Most students were happy to participate and register to vote. Statistically, 18-25 year old adults are the lowest area for voter participation. They are hoping to change this statistic.

Mr. Crane stated the students that ran the Youth Vote were primarily juniors. This is a great opportunity and experience for the students. This plays into our mission statement to foster learning experiences and making students into life-long learners.

Mr. Crane thanked Mr. Newton, Mrs. Krieger, Mr. Wawer and the students who helped to make the voter registration and Student Youth Vote programs a huge success. This program allowed the students learn about their civic obligations.

Mr. Allegro distributed a picture taken during the student voter registration with Secretary of the State Denise Merrill. This photo was in the Hartford Courant on March 16, 2014.

Mr. Crane thanked the administration and the students for making this program work.

Mr. Neville applauded everyone involved with this program and appreciates all of your efforts. Teaching good citizenship and getting our youth to participate is important. This would not have happened without your support and dedication. Thank you for doing this.

Mr. Peabody thanked everyone involved in the student voter registration program. He suggested that during the next voter registration process, you give the students an absentee ballot since most of the students will not be here during the next election. A lot of students will be away at college and may not have the opportunity to come home to vote.

Mrs. LeBlanc asked how students can get involved with this program. Mr. Crane stated the Youth Vote program is open to any student. Usually sophomores, juniors and seniors participate. They are the ones that write-up the questions for the student debates that are held at both high schools. It is an interesting process for students that learn about the electoral process.

Mr. Crane added that he likes Mr. Peabody's suggestion about absentee ballots.

Mrs. LeBlanc stated the students do a great job during the Youth Vote debates. She was not able to attend the Youth Vote Debate due to the snow storm during her first term. She attended last year and was quite impressed with the students. This is a good program for the students and the community. She likes seeing the students getting involved.

Mr. Crane stated we like working with the candidates and the students. We see the questions they craft for the debates. The questions they develop are tough but fair.

Mrs. Unghire thanked the students for getting involved. It is great for you to become civic minded. We might end up with some future politicians from this process.

Mrs. Thurston stated the debates are always nerve wracking, even if you have gone through them before. She thanked the students for what they are doing.

Chairman Sirard thanked Mr. Crane, Mr. Allegro and Ms. Brennan for coming tonight. You should all be commended for the great jobs you are doing with our students. Thank you.

Chairman Sirard stated there is a need to change an item on the agenda. We need to change Item #17a Matter(s) Related to Collective Bargaining to Matter(s) Related to Personnel.

**Motion to Suspend the Rules:**

Mr. Neville moved seconded by Mr. Grady to suspend the rules and change Item 17a from Matter(s) Related to Collective Bargaining to Matter(s) Related to Personnel.

A vote by **show-of-hands 9-0-0** passed unanimously.

**7. SUPERINTENDENT'S REPORT**

- a. Student Representatives Report– as presented
- b. Preschool & Childcare Fair – as presented
- c. TC Budget Public Hearing – as presented
- d. JFK NJHS Induction Ceremony – as presented
- e. EHS Building Renovation Ground Breaking Ceremony – as presented
- f. Grants Report – as presented
- g. Personnel Report – as presented

Dr. Schumann added that Board Listen & Learn Events for staff members will be held on May 14<sup>th</sup> at 2:30 PM at Enfield High and May 21<sup>st</sup> at 4:00 PM at Parkman.

We will hold a Board Listen & Learn Event for administrators on May 22<sup>nd</sup> at 4:30 PM in the Board Conference Room.

**8. AUDIENCES - None**

**9. BOARD MEMBER COMMENTS**

Mr. Peabody stated he has requested information from the administration regarding unfunded mandates. Excluding special education, we have an encumbrance of \$4.2 million for unfunded mandates. Data capture will cost us \$2.3 million. We need to let our legislatures know that this is not acceptable.

Mr. Peabody stated we previously discussed the 42 non-renewals which equates to \$2.7 million. We asked for a \$1.9 million dollar increase and we are still looking for efficiencies.

Mr. Peabody stated that he spoke to several parents over the spring break and they are interested in parental involvement with the Curriculum Committee. They also discussed their interest for a Citizen's Audit Committee.

Mr. Peabody appreciates the administrations quick attention to some traffic and transportation concerns.

Mr. Peabody shouted-out to Fermi graduate Alton Kenney who is now a 2<sup>nd</sup> Lieutenant in the Army. You have done us proud.

Mrs. Unghire stated that Hazardville Memorial will hold a grandparent's breakfast on April 29<sup>th</sup> and the JFK students will put on a production of the Little Mermaid on May 2 & 3<sup>rd</sup>.

Mr. Wawer stated we were the first to register students online to vote in the State of Connecticut. We are striving for many firsts in Enfield. We are fortunate to do this kind of program for our students. We have received many calls regarding this. He congratulated Mrs. Krieger, Mr. Newton, Dr. Schumann, Mr. Drezek, Mr. Allegro and Mr. Crane for our outstanding Youth Vote program.

Mr. Wawer stated the Board met last night and we discussed external tuitions. We have received some very interesting mandates from the Governor. We provided busing for students that attend Cheney Tech and the State picks up the cost for their education. This is not the case with any of the CREC magnet schools. CREC provides the transportation and we are paying for the education costs. Mr. Peabody has made a request to our legislators asking them to remove the burden of paying for these tuitions from local towns and have the State pay for the tuitions. Our property tax payers did not ask for this burden and they do not want it. We are waiting for a response from them regarding this unfunded mandate which costs us around

\$1.3 million.

Mrs. LeBlanc stated that she attended the Kite meeting in April. She shared the following upcoming events with us: April 24<sup>th</sup> will be the 5<sup>th</sup> Earth Day Celebration at the Freshwater Pond from 4-7 PM which is sponsored by the Town of Enfield, and Enfield Tames the Tube will be held on May 5<sup>th</sup> – 9<sup>th</sup>. Various activities will be held during the week and you can contact Amy Witbro for more information.

Mrs. LeBlanc congratulated Shannon Grant, EFFE founder for receiving recognition from the Enfield Rotary Club as a 2014 Paul Harris Fellowship Recipient. They will hold a recognition dinner on May 16<sup>th</sup>.

Mrs. LeBlanc is looking forward to the JFK production of the Little Mermaid being held on May 2<sup>nd</sup> and 3<sup>rd</sup>.

Mrs. LeBlanc attended the EHS/FHS girls' softball game. It was a lot of fun and the girls played really well. Fermi won the game. She hoped everyone had a great April break.

Mr. Neville stated that Nick Margolfo, a former Enfield student will participate in the Special Olympics competing in the butterfly competition. He will represent us well at the Special Olympics. There is an article in the Hartford Courant about this.

Mr. Neville stated the fence concerns at Hazardville Memorial have been corrected. There are also some concerns with the parking lots and parent drop-off areas. The principals are working on this long-standing issue. He would like the Superintendent to continue to look into this and what our options are. He would like a report to be given to the Board regarding this.

Mr. Neville stated we have whittled the budget down and continue to look for efficiencies. If our budget is cut any more, we will need to make changes to staff and programs that could impact us giving Enfield students a quality education.

Mr. Neville stated we have one additional budget meeting set for April 28<sup>th</sup>. He would like the administration to produce a document letting us know what cuts would need to be made at different percentages if we receive any additional cuts to the proposed budget that was submitted to the Town Council.

Mr. Neville is concerned with class sizes if cuts need to be made and what the educational impact would be. He is also concerned with the staff evaluations and if we do not receive a waiver from the State. How would we conduct these evaluations if we do not receive a waiver?

Mr. Neville would like us to inform the parents about these possible areas before they find out about them on May 15<sup>th</sup>. They have the right to know about the impact of any cuts. This will help us to be as transparent as possible to the public. He would also like to have the April 28<sup>th</sup> Special Budget meeting publicized so the public and press will know what potentially could happen.

Mr. Jonaitis does not want to see any increases with class sizes. He wants the parents to know that their child will be in a manageable class size.

Mr. Jonaitis would like to know if the administration has looked into conducting exit interviews with our retiring staff members. Dr. Schumann stated that they have not done anything with this area yet.

Mr. Jonaitis asked Dr. Schumann if he anticipates conducting any exit interviews. Dr. responded that he does not plan on holding any exit interviews. He has done this in other

districts and has found that they are not really useful.

Mr. Jonaitis asked about his request for legal fee costs for the Simcovitz Estate. Mr. Drezek stated that information was sent to all Board members in the Friday update packet. There is a copy of that information at your seat for you to review.

Mr. Jonaitis asked if Dr. Schumann has spoken to Building and Grounds regarding mowing procedures during school hours. This can be very disruptive to classroom teachers.

Mr. Jonaitis added for the Enfield Tames the Tube Week, you can just DVR your shows and watch them later.

Chairman Sirard hoped that everyone had a wonderful Easter and enjoyed your quality family time. He thanked the Mount Carmel Auxillary Society for holding an Easter Egg Hunt. He was also glad to see Two Moms on a Mission hold their Easter Egg Hunt on the Town Green. Both events were wonderful and thank you.

Mr. Peabody stated that he did not include in his comments the costs for magnet schools as part of the unfunded mandates. The total number of unfunded mandates is approximately \$5.4 million dollars.

## **10. UNFINISHED BUSINESS**

### **a. Proposed New Policy #5144.1 Use of Physical Force – Second Reading**

Mr. Grady moved, seconded by Mr. Peabody that the Enfield Board of Education approves the proposed new policy #5144.1 Use of Physical Force as a second reading.

A vote by **roll-call 9-0-0** passed unanimously.

FHS Student Representative Katie Saltzgeber arrived at 7:45 PM.

## **11. NEW BUSINESS**

### **a. Employee Technology Purchase Program 2014-15**

Dr. Schumann explained the 2014-15 Employee Technology Purchase Program to the Board. He added that there is no cost to the Board.

Mr. Neville asked if certain parameters would be in place for employees to use their computers in our buildings. Dr. Schumann stated they would connect to our system wirelessly and would use the guest network.

Mr. Neville asked if they could use all of the programs we currently offer like E-School, HAC or TAC, etc. Dr. Schumann stated they could access any web based program currently being offered.

Mr. Peabody moved, seconded by Mr. Wawer that the Enfield Board of Education approves the 2014-15 Employee Technology Purchase Program as presented.

### **Discussion:**

Mr. Grady asked if a clause is in place if an employee is terminated or quits. Dr. Schumann stated yes. We are entitled to deduct from their paycheck any remaining balance that may be owed.

Mrs. LeBlanc stated if the employee needs to get approval from us prior to purchasing any device? Dr. Schumann stated that is not necessary.

Mrs. LeBlanc asked if it is up to the Business Office to see if we would reimburse the employee or not. Dr. Schumann stated no, we will reimburse them for any technologies they would like to use. We are allowing them to borrow against their salary to purchase technology of their choice.

Mr. Neville added that we did something like this before. We had great participation and it helped to increase employee technology skills.

Mr. Peabody asked about security software. He has concerns with viruses. Dr. Schumann stated the IT Department has reassured him that as long as users are going through the guest network, we will not be compromised to any computer viruses.

Mr. Peabody has concerns with this and would like to talk to our IT staff about this.

Chairman Sirard asked Mr. Peabody if he would like to discuss this item later. Mr. Peabody stated he is ready to vote on this item and does not need to table this item.

Mrs. LeBlanc asked if staff can get discounts from Apple. Dr. Schumann stated yes. They can also get discounts from Microsoft as well.

Mr. Peabody asked if staff purchases a device, will we still give them a device to use. This might be a duplicate effort. Dr. Schumann stated we have provided staff with desk tops and lap tops to use. It would be up to the employee if they wanted to bring their own device from home to work.

Mr. Neville stated he would prefer to use his own device. This may be a matter of preference to each employee.

Mrs. LeBlanc stated she supports user preference. Whatever makes the teachers lives easier, she supports.

Mr. Peabody stated we supply teachers with laptop and we allow them to purchase a laptop. If they want to purchase a laptop, let them. This is an area where we could save some money. He thinks we need to procedurally look into this further.

Mr. Neville stated this is a good starting point for us.

A vote by roll-call 9-0-0 passed unanimously.

**b. Policy Review - #5140.1 Child Abuse/Neglect - First Reading**

Mr. Wawer explained to Board members that this policy needs to be reviewed. No changes are being made to this policy.

Mrs. LeBlanc moved, seconded by Mr. Peabody that the Enfield Board of Education approves policy #5140.1 Child Abuse/Neglect as a first reading as presented.

**Discussion:**

A vote by roll-call 9-0-0 passed unanimously.



**c. Policy Revision - #5123 Promotion/Retention - First Reading**

Mr. Wawer reviewed the proposed changes to the Board.

Mrs. LeBlanc moved, seconded by Mr. Grady that the Enfield Board of Education approves policy revision #5123 Promotion/Retention as first reading as presented.

**Discussion:**

Mr. Neville stated we have taken the word assignment out of the policy and made changes to the grade levels

Mr. Wawer stated we made changes to section III on lines 62-64 and added information to lines 74-80.

A vote by **roll-call 8-1-0** passed with Mr. Jonaitis in dissent.

**12. BOARD COMMITTEE REPORTS**

**a. Use of Fermi Advisory Committee**

Chairman Sirard stated the Future Use of Fermi Advisory Committee met before the spring break and we will meet on April 29<sup>th</sup> at 7:00 PM in the Board Conference Room. The public is invited to attend.

**13. APPROVAL OF MINUTES**

Mrs. LeBlanc moved, seconded by Mr. Neville that the Special Meeting Minutes of April 7, 2014 be approved by **show-of-hands 7-0-2** passed with Mr. Jonaitis and Mr. Wawer abstaining.

Mr. Peabody moved, seconded by Mr. Wawer that the Regular Meeting minutes of April 8, 2014 be approved. A vote by **show-of-hands 7-0-2** passed Mr. Grady and Mrs. LeBlanc.

Mr. Jonaitis added that he would like to see more added to the meeting minutes. He wants to see who said what. He does not want to see general discussion synopsis.

Mr. Neville stated the regular meeting minutes reflect this. It is the special meeting minutes you are referring to.

Chairman Sirard would like to suspend the rules to allow the Fermi Student Representative to give her report to the Board.

**Motion to Suspend the Rules:**

Mr. Neville moved, seconded by Mr. Wawer to allow the Fermi Student to give her report. A vote by **show-of-hands 9-0-0** passed unanimously.

FHS Student Representative gave her school report to the Board.

**14. APPROVAL OF ACCOUNTS PAYROLL - None**

**15. CORRESPONDENCE AND COMMUNICATIONS**

- a. An invitation to attend the June 12, 2014 Adult Education Graduation Ceremony at 7:00 PM in the Fermi Auditorium.

**16. AUDIENCES - None**

Mr. Jonaitis asked what the amount was that was paid to the attorneys for the Simcovitz Estate. There are 50 pages here. He would just like to know how much they received from the settlement.

Mrs. LeBlanc stated this was reviewed by the Finance Committee. The attorneys for the Simcovitz Estate received approximately \$2.4 million dollars.

**17. EXECUTIVE SESSION**

Mr. Grady moved, seconded by Mr. Peabody that the Board enters into Executive Session for:

- a. Matter(s) Related to Personnel

A vote by **show-of-hands 7-0-0** passed with Mr. Grady and Mrs. Thurston in dissent.

Mr. Drezek and Dr. Schumann joined the Board in the Staff Lounge for the Executive Session at 8:03 PM. No Board actions occurred while in Executive Session.

The Executive Session ended at 8:19 PM.

**18. ADJOURNMENT**

Mr. Grady moved, seconded by Mrs. Thurston to adjourn the Regular Meeting of April 22, 2014.

All ayes, motion passed unanimously.

Meeting stood adjourned at 8:20 PM.

Vincent M. Grady  
Secretary  
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary