

Board of Education Board of Education Regular Meeting

Monday, November 15, 2021, 6:30 PM

Stafford Elementary School Cafetorium

In-Person Attendance: Masks required; Limited Seating (approx. 15 seats)

Zoom Meeting Information: <https://us06web.zoom.us/j/85233304904?pwd=NEdGVWxQdk9LNTM2OVFqNnFRVHpFdz09>

Meeting ID: 852 3330 4904 Passcode: 222866

Dial by your location +1 646 558 8656 US (New York)

- I. Call to Order- Establishment of Quorum
- II. Pledge of Allegiance
- III. Secretary's Report- Approval of Minutes
  - A. 10/18/2021, Regular Meeting Minutes
- IV. Consent Agenda
  - A. Cafeteria Profit & Loss through September 30, 2021
  - B. 2020-2021 Bills and Grants, 10/15/2021, \$11,090.64
  - C. 2021-2022 Bills and Grants, 10/15/2021, \$89,437.79
  - D. 2020-2021 Bills and Grants, 10/28/2021, \$463.68
  - E. 2021-2022 Bills and Grants, 10/28/2021, \$413,764.78
  - F. Acceptance of Resignation - Certified Staff Member
  - G. Obsolete Equipment - Stafford Elementary School
- V. Correspondence
  - A. The next regularly scheduled Board meeting will be held on Monday, December 13, 2021, at 6:30 p.m., at Stafford Elementary School.
- VI. Board Reports
  - A. Student Representatives' Report
  - B. Budget Committee (Chairperson- Sonya Shegogue, Andrea Locke, Mike Delano)
  - C. Curriculum Committee (Chairperson- George Melnick, Laura Lybarger and Kathy Bachiochi)
  - D. Policy Committee (Chairperson- Jen Davis, Kathy Bachiochi, Laura Lybarger)
  - E. Negotiation Committee (Chairperson- Andrea Locke, Jen Davis and Sonya Shegogue)
- VII. Superintendent Reports
  - A. 2020-2021 Technology Plan Accomplishments
  - B. Enrollment Report for October 1, 2021
  - C. Financial Report July 1, 2021, through October 30, 2021
  - D. 2021 Presentation of District Assessment Results
  - E. Overview Presentation of the 2021 School Improvement Plans for West Stafford School and Stafford Elementary School
  - F. Recognition of Outgoing Board of Education Members
- VIII. Public Comment
- IX. Old Business
- X. New Business
  - A. Review and Possible Approval of 2022 Calendar of Board of Education Meetings
  - B. Review (First Read) of Board Policies, Regulations, and Forms Regarding Nondiscrimination (0521; 1010; 4118.11; 5145.4)
  - C. Review (First Read) of Board Policy 6146 Graduation Requirements
- XI. Personnel Matters
  - A. Review and Possible Approval of the Professional Agreement between the Stafford Board of Education and the Stafford Education Association, July 1, 2022, through June 30, 2025 (Executive Session Anticipated)
- XII. Student Matters

**Regular Meeting  
Stafford Board of Education  
Stafford Elementary School Cafetorium  
Limited In-person Meeting and Electronic Meeting via Zoom  
October 18, 2021, 6:30 p.m.**

**Board Members Present (in person):**

- Mr. Mike Delano
- Mrs. Andrea Locke, Secretary
- Ms. Laura Lybarger
- Mr. George Melnick
- Ms. Sonya Shegogue, Chairperson
- Ms. Kathy Bachiochi

**Absent:**

- Mrs. Jennifer Davis
- Mr. Ryan Duffy, Student Representative

**Also Present (via Zoom, except as noted):**

- Mr. Steven Moccio, Superintendent of Schools (in-person)
- Mr. Steven Autieri, Director of Curriculum and Instruction (in-person)
- Mr. Jonathan Campbell, Assistant Principal, Stafford Middle School
- Mr. Dean Fortin, IT / Network Coordinator (in-person)
- Ms. Anna Gagnon, Principal, West Stafford School
- Ms. Kathie Gabrielson, Director of Pupil Services (in-person)
- Mr. Timothy Kinel, Assistant Principal, Stafford High School
- Ms. Mary Claire Manning, Principal, Stafford Elementary School
- Ms. Sue Mike, Principal, Stafford Middle School
- Mr. Marco Pelliccia, Principal, Stafford High School
- Ms. Diane Peters, Business Manager (in-person)
- Ms. Sara Varga, Assistant Principal, Stafford Elementary School

***The meeting agenda and copies of all Board meeting materials were posted on the district's website ([www.stafford.k12.ct.us](http://www.stafford.k12.ct.us)) prior to the meeting, in accordance with the requirements for electronic meetings. Audience members were able to participate by phone utilizing the phone number provided on the meeting agenda. The recording of this meeting is available on the district website.***

**Item I. Call to Order- Establishment of Quorum**

The meeting was called to order at 6:35 p.m.

**Item II. Pledge of Allegiance**

Miss Morel, Student Representative, led the Board in the Pledge of Allegiance.

**Item III. Secretary's Report- Approval of Minutes**

Regular Meeting, 09/27/2021

Ms. Bachiochi made a motion, seconded by Mrs. Locke, that the Board approve the minutes from the regular meeting held on Monday, September 27, 2021. Ms. Bachiochi, Mr. Delano, Mrs. Locke, Ms. Lybarger, and Mr. Melnick voted for the motion, which carried.

#### **Item IV. Consent Agenda**

- A. Obsolete Equipment – School Facilities, Technology, and West Stafford School**
- B. 2020-2021 Bills and Grants, 10/04/2021, \$32,012.11**
- C. 2021-2022 Bills and Grants, 10/04/2021, \$136,652.62**
- D. 2021-2022 Bills and Grants, 9/24/2021, \$936,365.36**

Ms. Lybarger asked a question regarding the town use of the obsolete computer equipment. Mr. Fortin answered that the items would be used as spare computers.

There were no questions or concerns regarding the bills and grants.

Mrs. Locke made a motion, seconded by Ms. Lybarger, that the Board approve the consent agenda, as presented. Ms. Bachiochi, Mr. Delano, Mrs. Locke, Ms. Lybarger, and Mr. Melnick voted for the motion, which carried.

#### **Item V. Correspondence**

##### **A. Board Meeting Reminder**

Ms. Shegogue read the Board meeting reminder that was listed on the agenda.

##### **B. Curriculum Meeting Reminder**

Ms. Shegogue read the Curriculum Committee Meeting reminder that was listed on the agenda.

Mr. Moccio added that an Administrative Policy meeting is scheduled for October 19, 2021, and policies will be forwarded to the Board Policy Committee members for consideration.

#### **Item VI. Board Reports**

##### **A. Student Representatives' Report**

Miss Morel provided the Board with an update regarding events that took place at each of the schools, as well as information regarding upcoming events. She also updated the Board regarding music, drama and athletic events.

##### **B. Negotiation Committee (Chairperson- Andrea Locke, Jen Davis and Sonya Shegogue)**

Mrs. Locke stated that the members of the Negotiation Committee reached a tentative agreement with Stafford Education Association. She said that she anticipates that the teachers' union will ratify the contract in the near future.

#### **Item VII. Superintendent's Reports**

##### **A. Update Regarding District COVID-19 Cases**

Mr. Moccio reviewed the COVID-19 case data as of October 13, 2021. Mr. Moccio stated that there has been an increase in quarantine cases and referenced Appendix 5 from the State Department of Education

regarding COVID-19 guidance. He also stated that Trinity Health Care's current plan is to accommodate their patients and staff in their existing ambulatory infrastructure and that they will be unable to provide clinics for district staff. He noted that district staff should find alternate routes to obtain the booster, such as primary care physicians or CVS.

Mr. Moccio stated that he will communicate when the vaccine approval for ages 5 – 11 is confirmed.

Mr. Delano asked a question regarding whether days of self-quarantine due to pending COVID test results were being included in the information that Mr. Moccio is reporting. Mr. Moccio confirmed that those days are not included in the information he reports.

Ms. Lybarger asked if a student is symptomatic and out due to a pending COVID test, whether the student's absence would be considered excused or unexcused. Mr. Moccio confirmed that the absence would be excused, in accordance with the State guidance.

**B. Financial Report - July 1, 2021, through September 30, 2021**

Mrs. Peters, Business Manager, provided the Board with a financial report from July 1, 2021, through September 30, 2021. The total budget for the 2021 – 2022 school year is \$29,086,760.86, and the expenses year-to-date total \$5,848,643.33, or 20.11% of the total budget.

Mrs. Peters reviewed the changes that have occurred since the last report that was presented to the Board. She noted the following:

- In the salaries line there is a change of about \$200,000 in the remaining amount, mainly due to hiring and expenses encumbered from paying substitutes. She added that there are still some open positions.
- Insurance monies, payroll taxes, and pensions have been encumbered.
- There was a large contract paid for the Pupil Services Department.
- There was a large expense of replacing a hot water heater for the high school.
- The summer school tuitions have been paid, and the regular tuitions are currently encumbered but are not reflected in this report.
- There is not much movement in the 600-line due a lack of ability to receive the necessary supplies. Mrs. Peters disclosed that this has resulted in potential for having to use other resources (such as going to the store to purchase certain items).

Ms. Shegogue asked if the staff were allowed to go to the store for inaccessible items. Mrs. Peters confirmed that because it is food services, they would be given permission to purchase necessary items. Aside from food services, such purchases are approved on a case-by-case basis.

Mr. Delano asked how much the water heater for the high school was. Mrs. Peters responded that it was in the mid \$70,000's.

Ms. Lybarger asked a question regarding reimbursement for employees if there was a need to make a purchase from the store due to the shortages. Mrs. Peters answered that if the district credit cards are unable to be utilized (the district has a Big Y credit card for food purchases) that out of pocket expenses would be paid minus the tax, as the school is tax exempt. Mrs. Peters confirmed that all purchases require approval. Ms. Lybarger suggested working with Walmart in regards to tax exempt purchasing.



**C. Notification of Donation from the Stafford High School Music & Drama Boosters**

According to Stafford Board of Education Policy #3280, *the school principal and/or designee may approve gifts, grants, and bequests to a school that are valued at \$500 in total or under...The Superintendent of Schools may approve gifts, grants, and bequests that are valued over \$500...The Superintendent shall inform the Board of Education of any gift valued at more than \$500 that has been accepted by the district.*

Mr. Moccio informed the Board of Education members that he accepted the donation of an element lighting console from the Stafford High School Music & Drama Boosters.

Ms. Lybarger thanked the community for their participation in the recent Music & Drama Booster fundraiser.

**D. Portrait of the Graduate Presentation**

Mr. Moccio introduced Mr. Autieri and thanked the individuals who participated on the committee. He included that the Portrait of a Graduate articulates the skills and dispositions the district expects from its learners and breaks them down into grade level expectations like rungs on a ladder that are climbed to graduation.

Mr. Autieri referenced the process is work that occurred across numerous states and districts in regards to the Portrait of a Graduate. The Portrait defines skills that the schools would like to see the students acquire over their thirteen years in the Stafford Schools. Mr. Autieri stated that the committee developed a four-year plan on how to roll this initiative out, which involves five key attributes; these are broken down into grade level benchmarks.

Mr. Autieri referenced the three documents included in the presentation.

Mr. Delano asked what portion (for the high school) that the Portrait of the Graduate is incorporated in the grading policy. Mr. Pelliccia answered that it is included as 20% in each teacher's grade book. He added that there will be a question and answer session regarding high school grading policy as it relates to the Portrait of a Graduate on Thursday, October 21, 2021 at 4:30 p.m.

Mr. Delano asked a question regarding major changes in student grades with the incorporation of the Portrait of the Graduate. Mr. Autieri answered that this is more of an integration and that it is an opportunity for students to showcase what they can do in those specific units.

Mr. Delano asked if there has been any feedback on the Portrait of the Graduate yet. Mr. Autieri stated there was none at this time. Mr. Pellicca added that there was a recent tweak in the policy to allow for more flexibility in the rubric, and this was communicated to parents.

Mr. Melnick thanked Mr. Autieri for his hard work on this endeavor.

Ms. Shegogue asked if the new report cards discussed at a previous meeting were working towards this initiative. Mr. Autieri answered that this was incorporated into the new report cards.

**Item VIII. Public Forum**

A member of the audience stated that he would like the mask mandate to end. He said that he is a fit tester for N95 masks and the masks that we are using (cloth and disposable) are useless and not practical for this

application. He discussed the social and emotional needs of the children being stifled because of the masks. He said that his children are afraid to cough in front of a teacher because they might be sent home. He also stated that he received a chronic absenteeism letter for dates that his child missed due to being sent home for COVID-like symptoms by the school nurse. Lastly, he noted that the organization DESSA is aligned with CASEL which is Critical Race Theory disguised as social and emotional learning. He stated that Critical Race Theory blames the American Education and Justice Systems for children of different demographics not having the same advantages as Caucasians, which gives students an excuse to not do well despite the fact that they are provided with the same resources and opportunities in the school. He disclosed that he has been considering pulling his children from the public schools and exploring alternative forms of education.

A second member of the audience stated she worked with students from Pre-K to 5<sup>th</sup> grade. She expressed her concerns regarding mask wearing in the schools. She emphasized that children use facial expressions to support their learning, and they are being stripped of this basic emotional bond with their peers and teachers by being required to wear masks. She noted that the board is responsible to find a solution to this problem, as the students have a right to show their facial expressions.

A third member of the audience read a Google search result regarding the Portrait of the Graduate, which related back to Panorama Ed, which has been in the news for datamining students. She suggested that the curriculum office use an in-house collection of information to make parents feel more comfortable. She relayed that parents are concerned, and that the communication needs to be better and more thorough. She stated that the tension amongst the Stafford parents needs to be addressed in a district-wide, comprehensive way.

Mr. Autieri responded that Stafford Public Schools does not have any connections with Panorama anymore and that there is no data collection involved. Panorama was used previously for school stakeholder surveys, but it is no longer used.

The third member of the audience expressed concern with the “top down push” for things that parents do not want. She hopes for a partnership with educators, and she encouraged parental concern (online) to be addressed as soon as possible and offered her contact information.

Mr. Delano asked when the state will allow schools to make their own decision regarding the mask mandate. Mr. Moccio answered that the Governor’s Mandate expires in mid-February 2022.

The third member of the audience spoke on behalf of another parent relaying that there were videos shown in the 5<sup>th</sup> grade classes from a children’s news outlet, and the parent was concerned that the children in the video expressed that the children watching should get vaccinated. She said that this upset the parent as they feel it is a medical decision. She stated that it frightened the children and made them feel that they were bad if they chose not to get vaccinated.

Ms. Lybarger asked if the parent had brought this concern to an administrator at the school. The audience member answered that they did. Ms. Manning confirmed that she was aware, and the video was not meant to push an agenda. She encouraged anyone with questions or concerns to reach out to her or Mrs. Varga and thanked those that already have.

A fourth member of the audience expressed concerns regarding SEL plans. She asked that the Board and Superintendent provide written proof that the Stafford SEL plan is not a framework based off of CRT (Critical Race Theory). She stated that she does not want her children to fear speaking up for what they believe in. She believes the children should be taught academic content. She stated that she believes that the parents should choose whether or not to mask their children.

Mr. Melnik asked Mr. Autieri to speak to Critical Race Theory. Mr. Autieri confirmed that the Stafford Public Schools does not teach CRT.

Ms. Shegogue stated that she asked Mr. Moccio to put this subject on a future board meeting agenda to educate the members so that they have information that is credible.

Mr. Moccio thanked the audience members for their participation. He stated that he and Mr. Autieri will provide more information at the next board meeting regarding Critical Race Theory.

The third member of the audience spoke again and discussed race essentialism and offered to speak with the board. She offered the service of another individual as well. She expressed that she hopes we can find a way forward with FAIR in their curriculum, as other districts have.

**Item IX. Old Business**

There was no Old Business.

**Item X. New Business**

**A. Review and Possible Approval of a Proposal for a High School Trip to Washington, D.C., from March 31, 2022, through April 3, 2022**

Ms. Shegogue noted that this proposal was withdrawn due to the protocols that are currently in place in Washington, D.C. She noted that the proposal may be brought forward at a later time.

**Item XI. Personnel Matters**

There were no Personnel Matters.

**Item XII. Student Matters**

There were no Student Matters.

**Item XIII. Adjournment**

Ms. Lybarger made a motion, seconded by Mrs. Locke, to adjourn. Ms. Bachiochi, Mr. Delano, Mrs. Locke, Ms. Lybarger, and Mr. Melnick voted for the motion, which carried. The meeting adjourned at 7:56 p.m.

**Respectfully submitted,  
Christine C. Marinelli / Sara Sarwar, Recording Secretaries**

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**Sonya Shegogue, Chairperson**


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**Andrea Locke, Secretary**

DRAFT

MEMO

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools   
SUBJECT: Cafeteria Profit & Loss Report for July 1, 2021, through September 30, 2021

Attached is the Cafeteria Profit and Loss report for July 1, 2021, through September 30, 2021, as prepared by Mrs. Diane Peters, Business Manager. As you will see within the report, the Food Services Program is reporting a net profit of \$21,359.08.

The Stafford Food Services Department continues to provide all students in the Stafford Public Schools with a breakfast and lunch free of charge and is reimbursed per meal at a slightly higher rate than would normally be received through the National School Lunch Program. The United States Department of Agriculture has extended the free meals program through the 2021-2022 school year. As such, the district has served 1,387 meals through September 30, 2021, which also includes meals prepared and picked up by the Union Public Schools.

Ms. Pelletier, Director of Food Services, and her entire department are commended for their efforts throughout the summer and fall, especially in light of delivery difficulties. Each kitchen has done well with current health inspections and has begun to serve more fresh made items, such as pizza at Stafford High School on Fridays.

Mrs. Peters and Ms. Pelletier will be in attendance at the meeting on November 15, 2021, and will be available to answer questions from Board members.



**Stafford Public Schools  
Business Office  
11B Levinthal Run  
Stafford Springs, CT 06076**

**MEMO**

Date: November 8, 2021

To: Steven Moccio, Superintendent of Schools

From: Diane Peters, Business Manager

Subject: Cafeteria Profit and Loss for the period from July 1 to September 30, 2021

Attached is the Cafeteria Profit and Loss report through September 30, 2021.

This report covers the months of July, August and September 2021. During July and August, meal distribution and the summer program took place as well as two days of school. In September, meals were served at each school for twenty-two days. Last year during this time school was in the hybrid model and meal counts were lower. The current year includes service for Union Schools. The total number of meals served for the year as of September 30, 2021, was 1,387.

Year to date, the program is showing a net profit of \$21,359.08 as compared to last year at this time when the program had year to date profit of \$925.00. The cafeteria staff have been busier than usual and the numbers reinforce that fact. The high school, for example, on Fridays has homemade pizza and it is a huge success!

Each kitchen has had health inspections and have done very well, the only violations were minor items like cracked grout, there were no food violations. Great job ladies!

**AVERAGE NUMBER OF LUNCHES SERVED**

	July - Sept 2020	July - Sept 2021	Percent
	79 Days-SES 17 Days-All Other	22 Days	enrollment
Stafford High School	41	372	94.7%
Stafford Middle School	56	422	122.7%
Stafford Elementary	96	581	121.3%
West Stafford	28	133	71.1%
District/SVS	13	0	
<b>TOTAL</b>	<b>234</b>	<b>1508</b>	

**AVERAGE NUMBER OF BREAKFASTS SERVED**

Stafford High School	13	48	12.2%
Stafford Middle School	6	69	20.1%
Stafford Elementary	97	329	68.7%
West Stafford	15	110	58.8%
District/SVS	12	0	
<b>TOTAL</b>	<b>143</b>	<b>556</b>	

**MONTHLY STATISTICAL REPORT  
TOTAL MEALS SERVED**

	PAID MEALS	REDUCED MEALS	FREE MEALS	EQUIV. MEALS	MEALS PER LABOR HR
SHS	253	20	95	126	1.1
SMS	223	21	112	21	0.9
SES	297	24	152	0	0.9
WST	131	5	54	7	0.9
SVL					

**TOTAL STUDENT MEALS SERVED YTD 2021-22                    1,387**

**PERCENTAGE OF ENROLLMENT**

	FREE	REDUCED
Stafford High School	22.9%	3.3%
Stafford Middle School	29.1%	4.9%
Stafford Elementary	28.6%	3.8%
West Stafford	15.5%	2.1%

TOWN OF STAFFORD  
BOARD OF EDUCATION  
PROFIT AND LOSS STATEMENT  
CAFETERIA 2021-22

All Schools

	July-Sept 2021	YTD
<b>INCOME:</b>		
Cafeteria Sales	\$2,030.11	\$2,030.11
Special Events	\$8,036.57	\$8,036.57
SFSP/ala carte summer sales	\$22,205.52	\$22,205.52
NSF	\$0.00	\$0.00
Head Start/PK	\$0.00	\$0.00
Anticipated Federal Aid	\$103,543.75	\$103,543.75
Applied State Aid/Severe Need/Healthy		
Cert/EBT	\$0.00	\$0.00
Bank Interest	\$50.32	\$50.32
<b>TOTAL INCOME:</b>	<b>\$135,866.27</b>	<b>\$135,866.27</b>
<b>PRODUCTION COSTS:</b>		
<b>Cost of Food</b>		
Beginning inventory	\$8,487.24	\$8,487.24
Beginning government inventory	\$985.18	\$985.18
Food purchased	\$57,629.93	\$57,629.93
<b>TOTAL FOOD ON HAND:</b>	<b>\$67,102.35</b>	<b>\$67,102.35</b>
Less ending inventory	\$13,496.06	\$0.00
Less gov't inventory	\$726.95	\$0.00
<b>TOTAL FOOD USED:</b>	<b>\$52,879.34</b>	<b>\$67,102.35</b>
		\$67,102.35
<b>Cost of Supplies</b>		
Beginning supplies inventory	\$5,398.26	\$5,398.26
Supplies purchased	\$5,095.57	\$5,095.57
Less ending supplies inventory	\$4,795.18	\$0.00
<b>TOTAL SUPPLIES USED:</b>	<b>\$5,698.65</b>	<b>\$10,493.83</b>
<b>Other expenses</b>		
Labor	\$34,155.18	\$34,155.18
Employee Benefits	\$8,537.53	\$8,537.53
Employer Taxes	\$2,473.09	\$2,473.09
Purchased Services	\$6,843.28	\$6,843.28
Equipment	\$3,205.00	\$3,205.00
Miscellaneous	\$715.12	\$715.12
<b>TOTAL OTHER EXPENSES:</b>	<b>\$55,929.20</b>	<b>\$55,929.20</b>
<b>TOTAL PRODUCTION COSTS:</b>	<b>\$114,507.19</b>	<b>\$114,507.19</b>
<b>PROFIT OR LOSS:</b>	<b>\$21,359.08</b>	<b>\$21,359.08</b>

**Stafford CT Public Schools**

**Voucher Detail Listing**

Voucher Batch Number: 1286      10/15/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Butler Diversified Services LLC						
Check Group:						
SES-replace condenser for cooler and freezer		0.5	2110252	331 9/28/2021	001.10.430.2600.134 General Maintenance-District	\$11,090.64
					Check #: 1346	
PO/InvoiceTotal:						<u>\$11,090.64</u>
Vendor Total:						<u>\$11,090.64</u>
Grand Total:						<u>\$11,090.64</u>

End of Report

## Stafford CT Public Schools

### Voucher Detail Listing

Voucher Batch Number: 1076      10/15/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Administrator Unemployment Compensation	1432					
Check Group:						
unemployment compensation		259.5	2208050	00-002-06 10/2021 10/5/2021	001.08.260.1110.222  Unemployment Compensation	\$259.50
					Check #: 1301	
						PO/InvoiceTotal: \$259.50
						Vendor Total: \$259.50
Advanced Benefit Strategies Inc	3858					
Check Group:						
participation		201.84	2208065	240326 10/6/2021	001.08.210.2310.070  Section 125 Cafeteria Plan Costs	\$201.84
					Check #: 1302	
						PO/InvoiceTotal: \$201.84
						Vendor Total: \$201.84
Advanced Lighting & Sound Solution	984					
Check Group:						
SHS- dimmer module repair		1	2210077	11665 7/1/2021	001.10.430.2600.134  General Maintenance-District	\$143.00
					Check #: 1303	
						PO/InvoiceTotal: \$143.00
						Vendor Total: \$143.00
Akces Media LLC						
Check Group:						
1928 ALZO SUSPENDED DROP CEILING UPRIGHT CAMERA MOUNT		15	2209051	90086 10/6/2021	001.09.730.2500.047  IT Equipment	\$748.65
1286 ALZO EXTENSION ROD 16 INCH LONG WITH 1/4 X 20 THREAD HOLE AND 1/4 X 20 SCREW END		70	2209051	90086 10/6/2021	001.09.730.2500.047  IT Equipment	\$629.30
					Check #: 1304	



## Stafford CT Public Schools

### Voucher Detail Listing

Voucher Batch Number: 1076      10/15/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$1,377.95</u>
						Vendor Total: <u>\$1,377.95</u>
Allston Supply Co Inc						
Check Group:						
Building Services-Supplies		1055.92	2210055	139566B 9/27/2021	001.10.613.2600.134 Building Services-Supplies	\$1,055.92
Building Services-Supplies		556.44	2210055	140230A 9/27/2021	001.10.613.2600.134 Building Services-Supplies	\$556.44
Building Services-Supplies		485.98	2210055	140231B 9/27/2021	001.10.613.2600.134 Building Services-Supplies	\$485.98
Building Services-Supplies		626.9	2210055	140232A 9/27/2021	001.10.613.2600.134 Building Services-Supplies	\$626.90
Building Services-Supplies		482.23	2210055	140513 9/22/2021	001.10.613.2600.134 Building Services-Supplies	\$482.23
Building Services-Supplies		96.44	2210055	140514 9/22/2021	001.10.613.2600.134 Building Services-Supplies	\$96.44
Building Services-Supplies		568.98	2210055	140515 9/23/2021	001.10.613.2600.134 Building Services-Supplies	\$568.98
Building Services-Supplies		485.98	2210055	140515A 9/30/2021	001.10.613.2600.134 Building Services-Supplies	\$485.98
Building Services-Supplies		244.45	2210055	140516 9/22/2021	001.10.613.2600.134 Building Services-Supplies	\$244.45
Building Services-Supplies		289.32	2210055	140636 9/27/2021	001.10.613.2600.134 Building Services-Supplies	\$289.32
Building Services-Supplies		147.23	2210055	140637 9/27/2021	001.10.613.2600.134 Building Services-Supplies	\$147.23
Building Services-Supplies		539.57	2210055	140800 9/30/2021	001.10.613.2600.134 Building Services-Supplies	\$539.57
Building Services-Supplies		1233.01	2210055	140801 9/30/2021	001.10.613.2600.134 Building Services-Supplies	\$1,233.01

**Stafford CT Public Schools**

**Voucher Detail Listing**

Voucher Batch Number: 1076      10/15/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Building Services-Supplies		457.71	2210055	140804 9/30/2021	001.10.613.2600.134 Building Services-Supplies	\$457.71
					Check #: 1305	
						PO/InvoiceTotal: \$7,270.16
						Vendor Total: \$7,270.16
Anthem Blue Cross and Blue Shield						
Check Group:						
Anthem Vision Liability		2822.14	2208074	001235779G 9/18/2021	001.00.212.9988.000 Anthem Vision Liability	\$2,822.14
					Check #: 1306	
						PO/InvoiceTotal: \$2,822.14
						Vendor Total: \$2,822.14
BookSource						
Check Group:						
Your name is a song		2	2202030	952257 10/1/2021	001.02.611.1120.036 SMS Literacy Supplies	\$25.48
					Check #: 1307	
						PO/InvoiceTotal: \$25.48
						Vendor Total: \$25.48
Butler Diversified Services LLC						
Check Group:						
terminal blocks		1	2210079	337-2 9/29/2021	001.10.430.2600.134 General Maintenance-District	\$101.34
					Check #: 1308	
						PO/InvoiceTotal: \$101.34
						Vendor Total: \$101.34
CAAHPE						
Check Group:						
Annual Membership Dues: Professional		1	2215046	092021 9/24/2021	001.08.810.2210.026 Curriculum/Instruction Dues and Fees	\$30.00

**Stafford CT Public Schools**

**Voucher Detail Listing**

Voucher Batch Number: 1076      10/15/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Check #: 1309
						PO/InvoiceTotal: <u>          </u> \$30.00
						Vendor Total: <u>          </u> \$30.00
Carousel Industries Inc.						
Check Group:						
Tech Service time		1	2209047	2644563 9/23/2021	001.09.430.2611.047 IT Repair and Maintenance	\$175.00
						Check #: 1310
						PO/InvoiceTotal: <u>          </u> \$175.00
						Vendor Total: <u>          </u> \$175.00
CDW Government Inc	910					
Check Group:						
G Suite Students and Staff		284	2209050	ZR00200653 9/28/2021	001.09.735.2580.047 IT Software	\$6,816.00
						Check #: 1311
						PO/InvoiceTotal: <u>          </u> \$6,816.00
						Vendor Total: <u>          </u> \$6,816.00
Community Child Guidance Clinic	2089					
Check Group:						
ESY - Student #1		2	2204073	16342 8/31/2021	001.04.560.1260.211 Tuition SpEd Private Out of District	\$750.00
ESY - Student #2		29	2204073	16343 8/31/2021	001.04.560.1260.211 Tuition SpEd Private Out of District	\$10,875.00
Special Services - Student #2		360	2204073	16343 8/31/2021	001.04.560.1260.211 Tuition SpEd Private Out of District	\$720.00
						Check #: 1312
						PO/InvoiceTotal: <u>          </u> \$12,345.00
						Vendor Total: <u>          </u> \$12,345.00
CompuClaim Inc						
Check Group:						

## Stafford CT Public Schools

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Medicaid Reimb Expense		193.44	2208012	21-1593 9/1/2021	440.04.330.2100.090 Medicaid Reimb Expense	\$193.44
Medicaid Reimb Expense		275.66	2208012	21-1773 9/30/2021	440.04.330.2100.090 Medicaid Reimb Expense	\$275.66
Check #: 1313						
PO/InvoiceTotal:						\$469.10
Vendor Total:						\$469.10
Connecticut After School Network Inc	3542					
Check Group:						
State Grantee Fee for R. Terry & L. McKenney		2	2219007	2012 10/7/2021	190.05.330.1110.031 PASS Conferences	\$20.00
Check #: 1314						
PO/InvoiceTotal:						\$20.00
Vendor Total:						\$20.00
Cox Communications	3127					
Check Group:						
District Telephone		1563.42	2208016	110136888501 10/2021 10/1/2021	001.08.530.2600.048 District Telephone	\$1,563.42
Internet charges		1	2208016	110136888501 10/2021 10/1/2021	001.09.530.2611.047 IT Interbuilding Internet Service	\$2,579.00
Check #: 1315						
PO/InvoiceTotal:						\$4,142.42
Vendor Total:						\$4,142.42
CWC	1473					
Check Group:						
SES water usage		666.25	2208036	00217947 09/2021 9/29/2021	001.05.410.2600.224 SES Water Usage	\$666.25
Check #: 1316						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$666.25</u>
						Vendor Total: <u>\$666.25</u>
e2e Exchange LLC	4257					
Check Group:						
ECF Funding		1	2208009	ECF 2022-6171 9/29/2021	001.08.430.2500.088 Business Office Contracted Services	\$1,500.00
						Check #: 1317
						PO/InvoiceTotal: <u>\$1,500.00</u>
						Vendor Total: <u>\$1,500.00</u>
EASTCONN	410					
Check Group:						
Professional Development in: EL Instructional Strategies as per contract dated/signed May 5, 2021 for school year 2021-2022: 2 Half days-8/24, 9/27/21; 4 Full days-9/24, 11/1, 12/10/21, 4/8/2022. Services provided by Beth Brunet		1	2215041	9220613 9/30/2021	250.08.330.2200.002 Title IIA Purchased Prof Svc	\$4,025.00
						Check #: 1318
						PO/InvoiceTotal: <u>\$4,025.00</u>
						Vendor Total: <u>\$4,025.00</u>
EVERSOURCE	1442					
Check Group:						
High School electricity		50.64	2208031	513033156076 092021 9/20/2021	001.03.622.2600.096 SHS Electricity	\$50.64
firepump/streetlights		43.98	2208031	51362624058 100821 10/8/2021	001.02.622.2600.097 SMS Fire Pump Electricity	\$43.98
West Stafford Electricity		129.57	2208031	51363286089 092221 9/22/2021	001.01.622.2600.096 WSS Electricity	\$129.57
						Check #: 1319
						PO/InvoiceTotal: <u>\$224.19</u>



**Stafford CT Public Schools**

**Voucher Detail Listing**

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Vendor Total: \$224.19
Fire Equipment Inc	4209					
Check Group:						
SHS close hatch bad smoke detector in		1	2210073	SIN146477 9/22/2021	001.10.430.2600.134 General Maintenance-District	\$445.00
						Check #: 1320
						PO/InvoiceTotal: \$445.00
						Vendor Total: \$445.00
FM Generator	3766					
Check Group:						
Generator service agreement		262.5	2210007	116987-1 6/30/2021	001.10.430.2611.134 Maintenance Contracts	\$262.50
Generator service agreement		262.5	2210007	116988-1 6/30/2021	001.10.430.2611.134 Maintenance Contracts	\$262.50
						Check #: 1321
						PO/InvoiceTotal: \$525.00
						Vendor Total: \$525.00
Graduate Pest Solutions	3407					
Check Group:						
Maintenance Contracts		235	2210033	8795C 10/1/2021	001.10.430.2611.134 Maintenance Contracts	\$235.00
Maintenance Contracts		235	2210033	8796C 10/1/2021	001.10.430.2611.134 Maintenance Contracts	\$235.00
						Check #: 1322
						PO/InvoiceTotal: \$470.00
						Vendor Total: \$470.00
Hillyard Rovic Inc	1096					
Check Group:						
Building Services-Supplies		25.08	2210034	604467669 9/20/2021	001.10.613.2600.134 Building Services-Supplies	\$25.08

**Stafford CT Public Schools**

**Voucher Detail Listing**

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Building Services-Supplies		2290.62	2210034	604476384 9/27/2021	001.10.613.2600.134 Building Services-Supplies	\$2,290.62
Building Services-Supplies		58.34	2210034	604478108 9/28/2021	001.10.613.2600.134 Building Services-Supplies	\$58.34
Check #: 1323						
PO/InvoiceTotal:						\$2,374.04
Vendor Total:						\$2,374.04
Infobase	1403					
Check Group:						
Bloom's Literature		1	2203066	INV420916 9/23/2021	320.03.642.2220.600 Heald Fund Library Materials	\$580.01
Facts on File - Science		1	2203066	INV420916 9/23/2021	320.03.642.2220.600 Heald Fund Library Materials	\$1,043.20
Issues and Controversies		1	2203066	INV420916 9/23/2021	320.03.642.2220.600 Heald Fund Library Materials	\$529.22
Check #: 1324						
PO/InvoiceTotal:						\$2,152.43
Vendor Total:						\$2,152.43
Infoshred LLC	4162					
Check Group:						
Shredding Services for Stafford Middle School 2021-2022 School Year. Pick up 65 gal container each month as needed		1	2202004	3417599 10/6/2021	001.02.430.2611.147 SMS Principal's Office Maintenance and Repair	\$19.85
Check #: 1325						
PO/InvoiceTotal:						\$19.85
Check Group:						
shredding services-Superintendent Office		1	2208042	3416584 9/30/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$27.56
shredding services Pupil services		1	2208042	3416584 9/30/2021	001.07.611.1110.026 Pupil Services Supplies	\$27.57

**Stafford CT Public Schools**

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10/15/2021

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 1325						
PO/InvoiceTotal:						\$55.13
Vendor Total:						\$74.98
Intrado Interactive Services Corporation						
Check Group:						
SchoolMessenger Presence Renewal -- Content Management System (CMS) and Website hosting, 12-month package		1	2209033	225464	001.09.735.2580.047	\$5,350.85
				9/30/2021	IT Software	
Check #: 1326						
PO/InvoiceTotal:						\$5,350.85
Vendor Total:						\$5,350.85
JW Pepper & Sons Inc						
986						
Check Group:						
Winds/9 Percussions/12 or Guard by George Blakely - Marching Band Small Version Drill Design		1	2203013	363646052	001.03.611.1130.052	\$129.00
				10/1/2021	SHS Music Supplies	
We Didn't Start the Fire/Piano Man Opener - Small Version Drill Design 32 Winds/9 Percussion/12 by George Blakely - Marching Band Small Version Drill Design		1	2203013	363646052	001.03.611.1130.052	\$169.00
				10/1/2021	SHS Music Supplies	
Happy Together Opener - Small Version Drill Design 32 Winds/9 Percussion/12 or 16 Guard by George Blakely - Marching Band Small Version Drill Design		1	2203013	363646052	001.03.611.1130.052	\$169.00
				10/1/2021	SHS Music Supplies	
Don't Stop Me Now Closer - Small Version Drill Design 32 Winds/9 Percussion/12 or Guard by George Blakely - Marching Band Small Version Drill Design		1	2203013	363646052	001.03.611.1130.052	\$179.00
				10/1/2021	SHS Music Supplies	
Check #: 1327						
PO/InvoiceTotal:						\$646.00
Check Group:						
Winter with You		1	2203053	363549567	001.03.110.1130.006	\$2.25
				8/31/2021	SHS Intervention	

**Stafford CT Public Schools**

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Love Came Down At Christmas		1	2203053	363588436 9/14/2021	001.03.611.1130.052 SHS Music Supplies	\$2.00
Wishing and Hoping by Huff		1	2203053	363600337 9/17/2021	001.03.611.1130.052 SHS Music Supplies	\$1.80
					Check #: 1327	
						PO/InvoiceTotal: \$6.05
						Vendor Total: \$652.05
Kainen, Escalera and McHale PC						
Check Group:						
District Legal Fees		6015.5	2208053	900526 9/30/2021	001.08.340.2310.128 District Legal Fees	\$6,015.50
					Check #: 1328	
						PO/InvoiceTotal: \$6,015.50
						Vendor Total: \$6,015.50
Lynn Dreibholz						
Check Group:						
Reimbursement Receipt Walmart		1	2219006	V367438 10/8/2021	190.05.611.1110.027 PASS Enrichment/Office Supplies	\$9.91
Reimbursement Receipt Walmart		1	2219006	V367438 10/8/2021	190.05.611.1110.027 PASS Enrichment/Office Supplies	\$9.03
					Check #: 1329	
						PO/InvoiceTotal: \$18.94
						Vendor Total: \$18.94
Nathan R Gagne						
Check Group:						
mileage for mail		1	2210080	V110413 10/8/2021	001.08.580.1110.026 Travel General	\$35.28
					Check #: 1330	
						PO/InvoiceTotal: \$35.28
						Vendor Total: \$35.28

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
NCS Pearson Inc	795					
Check Group:						
Behavior Assessment System for Children   Third Edition		4	2204063	16139533 9/24/2021	001.04.611.2140.143 Instructional Supplies-Psychologist	\$740.00
				Check #: 1331		
					PO/InvoiceTotal:	\$740.00
					Vendor Total:	\$740.00
Northeast Flooring & Kitchens LLC						
Check Group:						
floor for SES in room 120		0.5	2210014	14492 7/21/2021	001.10.430.2613.134 Building Projects	\$2,123.36
				Check #: 1332		
					PO/InvoiceTotal:	\$2,123.36
					Vendor Total:	\$2,123.36
Otis Elevator Company						
Check Group:						
SHS- repair rupture valve and hoistway		1	2210076	NKG21439001 8/27/2021	001.10.430.2600.134 General Maintenance-District	\$4,800.00
				Check #: 1333		
					PO/InvoiceTotal:	\$4,800.00
					Vendor Total:	\$4,800.00
RapidScale Inc						
Check Group:						
cloud storage service		1	2209026	INV00037376 10/1/2021	001.09.530.2611.047 IT Interbuilding Internet Service	\$1,462.00
				Check #: 1334		
					PO/InvoiceTotal:	\$1,462.00
					Vendor Total:	\$1,462.00
Scholastic Inc	1440					
Check Group:						



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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Scholastic News for All Grades		1	2205034	M7150024 9/21/2021	001.05.611.1110.060 SES Social Studies Supplies	\$2,820.56
					Check #: 1335	
						PO/InvoiceTotal: \$2,820.56
						Vendor Total: \$2,820.56
School Specialty LLC	921					
Check Group:						
<a href="https://www.schoolspecialty.com/school-smart-2-pocket-folders-light-blue-pack-of-25-084893">https://www.schoolspecialty.com/school-smart-2-pocket-folders-light-blue-pack-of-25-084893</a>		2	2205031	208128694875 9/24/2021	001.05.611.1110.036 SES Literacy Supplies	\$18.08
					Check #: 1336	
						PO/InvoiceTotal: \$18.08
Check Group:						
Extra Large Pocket Folders - Green		25	2205036	208128695840 9/24/2021	001.05.611.1110.026 SES General Supplies	\$249.75
Extra Large Pocket Folders - Light Blue		25	2205036	208128695840 9/24/2021	001.05.611.1110.026 SES General Supplies	\$249.75
					Check #: 1336	
						PO/InvoiceTotal: \$499.50
						Vendor Total: \$517.58
SHI International Corp						
Check Group:						
X1 Carbon		2	2209037	B14085540 9/21/2021	001.09.730.2500.047 IT Equipment	\$4,436.00
					Check #: 1337	
						PO/InvoiceTotal: \$4,436.00
Check Group:						

## Stafford CT Public Schools

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Voucher Batch Number: 1076      10/15/2021

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Adobe Creative Cloud for Enterprise - All Apps - Enterprise Licensing Subscription New (monthly) - 1 named user - academic - Value Incentive Plan - level 4 (100+) - Adobe - Part#:65291789BB04A12		1500	2215047	B14183598  10/11/2021	001.08.810.2212.045  District Licensing Fees and Subscriptions Check #: 1337	\$7,275.00
						PO/InvoiceTotal: \$7,275.00
						Vendor Total: \$11,711.00
SNE Building Systems Inc	1602					
Check Group:						
SHS-heating valve leak		1	2210074	18551 9/20/2021	001.10.430.2611.185 Heating System Maintenance/Repair Check #: 1338	\$875.00
						PO/InvoiceTotal: \$875.00
						Vendor Total: \$875.00
Suburban Stationers						
Check Group:						
Special Buy Disposable Face Mask		20	2204068	4096181-0 10/1/2021	001.07.611.2130.026 Pupil Services School Nurse Supplies Check #: 1339	\$134.40
						PO/InvoiceTotal: \$134.40
						Vendor Total: \$134.40
Tull Brothers Inc	2834					
Check Group:						
keys, locks and door hardware		462.78	2210052	733875 9/29/2021	001.10.430.2600.134 General Maintenance-District Check #: 1340	\$462.78
						PO/InvoiceTotal: \$462.78
						Vendor Total: \$462.78
Uline Inc						
Check Group:						

**Stafford CT Public Schools**

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
nitrile gloves		4	2210075	138707776 9/15/2021	001.10.613.2600.134 Building Services-Supplies	\$104.00
					Check #: 1341	
						PO/InvoiceTotal: \$104.00
						Vendor Total: \$104.00
Unemployment Tax Management Corp	3932					
Check Group:						
Unemployment Compensation Services		1	2208018	10012021 10/1/2021	001.08.260.1110.222 Unemployment Compensation	\$650.00
					Check #: 1342	
						PO/InvoiceTotal: \$650.00
						Vendor Total: \$650.00
Unifirst Corporation	4231					
Check Group:						
uniforms, brooms and mops		284.76	2210015	1030077130 9/17/2021	001.10.430.2611.134 Maintenance Contracts	\$284.76
uniforms, brooms and mops		182.3	2210015	1030077131 9/17/2021	001.10.430.2611.134 Maintenance Contracts	\$182.30
uniforms, brooms and mops		132.64	2210015	1030077133 9/17/2021	001.10.430.2611.134 Maintenance Contracts	\$132.64
uniforms, brooms and mops		116.22	2210015	1030077135 9/17/2021	001.10.430.2611.134 Maintenance Contracts	\$116.22
uniforms, brooms and mops		199.72	2210015	1030079401 9/24/2021	001.10.430.2611.134 Maintenance Contracts	\$199.72
uniforms, brooms and mops		140.14	2210015	1030079402 9/24/2021	001.10.430.2611.134 Maintenance Contracts	\$140.14
uniforms, brooms and mops		167.36	2210015	1030079403 9/24/2021	001.10.430.2611.134 Maintenance Contracts	\$167.36
uniforms, brooms and mops		96.38	2210015	1030079407 9/24/2021	001.10.430.2611.134 Maintenance Contracts	\$96.38

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 1343						
PO/InvoiceTotal:						<u>\$1,319.52</u>
Vendor Total:						<u>\$1,319.52</u>
USA Hauling & Recycling Inc	1256					
Check Group:						
extra pickups		1	2210012	0602743331 10/1/2021	001.10.421.2600.168 Trash Removal Fees	\$150.00
Check #: 1344						
PO/InvoiceTotal:						<u>\$150.00</u>
Vendor Total:						<u>\$150.00</u>
WB Mason	1682					
Check Group:						
Pacon® Tru-Ray Construction Paper, 76 lbs., 9 x 12, Dark Brown, 50 Sheets/Pack		10	2201002	223636489 9/24/2021	001.01.611.1110.026 WSS General Supplies	\$12.30
Pacon® Tru-Ray Construction Paper, 76 lbs., 9 x 12, Blue, 50 Sheets/Pack		10	2201002	223804096 9/30/2021	001.01.611.1110.026 WSS General Supplies	\$13.20
Check #: 1345						
PO/InvoiceTotal:						<u>\$25.50</u>
Check Group:						
3M 845 3" Book Tape		2	2202024	223855539 10/1/2021	001.02.611.2220.130 SMS Library Supplies	\$26.98
Check #: 1345						
PO/InvoiceTotal:						<u>\$26.98</u>
Check Group:						
Elmer's® Glue-All White Glue, Repositionable, 4 ozSMS		24	2202037	223868942 10/1/2021	001.02.611.1120.026 SMS General Supplies	\$19.44
EXPO® Low Odor Dry Erase Marker, Chisel Tip, Black, DZ		3	2202037	223868942 10/1/2021	001.02.611.1120.026 SMS General Supplies	\$19.02

**Stafford CT Public Schools**

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Flagship™ Premium Copy Paper, 92 Bright, 20 lb., 8 1/2 x 11, White, 5000/CT		25	2202037	223868942 10/1/2021	001.02.611.1120.026 SMS General Supplies	\$653.50
Check #: 1345						
						PO/InvoiceTotal: <u>          \$691.96</u>
Check Group:						
2 1/4" Calculator Roll (pk 3)		1	2208073	223990963 10/6/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$7.28
Quality Park™ Redi-Strip Security Tinted Envelope, Contemporary, #10, White, 500/Box		1	2208073	223990963 10/6/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$51.98
Universal Bulldog Magnetic Clips, Small, Nickel-Plated, 18/Pack		1	2208073	223990963 10/6/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$17.78
Alliance® Rubber Brites File Bands, Non-Latex Colored Elastic Bands, 7" x 1/8", Resealable Bag, 50/PK		1	2208073	223990963 10/6/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$6.39
Alliance® X-treme File Bands, 117B, 7 x 1/8, Lime Green, Approx. 175 Bands/1lb Box		1	2208073	223990963 10/6/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$11.28
Check #: 1345						
						PO/InvoiceTotal: <u>          \$94.71</u>
						Vendor Total: <u>          \$839.15</u>
						Grand Total: <u>          \$89,437.79</u>

End of Report

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**Voucher Detail Listing**

Voucher Batch Number: 1288

10/28/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Chromebookparts.com						
Check Group:						
IT Student Device Repair Expense		98.92	2109081	118569 10/25/2021	001.09.430.2230.047 IT Student Device Repair Expense	\$98.92
					Check #: 1347	
					PO/InvoiceTotal:	\$98.92
					Vendor Total:	\$98.92
Nasco 881						
Check Group:						
Wood Designs Deluxe Storage Center		1	2101183	172161 10/15/2021	120.01.611.1110.037 WSS School Readiness Inst Supplies	\$364.76
					Check #: 1348	
					PO/InvoiceTotal:	\$364.76
					Vendor Total:	\$364.76
					Grand Total:	\$463.68

End of Report

## Stafford CT Public Schools

### Voucher Detail Listing

Voucher Batch Number: 1087

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
4Imprint Inc	3494					
Check Group:						
Clip N Go Hand Sanitizer		1	2201041	21863265 10/8/2021	182.01.611.1110.026 EHS Program Supplies	\$290.85
6 Pc Crayon Set		1	2201041	21863265 10/8/2021	182.01.611.1110.026 EHS Program Supplies	\$211.22
Bandage Dispenser		1	2201041	21863265 10/8/2021	182.01.611.1110.026 EHS Program Supplies	\$340.38
Mini Hot/Cold Pack (Star)		1	2201041	21863265 10/8/2021	182.01.611.1110.026 EHS Program Supplies	\$514.35

Check #: 0

PO/InvoiceTotal: \$1,356.80

Vendor Total: \$1,356.80

### Academic Therapy Publications

Check Group:

Tom and Ricky Mystery Series Set 1-Classroom Set: 5 Sets of 5 Books		1	2204049	280995 10/5/2021	001.04.611.1260.192 Special Education Inst. Supplies	\$148.50
Star Lab-Classroom Set (5 sets of 5 books)		1	2204049	280995 10/5/2021	001.04.611.1260.192 Special Education Inst. Supplies	\$148.50
Horizons Set 1-Classroom Set: 5 sets of 5 Books		1	2204049	280995 10/5/2021	001.04.611.1260.192 Special Education Inst. Supplies	\$148.50
The Atlas of Cursed Places - Breakdown		5	2204049	280995 10/5/2021	001.04.611.1260.192 Special Education Inst. Supplies	\$43.94
The Atlas of Cursed Places - Skeleton Tower		5	2204049	280995 10/5/2021	001.04.611.1260.192 Special Education Inst. Supplies	\$43.94
The Atlas of Cursed Places-Radioactive		5	2204049	280995 10/5/2021	001.04.611.1260.192 Special Education Inst. Supplies	\$43.94
The Atlas of Cursed Places- The Gateway		5	2204049	280995 10/5/2021	001.04.611.1260.192 Special Education Inst. Supplies	\$43.94

**Stafford CT Public Schools**

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
The Atlas of Cursed Places - Director's Cult		5	2204049	280995 10/5/2021	001.04.611.1260.192 Special Education Inst. Supplies	\$43.96
				Check #: 0		
					PO/InvoiceTotal:	\$665.22
					Vendor Total:	\$665.22
ACES	2607					
Check Group:						
Tuition SpEd Public Out of District - Student #1		1	2204074	220518 9/3/2021	001.04.560.1260.210 Tuition SpEd Public Out of District	\$6,905.50
				Check #: 0		
					PO/InvoiceTotal:	\$6,905.50
Check Group:						
Tuition SpEd Public Out of District - Summer School		1	2204084	220156 7/28/2021	001.04.560.1260.210 Tuition SpEd Public Out of District	\$6,906.00
				Check #: 0		
					PO/InvoiceTotal:	\$6,906.00
					Vendor Total:	\$13,811.50
Allston Supply Co Inc						
Check Group:						
Building Services-Supplies		172.2	2210055	140515B 10/12/2021	001.10.613.2600.134 Building Services-Supplies	\$172.20
Building Services-Supplies		432	2210055	140801A 10/12/2021	001.10.613.2600.134 Building Services-Supplies	\$432.00
Building Services-Supplies		172.2	2210055	140804A 10/12/2021	001.10.613.2600.134 Building Services-Supplies	\$172.20
Building Services-Supplies		326.86	2210055	141053 10/12/2021	001.10.613.2600.134 Building Services-Supplies	\$326.86
Building Services-Supplies		805.72	2210055	141054 10/12/2021	001.10.613.2600.134 Building Services-Supplies	\$805.72
				Check #: 0		



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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$1,908.98</u>
						Vendor Total: <u>\$1,908.98</u>
American School For The Deaf	350					
Check Group:						
SpEd Audiology Rental - Student 1		1	2204090	2021100500006 9/30/2021	001.04.442.2150.088 SpEd Audiology Rental	\$88.00
SpEd Audiology Rental - Student 2		1	2204090	2021100500007 9/30/2021	001.04.442.2150.088 SpEd Audiology Rental	\$88.00
SpEd Audiology Rental - Student 3		1	2204090	2021100500008 9/30/2021	001.04.442.2150.088 SpEd Audiology Rental	\$176.00
						Check #: 0
						PO/InvoiceTotal: <u>\$352.00</u>
						Vendor Total: <u>\$352.00</u>
Anna M Guerriero-Gagnon						
Check Group:						
District Wireless Telephone stipend		3	2208044	07/21-09/21 10/22/2021	001.08.530.2600.204 District Wireless Telephone	\$60.00
						Check #: 0
						PO/InvoiceTotal: <u>\$60.00</u>
						Vendor Total: <u>\$60.00</u>
Anthem Blue Cross and Blue Shield						
Check Group:						
Anthem Vision Liability		1037.06	2208074	001248524G 10/17/2021	001.00.212.9988.000 Anthem Vision Liability	\$1,037.06
						Check #: 0
						PO/InvoiceTotal: <u>\$1,037.06</u>
						Vendor Total: <u>\$1,037.06</u>
Aspire Living & Learning Inc						
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Tuition for services for SMS student		1	2204042	INV00918 9/30/2021	001.04.323.2130.136 SpEd Contracted Related Services	\$8,750.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$8,750.00</u>
						Vendor Total: <u>\$8,750.00</u>
<b>Bay State Elevator Co</b>	<b>2528</b>					
Check Group:						
maintenance on elevator 2020		685	2210081	543822 9/16/2021	001.10.430.2600.134 General Maintenance-District	\$685.00
maintenance on elevator 2020		685	2210081	543823 9/16/2021	001.10.430.2600.134 General Maintenance-District	\$685.00
maintenance on elevator 2020		840	2210081	543824 9/16/2021	001.10.430.2600.134 General Maintenance-District	\$840.00
maintenance on elevator 2020		840	2210081	546217 9/30/2021	001.10.430.2600.134 General Maintenance-District	\$840.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$3,050.00</u>
						Vendor Total: <u>\$3,050.00</u>
<b>Ben Bronz Foundation Inc</b>						
Check Group:						
Tuition SpEd Private Out of District Student #1		1	2204078	5093 9/1/2021	001.04.560.1260.211 Tuition SpEd Private Out of District	\$5,626.50
Tuition SpEd Private Out of District Student #2		1	2204078	5094 9/1/2021	001.04.560.1260.211 Tuition SpEd Private Out of District	\$5,626.50
Tuition SpEd Private Out of District Student #2		1	2204078	5132 10/1/2021	001.04.560.1260.211 Tuition SpEd Private Out of District	\$5,626.50
Tuition SpEd Private Out of District Student #1		1	2204078	5133 10/1/2021	001.04.560.1260.211 Tuition SpEd Private Out of District	\$5,626.50
					Check #: 0	
						PO/InvoiceTotal: <u>\$22,506.00</u>

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						<b>Vendor Total: \$22,506.00</b>
Big Y Foods Inc	120					
Check Group:						
Big Y Pay for Purchases		1	2201036	729467 9/17/2021	130.01.611.1110.617 Instructional Supplies	\$87.28
					Check #: 0	
						<b>PO/InvoiceTotal: \$87.28</b>
Check Group:						
Big Y Pay for Purchases		1	2201042	736052 9/22/2021	130.01.611.1110.617 Instructional Supplies	\$142.72
					Check #: 0	
						<b>PO/InvoiceTotal: \$142.72</b>
Check Group:						
Big Y Pay for Purchases		1	2201043	756382 10/7/2021	130.01.611.1110.617 Instructional Supplies	\$129.43
					Check #: 0	
						<b>PO/InvoiceTotal: \$129.43</b>
Check Group:						
Big Y Pay for Purchases		1	2201044	766278 10/14/2021	130.01.611.1110.617 Instructional Supplies	\$83.68
					Check #: 0	
						<b>PO/InvoiceTotal: \$83.68</b>
Check Group:						
Big Y Pay for Purchases		1	2201045	766266 10/14/2021	130.01.611.1110.617 Instructional Supplies	\$79.06
					Check #: 0	
						<b>PO/InvoiceTotal: \$79.06</b>
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Consumables		26.98	2203078	754253 10/5/2021	001.03.611.2400.147 SHS Principal's Office Supplies	\$26.98
					Check #: 0	
						PO/InvoiceTotal: <u>\$26.98</u>
						Vendor Total: <u>\$549.15</u>
Blank Shirts, Inc.						
Check Group:						
Gildan DryBlend T-Shirts Royal S		10	2203072	TF45248 10/12/2021	001.03.611.2400.147 SHS Principal's Office Supplies	\$32.10
Gildan DryBlend T-Shirts Royal M		95	2203072	TF45248 10/12/2021	001.03.611.2400.147 SHS Principal's Office Supplies	\$304.97
Gildan DryBlend T-Shirts Royal L		35	2203072	TF45248 10/12/2021	001.03.611.2400.147 SHS Principal's Office Supplies	\$112.36
Gildan DryBlend T-Shirts Royal XL		10	2203072	TF45248 10/12/2021	001.03.611.2400.147 SHS Principal's Office Supplies	\$32.10
					Check #: 0	
						PO/InvoiceTotal: <u>\$481.53</u>
						Vendor Total: <u>\$481.53</u>
CABE	1820					
Check Group:						
Board Member Packets		3	2208072	22775 10/7/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$280.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$280.00</u>
						Vendor Total: <u>\$280.00</u>
Canon Financial Services	2437					
Check Group:						
HS copier lease payment		1	2208007	27525198 10/13/2021	001.03.442.2500.088 SHS Copier Lease	\$2,945.45

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MS copier lease payment		1	2208007	27525198 10/13/2021	001.02.442.2500.088 SMS Copier Lease	\$1,141.46
SES copier lease payment		1	2208007	27525198 10/13/2021	001.05.442.2500.088 SES Copier Lease	\$884.55
WS copier lease payment		1	2208007	27525198 10/13/2021	001.01.442.2500.088 WSS Copier Lease	\$632.05
SV copier Lease		1	2208007	27525198 10/13/2021	001.05.442.2500.088 SES Copier Lease	\$241.40
Business/Supt Office copier lease payment		1	2208007	27525198 10/13/2021	001.08.442.2500.088 Board Office Copier Lease	\$451.30
uniflow license		1	2208007	27525198 10/13/2021	001.09.442.2500.148 Centralized Printer Leasing	\$899.81
pupil services copier lease		1	2208007	27525198 10/13/2021	001.07.442.2500.088 Pupil Services Copier	\$98.98

Check #: 0

PO/InvoiceTotal: \$7,295.00

Vendor Total: \$7,295.00

Canon Solutions America

Check Group:

WSS Copier Usage		450.86	2208052	4037522357 9/26/2021	001.01.430.2500.126 WSS Copier Usage	\$450.86
SMS Copier Usage		607.65	2208052	4037522357 9/26/2021	001.02.430.2500.126 SMS Copier Usage	\$607.65
SHS Copier Usage		592.6	2208052	4037522357 9/26/2021	001.03.430.2500.126 SHS Copier Usage	\$592.60
SES Copier Usage		966.79	2208052	4037522357 9/26/2021	001.05.430.2500.126 SES Copier Usage	\$966.79
Business Office Contracted Services		607.26	2208052	4037522357 9/26/2021	001.08.430.2500.088 Business Office Contracted Services	\$607.26
SHS Copier Usage		1913.59	2208052	4037522358 9/26/2021	001.03.430.2500.126 SHS Copier Usage	\$1,913.59

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SMS Copier Usage		6.6	2208052	4037623389 10/1/2021	001.02.430.2500.126 SMS Copier Usage	\$6.60
SHS Copier Usage		76.41	2208052	4037623389 10/1/2021	001.03.430.2500.126 SHS Copier Usage	\$76.41
SES Copier Usage		112.81	2208052	4037623389 10/1/2021	001.05.430.2500.126 SES Copier Usage	\$112.81
Check #: 0						
PO/InvoiceTotal:						\$5,334.57
Vendor Total:						\$5,334.57
CREC	207					
Check Group:						
Wilson Training for Aubrey Atkinson - Nov 2021		1	2204077	P5OG1FNXBYS7 10/14/2021	001.04.330.1260.118 SpEd Inservice	\$450.00
Check #: 0						
PO/InvoiceTotal:						\$450.00
Check Group:						
Registraton for Wilson Training - Wendy Clark		1	2204085	PRNQ6X68NHO4 10/14/2021	001.04.330.1260.118 SpEd Inservice	\$450.00
Check #: 0						
PO/InvoiceTotal:						\$450.00
Check Group:						
Registration for Wilson Training for Lesley VanDeventer		1	2204086	PTYCEGVJYQ8H 10/14/2021	001.04.330.1260.118 SpEd Inservice	\$450.00
Check #: 0						
PO/InvoiceTotal:						\$450.00
Check Group:						
Tuition SpEd Private Out of District - Student at Polaris Ctr. 9/29/20-11/4/20		25	2204087	21125201 1/15/2021	001.04.560.1260.211 Tuition SpEd Private Out of District	\$9,785.50

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SpEd Magnet Contracted Services - Evaluation for Magnet School Student in School Year 2020-2021		1	2204087	212018	001.04.323.1260.215	\$196.61
				3/31/2021	SpEd Magnet Contracted Services	
SpEd Outside Contracted Services - Counseling Services for Magnet School Student		1	2204087	21321501	001.04.566.1260.215	\$292.50
				3/18/2021	Magnet School SpEd Tuition Services	
				Check #: 0		
					PO/InvoiceTotal:	\$10,274.61
					Vendor Total:	\$11,624.61
Data Management Inc	1618					
Check Group:						
Laser Checks 250 Start # 33194 End # 33443		1	2203073	1436024	001.03.611.2400.147	\$117.50
				10/20/2021	SHS Principal's Office Supplies	
				Check #: 0		
					PO/InvoiceTotal:	\$117.50
					Vendor Total:	\$117.50
Deborah Moya						
Check Group:						
Translation Services for PPT on 10/8/2021 @ SHS		1	2204094	0000001	001.04.323.2130.136	\$50.00
				10/8/2021	SpEd Contracted Related Services	
Translation Services for PPT on 10/18/2021 @ SHS		1	2204094	002	001.04.323.2130.136	\$50.00
				10/18/2021	SpEd Contracted Related Services	
				Check #: 0		
					PO/InvoiceTotal:	\$100.00
					Vendor Total:	\$100.00
Diane Peters						
Check Group:						
District Wireless Telephone stipend		3	2208045	07/21-09/21	001.08.530.2600.204	\$60.00
				10/22/2021	District Wireless Telephone	
				Check #: 0		
					PO/InvoiceTotal:	\$60.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount	
						<b>Vendor Total:</b>	<b>\$60.00</b>
Dzen Commercial Roofing	4246						
Check Group:							
ESSER II Supplies- roof repairs		1	2210082	D005178-IN 10/1/2021	291.08.690.2320.805 ESSER II Supplies	\$2,525.00	
						Check #: 0	
						<b>PO/InvoiceTotal:</b>	<b>\$2,525.00</b>
						<b>Vendor Total:</b>	<b>\$2,525.00</b>
e2e Exchange LLC	4257						
Check Group:							
category 2 funding year 2020		1	2208009	C22022-01460 11/1/2021	001.08.430.2500.088 Business Office Contracted Services	\$1,250.00	
						Check #: 0	
						<b>PO/InvoiceTotal:</b>	<b>\$1,250.00</b>
						<b>Vendor Total:</b>	<b>\$1,250.00</b>
EVERSOURCE	1442						
Check Group:							
High School electricity		101.68	2208031	51033156076 101921 10/19/2021	001.03.622.2600.096 SHS Electricity	\$101.68	
West Stafford Electricity		1086.36	2208031	51133614016 101421 10/14/2021	001.01.622.2600.096 WSS Electricity	\$1,086.36	
Superintendent's Office		6.49	2208031	51308975004 100821 10/8/2021	001.08.622.2611.096 Central Office Electricity	\$6.49	
Middle School electricity		110.88	2208031	51612624056 101521 10/15/2021	001.02.622.2600.096 SMS Electricity	\$110.88	
						Check #: 0	
						<b>PO/InvoiceTotal:</b>	<b>\$1,305.41</b>
						<b>Vendor Total:</b>	<b>\$1,305.41</b>



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Fire Protection Testing Inc	4203					
Check Group:						
SMS- check on leak		1	2210085	10674006 10/12/2021	001.10.430.2600.134 General Maintenance-District	\$225.00
				Check #: 0		
					PO/InvoiceTotal:	\$225.00
					Vendor Total:	\$225.00
Follett School Solutions, Inc						
Check Group:						
The Great Passage		18	2203057	2601529D 10/1/2021	001.03.641.1130.036 SHS Literacy Textbooks	\$240.48
				Check #: 0		
					PO/InvoiceTotal:	\$240.48
					Vendor Total:	\$240.48
Hillyard Rovic Inc	1096					
Check Group:						
Building Services-Supplies		458.38	2210034	604484947 10/4/2021	001.10.613.2600.134 Building Services-Supplies	\$458.38
				Check #: 0		
					PO/InvoiceTotal:	\$458.38
					Vendor Total:	\$458.38
HOBY	4245					
Check Group:						
Hoby Registration Fee:		1	2203075	172987 10/21/2021	001.03.810.2400.147 SHS Dues and Fees Principal's Office	\$250.00
				Check #: 0		
					PO/InvoiceTotal:	\$250.00
					Vendor Total:	\$250.00
Home Depot Credit Card Services	2529					
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
General Repair parts		352.81	2210009	4023151 9/15/2021	001.10.430.2600.134 General Maintenance-District	\$352.81
General Repair parts		736.12	2210009	62236 8/30/2021	001.10.430.2600.134 General Maintenance-District	\$736.12
General Repair parts		124.5	2210009	6237946 9/23/2021	001.10.430.2600.134 General Maintenance-District	\$124.50
General Repair parts		280.91	2210009	7010642 9/2/2021	001.10.430.2600.134 General Maintenance-District	\$280.91

Check #: 0

PO/InvoiceTotal: \$1,494.34

Vendor Total: \$1,494.34

Integrated Rehabilitation Services LLC

Check Group:

Athletic Trainer Services 2021/2022	1	2216020	Aug - Dec 2021 8/31/2021	001.03.340.2130.178 Athletic Trainer Services	\$12,000.00
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Check #: 0

PO/InvoiceTotal: \$12,000.00

Vendor Total: \$12,000.00

Jacob Prochnicki-Fitzgerald

Check Group:

cell phone reimbursement	3	2208047	07/21-09/21 10/22/2021	001.08.530.2600.204 District Wireless Telephone	\$60.00
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Check #: 0

PO/InvoiceTotal: \$60.00

Vendor Total: \$60.00

Jason Gerum

Check Group:

cell phone reimbursement	3	2208048	07/21-09/21 10/22/2021	001.08.530.2600.204 District Wireless Telephone	\$60.00
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Check #: 0

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$60.00
						Vendor Total: \$60.00
<b>Jennifer Russell</b>						
Check Group:						
telephone stipend beginning Sept		1	2208054	09/21 10/22/2021	001.08.530.2600.204 District Wireless Telephone	\$20.00
						Check #: 0
						PO/InvoiceTotal: \$20.00
						Vendor Total: \$20.00
<b>Joseph B Torres</b>						
Check Group:						
mobile phone stipend		3	2208043	07/21-09/21 10/22/2021	001.08.530.2600.204 District Wireless Telephone	\$60.00
						Check #: 0
						PO/InvoiceTotal: \$60.00
						Vendor Total: \$60.00
<b>Katharine L Gabrielson</b>						
Check Group:						
cell phone reimbursement		3	2208006	07/21-09/21 10/22/2021	001.08.530.2600.204 District Wireless Telephone	\$60.00
						Check #: 0
						PO/InvoiceTotal: \$60.00
						Vendor Total: \$60.00
<b>Katherine Kozikowski</b>						
Check Group:						
2021/2022 Mileage Reimbursement - Kate Kozikowski		16.8	2204081	mileage 9/21 9/1/2021	001.08.580.1110.026 Travel General	\$16.80
						Check #: 0
						PO/InvoiceTotal: \$16.80

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						<b>Vendor Total:</b>
<b>Kathy Ciccolella Robbins</b>						<b>\$16.80</b>
<b>Check Group:</b>						
Reimbursement Receipt for Big Y - Math Club		1	2219009	V486019 10/22/2021	190.05.611.1110.027 PASS Enrichment/Office Supplies	\$30.36
Reimbursement Receipt for Big Y - Math Club		1	2219009	V486019 10/22/2021	190.05.611.1110.027 PASS Enrichment/Office Supplies	\$2.67
Reimbursement Receipt for Big Y - Math Club		1	2219009	V486019 10/22/2021	190.05.611.1110.027 PASS Enrichment/Office Supplies	\$44.97
Reimbursement Receipt for Big Y - Math Club		1	2219009	V486019 10/22/2021	190.05.611.1110.027 PASS Enrichment/Office Supplies	\$3.34
Reimbursement Receipt for Walmart - Math Club		1	2219009	V486019 10/22/2021	190.05.611.1110.027 PASS Enrichment/Office Supplies	\$40.74
						<b>Check #: 0</b>
						<b>PO/InvoiceTotal:</b>
						<b>\$122.08</b>
						<b>Vendor Total:</b>
						<b>\$122.08</b>
<b>Leonard's Auto Parts</b>	<b>762</b>					
<b>Check Group:</b>						
Building Services-Supplies		25.6	2210083	8830-196821 9/27/2021	001.10.613.2600.134 Building Services-Supplies	\$25.60
						<b>Check #: 0</b>
						<b>PO/InvoiceTotal:</b>
						<b>\$25.60</b>
						<b>Vendor Total:</b>
						<b>\$25.60</b>
<b>Library Store Inc</b>	<b>1695</b>					
<b>Check Group:</b>						
635 Book Tape 3"		4	2202036	533458 10/5/2021	001.02.611.2220.130 SMS Library Supplies	\$76.96
3 Column Book Cards		1	2202036	533458 10/5/2021	001.02.611.2220.130 SMS Library Supplies	\$29.95

**Stafford CT Public Schools**

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Clear Non- glare label protectors		4	2202036	533458 10/5/2021	001.02.611.2220.130 SMS Library Supplies	\$65.64
shipping charge		1	2202036	533458 10/5/2021	001.02.611.2220.130 SMS Library Supplies	\$16.16
				Check #: 0		
					PO/InvoiceTotal:	\$188.71
					Vendor Total:	\$188.71
Life Safety Service & Supply LLC	4099					
Check Group:						
repair safety lighting		1	2210086	41588 10/6/2021	001.10.430.2600.096 Electrical Repair & Maintenance	\$3,622.82
				Check #: 0		
					PO/InvoiceTotal:	\$3,622.82
					Vendor Total:	\$3,622.82
Lynne Pelletier						
Check Group:						
telephone stipend		2	2208037	08/21-09/21 10/22/2021	001.08.530.2600.204 District Wireless Telephone	\$40.00
				Check #: 0		
					PO/InvoiceTotal:	\$40.00
					Vendor Total:	\$40.00
M & J Bus Inc	3891					
Check Group:						
Rentschler Stadium - September 25, 2021		1	2203063	54430 9/30/2021	001.03.581.2700.052 SHS Music Field Trips	\$708.40
				Check #: 0		
					PO/InvoiceTotal:	\$708.40
Check Group:						
VoTech- 2 buses		1	2208058	54629 11/1/2021	001.03.510.2700.160 Vo-Tech Bus	\$11,877.32

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
VoAg - 1 bus		1	2208058	54629 11/1/2021	001.03.510.2700.156 Vo-Ag Bus	\$5,938.66
Regular ed 23 buses		1	2208058	54629 11/1/2021	001.08.510.2700.150 Reg Ed In District Bus	\$135,838.69
intown special ed- 4 buses		1	2208058	54629 11/1/2021	001.04.510.2700.164 SpEd Bus In District	\$23,624.12
Check #: 0						
PO/InvoiceTotal:						\$177,278.79
Check Group:						
SpEd Bus Monitors		1560.53	2208077	54365 8/31/2021	001.04.510.2700.163 SpEd Bus Monitors	\$1,560.53
SpEd Bus Monitors		14148.96	2208077	54458 9/30/2021	001.04.510.2700.163 SpEd Bus Monitors	\$14,148.96
Reg Ed In District Monitors		589.47	2208077	54458 9/30/2021	001.08.510.2700.165 Reg Ed In District Monitors	\$589.47
Check #: 0						
PO/InvoiceTotal:						\$16,298.96
Check Group:						
modified bell time charges September-December		750	2208078	54346 8/31/2021	001.08.510.2700.150 Reg Ed In District Bus	\$750.00
Mid day prek 2 buses		6	2208078	54347 8/31/2021	001.08.510.2700.150 Reg Ed In District Bus	\$676.20
Mid day prek 2 buses		60	2208078	54453 9/30/2021	001.08.510.2700.150 Reg Ed In District Bus	\$6,762.00
modified bell time charges September-December		7440	2208078	54453 9/30/2021	001.08.510.2700.150 Reg Ed In District Bus	\$7,440.00
Check #: 0						
PO/InvoiceTotal:						\$15,628.20
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SHS Athletic Transportation		966	2216015	54250 8/31/2021	001.03.581.2700.178 SHS Athletic Transportation	\$966.00
SHS Athletic Transportation		418.6	2216015	54251 8/31/2021	001.03.581.2700.178 SHS Athletic Transportation	\$418.60
SHS Athletic Transportation		1078.7	2216015	54286 9/30/2021	001.03.581.2700.178 SHS Athletic Transportation	\$1,078.70
SHS Athletic Transportation		1191.7	2216015	54308 9/30/2021	001.03.581.2700.178 SHS Athletic Transportation	\$1,191.70
SHS Athletic Transportation		1449	2216015	54309 9/30/2021	001.03.581.2700.178 SHS Athletic Transportation	\$1,449.00
SHS Athletic Transportation		595.7	2216015	54382 9/30/2021	001.03.581.2700.178 SHS Athletic Transportation	\$595.70
SHS Athletic Transportation		257.6	2216015	54428 9/30/2021	001.03.581.2700.178 SHS Athletic Transportation	\$257.60
SHS Athletic Transportation		322	2216015	54429 9/30/2021	001.03.581.2700.178 SHS Athletic Transportation	\$322.00

Check #: 0

PO/InvoiceTotal: \$6,279.30

Vendor Total: \$216,193.65

Marcia Jacobs

Check Group:

GrassRoots Workshops Foundations Of Fractions	1	2215052	18766 9/23/2021	001.08.330.1110.118 District Inservice	\$297.00
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Check #: 0

PO/InvoiceTotal: \$297.00

Vendor Total: \$297.00

MetLife

Check Group:

Accidental/Critical 2021-2022	1240.32	2208027	67688104 7/23/2021	001.00.211.9988.000 MetLife Liability	\$1,240.32
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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Accidental/Critical 2021-2022		886.03	2208027	68133347 8/25/2021	001.00.211.9988.000 MetLife Liability	\$886.03
Accidental/Critical 2021-2022		886.03	2208027	68580842 9/24/2021	001.00.211.9988.000 MetLife Liability	\$886.03
Check #: 0						
						PO/InvoiceTotal: <u>\$3,012.38</u>
Check Group: life		1	2208028	09012021 9/1/2021	001.08.210.1110.075 Life Insurance Premiums	\$3,304.98
LTD		1	2208028	09012021 9/1/2021	001.08.210.2400.147 Disability Insurance Premiums	\$257.30
Check #: 0						
						PO/InvoiceTotal: <u>\$3,562.28</u>
						Vendor Total: <u>\$6,574.66</u>
Microbac Laboratories Inc						
Check Group: Water Testing		246	2210066	DA1J00491 10/7/2021	001.10.430.2600.992 Water Testing	\$246.00
Check #: 0						
						PO/InvoiceTotal: <u>\$246.00</u>
						Vendor Total: <u>\$246.00</u>
Nasco	881					
Check Group: Shipping Charge for order PO 2101183		1	2201022	172161 10/15/2021	120.01.611.1110.037 WSS School Readiness Inst Supplies	\$106.04
Check #: 0						
						PO/InvoiceTotal: <u>\$106.04</u>
						Vendor Total: <u>\$106.04</u>
OTC Brands Inc	2394					
Check Group:						



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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Treasure Chest with Toy Assortment		1	2204069	712040471-01 10/1/2021	001.04.611.2140.143 Instructional Supplies-Psychologist	\$26.98
				Check #: 0		
					PO/InvoiceTotal:	\$26.98
					Vendor Total:	\$26.98
Patrice Talamini						
Check Group:						
District Wireless Telephone stipend		3	2208040	07/21-09/21 10/22/2021	001.08.530.2600.204 District Wireless Telephone	\$60.00
				Check #: 0		
					PO/InvoiceTotal:	\$60.00
					Vendor Total:	\$60.00
Paxton Patterson LLC	975					
Check Group:						
3/4" x 36" dowel		18	2202012	399145 10/7/2021	001.02.611.1120.046 SMS Industrial Arts Supplies	\$53.46
				Check #: 0		
					PO/InvoiceTotal:	\$53.46
					Vendor Total:	\$53.46
QBS LLC						
Check Group:						
Safety-Care Trainer Recert-Recertification Dec. 6, 2021 - Stacie Deveau		1	2204079	INV-029133 9/29/2021	210.04.322.1260.118 IDEA Pt B, 611 In Service	\$425.00
				Check #: 0		
					PO/InvoiceTotal:	\$425.00
					Vendor Total:	\$425.00
Reserve Account	4139					
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Double Tape Sheets for postage meter		1	2205065	1018942974-09/0 8 10/26/2021	001.05.611.2400.147  SES Principal's Office - General Supplies	\$33.99
Double Tape sheets for postage meter		1	2205065	1018942974-09/0 8 10/26/2021	001.04.611.2500.192  Dir of Spec Ed-Instructional Supplies	\$33.99
Check #: 0						
						PO/InvoiceTotal: <u>\$67.98</u>
Check Group:						
SES postage usage		216	2208082	6005792 10/21/2021	001.05.530.1110.146 SES Postage	\$216.00
Pupil Serv postage usage		216	2208082	6005792A 10/21/2021	001.04.530.1260.146 SpEd Postage	\$216.00
Check #: 0						
						PO/InvoiceTotal: <u>\$432.00</u>
Check Group:						
Red Ink cartridge		1	2208086	1019213278 10/12/2021	001.08.611.2500.088 District Supplies Business Office	\$118.99
Check #: 0						
						PO/InvoiceTotal: <u>\$118.99</u>
						Vendor Total: <u>\$618.97</u>
Robert P Howard						
Check Group:						
District Wireless Telephone stipend		3	2208085	7/21 - 9/21 10/25/2021	001.08.530.2600.204 District Wireless Telephone	\$60.00
Check #: 0						
						PO/InvoiceTotal: <u>\$60.00</u>
						Vendor Total: <u>\$60.00</u>
Sara E Wallace						
Check Group:						

**Stafford CT Public Schools**

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
District Wireless Telephone Stipend		3	2208046	07/21-09/21 10/22/2021	001.08.530.2600.204 District Wireless Telephone	\$60.00
					Check #: 0	
						PO/InvoiceTotal: \$60.00
						Vendor Total: \$60.00
Scholastic Inc	1440					
Check Group:						
Let's Find Out Classroom Magazine for Kindergarten - Social Studies Curriculum Support		105	2201046	M7187026 10/5/2021	001.01.611.1110.060 WSS Social Studies Supplies	\$687.23
					Check #: 0	
						PO/InvoiceTotal: \$687.23
						Vendor Total: \$687.23
Scott's Sports Supplies	1814					
Check Group:						
G Soccer Trident		6	2216016	44448 10/22/2021	001.03.730.2900.178 SHS Athletic Equipment	\$179.94
Captain bands		10	2216016	44448 10/22/2021	001.03.730.2900.178 SHS Athletic Equipment	\$37.50
G Soccer goalie gloves		2	2216016	44448 10/22/2021	001.03.730.2900.178 SHS Athletic Equipment	\$65.98
Baseball Bownet		1	2216016	44448 10/22/2021	001.03.730.2900.178 SHS Athletic Equipment	\$119.99
Soccer pro nets		1	2216016	V194870 9/29/2021	001.03.730.2900.178 SHS Athletic Equipment	\$159.00
Boys Soccer game gear, Anorak		21	2216016	V689509 9/29/2021	001.03.730.2900.178 SHS Athletic Equipment	\$608.79
Boys Soccer pregame		21	2216016	V689509 9/29/2021	001.03.730.2900.178 SHS Athletic Equipment	\$482.79
Boys soccer Pacesetter		1	2216016	V689509 9/29/2021	001.03.730.2900.178 SHS Athletic Equipment	\$28.99

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Boys Soccer Bionic		1	2216016	V689509 9/29/2021	001.03.730.2900.178 SHS Athletic Equipment	\$59.00
Boys Soccer weld		1	2216016	V689509 9/29/2021	001.03.730.2900.178 SHS Athletic Equipment	\$58.00
Cheer Medalist top		18	2216016	V7096 9/23/2021	001.03.730.2900.178 SHS Athletic Equipment	\$503.82
Cheer Medalist bottoms		18	2216016	V7096 9/23/2021	001.03.730.2900.178 SHS Athletic Equipment	\$485.82
Cheer "raider)		1	2216016	V7096 9/23/2021	001.03.730.2900.178 SHS Athletic Equipment	\$60.00
Cheer "Wled"		1	2216016	V7096 9/23/2021	001.03.730.2900.178 SHS Athletic Equipment	\$49.00

Check #: 0

PO/InvoiceTotal: \$2,898.62

Vendor Total: \$2,898.62

Service Station Equipment, Inc 4044

Check Group:

SHS UST monthly inspection		200	2210020	33870 10/11/2021	001.10.430.2611.134 Maintenance Contracts	\$200.00
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Check #: 0

PO/InvoiceTotal: \$200.00

Vendor Total: \$200.00

SHI International Corp

Check Group:

Microsoft 365 A3 - Subscription license - 1 user - hosted - academic - EES - All Languages		210	2209053	B14253863 10/25/2021	001.09.735.2580.047 IT Software	\$11,917.50
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Check #: 0

PO/InvoiceTotal: \$11,917.50

Vendor Total: \$11,917.50

## Stafford CT Public Schools

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<b>SignWarehouse Inc</b>						
Check Group:						
PrismJET 203 - Calendered Self Adhesive Gloss Printable Vinyl		2	2203068	083366 10/13/2021	001.03.611.1130.046 SHS Industrial Arts	\$237.72
EnduraGloss Adhesive Vinyl - 30in X 50yds Black		1	2203068	083366 10/13/2021	001.03.611.1130.046 SHS Industrial Arts	\$105.09
Endura Corrugated Plastic Sign Blanks White		20	2203068	083366 10/13/2021	001.03.611.1130.046 SHS Industrial Arts	\$37.39
SignWarehouse Tweezers		5	2203068	083366 10/13/2021	001.03.611.1130.046 SHS Industrial Arts	\$23.83
Check #: 0						
PO/InvoiceTotal:						\$404.03
Vendor Total:						\$404.03
 <b>Stadium Systems Inc</b>						
	1183					
Check Group:						
Vicis Football Helmet		1	2216017	IVP-2107586 10/5/2021	001.03.730.2900.178 SHS Athletic Equipment	\$570.00
Check #: 0						
PO/InvoiceTotal:						\$570.00
Vendor Total:						\$570.00
 <b>Stafford School Food Services</b>						
	1808					
Check Group:						
PASS Health Snacks - September 2021		1226	2219008	Invoice #5 9/1/2021	190.05.611.1110.025 PASS Health Snacks	\$1,839.00
Check #: 0						
PO/InvoiceTotal:						\$1,839.00
Vendor Total:						\$1,839.00
 <b>Steven Moccio</b>						
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Travel General		76.5	2208079	mileage 9/24/21 9/24/2021	001.08.580.1110.026 Travel General	\$76.50
					Check #: 0	
						PO/InvoiceTotal: <u>\$76.50</u>
						Vendor Total: <u>\$76.50</u>
TFD Supplies						
Check Group:						
disposable, single-use earbuds (500pack)		1	2203067	TFD43934 10/5/2021	320.03.730.2220.600 Heald Fund Library Equipment	\$275.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$275.00</u>
						Vendor Total: <u>\$275.00</u>
Think Social Publishing, Inc.						
Check Group:						
Glassman and Kool Q. Cumber Bundle Authors: Michelle Garcia Winner the Superflex Creative Team		1	2204071	227527 9/30/2021	001.04.611.2140.143 Instructional Supplies-Psychologist	\$46.82
Brain Eater & Focus Tron Bundle Authors: Michelle Garcia Winner Stephanie Madrigal the Superflex Creative Team		1	2204071	227527 9/30/2021	001.04.611.2140.143 Instructional Supplies-Psychologist	\$46.82
You Are a Social Detective! Explaining Social Thinking to Kids, 2nd Edition Authors: Michelle Garcia Winner Pamela Crooke		1	2204071	227527 9/30/2021	001.04.611.2140.143 Instructional Supplies-Psychologist	\$24.87
Superflex Bingo Authors: Tara Estes Michelle Garcia Winner Pamela Crooke		1	2204071	227527 9/30/2021	001.04.611.2140.143 Instructional Supplies-Psychologist	\$25.48
					Check #: 0	
						PO/InvoiceTotal: <u>\$143.99</u>
						Vendor Total: <u>\$143.99</u>

Tommy Lee Price

    Check Group:

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
District Wireless Telephone stipend		3	2208083	7/21 - 9/21 10/25/2021	001.08.530.2600.204 District Wireless Telephone	\$60.00
					Check #: 0	
					PO/InvoiceTotal:	\$60.00
					Vendor Total:	\$60.00
Treasurer, State of Connecticut						
Check Group:						
IT Interbuilding Internet Service		1	2208087	CEN427221 10/25/2021	001.09.530.2611.047 IT Interbuilding Internet Service	\$1,404.00
					Check #: 0	
					PO/InvoiceTotal:	\$1,404.00
					Vendor Total:	\$1,404.00
Uline Inc						
Check Group:						
3 1/2 X 7 X 2" Rigid Set-up Boxes 50/Case		1	2203069	139937728 10/13/2021	001.03.611.1130.046 SHS Industrial Arts	\$68.33
18 X 24" Chipboard Pads - .022" thick 190/case		2	2203069	139937728 10/13/2021	001.03.611.1130.046 SHS Industrial Arts	\$163.41
					Check #: 0	
					PO/InvoiceTotal:	\$231.74
					Vendor Total:	\$231.74
Unifirst Corporation      4231						
Check Group:						
uniforms, brooms and mops		199.72	2210015	1030081567 10/1/2021	001.10.430.2611.134 Maintenance Contracts	\$199.72
uniforms, brooms and mops		140.14	2210015	1030081568 10/1/2021	001.10.430.2611.134 Maintenance Contracts	\$140.14
uniforms, brooms and mops		132.64	2210015	1030081569 10/1/2021	001.10.430.2611.134 Maintenance Contracts	\$132.64

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
uniforms, brooms and mops		144.32	2210015	1030081571 10/1/2021	001.10.430.2611.134 Maintenance Contracts	\$144.32
uniforms, brooms and mops		231.91	2210015	1030083620 10/8/2021	001.10.430.2611.134 Maintenance Contracts	\$231.91
uniforms, brooms and mops		140.14	2210015	1030083621 10/8/2021	001.10.430.2611.134 Maintenance Contracts	\$140.14
uniforms, brooms and mops		132.64	2210015	1030083624 10/8/2021	001.10.430.2611.134 Maintenance Contracts	\$132.64
uniforms, brooms and mops		95.6	2210015	1030083629 10/8/2021	001.10.430.2611.134 Maintenance Contracts	\$95.60

Check #: 0

PO/InvoiceTotal: \$1,217.11

Vendor Total: \$1,217.11

University of Oregon

Check Group:

SWIS Annual License - 9/1 21 - 8/31/22		1	2205062	INV00063330 9/1/2021	001.05.810.2400.147 SES Dues and Fees	\$350.00
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Check #: 0

PO/InvoiceTotal: \$350.00

Vendor Total: \$350.00

US Games

1290

Check Group:

Prostyle down indicator		1	2216018	913303572 9/1/2021	001.03.730.2900.178 SHS Athletic Equipment	\$324.99
face guards		2	2216018	913659786 10/7/2021	001.03.730.2900.178 SHS Athletic Equipment	\$309.12
FH Gryphon safety mask		5	2216018	913672782 10/8/2021	001.03.730.2900.178 SHS Athletic Equipment	\$354.25

Check #: 0

PO/InvoiceTotal: \$988.36



**Stafford CT Public Schools**

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<b>Vendor Total:</b>						<b>\$988.36</b>
<b>Verizon Wireless</b>	<b>2862</b>					
Check Group:						
monthly cell phone charges		717.49	2208035	9890418247 11/2/2021	001.08.530.2600.204 District Wireless Telephone	\$717.49
EHS Monthly cell phone cost July-Jan		1	2208035	9890418247 11/2/2021	182.01.530.1110.204 EHS Communications - Wireless	\$102.34
FRC monthly cell phone cost		1	2208035	9890418247 11/2/2021	130.01.611.1110.617 Instructional Supplies	\$51.17
Check #: 0						
<b>PO/InvoiceTotal:</b>						<b>\$871.00</b>
<b>Vendor Total:</b>						<b>\$871.00</b>
<b>Vernon Board of Education</b>						
Check Group:						
Tuition VoAg Reg Ed - 9 Students		9	2204089	ST21-22 9/1/2021	001.03.560.1130.216 Tuition VoAg Reg Ed	\$61,407.00
Check #: 0						
<b>PO/InvoiceTotal:</b>						<b>\$61,407.00</b>
<b>Vendor Total:</b>						<b>\$61,407.00</b>
<b>WB Mason</b>	<b>1682</b>					
Check Group:						
Universal Steno Book, Gregg Rule, 6" x 9", White, 80 Sheets, 6/PK		1	2208076	224177098 10/13/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$18.48
Westcott® Value Line Stainless Steel Shears, 8" Long, Red		1	2208076	224177098 10/13/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$3.78
Universal Lightweight Hand Letter Opener, 9", Silver		1	2208076	224177098 10/13/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$1.98
Universal Impact and Inkjet Print Bond Paper Rolls, 0.5" Core, 2.25" x 150 ft, White, 12/Pack		1	2208076	224177098 10/13/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$10.68

**Stafford CT Public Schools**

**Voucher Detail Listing**

Voucher Batch Number: 1087

10/28/2021


Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Scotch™ Letter Size Thermal Laminating Pouches, 3 mil, 11 2/5 x 8 9/10, 200 per Pack		1	2208076	224177098 10/13/2021	001.08.611.2320.203 District Supplies Superintendents Office	\$42.48
					Check #: 0	
						PO/InvoiceTotal: <u>\$77.40</u>
						Vendor Total: <u>\$77.40</u>
William G Johnson Jr Check Group: District Wireless Telephone stipend		3	2208084	7/21 - 9/21 10/25/2021	001.08.530.2600.204 District Wireless Telephone	\$60.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$60.00</u>
						Vendor Total: <u>\$60.00</u>
						Grand Total: <u>\$413,764.78</u>

End of Report

**MEMO**

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**


TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools   
SUBJECT: Acceptance of Resignation- Certified Staff Member

RECOMMEND the Board of Education accept the resignation of the following staff member, as indicated:

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Pixton, Kera	Instructional Support Teacher-Reading	Stafford Elementary School	10/29/21	To accept a position in another CT district.

MEMO

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools   
SUBJECT: Obsolete Equipment – Stafford Elementary School

Attached, please find a memorandum from Ms. Mary Claire Manning, Principal of Stafford Elementary School, requesting items be deemed obsolete, on behalf of Lynn Erickson, District Technology Integration Specialist.

Per Board of Education policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*, such obsolete equipment must be returned to the Town of Stafford prior to disposal. Should the Board of Education approve the materials be labeled obsolete, the district will first offer them to the town. Should the town decline the materials, the district will assume responsibility for proper disposal.

**RECOMMEND** the Board of Education approve the return of the obsolete materials, as detailed on the attached memorandums, to the Town of Stafford, according to the provisions of Board policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*.

To: Superintendent Moccio

From: Mary Claire Manning, Principal  
Stafford Elementary School

Date: November 8, 2021

Re: Obsolete Equipment

The following items have been deemed obsolete by our district technology integration specialist, Lynn Erickson. With approval at the next Board Meeting, we are looking to dispose of these items.

Location: SES

Item	Amount
Mimio XI Bar	37
Mimio Pad	8
Portable Interactive Whiteboard	1

Item VII.A.

November 15, 2021

MEMO

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools  
SUBJECT: 2020-2021 Technology Plan Accomplishments



Attached, please find a detailed memorandum from Mr. Steve Autieri, Director of Curriculum & Instruction, along with a presentation regarding the 2020-2021 technology accomplishments. Mr. Autieri continues to work alongside Ms. Lynn Erickson, District Technology Integration Specialist, and Mr. Dean Fortin, IT / Network Coordinator, when reviewing the plan.

Mr. Steve Autieri, Ms. Erickson, and Mr. Fortin will be present at the Board of Education meeting on November 15, 2021, to answer questions and provide a summary of accomplishments.



# Memorandum

From the Office of Curriculum and Instruction, Stafford Public Schools

**Date:** November 8, 2021

**To:** Mr. Steven Moccio, Superintendent of Schools  
**CC:** Mr. Dean Fortin, IT and Network Systems Coordinator  
Ms. Lynn Erickson, District Technology Integration Specialist

**From:** Mr. Steven Autieri, Director of Curriculum & Instruction

**Re:** Annual Technology Plan Status Report (2020-2021)

As part of an annual review process, I collaborated with Ms. Lynn Erickson, Stafford's Technology Integration Specialist and Mr. Dean Fortin, IT Network Coordinator to assess the district's progress on the second year of the district's 2019-2022 Technology Plan. The Learning Resources and Information Technology (LR&IT) Curriculum Team provided examples of evidence for inclusion in the status report. We reviewed the status of the Plan's forty one action items for enriching curriculum and instruction via the use of technology. Attached is the Technology Plan Status Report ending June 30, 2021. A copy of the one-year Instructional Technology Short-Term Goals Plan for 2020-2021 and the Action Plan for 2021-2022 have also been provided for reference. As part of this BOE report, Ms. Erickson, Mr. Autieri, and Mr. Fortin will deliver a short presentation, approximately 15 minutes, focused on examples of technology rich activities aligned to the strategic areas of the plan.

As you peruse the presentation, you will recognize that significant progress was made on many of the action items. The four major goal areas in the Technology Plan are:

- A. Teaching and Learning
- B. Assessment
- C. Infrastructure
- D. Leadership

During the past school year, Stafford shifted to a full 1:1 technology model to support the needs of its staff and students. Our district continues to provide meaningful professional development and support to integrate these valuable learning tools to enrich academic learning in the classroom setting. I hope that the update provides a meaningful synopsis of the work designed to augment classroom learning with technology. The district will begin the process of developing its new three-year plan beginning in January 2022.

**Attachment:**

Annual Technology Plan Status Report & District Short-Term Instructional Technology Goals Report





# Stafford Public Schools

## Office of Curriculum and Instruction

### 2020-2021 Technology Integration Plan

#### Strategic Imperatives:

- Supporting staff application of technology through job-embedded coaching;**
  - Modeling of appropriate integration strategies in classroom instruction including flipped and blended learning.
    - Staff received training of various 21st Century learning tools for instruction and engagement in a flipped and/or blended learning classroom.
    - On-going coaching and teacher classroom support.
    - Collaboration with content coaches to align technological practices to curriculum programs.
  - Supports to promote success in all learning models to include hybrid and remote.
    - Integration of See-Saw and Google Classroom as a Learning Management Systems for all students in the district.
    - Staff continued to receive support for digital programs through weekly Wednesday professional learning offerings.
    - Teacher integration of classroom assignments and learning resources through Learning Management Systems to facilitate hybrid work days.
    - Quarantined students received continuous live instruction through live stream capabilities in all school buildings.
- Provide updates to district procedures and processes for technology use;**
  - Review policies and procedures related to technology use, including social media, acceptable use, BYOD, etc.; revise as needed to remain current with effective use, while complying with legislation.
    - Developed and implemented a website request and review process in consultation with the Instructional Technology Department.
    - Development and approval of BOE policies 5131.83 Student Use of District Computer System and Internet Safety; 5131.84 Use of Private Technology Devices by Students; 6160.2 One-to-One Device program; 4118.51-4218.51 Social Media Policy in collaboration with the LR/IT Curriculum Committee.
    - District completed and initiated the use of the Student Device Loan Agreement and device insurance program.
  - Revise district student data privacy approved technology list for integration to website.
    - Refined the application and program request process for faculty and staff.
    - Technology list continues to be revised and streamlined to effectively inform district stakeholders of the applications and programs in use in the district. All contracts have been linked to the website.
  - Promote opportunities for regular meeting times for collaboration with the IT department.
    - LR/IT Committee is comprised of technology department staff, building technology leaders, Library Media Specialists, and district leadership and meets six times over the course of the school year.
- Designing and facilitating high-quality professional development;**
  - Facilitation of "Wednesday Wise" professional development learning workshops to support staff integration of programs and tools to support virtual learning.



- More than 20 Wednesday Wise professional learning targets including relevant classroom tools. (i.e. Legends of Learning, Peardeck, Seesaw, Virtual Parent-Teacher Conferences).
  - Provide recorded tutorials to staff for use on common instructional technology programs.
    - The majority of all virtual trainings held were recorded and posted in a common location for staff access and review. Supporting presentation materials were linked with all video trainings.
  - Updates to training within the new technology resource webpage.
    - Technology resource website completely revamped to incorporate the request forms, monthly newsletters, training materials and resources, district technology resources (blended learning, LR/IT, STAR).
    - Integration of curriculum resources, student enrichment, and STEM offerings for Summer Learning and Summer Scholar Academy.
  - Presentations during building faculty meetings to provide technology tips for teachers.
    - District Technology Integrationist presented at several faculty meetings or supported staff in share-outs of best practice at faculty meetings throughout the district.
  - Support classroom teacher Review of Practice initiatives around technology integration with colleagues.
    - Several staff members collaborated with the District Technology Integration Specialist on using data to inform instruction, collecting data for observations, instructional technology resources aligned to student engagement, and integrating computational thinking programs in math and science.
  - Review data from full day professional learning teacher feedback surveys for technology integration.
    - District Technology Integrationist incorporated as a fully seated member on the PDEC committee to help align professional learning needs targeted to technology integration.
    - The Curriculum Department tracked and shared professional learning survey summary reports with PDEC and all staff related to the transferability and applicability of district PD.
  - Technology Leader Newsletter with a focus on professional literature and/or strategies.
    - Monthly newsletter continued to be shared with staff in the district with updates on upcoming professional learning opportunities, Google tools for use in the classroom, tips and tricks for integration, SEL resources, and IT website references.
    - School Library Media Specialists also included school-based support newsletters to building staff.

□ **Developing coherence of technology integration into academic coursework;**

- Continued development of a rich library of curriculum-driven Guaranteed Technology Experiences (GTEs) with a clear focus to ISTE Student/Teacher Standards.
    - LR/IT Committee continued to meet with and support curriculum teams to develop and integrate GTEs across the curriculum.
    - GTEs targeted during the 2020-2021 school year included: PE/Health, Science, Math, and Visual Arts.
  - Support of the district research committee to outline digital research steps for understanding and mastery.
    - No further progress made in this area for 2020-2021 due to COVID-19 restrictions and staff working remotely.
  - Integrate various computer science programs throughout the district.
    - Development and approval of a new Computer Science Principles course through Code.org at Stafford High School.
    - Elementary campus piloted plugged and unplugged computational thinking lessons and programs through TERC.
    - Integrated the Amazon Future Engineer and Robotify programs through the school year and into the summer.

□ **Recognize staff technology integration accomplishments throughout the school year;**

- Introduction of staff recognition program for technology integration and pedagogical practice.
    - Tabled for 2020-2021 due to COVID.
  - Encouragement of staff to earn credentials or badges for utilization of technology in practice.
    - Tabled for 2020-2021 due to COVID.

**Communication with parents/community of technology practices and programs**

- Promote partnerships with families in the district to support remote and virtual learning during Parent Academies.
  - Parent Academies held related to virtual tool access for student learning from home in September 2020 and Summer Learning Supports in June 2021.
- Integration of family support through the Invention Convention Enrichment program at SES.
  - Virtual family overview night held in December 2020 for Grade 5 families.
  - Weekly support sessions held on Wednesdays for the five classrooms.
  - Virtual family award ceremony with support to families for registration to state finals.
- Support the district redesign of the stakeholder communication surveys to be delivered in the spring of 2020.
  - Complete revision and alignment of district stakeholder surveys for staff, students, and families with clear connections to teaching & learning, family engagement, and climate and safety.
  - Customized reports shared to all building administrators with an aggregate report shared to the Superintendent and Board of Education.





# Stafford Public Schools

## Office of Curriculum and Instruction

### 2021-2022 Technology Integration Plan

#### Strategic Imperatives:

- Supporting staff application of virtual learning tools to foster student engagement**  
(Area #1: Teaching & Learning);
  - Continue to strengthen the application of newly acquired resources from distance learning to foster student engagement and support diverse learning styles.
  - Creating connections to district curriculum to support enrichment and reinforcement of topics from units of instruction.
  - Indicate technology resource integration during the curriculum development process.
  
- Facilitate analysis of student performance from local benchmark assessment data;**  
(Area #2: Assessment; Area #4 Leadership);
  - Support Professional Learning Communities and Curriculum Teams with reports to analyze student performance on benchmark assessments (STAR Reading and Math).
  - Collaboration with Content Coaches to support the development of reports and instructional resources to assist teachers in supporting students during instruction.
  
- Implement and model new programs within the district to support 21st Century student learning** (Area #1: Teaching & Learning; Area #4 Leadership)
  - Provide support to district staff in the integration of new digital learning programs in the classroom.
  - Instructional support and modeling to faculty in relation to programs such as Invention Convention and Computational Thinking.
  
- Develop staff capacity through professional learning and job-embedded coaching;**  
(Area #3 Infrastructure; Area #4 Leadership)
  - Bridge professional learning and trainer workshops into the support provided to faculty and staff.
  - On-going support and coaching for new teachers to the district.
  - Collaboration with Library Media Specialists to continue to expand and develop Maker Spaces and support the acquisition of digital citizenship skills.
  - Facilitation of “Wednesday Wise” professional development learning workshops to support staff integration of programs and tools to support virtual learning.
  - Communication of tips and tricks and tutorials of various district programs through various forms of media (recordings, newsletters, etc.)
  
- Recognize staff technology integration accomplishments throughout the school year;**  
(Area #4 Leadership)
  - Introduction of staff recognition program for technology integration and pedagogical practice.
  - Recognition of staff technology integration practices in monthly technology integration newsletter





# 2020-21 Technology Accomplishments

Offices of Curriculum &  
Instruction and Information  
Technology

# Goal Area 1

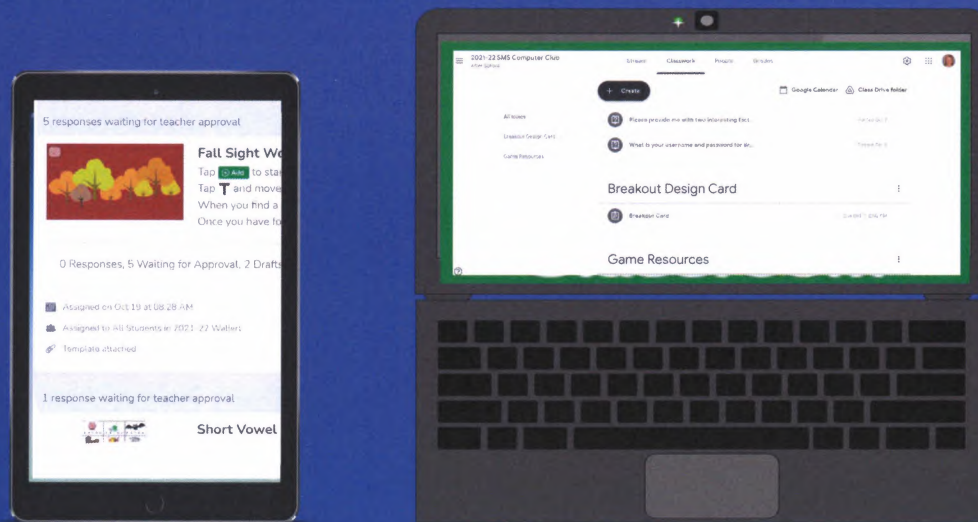
Teaching and Learning





# See-Saw and Google Classroom Integration

- Learning management tool for all students
- Provide two way communication streams for sharing of academic resources and updates.





# Invention Convention

17 Judges from Across  
the Nation

30 Students Invited to  
State Finals

## CT State Invention Convention Awards

### Best in Show

- ⬡ Susannah Myles- Kat Kaddy 4000
- ⬡ Maggie Skorupski- Mask Thy Breath

CT Academy of Science & Engineering Award (CASE):

- ⬡ Gretchen Kelly- Aloha Bands



# Invention Convention National Finalists

Susannah Myles- Kat Kaddy 4000    Maggie Skorupski- Mask Thy Breath

## How The Invention Is Used

When you want to grab a toy to use to play with your cat you just grab a wand or other toy quickly without having to untangle all the toys for 20 minutes.



## The finished product!

back!



front!



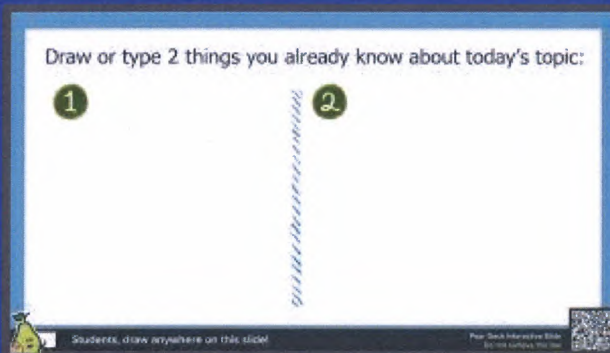
# Goal Area 2

Assessment

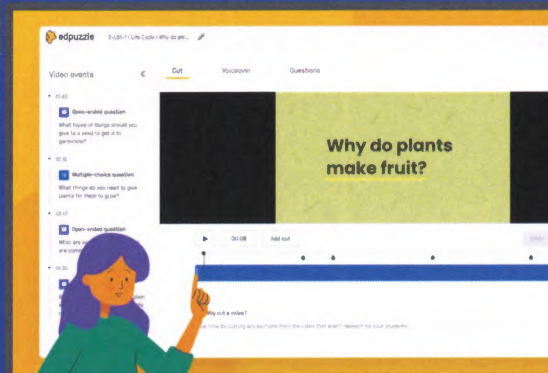


# Synchronous and Asynchronous Learning

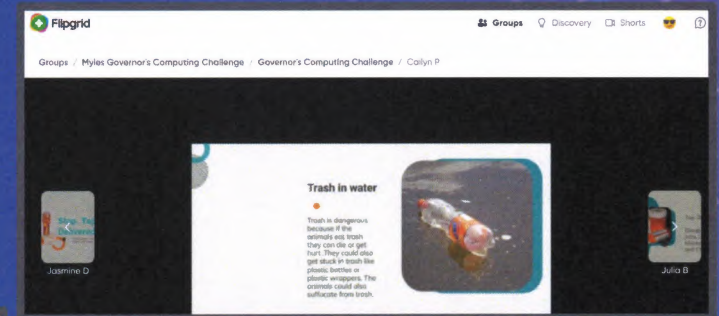
## Pear Deck



## EdPuzzle



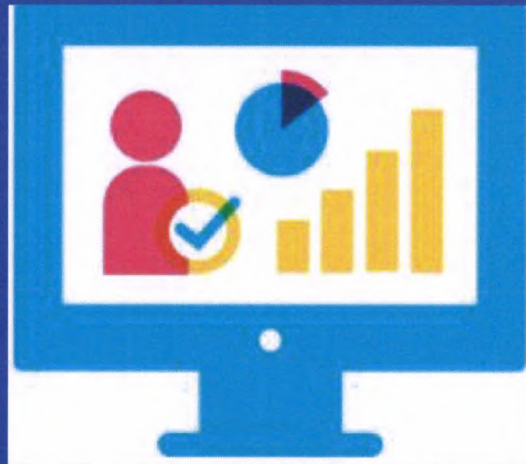
## Flipgrid





# Performance Matters Analytics Tool

All student assessment data compiled into one platform



# Goal Area 3

Infrastructure





# Hardware Upgrades

- Moved to 1:1
  - Deployed over 1700 devices to students and staff
- SES Wireless update
  - Every room in SES has access point to allow best wireless coverage
- Installed Polycom web cameras in classrooms to support remote learning

## Other IT accomplishments

- Supported fully remote staff and students
- Reconfigured classrooms to support remote learning
- Supported family need with wireless access points during remote learning



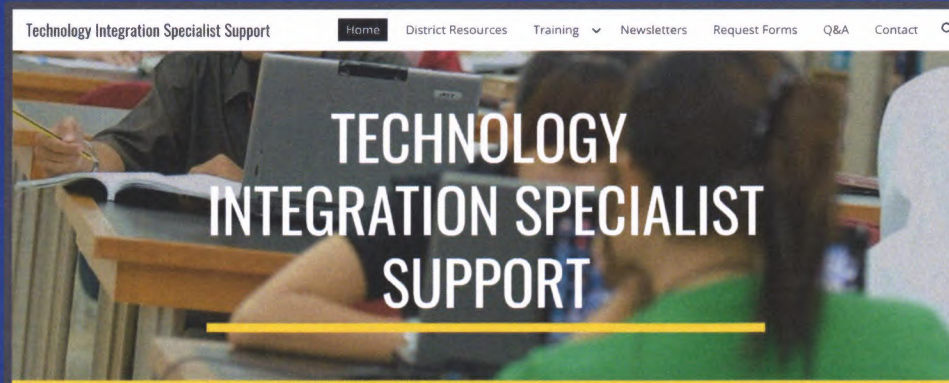
# Goal Area 4

Leadership



# Professional Development

- More than 20 Wednesday Wise professional learning targeted including relevant classroom tools.
- Recorded sessions for staff integrated into Technology Integration Website





# 1:1 Device Program

- Policies established
- Streamlined process for staff to request unblocking of instructional website resources
- Staff trained yearly on Student Data Privacy Protocols



# Long-Range Technology Planning

- The district composed its first long-range technology plan for instructional technology upgrades.
- Provides clarity and intent to budget development process.





# Thank You

Lynn Erickson

Technology Integration Specialist

Dean Fortin

IT and Network Coordinator



MEMO**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools  
SUBJECT: Enrollment Report for October 1, 2021



Attached is the enrollment report for October 1, 2021, as prepared by Ms. Emily Wallach, District Registrar. The information is unaudited until the final State review, which should be completed by the end of December. October 1<sup>st</sup> is utilized by the Connecticut State Department of Education (CSDE) to determine a district's official enrollment and potential reimbursement amounts for many State grants.

The total enrollment as of this date is 1,386, which includes 11 students who are currently attending non-reporting schools out of district. The October 1<sup>st</sup> enrollment increased by 34 students as compared to October 1, 2020. As of November 1, 2021, the enrollment has increased to 1,400 students.

The following attachments have been provided as background regarding this year's enrollment:

- Attachment A – "2021-2022 Enrollment Report (Unaudited)", provides detailed enrollment data for 2021, as well as enrollment history from 2008.
- Attachment B – "Overview of Stafford's Student Enrollment", provides a breakdown of all students for which Stafford incurs costs, as well as those choosing to be home-schooled or attend East Catholic.
- Attachment C – "Out-of-District Enrollment", reflects the number of students who attend technical, vocational, private, and magnet schools. The spreadsheet also shows the total number of students who attend public and non-public special education facilities.
- Attachment D – "Tracking of Enrollment by Grade Level", tracks changes in grade level size since 2014.
- Attachment E – "Tracking of Enrollment by Cohort", tracks enrollment by cohort since 2014 and reports the difference in cohort size from year to year.
- Attachment F – "Stafford Public Schools Enrollment Detail", details the number of students in each classroom Pre-K through Grade 5.

As of October 1, 2021, parents of 46 students have notified the district of their intent to home school their children for the 2021-2022 school year, in accordance with Connecticut General Statutes Section 10-184 and 10-220. This total is 29 students fewer than the previous year.



## Overview of Stafford's Student Enrollment

### Students Attending Stafford Schools & Reported by Stafford to the State As of October 1, 2021

Students that attend Stafford Public Schools	1375
Students that attend Stafford Public Schools from Union (Union pays tuition)	0
Students outplaced in non-public facilities	11
<hr/>	
<b>Total:</b>	<b>1386</b>

### Students Attending Out of District Schools & Not Reported by Stafford

Students outplaced in public facilities (District required to pay for tuition and transportation. Tuition for most of these students far exceeds the district's per pupil expenditure.)	2
Students attending state technical schools (District required to pay for transportation.)	63
Students attending Rockville Vocational Agricultural Program (District required to pay for tuition, transportation, and special education services.)	9
Students Attending E.O. Smith Ag-Ed (District required to pay for tuition.)	1
Students attending Magnet School Programs (District required to pay for tuition* and special education services.) <i>No transportation is provided with the exception of ACT students (contracted agreement) and students with accommodations. (3 ACT + 4 No Charge Students in Hartford Public Schools)</i>	17
<i>*Most Hartford Public Schools Magnet Programs do not currently charge tuition, except Great Path Academy.</i>	-7
<hr/>	
<b>Total Students that Stafford Incurs Costs for:</b>	<b>85</b>

Students who are home-schooled (currently at no cost to the district)	46
Students attending East Catholic (No tuition cost; students ride Tech buses so no real transportation cost at this time.)	9
Students attending Other Public Schools (parents pay tuition)	2
<hr/>	



Stafford Public Schools					
Out-of-District Enrollment as of 10/01/2021					
Cost to District-Transportation Only			Cost to District -Tuition Only (and Special Education Services for 3 students)		
			Except Act-Tuition and Transportation, 4 students		
School	2020-2021	2021-2022	Hartford Public Schools does not charge tuition as indicated by an * below (4 students).		
<b>Cheney Tech</b>			<b>Magnet School</b>	<b>2020-2021</b>	<b>2021-2022</b>
Grade 9	10	9	Grade PreK 3	0	0
Grade 10	8	11	Grade PreK 4	1	0
Grade 11	9	8	Grade K	2	0
Grade 12	6	5	Grade 1	0	1
<b>Total</b>	<b>33</b>	<b>33</b>	Grade 2	1	0
			Grade 3	1	1
<b>Windham Tech</b>			Grade 4	1	0
Grade 9	10	7	Grade 5	0	0
Grade 10	7	10	Grade 6	0	0
Grade 11	6	6	Grade 7	1	0
Grade 12	11	6	Grade 8	2	1
<b>Total</b>	<b>34</b>	<b>29</b>	Grade 9	3	2
			Grade 10	5	5
<b>H.H. Ellis Tech</b>			Grade 11	3	4
Grade 9	1	0	Grade 12	7	3
Grade 10	0	1	<b>Total</b>	<b>27</b>	<b>17</b>
Grade 11	0	0			
Grade 12	0	0			
<b>Total</b>	<b>1</b>	<b>1</b>	<b>List of Magnet Schools Attended by Stafford Students</b>		
<b>A. I. Prince</b>			ACT		
Grade 9	0	0	Academy of Aerospace & Eng. School HS		
Grade 10	1	0	Academy of Science & Innovation		
Grade 11	0	0	Civic Leadership High School		
Grade 12	0	0	Connecticut International Baccalaureate Academy		
<b>Total</b>	<b>1</b>	<b>0</b>	Connecticut River Academy		
			Glastonbury/East Hartford Magnet School		
<b>Cost to District-Tuition and Transportation</b>			Great Path Academy*		
<b>Rockville Vo-AG</b>			Greater Hartford Academy of the Arts (FD & Middle)		
Grade 9	3	4	Hartford Magnet Trinity College Academy*		
Grade 10	3	1	Kinsella Magnet School*		
Grade 11	0	4	Pathways Academy of Technology & Design*		
Grade 12	1	0			
<b>Total</b>	<b>7</b>	<b>9</b>	<b>* Hartford Public Schools that do not charge tuition</b>		
<b>E.O. Smith Vo-AG</b>			<b>No Cost to District</b>		
Grade 9	0	0	<b>East Catholic</b>	<b>2020-2021</b>	<b>2021-2022</b>
Grade 10	0	0	Grade 9	3	1
Grade 11	1	0	Grade 10	4	3
Grade 12	0	1	Grade 11	2	3
<b>Total</b>	<b>1</b>	<b>1</b>	Grade 12	4	2
			<b>Total</b>	<b>13</b>	<b>9</b>
<b>Public Special Education Facilities</b>	<b>0</b>	<b>2</b>	<b>Other Public School (parents pay tuition)</b>	<b>1</b>	<b>2</b>
<b>Non-public Special Education Facilities</b>	<b>14</b>	<b>11</b>			
<b>Non-public Regular Education Facilities</b>	<b>0</b>	<b>0</b>			



**Stafford Public Schools**  
**Tracking of Enrollment by Grade Level**  
**2014 - 2021**

Grade	2014	2015	2016	2017	2018	2019	2020	2021	Difference 20 vs. 21
PK	99	98	101	91	87	95	60	87	27
K	119	106	106	109	110	89	88	100	12
1	120	114	94	103	95	103	85	96	11
2	107	120	117	100	111	102	94	87	-7
3	142	105	124	122	101	97	93	95	2
4	121	135	104	130	133	101	87	100	13
5	102	114	136	107	131	123	94	90	-4
6	117	100	115	139	102	131	120	106	-14
7	122	117	100	119	130	105	124	127	3
8	116	116	114	105	118	133	101	120	19
9	97	91	118	104	93	92	114	92	-22
10	121	100	89	113	99	87	98	103	5
11	111	119	91	97	102	93	89	89	0
12	92	109	117	88	99	99	91	83	-8
OP						9	14	11	-3
<b>Total</b>	<b>1586</b>	<b>1544</b>	<b>1526</b>	<b>1527</b>	<b>1511</b>	<b>1459</b>	<b>1352</b>	<b>1386</b>	<b>34</b>



**Stafford Public Schools  
Tracking of Enrollment by Cohort  
2014-2021**

Grade	2014		2015		2016		2017		2018		2019		2020		2021*
PK	99		98		101		91		87		95		60		87
K	119		106		106		109		110		89		88		100
		-5		-12		-3		-14		-7		-4		8	
1	120		114		94		103		95		103		85		96
		0		3		6		8		7		-9		2	
2	107		120		117		100		111		102		94		87
		-2		4		5		1		-14		-9		1	
3	142		105		124		122		101		97		93		95
		-7		-1		6		11		0		-10		7	
4	121		135		104		130		133		101		87		100
		-7		1		3		1		-10		-7		3	
5	102		114		136		107		131		123		94		90
		-2		1		3		-5		0		-3		-12	
6	117		100		115		139		102		131		120		106
		0		0		4		-9		3		-7		7	
7	122		117		100		119		130		105		124		127
		-6		-3		5		-1		3		-4		-4	
8	116		116		114		105		118		133		101		120
		-25		2		-10		-12		-26		-19		-9	
9	97		91		118		104		93		92		114		92
		3		-2		-5		-5		-6		6		-11	
10	121		100		89		113		99		87		98		103
		-2		-9		8		-11		-6		2		-9	
11	111		119		91		97		102		93		89		89
		-2		-2		-3		2		-3		-2		-6	
12	92		109		117		88		99		99		91		83
<b>Total</b>	<b>1586</b>		<b>1544</b>		<b>1526</b>		<b>1527</b>		<b>1511</b>		<b>1450</b>		<b>1338</b>		<b>1375</b>

\*2021 Excludes 11 Private Outplaced Students





**Stafford Public Schools  
Enrollment Detail  
2014 - 2021**


Grade Level	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22*
SVS-PK	10	11	12	14	10	12	8	0
SVS-PK	11	10	11	12	12	13	7	0
SVS-PK	14	12	14	11	11	12	7	0
SVS-PK	14	14	14	15	11	13	8	0
SVS-K	14	16	14	13	15	16	19	0
SVS-K	13	15	13	15	14	13	17	0
SVS-K	13	16	14	15	14	14	0	0
SVS-K	12	12	14	12	14	0	0	0
SVS-K-R	0	0	0	0	0	0	8	0
SVS-1	21	17	18	19	16	17	12	0
SVS-1	19	17	19	17	15	19	12	0
SVS-1	21	17	18	20	15	19	12	0
SVS-1-R	0	0	0	0	0	0	3	0
<b>Total</b>	<b>162</b>	<b>157</b>	<b>161</b>	<b>163</b>	<b>147</b>	<b>148</b>	<b>113</b>	<b>0</b>
WS-PK	15	15	15	12	11	12	10	12
WS-PK	15	15	15	11	11	11	7	10
WS-PK	10	10	12	12	11	10	7	11
WS-PK	10	10	8	9	10	11	7	10
WS-PK	0	0	0	0	0	0	0	10
WS-PK	0	0	0	0	0	0	0	11
WS-PK	0	0	0	0	0	0	0	12
WS-PK	0	0	0	0	0	0	0	10
WS-PK-I	0	0	0	0	0	0	0	1
WS-K	17	15	13	17	18	16	15	16
WS-K	17	16	13	17	19	13	15	17
WS-K	16	16	13	19	16	17	11	16
WS-K	0	0	0	0	0	0	0	17
WS-K	0	0	0	0	0	0	0	17
WS-K	0	0	0	0	0	0	0	17
WS-K	0	0	12	0	0	0	0	0
WS-K R	0	0	0	0	0	0	4	0
WS-1	20	16	18	16	16	15	16	0
WS-1	19	15	20	16	16	17	17	0
WS-1	17	16	0	0	0	0	0	0
WS-1	20	16	0	14	16	16	0	0
WS-1-R	0	0	0	0	0	0	11	0
<b>Total</b>	<b>176</b>	<b>160</b>	<b>139</b>	<b>143</b>	<b>144</b>	<b>138</b>	<b>120</b>	<b>187</b>

Grade Level	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22*
Grade 1	0	0	0	0	0	0	0	16
Grade 1	0	0	0	0	0	0	0	16
Grade 1	0	0	0	0	0	0	0	17
Grade 1	0	0	0	0	0	0	0	16
Grade 1	0	0	0	0	0	0	0	16
Grade 1	0	0	0	0	0	0	0	15
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>96</b>
Grade 2	18	20	17	18	19	17	15	17
Grade 2	19	19	17	18	20	17	13	18
Grade 2	17	20	16	16	18	16	11	17
Grade 2	17	21	18	16	18	18	16	17
Grade 2	18	20	16	17	18	17	17	18
Grade 2	18	20	17	16	17	17	0	0
Grade 2	0	0	16	0	0	0	0	0
Grade 2-R	0	0	0	0	0	0	22	0
<b>Total</b>	<b>89</b>	<b>100</b>	<b>84</b>	<b>85</b>	<b>93</b>	<b>85</b>	<b>72</b>	<b>87</b>
Grade 3	20	17	19	20	17	17	13	19
Grade 3	21	17	21	21	16	16	13	20
Grade 3	20	17	20	21	17	16	14	19
Grade 3	20	18	21	20	17	16	12	18
Grade 3	19	18	21	20	17	16	14	19
Grade 3	20	17	21	20	17	16	0	0
Grade 3	21	0	0	0	0	0	0	0
Grade 3-R	0	0	0	0	0	0	27	0
<b>Total</b>	<b>141</b>	<b>104</b>	<b>123</b>	<b>122</b>	<b>101</b>	<b>97</b>	<b>93</b>	<b>95</b>
Grade 4	0	19	17	21	22	16	18	20
Grade 4	20	20	17	22	23	16	19	20
Grade 4	18	19	18	22	22	17	16	19
Grade 4	20	20	16	22	22	17	18	21
Grade 4	20	18	18	21	21	17	0	20
Grade 4	22	20	18	21	21	18	0	0
Grade 4	21	19	0	0	0	0	0	0
Grade 4-R	0	0	0	0	0	0	16	0
<b>Total</b>	<b>121</b>	<b>135</b>	<b>104</b>	<b>129</b>	<b>131</b>	<b>101</b>	<b>87</b>	<b>100</b>
Grade 5	20	19	21	18	22	22	22	17
Grade 5	21	19	19	17	22	21	21	18
Grade 5	20	20	19	18	21	20	18	19
Grade 5	21	16	19	17	21	19	19	18
Grade 5	0	19	20	18	20	21	0	18
Grade 5	21	19	19	18	22	20	0	0
Grade 5	0	0	19	0	0	0	0	0
Grade 5-R	0	0	0	0	0	0	14	0
<b>Total</b>	<b>103</b>	<b>112</b>	<b>136</b>	<b>106</b>	<b>128</b>	<b>123</b>	<b>94</b>	<b>90</b>
SES	471	471	480	458	470	423	368	468
SMS	355	333	328	361	349	369	345	353
SHS	416	418	408	399	391	371	392	367

\*21-22 Excludes 11 students attending private facilities  
R - Remote Students  
I - Itinerant Students

MEMO

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools   
SUBJECT: Financial Report, July 1, 2021, through October 30, 2021

Attached is a financial report, sorted by object code, of funds budgeted and encumbered/expended from July 1, 2021, through October 30, 2021, as prepared by Mrs. Diane Peters, Business Manager.

The total budget for the 2021-2022 school year is \$29,086,760.86. As indicated in the attached memorandum, the expenses year to date total \$8,187,164.72, or 28.15% of the total budget.

Mrs. Peters will be in attendance at the meeting on November 15, 2021, to provide more specific information regarding object codes and respond to questions from the Board.

**Stafford Public Schools**  
**Business Office**  
145 Orcuttville Road  
Stafford Springs, CT 06076

**MEMO**

Date: November 8, 2021  
To: Steven Moccio, Superintendent of Schools  
From: Diane Peters, Business Manager  
Subject: Financial Report as of October 31, 2021

Attached you will find the year to date expenditure report for the period of July 1 and October 31, 2021.

Year to date expenditures and encumbrances reported are for salaries as of October 31. The year to date expenditures total \$3,793,898.74, the remaining budget in the salaries line is \$508,088.58.

The line 200, employee benefits, has a remaining amount of \$516,885.96. The remaining balance represents the difference for medical and dental premiums that were budgeted and actual. Open positions and changes in employee coverage choices would explain this balance.

Professional services, line 300, covers mandated contracted services for students, as well as mandatory in-service and training for employees, legal fees, the cost of an athletic trainer to maintain the athletic programming requirements and audit fees. The remaining balance as of October 31 is \$160,277.77.

Repairs, rental and other property services cover expenses such as the copier lease, trash removal and repairs to facilities. The remaining balance in the Repairs, Rental and Other Property Services is \$142,147.38.

Transportation, tuition and other services have a remaining balance of \$132,746.42. Regular transportation services have been encumbered and are being paid on a monthly basis. Tuition for outplaced students has been encumbered for current students.

The Utilities, Instructional and Building Supplies line, 600, has a remaining balance of \$156,184.70. Electricity, propane, heating oil and gasoline have been fully encumbered.

Line 700, equipment and software expenditures total \$183,348.95 year to date. The remaining balance for this line is \$53,074.59.

The 800 line of the budget covers various membership dues, licensing fees and a debt service line for the solar project lease payment. Overall, the line has a remaining balance of \$158,122.83.

The unspent, unreserved amount of the 2021-22 budget is \$1,827,528.23 or 6.3%. Year to date expenses represent 28.15% of the total budget.

**Stafford, CT Public Schools**  
**Monthly Board Report For the Period 07/01/2021 through 10/31/2021**

Fiscal Year: 2021-2022

	<u>Budget</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	
<b>109 - Salaries Administrative</b>	\$ 1,465,476.00	\$ 498,749.84	\$ 966,726.16	\$ 950,372.18	\$ 16,353.98	1.1%
<b>110 - Salaries Certified Related</b> (Substitute teachers, coaches, and other stipends)	\$ 444,995.74	\$ 116,260.57	\$ 328,735.17	\$ 139,288.94	\$ 189,446.23	42.6%
<b>111 - Salaries Certified</b> (Classroom teachers, pupil services staff members, library media and instructional specialists)	\$ 10,753,597.85	\$ 2,101,072.61	\$ 8,652,525.24	\$ 8,427,215.58	\$ 225,309.66	2.1%
<b>112 - Salaries Non-Certified</b> (Bookkeepers, cafeteria workers, custodians, maintenance, paraprofessionals, secretaries)	\$ 2,609,944.70	\$ 583,207.19	\$ 2,026,737.51	\$ 2,051,324.49	\$ (24,586.98)	-0.9%
<b>114 - Salaries Non-Affiliated</b> (Non-unionized positions - nurses, IT staff, supervisors and directors, business manager, specialists, BCBA, etc...)	\$ 1,125,571.00	\$ 330,708.05	\$ 794,862.95	\$ 811,315.26	\$ (16,452.31)	-1.5%
<b>115 - Salaries Non-Certified Related</b> (Substitutes for non-certified and non-affiliated staff)	\$ 269,790.00	\$ 161,227.85	\$ 108,562.15	\$ 4,371.52	\$ 104,190.63	38.6%
<b>120 - Salary Other</b> (Athletic event support staff)	\$ 16,500.00	\$ 2,672.63	\$ 13,827.37	\$ -	\$ 13,827.37	0.0%
<b>100 Salaries Total</b>	<b>\$ 16,685,875.29</b>	<b>\$ 3,793,898.74</b>	<b>\$ 12,891,976.55</b>	<b>\$ 12,383,837.97</b>	<b>\$ 508,088.58</b>	<b>3.0%</b>
<b>210 - Employee Benefits</b>	\$ 3,937,313.15	\$ 955,115.50	\$ 2,982,197.65	\$ 2,513,649.32	\$ 468,548.33	11.9%
<b>220 - Social Security</b> (6.2% for most non-certified employees)	\$ 261,237.00	\$ 61,328.36	\$ 199,908.64	\$ 179,200.11	\$ 20,708.53	7.9%
<b>221 - Medicare</b> (1.45% for all staff except teachers hired prior to 1986)	\$ 260,010.00	\$ 56,935.22	\$ 203,074.78	\$ 182,425.69	\$ 20,649.09	7.9%
<b>230 - Pension Contributions</b>	\$ 720,412.00	\$ 681,688.46	\$ 38,723.54	\$ 35,227.27	\$ 3,496.27	0.5%
<b>260 - Unemployment Compensation</b>	\$ 25,000.00	\$ 1,760.75	\$ 23,239.25	\$ 23,239.25	\$ -	0.0%
<b>270 - Workers Compensation</b>	\$ 230,909.74	\$ 227,426.00	\$ 3,483.74	\$ -	\$ 3,483.74	1.5%
<b>200 Benefits Total</b>	<b>\$ 5,434,881.89</b>	<b>\$ 1,984,254.29</b>	<b>\$ 3,450,627.60</b>	<b>\$ 2,933,741.64</b>	<b>\$ 516,885.96</b>	<b>9.5%</b>
<b>323 - Contracted Instructional Services</b> (Consultative services to comply with mandates)	\$ 209,536.25	\$ 128,676.61	\$ 80,859.64	\$ 78,750.00	\$ 2,109.64	1.0%



**Stafford, CT Public Schools**  
**Monthly Board Report For the Period 07/01/2021 through 10/31/2021**

Fiscal Year: 2021-2022

	<u>Budget</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	
<b>330 - Purch Prof/Tech Services</b> (Professional Development and in-service)	\$ 48,400.00	\$ 11,392.87	\$ 37,007.13	\$ 2,625.00	\$ 34,382.13	71.0%
<b>340 - Other Professional Services</b>	\$ 210,810.00	\$ 41,220.31	\$ 169,589.69	\$ 45,803.69	\$ 123,786.00	58.7%
<b>300 Professional Services Total</b>	<b>\$ 468,746.25</b>	<b>\$ 181,289.79</b>	<b>\$ 287,456.46</b>	<b>\$ 127,178.69</b>	<b>\$ 160,277.77</b>	<b>34.2%</b>
<b>410 - Water and Sewer</b>	\$ 24,200.00	\$ 8,486.21	\$ 15,713.79	\$ 14,633.79	\$ 1,080.00	4.5%
<b>420 - Custodial/Fire/Constable</b>	\$ 3,744.61	\$ -	\$ 3,744.61	\$ -	\$ 3,744.61	100.0%
<b>421 - Trash Removal</b>	\$ 41,389.00	\$ 12,126.50	\$ 29,262.50	\$ 38,327.26	\$ (9,064.76)	-21.9%
<b>430 - Repairs and Maintenance</b>	\$ 483,302.68	\$ 163,105.04	\$ 320,197.64	\$ 175,313.20	\$ 144,884.44	30.0%
<b>442 - Lease Rental</b>	\$ 181,552.00	\$ 116,273.82	\$ 65,278.18	\$ 63,775.09	\$ 1,503.09	0.8%
<b>400 Repairs, Rental, and Other Prop. Svcs Total</b>	<b>\$ 734,188.29</b>	<b>\$ 299,991.57</b>	<b>\$ 434,196.72</b>	<b>\$ 292,049.34</b>	<b>\$ 142,147.38</b>	<b>19.4%</b>
<b>510 - Student Transportation</b>	\$ 2,491,817.12	\$ 704,744.88	\$ 1,787,072.24	\$ 1,550,517.12	\$ 236,555.12	9.5%
<b>520 - Property Insurance</b>	\$ 131,934.95	\$ 130,246.67	\$ 1,688.28	\$ -	\$ 1,688.28	1.3%
<b>521 - Liability Insurance</b>	\$ 111,336.76	\$ 115,996.04	\$ (4,659.28)	\$ -	\$ (4,659.28)	-4.2%
<b>530 - Communications</b> (Mailings, interbuilding internet services, wireless service, and telephone service)	\$ 96,594.45	\$ 32,373.36	\$ 64,221.09	\$ 64,511.49	\$ (290.40)	-0.3%
<b>540 - Advertising</b>	\$ 750.00	\$ -	\$ 750.00	\$ -	\$ 750.00	100.0%
<b>550 - Printing and Binding</b>	\$ 2,097.00	\$ -	\$ 2,097.00	\$ -	\$ 2,097.00	100.0%
<b>560 - Out of District Tuition</b> (Outplaced students and Vo-Ag)	\$ 1,065,470.91	\$ 314,266.74	\$ 751,204.17	\$ 986,234.26	\$ (235,030.09)	-22.1%
<b>566 - Magnet School Tuition</b>	\$ 103,316.00	\$ 292.50	\$ 103,023.50	\$ -	\$ 103,023.50	99.7%
<b>580 - Travel</b>	\$ 17,000.00	\$ 474.49	\$ 16,525.51	\$ 5,141.71	\$ 11,383.80	67.0%
<b>581 - Athletic / Other Trips</b>	\$ 65,671.27	\$ 7,982.38	\$ 57,688.89	\$ 40,460.40	\$ 17,228.49	26.2%
<b>500 Transp, Tuition, and Other Services Total</b>	<b>\$ 4,085,988.46</b>	<b>\$ 1,306,377.06</b>	<b>\$ 2,779,611.40</b>	<b>\$ 2,646,864.98</b>	<b>\$ 132,746.42</b>	<b>-3.2%</b>
<b>610 - IT Supplies</b> (Consumable supplies required for IT equipment)	\$ 5,600.00	\$ 771.22	\$ 4,828.78	\$ 468.93	\$ 4,359.85	77.9%
<b>611 - Instructional Supplies</b> (Consumable instructional supplies used by teachers, staff, and students)	\$ 242,104.17	\$ 88,427.42	\$ 153,676.75	\$ 37,523.11	\$ 116,153.64	48.0%
<b>613 - Building Services Supplies</b>	\$ 97,900.00	\$ 23,359.73	\$ 74,540.27	\$ 60,326.39	\$ 14,213.88	14.5%


**Stafford, CT Public Schools**  
**Monthly Board Report For the Period 07/01/2021 through 10/31/2021**

Fiscal Year: 2021-2022

	<u>Budget</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>		
620 - Fuel Oil	\$ 132,360.01	\$ 96,638.95	\$ 35,721.06	\$ 35,721.06	\$ -	0.0%	
622 - Electricity	\$ 496,600.00	\$ 10,889.83	\$ 485,710.17	\$ 485,710.17	\$ -	0.0%	
623 - Propane Gas	\$ 38,224.00	\$ 1,856.11	\$ 36,367.89	\$ 36,367.89	\$ -	0.0%	
626 - Gasoline	\$ 4,000.00	\$ 143.85	\$ 3,856.15	\$ 2,856.15	\$ 1,000.00	25.0%	
641 - Textbooks	\$ 47,000.00	\$ 30,438.81	\$ 16,561.19	\$ 2,125.53	\$ 14,435.66	30.7%	
642 - Library Materials	\$ 11,804.90	\$ 2,396.79	\$ 9,408.11	\$ 3,386.44	\$ 6,021.67	51.0%	
<b>600 Utilities, Instructional Supplies Total</b>	<b>\$ 1,075,593.08</b>	<b>\$ 254,922.71</b>	<b>\$ 820,670.37</b>	<b>\$ 664,485.67</b>	<b>\$ 156,184.70</b>	<b>14.5%</b>	
730 - Equipment	\$ 57,226.14	\$ 22,520.48	\$ 34,705.66	\$ 19,563.60	\$ 15,142.06	26.5%	
735 - Computer Software	\$ 198,761.00	\$ 160,828.47	\$ 37,932.53	\$ -	\$ 37,932.53	19.1%	
<b>700 Equipment and Software Total</b>	<b>\$ 255,987.14</b>	<b>\$ 183,348.95</b>	<b>\$ 72,638.19</b>	<b>\$ 19,563.60</b>	<b>\$ 53,074.59</b>	<b>20.7%</b>	
<b>810 - Dues and Fees</b> (IT licensing fees, district memberships, student festival and organization fees, drama productions)	\$ 205,500.20	\$ 183,081.61	\$ 22,418.59	\$ 4,296.02	\$ 18,122.57	8.8%	
<b>830 - Debt-Related Expenditures</b> (Yearly payment to Town of Stafford for Geothermal and Solar Lease)	\$ 140,000.26	\$ -	\$ 140,000.26	\$ -	\$ 140,000.26	100.0%	
<b>800 Dues and Fees Total</b>	<b>\$ 345,500.46</b>	<b>\$ 183,081.61</b>	<b>\$ 162,418.85</b>	<b>\$ 4,296.02</b>	<b>\$ 158,122.83</b>	<b>45.8%</b>	
<b>Grand Total</b>	<b>\$ 29,086,760.86</b>	<b>\$ 8,187,164.72</b>	<b>\$ 20,899,596.14</b>	<b>\$ 19,072,067.91</b>	<b>\$ 1,827,528.23</b>	<b>6.3%</b>	

MEMO

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools   
SUBJECT: 2021 Presentation of District Assessment Results

In an effort to provide clarity and transparency in regards to school performance data, a timeline has been developed and is attached for the Board's review. The timeline is broken down by school building and will allow Board members to gain greater insight regarding the current status of our students, as well as progress made throughout the school year. The periodic review of the data will assist the administrative team and Board in developing future goals for the district.

Also attached is the first data presentation by Mr. Steve Autieri, Director of Curriculum & Instruction. The presentation includes achievement results for the following assessments:

- Fountas & Pinnell Benchmark Assessment System (BAS) for Reading
- DiBels Early Literacy Screening
- STAR Reading and Mathematics Fall Benchmark

Mr. Autieri will lead the Board through the presentation and discuss identified data implications and considerations for next steps related to curriculum and instruction throughout the district.

Mr. Autieri, me, and the rest of the administrative team will be available to respond to any questions from the Board regarding the data, data timeline, or next steps.





## Board of Education Data Sampling 2021-2022

**Purpose:** To increase transparency through the sharing of holistic district achievement data and survey results.

	September	October	November	December	January	February	March	April	May	June	July
<b>WSS</b>	District Assessment Calendar Presentation	District Assessment Overview (Previous Spring Results)  LAS Links	BAS Profiles (Early Literacy Behaviors) Dibels	Number Corner (Baseline and Number Corner Checkup #1)	Next Generation Accountability  Kindergarten Inventory	Writing Skill Update  Pre-K Readiness	BAS Profiles		Number Corner Updates	BAS Profiles  Pre-K Readiness	Stakeholder Survey Report
<b>SES</b>	District Assessment Calendar Presentation	District Assessment Overview (SBAC/NGSS/CPFA/LAS Links)	BAS Profiles Dibels  STAR Reading/Math	Number Corner (Baseline and Number Corner Checkup #1)	Next Generation Accountability	Writing Skill Update	BAS Profiles  STAR Reading/Math		Number Corner Updates	BAS Profiles  STAR Reading/Math	Stakeholder Survey Report
<b>SMS</b>	District Assessment Calendar Presentation	District Assessment Overview (SBAC/NGSS/CPFA/LAS Links)	STAR Reading/Math		Next Generation Accountability	Writing Skill Update  PSAT	STAR Reading/Math			STAR Reading/Math	Stakeholder Survey Report
<b>SHS</b>	District Assessment Calendar Presentation	District Assessment Overview (SAT/AP/NGSS/CPFA/LAS Links)			Next Generation Accountability	PSAT					Stakeholder Survey Report

### Glossary of Acronyms

AP (Advanced Placement)  
BAS (Benchmark Assessment System)

CPFA (CT Physical Fitness Assessment)  
LAS Links (Language Acquisition Survey)

NGSS (Next Generation Science Standards)  
SBAC (Smarter Balanced Assessments)

# District Data Snapshot: November 2021

Stafford Public Schools



Mr. Steven Autieri  
Director of Curriculum & Instruction





# Featured Assessment Profile

**Purpose:** The Data Snapshot will be a new feature at our monthly board meetings designed to provide clarity and transparency toward school performance data and goal planning with the board and families in district.

## November 2021 Themes:

- Fountas & Pinnell Benchmark Assessment System (BAS) for Reading
- DiBels Early Literacy Screening
- STAR Reading and Mathematics Fall Benchmark



STAR™  
Math



STAR™  
Reading



Fountas & Pinnell  
LITERACY™





# BAS Fall Benchmark Trends

September 2021 Administration



# BAS Assessment Profile Overview

- Assists educators in determining the student's independent and instructional reading levels through a one-to-one screening environment.
- The Benchmark Assessment System (BAS) aligns to the F&P Text Level Gradient.
- Defines the continuum of levels (A - Z) for readers in texts.
- Identifies ten characteristics for analysis:
  - genre/form
  - text structure
  - content
  - themes and ideas
  - language and literacy features
  - sentence complexity
  - vocabulary
  - word difficulty
  - illustrations/graphics
  - book and print features
- Administered in the fall, winter, and spring each school year for students in Grades K-5.



Fountas & Pinnell  
LITERACY™





# BAS Fall Data Profile--Grades 1-5

	Percent of Students At/Above Grade Level	Cohort % Increase Fall 2020
Grade 1	52%	N/A
Grade 2	49%	+25%
Grade 3	42%	+8%
Grade 4	40%	+8%
Grade 5	35%	+15%

Next Administration: January 2022  
BOE Report: March 2022







# DiBels Fall Benchmark Trends

September 2021 Administration

# DIBELS Assessment Profile Overview

- Universal screener for students in Grades K-2.
- Sub-tests provide measurement to predict reading success.
- Each sub-test has three cut-scores: risk cut-score, benchmark goal, & ambitious goal.
- Sub-tests are quickly administered (five sub-tests are 60-seconds in duration).
- Provides indications for students that would benefit from strategic and intensive reading instruction.
- The DIBELS tool is an approved screener to identify students that may be dyslexic.





# DIBELS Fall Data Profile--Grades K-2

## Kindergarten

Level of Achievement	Letter Name Fluency	Phoneme Segmentation	Nonsense Word Fluency Sounds	Nonsense Word Fluency- WW	Word Reading Fluency
		6/98 6%	5/98 5%	0	2/98 2%
	24/98 24%	12/98 12%	5/98 5%	7/98 7%	2/98 2%

## Grade 1

Level of Achievement	Letter Name Fluency	Phoneme Segmentation	Nonsense Word Fluency Sounds	Nonsense Word Fluency- WW	Word Reading Fluency
		4/95 4%	12/95 13%	7/95 7%	12/95 13%
	37/95 39%	37/95 39%	23/95 24%	41/95 43%	34/95 36%

## Grade 2

Level of Achievement	Nonsense Word Fluency-Sounds	Nonsense Word Fluency-WW	Word Reading Fluency
	8/83 10%	11/83 13%	7/83 8%
	26/83 31%	20/83 24%	37/83 45%







# STAR Fall Benchmark Trends

October 2021 Administration



# STAR Fall Data Profile--Grades 2-8

	<b>Reading</b> Percent of Students At/Above Grade Level (State Standards)	<b>Mathematics</b> Percent of Students At/Above Grade Level (State Standards)	<b>Reading</b> Percent of Students At/Above Grade Level (District Standards)	<b>Mathematics</b> Percent of Students At/Above Grade Level (District Standards)
Grade 2	44%	33%	52%	46%
Grade 3	50%	45%	59%	66%
Grade 4	42%	41%	61%	66%
Grade 5	51%	28%	53%	57%
Grade 6	61%	25%	61%	59%
Grade 7	49%	21%	47%	46%
Grade 8	54%	31%	50%	54%







# CSDE Kindergarten Entrance Inventory

October 2021 Administration



# Kindergarten Entrance Inventory Overview

- The KEI provides a statewide snapshot of language, literacy, numeracy, physical/motor, creative/aesthetic, and personal/social skills students demonstrate in the fall of their kindergarten year.
- The six domains align to the Kindergarten Framework and should provide one snapshot in time to show the extent to which kindergarten students are demonstrating these skills at the beginning of the school year.

**Proficiency Level 1:**

Students at this level demonstrate emerging skills in the specified domain and require a large degree of instructional support.

**Proficiency Level 2:**

Students at this level inconsistently demonstrate the skills in the specified domain and require some instructional support.

**Proficiency Level 3:**

Students at this level consistently demonstrate the skills in the specified domain and require minimal instructional support.





# KEI Raw Data 2021-2022

## 3-Year Trend Data

School Year:	Language Skills	Literacy Skills	Numeracy Skills	Physical/Motor Skills	Creative/Aesthetic Skills	Personal/Social Skills
2017-2018	45.5%	40.9%	50.0%	64.5%	62.7%	51.8%
2021-2022	61.0%	32.0%	43.0%	71.0%	70.0%	62.0%



# KEI Comparison Trend Data

	<b>SPS Pre-Kindergarten</b>	<b>Other Pre-Kindergarten</b>	<b>No Pre-Kindergarten</b>
Language Skills	62%	46%	60%
Literacy Skills	37%	25%	24%
Numeracy Skills	55%	29%	26%
Physical/Motor Skills	77%	58%	62%
Creative/Aesthetic Skills	78%	41%	72%
Personal/Social Skills	67%	33%	65%





# Data Implications & Considerations

## ✓ Humanities (Literacy/Social Studies)

- Focus on utilizing data to determine intervention groupings and use of Leveled Literacy Intervention (LLI) program resources during intervention and WINN times.
- Completion of pacing guides and assessment calendars with common formative assessments identified for all grades K-8.
- Professional Learning Communities at all four schools to review student data measures and align instructional strategies.
- Develop community of practice around literacy goals and initiatives.
- Integration of Interim Assessment Blocks and deepen understanding of the SBAC claims.
- Expansion of screening tools to identify students who are dyslexic or in need of early intervention.
- Training of school reading specialists and classroom teachers on supporting English Learners through defined coaching and PD for literacy and writing strategies.
- Integration of EL unit scaffolds into Readers Workshop curriculum.
- Development of K-2 social studies curriculum with focus on the CT Core and C3 framework standards.
- Patterns of Power grammar invitations integrated into units of study for the workshop model.
- Develop a continuum of support with Foundations and procedures for reteach/retest situations.
- Building online capacity with vocabulary and developing a continuum of support with Sadlier Vocabulary.
- Shift from program-oriented exercises to transferring to real reading and writing experiences.



# Data Implications & Considerations

## ✓ Mathematics

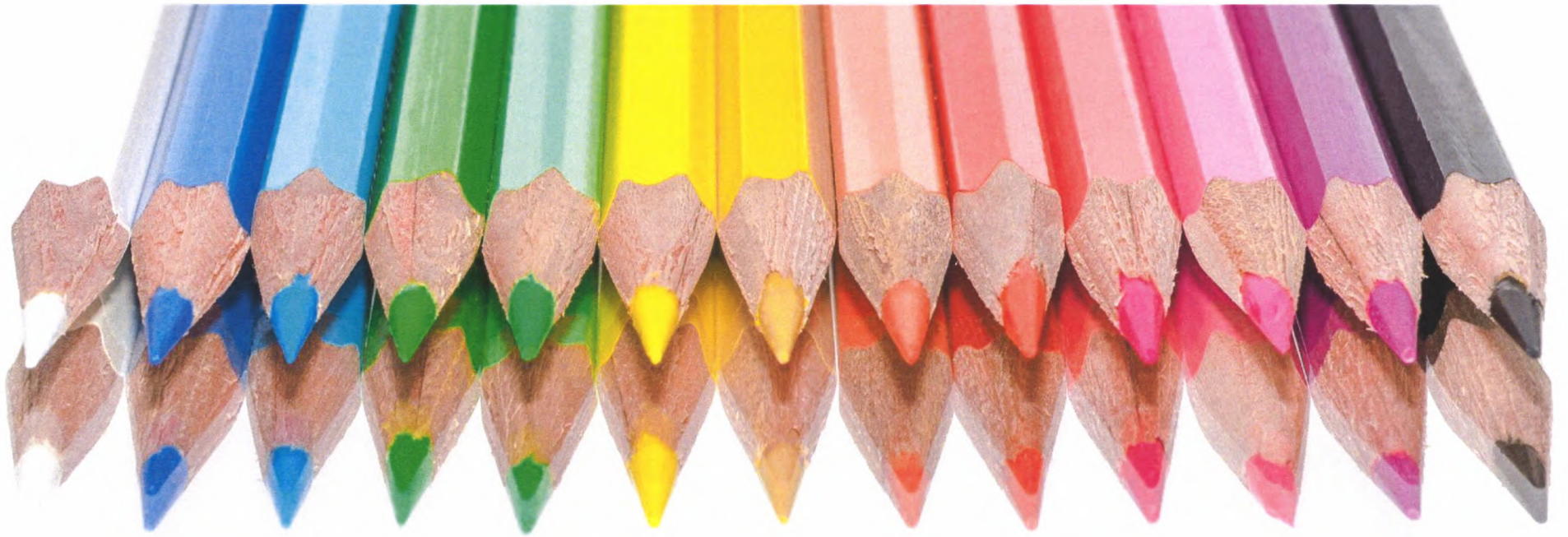
- Professional Learning Communities at all four schools to review student data measures and align instructional strategies.
- Development of instructional bottom lines for district math instruction.
- Enhanced coaching and curriculum support for staff in Grades PK-5.
- Development of Bridges data reports for program assessments with questions aligned to CCSS.
- Alignment and articulation of curriculum progressions PK-8 by Common Core Standard focus.
- Upgrade to intervention programming directly aligned to the PK-5 math program to support closing student skill gaps.
- Coaching on Tier I mathematical strategies, assessments, and practices for SMS Math teachers.
- Strengthening prerequisite placement criteria and common assessments for Algebra I to ensure common experiences for all students.

## ✓ Science

- New units of instruction K-11 fully developed and aligned to promote authentic inquiry as well as opportunities for writing and computational thinking. Teacher instructional materials and kits formed to support successful integration.
- Assessment performance tasks and mastery-based rubrics created to assess three dimensional science learning.
- Integration of NGSS Interim Assessments quarterly by targeted units to measure student competencies to performance expectations.







**Thank you!**  
**Questions?**

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**MEMO**  
**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools   
SUBJECT: Overview Presentation of the 2021-2022 School Improvement Plans for West Stafford School and Stafford Elementary School

Each fall, the Board of Education is asked to review and approve the Strategic Educational Framework (SEF), which serves as the District Improvement Plan for the school year. On August 23, 2021, the Board of Education approved the 2021-2022 SEF, which is utilized to articulate the overall vision for the district and identifies strategic goals related to Organizational Health; Curriculum, Instruction and Assessment; and Continuous Learning for All. Each strategic goal is broken down into two strategic imperatives, which are further broken down into long-term strategies, and eventually culminated with short-term actions to be completed throughout the school year.

The district level SEF provides an overarching context for the work to be done in order to continue the positive momentum resulting in moving the district forward. School administrators spend the summer and early fall reviewing data and planning for the school year, through the creation of individual school improvement plans that are aligned with the district level SEF, and connected to their individual building needs and necessary areas of improvement.

Attached to this memo are the 2021-2022 School Improvement Plan for West Stafford School and Stafford Elementary School, along with a presentation highlighting specific aspects of the plan. At the Board of Education meeting on November 15, 2021, Ms. Anna Gurriero-Gagnon, Principal of West Stafford School; Ms. Mary Claire Manning, Principal of Stafford Elementary School; and Ms. Sara Varga, Assistant Principal of Stafford Elementary School, will present the key accomplishments, highlight areas to be targeted, and answer any questions Board members may have regarding the school improvement plan and the aspects presented.

Stafford Middle School and Stafford High School will present their school improvement plan at a future meeting, and additional updates will be provided through the sharing of data on a monthly basis at Board of Education meetings.



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# Stafford Public Schools

2021-2022 School Improvement Plan Update  
West Stafford School



## Portrait of the Graduate

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**The mission of the Stafford Public Schools is to prepare our students to assume productive, meaningful, and responsible roles in an increasingly competitive global society.**





# Key Accomplishments 2020-2021

- NAEYC Accreditation - National Association for the Education of Young Children
- School Readiness Grant
- Family Resource Center Grant
- Early Head Start Grant
- Pre-K & Kindergarten screenings.



# Organizational Health

District Strategic Imperative	District Long Term Strategies	School Action Steps
Climate and Culture	Application of a growth mindset in all professional interactions.	<ul style="list-style-type: none"> <li>• Shared belief of norms and their implementation</li> <li>• Continue to focus on building a community and creating a safe, positive environment for all</li> <li>• Lead efforts to improve and strengthen the school climate</li> </ul>
Climate and Culture	Build consistency across all schools to improve district practices.	<ul style="list-style-type: none"> <li>• Consistent expectation for PLC, DATA, SAT, Special Education to align district practices.</li> <li>• Collaboration with colleagues to improve teaching and learning and to align district practices.</li> <li>• PBIS - Review and refine PBIS Systems</li> </ul>

# Curriculum, Instruction, & Assessment

District Strategic Imperative	District Long Term Strategies	School Action Steps
21st Century Curriculum	Use of school and district data teams to analyze student performance data.	<ul style="list-style-type: none"> <li>Data is made easily accessible for teachers</li> <li>PLC meetings are held regularly with a data focus.</li> <li>Ongoing data collection and opportunities for teachers to review data.</li> </ul>
Student Engagement	Engage students through high quality instructional practices across all educational settings that meet the needs of the whole child.	<ul style="list-style-type: none"> <li>Faculty members are engaged in Professional Development regarding high quality instructional practices in Tier I</li> <li>Learning walkthroughs with a lens of students engagement.</li> <li>Staff share at Faculty Meetings regarding best practices of student engagement.</li> <li>Coaching by instructional specialist in literacy, mathematics and technology.</li> </ul>

# Continuous Learning for ALL

District Strategic Imperative	District Long Term Strategies	School Action Steps
Professional Learning	Empower staff leadership and ownership of collaborative processes	<ul style="list-style-type: none"> <li>Learning Walkthroughs</li> <li>NAEYC Teams collaborate on portfolios</li> <li>School PDEC team members serve as conduits of information.</li> <li>Self-Selected PD Opportunities.</li> </ul>
Reflection, Feedback and Support	Build teacher, staff, and administrative capacity to ensure new learning is integrated into daily practice.	<ul style="list-style-type: none"> <li>Building time for staff to share best practices: PLC's, Faculty Meetings, Team Collaboration time.</li> <li>Learning Walkthroughs (peer observations)</li> <li>NAEYC support through EASTCONN and informal observations</li> </ul>



# THANKS!

General comments or questions?

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# West Stafford School

## School Improvement Plan

### 2021-2022



Anna Guerriero-Gagnon, Principal

153 West Stafford Road • STAFFORD, CT 06076



The mission of the Stafford Public Schools is to prepare our students to assume productive, meaningful, and responsible roles in an increasingly competitive global society.



## School Profile

West Stafford School is nationally accredited by the National Association for the Education of Young Children (NAEYC). We serve approximately 200 students enrolled in prekindergarten and kindergarten. We are an early learning center where we provide a nurturing and engaging instructional environment where every child succeeds by discovering personal strengths and talents, by developing passion for excellence, and by acquiring skills to be creative and collaborative problem solvers. We utilize the Positive Behavioral Interventions and Supports (PBIS) Framework to maintain a safe and caring learning environment. We practice our PBIS S.T.A.R. core values daily, **Show** Respect, **T**ake Responsibility, **A**lways be Safe and **R**eady to Learn. Our Mission is to collaborate with families to foster a safe learning environment confident life-long learners who are prepared for the future.

## Key Accomplishments for 2020-2021

- Reading at Home Program (RAH) - This program fosters reading with parents/caregivers and students.
- Recipient of a School Readiness grant to support 22 school readiness slots in our prekindergarten program.
- Recipient of a Family Resource Center Grant that supports families and community engagement, parent education, weekly virtual playgroups, and after school care for children to extend learning beyond the school day.
- Recipient of a Quality Enhancement Grant to support professional development for teachers and local community daycare providers.
- Recipient of an Early Head Start Grant that supports early intervention, developmental screenings for children with special needs, parent education workshops, weekly virtual and in person playgroups and child/parent positive development and interactions.
- West Stafford School provides Pre-K & Kindergarten screenings yearly. Screenings are held each year for new eligible students to determine each child's readiness when entering school. This screening helps facilitate early identification and support to help all learners.
- West Stafford School continually engaged with families through regular updates, virtual conferences, and in-person meetings. In addition to our report cards, our Kindergarten team sent home monthly reports to ensure families were informed of their child's progress.
- West Stafford School students had the opportunity to participate in a before/after school Learning Academy. Teachers monitored students' progress and used data to support academic growth of all students.

# 1. ORGANIZATIONAL HEALTH

District Strategic Imperative	District Long Term Strategies	School Action Steps	Person(s) Responsible	Key Measures
Climate and Culture	Application of a growth mindset in all professional interactions.	<ul style="list-style-type: none"> <li>● Shared belief of norms and their implementation</li> <li>● Continue to focus on building a community and creating a safe, positive environment for all</li> <li>● Lead efforts to improve and strengthen the school climate               <ul style="list-style-type: none"> <li>○ PBIS</li> <li>○ Using positive attitude statements</li> <li>○ Peer mentors</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● All staff</li> </ul>	<ul style="list-style-type: none"> <li>● Norms posted</li> <li>● Faculty Meeting Agendas</li> <li>● PLC Agendas</li> <li>● Student Learning Objective Self-Reflection</li> <li>● Climate Survey</li> <li>● PBIS meeting agendas, scheduled pep rallies and school wide initiatives.</li> </ul>
Climate and Culture	Build consistency across all schools to improve district practices.	<ul style="list-style-type: none"> <li>● Consistent expectations for PLC, Data, SAT, Special Education and align district practices</li> <li>● Collaboration with colleagues to improve teaching and learning and to align district practices</li> <li>● Communication</li> <li>● PBIS - Review and refine PBIS Systems</li> </ul>	<ul style="list-style-type: none"> <li>● Administration</li> <li>● Faculty</li> <li>● Interventionists</li> <li>● Related Service Providers</li> <li>● Math, Literacy and Technology Leaders</li> <li>● Director of Curriculum</li> </ul>	<ul style="list-style-type: none"> <li>● Meeting Agendas</li> <li>● Student Assistance Team (SAT) Folders</li> <li>● District and Building level committees</li> <li>● Community Huddles</li> <li>● Faculty Meeting Agenda</li> <li>● PBIS Meeting Agenda</li> <li>● Related Services Meeting Agenda</li> <li>● Related Services Handbook (district)</li> </ul>



## 2. CURRICULUM, INSTRUCTION & ASSESSMENT

District Strategic Imperative	District Long Term Strategies	School Action Steps	Person(s) Responsible	Key Measures
21st Century Curriculum	Use of school and district data teams to analyze student performance data.	<ul style="list-style-type: none"> <li>● Data is made easily accessible for teachers</li> <li>● PLC meetings are held regularly with a data focus.</li> <li>● Expectations for PLCs, SAT and Data Teams and utilization of protocols</li> <li>● Ongoing data collection and opportunity for teachers to review data</li> </ul>	<ul style="list-style-type: none"> <li>● Administration</li> <li>● Classroom Teachers</li> <li>● Faculty</li> <li>● Literacy and Math Coaches</li> <li>● Curriculum Director</li> </ul>	<ul style="list-style-type: none"> <li>● SAT Meeting</li> <li>● PLC Meeting</li> <li>● Electronic data sheets (Dibels, BAS, Bridges)</li> </ul>
Student Engagement	Engage students through high quality instructional practices across all educational settings that meet the needs of the whole child.	<ul style="list-style-type: none"> <li>● Coaching by instructional specialist in literacy, mathematics and technology</li> <li>● Staff share at Faculty Meetings regarding best practices of student engagement</li> <li>● Learning Walkthroughs with a lens of student engagement</li> <li>● Faculty members are engaged in Professional Development regarding high quality instructional practices in Tier I</li> <li>● Flexible Groupings</li> <li>● Tier Intervention</li> </ul>	<ul style="list-style-type: none"> <li>● Math, Literacy and Technology Leaders</li> <li>● All Staff</li> <li>● Curriculum Director</li> <li>● Interventionists</li> <li>● Administration</li> </ul>	<ul style="list-style-type: none"> <li>● Faculty Meeting Agendas</li> <li>● Learning Walkthrough Schedules</li> <li>● Professional Development Schedule</li> <li>● Student achievement</li> <li>● Rote Skills</li> <li>● Data from informal observations</li> </ul>



### 3. CONTINUOUS LEARNING FOR ALL

District Strategic Imperative	District Long Term Strategies	School Action Steps	Person(s) Responsible	Key Measures
Professional Learning	Empower staff leadership and ownership of collaborative processes	<ul style="list-style-type: none"> <li>● Staff share at Faculty Meetings regarding best practices</li> <li>● Teacher-led Learning Walks</li> <li>● Weekly Huddle</li> <li>● Weekly “Walk and Talk”</li> <li>● School PDEC team members serve as conduits of information</li> <li>● NAEYC Teams collaborate on portfolios</li> <li>● PLC Collaboration</li> <li>● Self-Selected PD Opportunities</li> </ul>	<ul style="list-style-type: none"> <li>● All Staff</li> <li>● Administration</li> <li>● Director of Curriculum &amp; Instruction</li> <li>● PDEC Representatives</li> <li>● Math, Literacy and Technology Leaders</li> </ul>	<ul style="list-style-type: none"> <li>● Faculty Meeting agendas</li> <li>● Feedback Survey</li> <li>● PDEC Surveys</li> <li>● PD Agendas</li> <li>● NAEYC Team Agendas</li> <li>● NAEYC Portfolios</li> <li>● Meeting Agendas</li> </ul>
Reflection, Feedback, and Support	Build teacher, staff, and administrative capacity to ensure new learning is integrated into daily practice	<ul style="list-style-type: none"> <li>● Building time for staff to share best practices: PLCs, Faculty Meetings, team collaboration time</li> <li>● Learning Walkthroughs (peer observation) to aid in observation and personal reflection</li> <li>● PDEC team process in identifying Professional learning needs through interest survey</li> <li>● NAEYC support through EASTCONN</li> <li>● School Readiness Liaison Observation and Feedback</li> </ul>	<ul style="list-style-type: none"> <li>● Administration</li> <li>● All Staff</li> <li>● Director of Curriculum &amp; Instruction</li> <li>● PDEC Representatives</li> <li>● EASTCONN and Administration</li> <li>● School Readiness Liaison and Administration</li> </ul>	<ul style="list-style-type: none"> <li>● PDEC Surveys</li> <li>● Team/PLC Meeting Notes and agenda</li> <li>● Learning Walkthrough schedule</li> <li>● PDEC Surveys</li> <li>● NAEYC Feedback and Support</li> <li>● NAEYC PD Agenda</li> <li>● School Readiness Observation Feedback</li> </ul>



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# Stafford Public Schools

2021-2022 School Improvement Plan Update  
Stafford Elementary School



## Portrait of the Graduate

The mission of the Stafford Public Schools is to prepare our students to assume productive, meaningful, and responsible roles in an increasingly competitive global society.





# Key Accomplishments 2020-2021

- Regularly reviewed data to support the academic growth of all students
- Encouraged both students and staff to maintain a growth mindset through all interactions
- Connected with students and families virtually for learning, conferences, and meetings
- All Grade 5 students participated in CT Invention Convention
- STEAM afterschool program served students with a variety of engaging activities



# Organizational Health

District Strategic Imperative	District Long Term Strategies	School Action Steps
Climate and Culture	Application of a growth mindset in all professional interactions.	<ul style="list-style-type: none"> <li>• Implementation of and commitment to norms</li> <li>• Review and refinement of PBIS systems</li> <li>• Continue to add acknowledgement layers</li> <li>• Implement solutions-oriented protocols</li> </ul>
Climate and Culture	Build consistency across all schools to improve district practices.	<ul style="list-style-type: none"> <li>• District focus on SRBI process</li> <li>• Review and refinement of PBIS systems</li> <li>• Review and refinement of Special Education processes and procedures</li> <li>• Consistent expectations for WINN, Number Corner and Morning Meeting, and PLC</li> <li>• Implementation of DESSA</li> </ul>

# Curriculum, Instruction, & Assessment

District Strategic Imperative	District Long Term Strategies	School Action Steps
21st Century Curriculum	Use of school and district data teams to analyze student performance data.	<ul style="list-style-type: none"> <li>Easily accessible data</li> <li>PD in goal settings and use of data</li> <li>PLC meetings with a data focus</li> <li>Data Protocols</li> <li>District “Community of Practice: Utilizing Data for Whole System Improvement”</li> <li>Implementation of standards-based report card</li> </ul>
Student Engagement	Engage students through high quality instructional practices across all educational settings that meet the needs of the whole child.	<ul style="list-style-type: none"> <li>PD on high quality Tier 1 instruction</li> <li>Learning walkthroughs with the lens of student engagement</li> <li>Staff Share at Faculty Meetings</li> <li>Coaching by math, literacy, and technology leaders</li> <li>Informal observations with a clear focus of inquiry</li> </ul>

# Continuous Learning for ALL

District Strategic Imperative	District Long Term Strategies	School Action Steps
Professional Learning	Empower staff leadership and ownership of collaborative processes	<ul style="list-style-type: none"> <li>Staff Share at Faculty Meetings</li> <li>SES PDEC team members</li> <li>Weekly “Walk and Talk” meetings</li> <li>Learning Walkthroughs</li> </ul>
Reflection, Feedback, and Support	Build teacher, staff, and administrative capacity to ensure new learning is integrated into daily practice	<ul style="list-style-type: none"> <li>Learning Walkthroughs</li> <li>Time to share best practices: PLCs, Faculty Meetings</li> <li>PDEC identifying professional learning needs</li> <li>Informal observations</li> </ul>



# THANKS!

General comments or questions?

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# Stafford Elementary School

## School Improvement Plan

2021-2022



Mary Claire Manning, Principal

Sara Varga, Assistant Principal

11 Levinthal Run • STAFFORD, CT 06076

**The mission of the Stafford Public Schools is to prepare our students to assume productive, meaningful, and responsible roles in an increasingly competitive global society.**





## **School Profile**

Welcome to Stafford Elementary School, a community dedicated to inspiring lifelong learning. We serve approximately 470 students in grades one through five. It is our mission, in partnership with families and the community, to develop the individual talents, skills, and abilities of all students while promoting respect, responsibility, and safety. We utilize the Positive Behavioral Interventions and Supports (PBIS) Framework to maintain a safe and caring learning environment for all members of our school community.

## **Key Accomplishments for 2020-2021**

- Our fifth grade students participate yearly in the Invention Convention. We have had several students move forward to the state-level competition.
- Our STEAM afterschool program serves students with a variety of fun and engaging activities centered around science, technology, engineering, art, and mathematics.
- We connected with families virtually for conferences and meetings.
- We regularly review data to support the academic growth of all students.
- We encourage both students and staff to maintain a growth mindset through all interactions.
- We utilize instructional practices to support the SPS Portrait of a Graduate.

# 1. ORGANIZATIONAL HEALTH

District Strategic Imperative	District Long Term Strategies	School Action Steps	Person(s) Responsible	Key Measures
Climate and Culture	Application of a growth mindset in all professional interactions.	<ul style="list-style-type: none"> <li>● Shared belief of norms and their implementation</li> <li>● Review and refinement of PBIS systems</li> <li>● Continue to add acknowledgement layers that focus on building community and creating a safe, positive environment for all</li> <li>● Implement solutions-oriented protocols</li> </ul>	<ul style="list-style-type: none"> <li>● Administration</li> <li>● All staff</li> </ul>	<ul style="list-style-type: none"> <li>● Faculty meeting agendas highlighting acknowledgements</li> <li>● PBIS meeting agendas</li> <li>● Creation of protocols</li> </ul>
Climate and Culture	Build consistency across all schools to improve district practices.	<ul style="list-style-type: none"> <li>● District focus on SRBI process</li> <li>● Review and refinement of PBIS systems</li> <li>● Review and refinement of Special Education processes and procedures</li> <li>● Consistent expectations for WINN; Number Corner and Morning Meeting; and PLC</li> <li>● Training and implementation of DESSA</li> <li>● RULER Training</li> </ul>	<ul style="list-style-type: none"> <li>● Administration</li> <li>● Director of Curriculum &amp; Instruction</li> <li>● Director of Pupil Services</li> <li>● Supervisor of Pupil Services</li> <li>● Math, Literacy and Technology Leaders</li> <li>● Related Services Providers</li> <li>● Interventionists</li> </ul>	<ul style="list-style-type: none"> <li>● SRBI Committee agendas (district and building levels)</li> <li>● PBIS meeting agendas</li> <li>● Related Services meeting agendas</li> <li>● Related Services Handbook (district)</li> <li>● Expectation documents</li> <li>● Faculty meeting agendas</li> <li>● DESSA data</li> <li>● Development of RULER process and integration into core curriculum</li> </ul>



## 2. CURRICULUM, INSTRUCTION & ASSESSMENT

District Strategic Imperative	District Long Term Strategies	School Action Steps	Person(s) Responsible	Key Measures
21st Century Curriculum	Use of school and district data teams to analyze student performance data.	<ul style="list-style-type: none"> <li>● Data is made easily accessible for teachers</li> <li>● Professional development in goal settings and use of data</li> <li>● PLC meetings are held regularly with a data focus</li> <li>● Expectations for PLCs, including utilization of data protocols</li> <li>● District administration team “Community of Practice: Utilizing Data for Whole System Improvement”</li> <li>● Implementation of standards-based report card with Learner Qualities connected to our SPS Portrait of a Graduate</li> </ul>	<ul style="list-style-type: none"> <li>● Administration</li> <li>● Director of Curriculum &amp; Instruction</li> <li>● Director of Pupil Services</li> <li>● Supervisor of Pupil Services</li> <li>● Math, Literacy and Technology Leaders</li> <li>● All staff</li> </ul>	<ul style="list-style-type: none"> <li>● PLC meetings</li> <li>● Data protocols</li> <li>● Data sheets</li> <li>● Report cards</li> </ul>
Student Engagement	Engage students through high quality instructional practices across all educational settings that meet the needs of the whole child.	<ul style="list-style-type: none"> <li>● Faculty members are engaged in Professional Development regarding high quality Tier 1 instruction</li> <li>● Conduct learning walkthroughs with the lens of student engagement</li> <li>● Staff Share at Faculty Meetings regarding best practices of student engagement</li> <li>● Coaching by math, literacy, and technology leaders</li> <li>● Informal observations with a clear focus of inquiry</li> </ul>	<ul style="list-style-type: none"> <li>● Administration</li> <li>● Director of Curriculum &amp; Instruction</li> <li>● Math, Literacy and Technology Leaders</li> <li>● All staff</li> </ul>	<ul style="list-style-type: none"> <li>● Professional Development schedules</li> <li>● Learning Walkthrough schedules and notes; Summary Statements and Quick Wins</li> <li>● Faculty meeting agendas</li> <li>● Data from from informal observations</li> </ul>



### 3. CONTINUOUS LEARNING FOR ALL

District Strategic Imperative	District Long Term Strategies	School Action Steps	Person(s) Responsible	Key Measures
Professional Learning	Empower staff leadership and ownership of collaborative processes	<ul style="list-style-type: none"> <li>● Staff Share at Faculty Meetings regarding best practices</li> <li>● SES PDEC team members serve as a conduit of information</li> <li>● Weekly “Walk and Talk” meetings</li> <li>● Learning Walkthroughs to help identify Professional Learning needs</li> </ul>	<ul style="list-style-type: none"> <li>● Administration</li> <li>● Director of Curriculum &amp; Instruction</li> <li>● PDEC Representatives</li> <li>● All staff</li> </ul>	<ul style="list-style-type: none"> <li>● Faculty meeting agendas</li> <li>● PDEC Surveys</li> </ul>
Reflection, Feedback, and Support	Build teacher, staff, and administrative capacity to ensure new learning is integrated into daily practice	<ul style="list-style-type: none"> <li>● Learning Walkthroughs to aid in observation and personal reflection</li> <li>● Building time for staff to share best practices: PLCs, Faculty Meetings, team collaboration time</li> <li>● PDEC team process in identifying professional learning needs</li> <li>● Informal observations</li> </ul>	<ul style="list-style-type: none"> <li>● Administration</li> <li>● Director of Curriculum &amp; Instruction</li> <li>● PDEC Representatives</li> <li>● All staff</li> </ul>	<ul style="list-style-type: none"> <li>● PDEC Surveys</li> <li>● Learning Walkthroughs schedule</li> </ul>

Item X.A.

November 15, 2021

MEMO

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools   
SUBJECT: Review and Possible Approval of 2022 Calendar of Regular Board of Education Meetings

Attached is the proposed calendar of regular Board of Education meetings for 2022. With the exception of January, February, March, June, and September, there is one meeting scheduled per month.

**RECOMMEND** the Board of Education approve the Stafford Board of Education schedule of regular meetings for 2022, as presented.



**Stafford Board of Education  
Schedule of Regular Meetings  
2022**

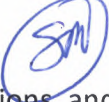
<b>Date</b>	<b>Day</b>	<b>Time</b>	<b>Place</b>
January 10, 2022	Monday	6:30 p.m.	Stafford Elementary School
January 24, 2022	Monday	6:30 p.m.	Stafford Elementary School
February 14, 2022	Monday	6:30 p.m.	Stafford Elementary School
February 28, 2022	Monday	6:30 p.m.	Stafford Elementary School
March 14, 2022	Monday	6:30 p.m.	Stafford Elementary School
March 28, 2022	Monday	6:30 p.m.	Stafford Elementary School
April 25, 2022	Monday	6:30 p.m.	Stafford Elementary School
May 16, 2022	Monday	6:30 p.m.	Stafford Elementary School
June 6, 2022	Monday	6:30 p.m.	Stafford Elementary School
June 20, 2022	Monday	6:30 p.m.	Stafford Elementary School
July 18, 2022	Monday	6:30 p.m.	Stafford Elementary School
August 22, 2022	Monday	6:30 p.m.	Stafford Elementary School
September 12, 2022	Monday	6:30 p.m.	Stafford Elementary School
September 26, 2022	Monday	6:30 p.m.	Stafford Elementary School
October 24, 2022	Monday	6:30 p.m.	Stafford Elementary School
November 21, 2022	Monday	6:30 p.m.	Stafford Elementary School
December 12, 2022	Monday	6:30 p.m.	Stafford Elementary School

Approved by the Board of Education on



MEMO

## OFFICE OF THE SUPERINTENDENT OF SCHOOLS

TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools   
SUBJECT: Review (First Read) of Board Policies, Regulations, and Forms Regarding Nondiscrimination (0521; 1010; 4118.11/4218.11; 5145.4)

Attached are copies of Board policies, regulations, and accompanying forms regarding Nondiscrimination that were reviewed and revised by the Administrative Policy Committee (APC), which is comprised of the following staff: Mr. Steve Autieri, Director of Curriculum & Instruction; Ms. Katharine Gabrielson, Director of Pupil Services; Mr. Tim Kinell, Assistant Principal, Stafford High School; Ms. Sara Varga, Assistant Principal, Stafford Elementary School; and me. The policies, regulations, and forms that were revised include:

- **0521 (Policy) - Equal Opportunity Non-Discrimination**
- **1010 (Policy and Regulation) - Non-Discrimination**
- **4118.11 (Policy, Regulation, Form) - Non-Discrimination (Personnel)**
- **5145.4 (Policy, Regulation, Form) - Non-Discrimination (Students)**

The policies, regulations, and forms were revised to reflect similar changes and were then sent for review by the Board Policy Committee (BPC), comprised of Mrs. Jen Davis (Chairperson), Ms. Kathy Bacchioni, and Ms. Laura Lybarger.

The policies, regulations, and forms are being presented to the Board of Education as a "first reading" to allow for ample review and discussion by the current members of the Board and those slated to join the board on November 16, 2021. This will also allow ample time for public comment prior to possible approval. The policies, regulations, and forms will then be added to the Board of Education agenda for a "second reading" and possible approval on December 13, 2021.

A legend is included below to assist in determining why different fonts are being used when reviewing the policies.

- Black - language within the current policy
- Blue w/double underline - language to be added
- Red w/strike out - language to be removed
- Yellow highlight - changes suggested by the APC
- Teal highlight – changes suggested by the BPC

The changes are as follows:

- Public Act No. 21-79 changed the statutory definition of "veteran," effective October 1, 2021.
- Language was revised to clarify:
  - Discrimination based on alienage, or citizenship status, is against the law.

- Complaints can be filed regarding discrimination and harassment
  - Individuals who wish to request or discuss accommodations based on religion or disability may contact school officials.
  - Complaints regarding discrimination and harassment for reasons such as gender identity or sexual orientation should be handled pursuant to the Board's policies regarding sex discrimination and sexual harassment (Notice of Interpretation issued by the U.S. Department of Education, Office for Civil Rights).
  - Situations when timelines for investigation may reasonably be extended.
- Language was added to reflect that complaints against the Superintendent should be filed with the Board Chair, who will take appropriate steps to ensure the matter is investigated in a manner consistent with board policy and regulation.

## Mission – Goals – Objectives

### Nondiscrimination

The District shall promote nondiscrimination and an environment free of harassment based on an individual's race, color, religion, ~~us creed, sex, ethnicity, age, veteran's status, genetic information, gender,~~ sexual orientation, gender identity or expression, national origin, marital status, ancestry, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, marital status or age ~~or national origin~~ or because of the race, color, religion, sex, sexual orientation, gender identify or ~~religious creed, ethnicity, age, veteran's status, genetic information, gender, sexual orientation, gender identity or~~ expression, national origin, marital status, ancestry, disability, genetic information, marital status or age ~~or national origin~~ of any other persons with whom the individual associates. The District provides equal access to the Boy Scouts and other designated youth groups.

In keeping with requirements of federal and state law, the District strives to remove any vestige of discrimination in employment, assignment and promotion of personnel; in educational opportunities and services offered to students; in student assignment to schools and classes; in student discipline; in location and use of facilities; in educational offerings and materials; and in accommodating the public at public meetings; as well as the District website.

The Board encourages staff to improve human relationships within the schools and to establish channels through which citizens can communicate their concerns to the administration and the Board.

The Superintendent shall appoint and make known the individuals to contact on issues concerning the Americans with Disabilities (ADA), Section 504 of the Rehabilitation Act of 1974, Title VI, Title VII, Title IX and other civil rights or discrimination issues. The Board District will adopt and the District will publish ~~establish~~ grievance procedures providing for prompt and equitable resolution of student and employee complaints.

Federal civil rights laws prohibit discrimination against an individual because he/she has opposed any discrimination act or practice or because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing. ADA further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising the rights guaranteed under the Act.

(cf. 4111 – Recruitment and Selection)

(cf. 4111.1/4211.1 – Affirmative Action; Recruitment and Selection)

(cf. 4118.11 – Nondiscrimination)

~~(cf. 4118.12 – Sex Discrimination and Sexual Harassment in the Workplace)~~



~~(cf. 4118.111—Grievance Procedure—Title IX)~~

~~(cf. 4118.113/4218.113—Harassment)~~

(cf. 5145.4 – Nondiscrimination)

~~(cf. 5145.5—Sexual Harassment)~~

~~(cf. 5145.51—Peer Sexual Harassment)~~

~~(cf. 5145.52—Harassment)~~

(cf. 5145.6 – Sex Discrimination and Sexual Harassment~~udent Grievance Procedure~~)

(cf. 6121 – Nondiscrimination in the Instructional Program)

(cf. 6121.1 – Equal Educational Opportunity)

**Legal Reference:**

Title VII, Civil Rights Act, 42 U.S.C. 2000e, et seq.

29 CFR 1604.11, EEOC Guidelines on Sex Discrimination.

Title IX of the Educational Amendments of 1972, 20 U.S.C. 1681 et seq.

[Title IX Final Rule, May 6, 2020](#)

[Age Discrimination in Education Act, 29 U.S.C. §621](#)

[Americans with Disabilities Act, 42 U.S.C. §12101](#)

[Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794](#)

[Title II of the Genetic Information Act of 2008](#)

[Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d et. Seq.](#)

34 CFR Section 106.8(b), OCR Guidelines for Title IX.

Definitions, OCR Guidelines on Sexual Harassment, Fed. Reg. Vol 62, #49, 29 CFR Sec. 1606.8 (a0 62 Fed Reg. 12033 (March 13, 1997) and 66 Fed. Reg. 5512 (January 19, 2001)

[20 U.S.C. 7905 \(Boy Scouts of American Equal Access Act\)](#)

Meritor Savings Bank. FSB v. Vinson, 477 U.S. 57 (1986)

Faragher v. City of Boca Raton, No. 97-282 (U.S. Supreme Court, June 26,1998)

Gebbs v. Lago Vista Indiana School District, No. 99-1866, (U.S. Supreme Court, June 26,1998)

Davis v. Monro County Board of Education, No. 97-843, (U.S. Supreme Court, May 24, 1999.)

The Vietnam Era Veterans’ Readjustment Act of 1974, as amended, 38U.S.C. §4212

Title II of the Genetic Information Nondiscrimination Act of 2008

Connecticut General Statutes

[46a-51 Definitions](#)

[46a-58 Deprivation of Rights. Desecration of property. Placing of burning cross or noose on property. Penalty. \(as amended by PA17-127\)](#)

46a-60 Discriminatory employment practices prohibited.

[46-81a Discrimination on basis of sexual orientation: Definition](#)

10-15c Discrimination in public schools prohibited. School attendance by five-year olds. (Amended by P.A. 97-247 to include “sexual orientation” and P.A. 11-55 to include “gender identity or expression”)

10-153 Discrimination on account of marital status.

17a-101 Protection of children from abuse.

[P.A. 17-127, An Act Concerning Discriminatory Practices Against Veterans, leaves of Absences for National Guard Members](#)

Public Law 111-256

Meacham v. Knolls Atomic Power Laboratory 128 S.Ct. 2395, 76 U.S.L.W. 4488 (2008)

Federal Express Corporation v. Holowecki 128 S.Ct. 1147, 76 U.S.L.W. 4110 (2008)

Kentucky Retirement Systems v. EEOC 128 S.Ct. 2361, 76 U.S.L.W. 4503 (2008)

Sprint/United Management Co. v. Mendelsohn 128 S.Ct. 1140, 76 U.S.L.W. 4107 (2008)

[Bostock v. Clayton County, Georgia, 140 S.Ct. 1731, 2020 WL3146686 \(June 15, 2020\)](#)

Policy adopted: January 9, 2012 STAFFORD PUBLIC SCHOOLS  
Policy revised: Stafford Springs, Connecticut



## Community/Board Operations

### Non-Discrimination

It is the policy of the Board of Education (the "Board") that any form of discrimination or harassment on the basis of race, religion, color, national origin, ancestry, alienage, sex, sexual orientation, marital status, age, disability, ~~(including pregnancy), genetic information,~~ gender identity or expression, veteran status, or any other basis prohibited by state or federal law is prohibited, whether by students, Board employees or third parties subject to the control of the Board. The Board's prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics, as well as the district website. It is also the policy of the Board of Education to provide for the prompt and equitable resolution of complaints alleging any discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, ancestry, alienage, disability, ~~(including pregnancy), genetic information,~~ gender identity or expression, or veteran status.

~~For the purposes of this policy, "genetic information" means the information about genes, gene products, or inherited characteristics that may derive from an individual or a family member. "Genetic information" may also include an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.~~

For the purposes of this policy, "gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.

For the purposes of this policy, "veteran" means any person honorably discharged from, ~~or~~ released under honorable conditions from or released with an other than honorable discharge based on a qualifying condition from active service in, the United States Army, Navy, Marine Corps, Coast Guard and Air Force and any reserve component thereof, including the Connecticut National Guard. "Qualifying condition" means (A) a diagnosis of post-traumatic stress disorder or traumatic brain injury made by an individual licensed to provide health care services at a United States Department of Veterans Affairs facility, (B) an experience of military sexual trauma disclosed to an individual licensed to provide health care services at a United States Department of Veterans Affairs facility, or (C) a determination that sexual orientation, gender identity or gender expression was more likely than not the primary reason for an other than honorable discharge, as determined in accordance with Conn. Gen. Stat. §§ 27-103(c), (d).



For the purposes of this policy, "gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.

For the purposes of this policy, "race" is inclusive of ethnic traits historically associated with race, including but not limited to, hair texture and protective hairstyles. "Protective hairstyles" includes, but is not limited to, wigs, headwraps and hairstyles such as individual braids, cornrows, locs, twists, Bantu knots, afros and afro puffs.

Any individual wishing to file a complaint regarding discrimination or harassment may obtain a copy of the Board's complaint procedures and complaint form which are included in the Board's Administrative Regulations Regarding Non-Discrimination. These regulations accompany Board Policy #1010 and are available online at [www.stafford.k12.ct.us](http://www.stafford.k12.ct.us) >Board of Education >Policies, ~~of education/board of education policies~~ or upon request from the main office of any district school.

If a complaint involves allegations of discrimination or harassment based on reasons such as gender/sex, gender identity, sexual orientation, ~~or~~ disability, or pregnancy, such complaints will be handled in accordance with other appropriate policies, as follows: Policy #4118.12 / 4218.12- Sex Discrimination and Sexual Harassment in the Workplace (Personnel); Policy #5145.6- Sex Discrimination and Sexual Harassment (Students); Policy #4118.14 / 4218.14- Non-Discrimination on the Basis of Disabilities (Personnel), and Policy #5145.7 ~~(a)-(b)~~ Section 504 of the Rehabilitation Act of 1973/ADA (Students).

Individuals also may file a complaint with the Office for Civil Rights, U.S. Department of Education ("OCR"):

Office for Civil Rights, Boston Office  
U.S. Department of Education  
8th Floor  
5 Post Office Square  
Boston, MA 02109-3921  
(617) 289-0111  
<http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

Employees may also file a complaint regarding employment discrimination or harassment with the Equal Employment Opportunity Commission:

Equal Employment Opportunity Commission, Boston Area Office  
John F. Kennedy Federal Building  
475 Government Center  
Boston, MA 02203  
(800-669-4000)

Individuals may also file a complaint with the Connecticut Commission on Human Rights and Opportunities:

Connecticut Commission on Human Rights and Opportunities  
450 Columbus Blvd.  
Hartford, CT 06103-1835  
([860-541-3400](tel:860-541-3400) or [Connecticut Toll Free Number 1-800-477-5737](tel:1-800-477-5737))

Anyone who has questions or concerns about this policy, ~~or~~ [and/or who may wish to request or discuss accommodations based on religion, and/or who](#) would like a copy of the Board's complaint procedures or complaint forms related to claims of discrimination [or harassment](#), may contact:

Superintendent's Office  
16 Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-2208

Anyone who has questions or concerns about the Board's policies regarding discrimination [or harassment](#) on the basis of gender/sex, [gender identity, or sexual orientation](#) may contact the Board's Title IX Coordinator:

Director of Pupil Services  
11A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212

Anyone who has questions or concerns about the Board's policies regarding discrimination [or harassment](#) on the basis of disability, [and/or who may wish to request or discuss accommodations for a disability](#) may contact the Board's Section 504/ADA Coordinator:

Director of Pupil Services  
11A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212

Legal References:

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d [et seq.](#)

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e [et seq.](#)

Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 [et seq.](#)

Age Discrimination in Employment Act, 29 U.S.C. § 621 [et seq.](#)

Americans with Disabilities Act, 42 U.S.C. § 12101

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794

~~Title II of the Genetic Information Nondiscrimination Act of 2008, Pub.L.110-233, 42 U.S.C. § 2000ff; 29 CFR 1635.1 et seq;~~

Connecticut General Statutes § 1-1n, “Gender Identity or Expression” defined

Connecticut General Statutes § 27-103

Connecticut General Statutes § 46a-51, Definitions

Connecticut General Statutes § 46a-58, Deprivation of rights

~~Connecticut General Statutes § 10-153. Discrimination on basis of marital status~~

Connecticut Fair Employment Practices Act, Connecticut General Statutes § 46a-60

Connecticut General Statutes § 46a-81a Sexual orientation discrimination: Discrimination on basis of sexual orientation: Definitions

Connecticut General Statutes § 46a-81c Sexual orientation discrimination: Employment.

~~Public Act 17-127, An Act Concerning Discriminatory Practices Against~~

~~Veterans, Leaves of Absence for National Guard Members,~~

~~Application for Certain Medicaid Programs, and Disclosure of Certain Records to Federal Military Law Enforcement~~

Public Act No. 21-79, “An Act Redefining ‘Veteran’ and Establishing a Qualifying Review Board

Policy adopted: May 7, 2018

STAFFORD PUBLIC SCHOOLS  
Stafford Springs, Connecticut



**ADMINISTRATIVE REGULATIONS REGARDING DISCRIMINATION  
COMPLAINTS (COMMUNITY MEMBERS)**

It is the policy of the Stafford Board of Education (the “Board”) that any form of discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, ~~(including pregnancy), genetic information,~~ gender identity or expression, or veteran status is forbidden, whether by students, Board employees or third parties subject to the control of the Board. Students, Board employees and third parties are expected to adhere to a standard of conduct that is respectful of the rights of all members of the school community.

It is the express policy of the Board to provide for the prompt and equitable resolution of complaints alleging any discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, marital status, sexual orientation, national origin, ancestry, disability (including pregnancy), genetic information, gender identity or expression, or veteran status.

If a complaint involves allegations of discrimination or harassment based on reasons such as gender/sex ~~or~~, gender identity, sexual orientation, disability, or pregnancy, such complaints will be handled, as appropriate, in accordance with other Board policies (Policy #4118.12/ 4218.12- Sex Discrimination and Sexual Harassment in the Workplace (Personnel); Policy #5145.6- Sex Discrimination and Sexual Harassment (Students); Policy #4118.14 / 4218.14- Non-Discrimination on the Basis of Disabilities (Personnel), and Policy #5145.7 (a)-(b)- Section 504 of the Rehabilitation Act of 1973/ADA (Students)).

Preferably, cComplaints should be filed within thirty (30) calendar days of the alleged occurrence. Timely reporting of complaints facilitates the investigation and resolution of such complaints. The district will investigate such complaints promptly and equitably, and will take corrective action when allegations are verified.

The district will not tolerate any reprisals or retaliation that occur as a result of the good faith reporting of charges of harassment or discrimination on the basis of race, color, religion, age, sex, sexual orientation, marital status, national origin, disability, ~~(including pregnancy), genetic information,~~ gender identity or expression, or veteran status. Any such reprisals or retaliation will result in disciplinary action against the retaliator, and other corrective actions as appropriate.

The school district will periodically provide staff development for district administrators and periodically distribute this Policy and implementing Administrative Regulations to staff and students in an effort to maintain an environment free of harassment and discrimination.

Complaint Procedure

## 1010 (b) REG

As soon as an individual feels that he or she has been subjected to discrimination or harassment on the basis of race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, (including pregnancy), genetic information, gender identity or expression, or veteran status he/she should make a written complaint to the Superintendent, or ~~his/her~~ designee.

If the complaint being filed is against the Superintendent, the complaint should be filed with the Board Chair, who will take appropriate steps, such as retaining an independent investigator, to cause the matter to be investigated in a manner consistent with the Board's non-discrimination policy and regulation. If either the Superintendent or any other party to the complaint is not satisfied with the findings and conclusions of the investigation, within (30) calendar days of receiving the findings, such party may present the complaint and written outcome to the Board Chair, who will take appropriate steps, such as retaining an independent investigator different from the investigator who investigated the complaint, to cause the matter to be reviewed in a manner consistent with the Board's non-discrimination policy and regulation.

The individual and any respondent (if applicable) will be provided a copy of the Board's policy and regulation and made aware of ~~his/her~~ the individual's rights under this policy and regulation. In the event the Superintendent or designee receives a complaint alleging discrimination or harassment based on gender/sex, gender identify, sexual orientation, disability, or pregnancy, the Superintendent or designee shall follow the procedures identified in the appropriate Board policies (Policy #4118.12/ 4218.12- Sex Discrimination and Sexual Harassment in the Workplace (Personnel); Policy #5145.6- Sex Discrimination and Sexual Harassment (Students); Policy #4118.14 / 4218.14- Non-Discrimination on the Basis of Disabilities (Personnel), and Policy #5145.7 (a)-(b)- Section 504 of the Rehabilitation Act of 1973 (Students)).

The complaint should state the:

- A. Name of the complainant,
- B. Date of the complaint,
- C. Date(s) of the alleged harassment/discrimination,
- D. Name(s) of the alleged harasser(s) or discriminator(s),
- E. Location where such alleged harassment/discrimination occurred,
- F. Names of any witness(es) to the alleged harassment/discrimination,



- G. Detailed statement of the circumstances constituting the alleged harassment/discrimination; and
- H. Proposed remedy.

Any individual who makes an oral complaint of harassment or discrimination will be provided a copy of this regulation and will be requested to make a written complaint pursuant to the above procedure. If an individual is unable to make a written complaint, the staff member receiving the oral complaint will either reduce the complaint to writing or assist the individual with completing the written complaint form.

All complaints received by staff members are to be forwarded immediately to the Superintendent or ~~his/her~~ designee. Upon receipt of a complaint alleging harassment or discrimination under this complaint procedure, the Superintendent or ~~his/her~~ designee shall promptly investigate the complaint. During the course of the investigation, the investigator shall interview or consult with all individuals reasonably believed to have relevant information, including the complainant, the alleged harasser/discriminator ("respondent") and any witnesses to the conduct. Complaints will be investigated promptly within the timeframes identified below. Timeframes may be extended as needed given the complexity of the investigation, availability of individuals with relevant information and/or other extenuating circumstances. Confidentiality will be maintained by all persons involved in the investigation to the extent possible, as determined by the investigator.

Upon receipt of a written complaint of discrimination or harassment, the investigator should ~~follow the steps detailed below~~:

1. Offer to meet with the complainant and respondent (if applicable) within ten (10) business days (provided that such timeframe may be reasonably extended based on the availability of necessary witnesses and/or participants ~~during periods of time when school is not in session~~, the complexity of the investigation, and/or other extenuating circumstances) to discuss the nature of the complaint, identify individuals the complainant believes has relevant information, and obtain any relevant documents the complainant may have;
2. Provide the complainant and respondent (if applicable) with a copy of the Board's non-discrimination policy and accompanying regulations;
3. Investigate the factual basis of the complaint, including, as applicable, conducting interviews with individuals deemed relevant to the complaint;
4. Conduct an investigation that is adequate, reliable, and impartial. Investigate the factual basis for the complaint, including conducting interviews with individuals with information and review of documents relevant to the complaint;



5. Maintain confidentiality to the extent practicable throughout the investigative process, in accordance with state and federal law;
6. Communicate the outcome of the investigation in writing to the complainant and respondent (if any) (to the extent permitted by state and federal confidentiality requirements), within thirty (30) business days (provided that such timeframe may be extended ~~by fifteen (15) business days during periods of time when school is in session or~~ reasonably extended based on the availability of necessary witnesses and/or participants ~~during periods of time when school is not in session~~), the complexity of the investigation, and/or other extenuating circumstances) from the date the complaint was received by the Superintendent's office. The complainant and respondent (if any) shall be notified of any extension of the investigation timeline. The written notice shall include a finding whether the complaint was substantiated and if so, shall identify, to the extent possible, how the district will remedy the discrimination or harassment, adhering to the requirements of state and federal law;
7. If a complaint is made during summer recess, the complaint will be reviewed and addressed as quickly as possible given the availability of staff and/or other individuals who may have information relevant to the complaint. If fixed timeframes cannot be met, the complainant and respondent (if any) will receive notice and interim measures may be implemented as necessary (see sub- paragraph 6);
8. Whenever allegations are verified, ensure that appropriate corrective action is taken (including, but not limited to, disciplinary action) aimed at preventing the recurrence of the ~~harassment or~~ discrimination or harassment. Corrective action should include steps to avoid continuing discrimination or harassment;
9. If either party to the complaint is not satisfied with the findings and conclusions of the investigation, the ~~complainant~~ such party may present the complaint and written outcome to the Superintendent within thirty (30) calendar days of receiving the findings. Upon review of a written request from the party requesting an appeal, the Superintendent shall review the investigative results of the investigator and determine if further action and/or investigation is warranted. Such action may include consultation with a designated investigator (if applicable), complainant, and respondent (if any) and meeting with appropriate individuals to attempt to resolve the complaint, or a decision affirming or overruling a designated investigator's conclusions or findings (if applicable). The Superintendent shall provide written notice to the complainant and respondent (if any) of the proposed actions within fifteen (15) business days (provided that such timeframe may be reasonably extended based on the availability of necessary witnesses and/or participants ~~during~~

~~periods of time when school is not in session~~, the complexity of the investigation, and/or other extenuating circumstances) following the receipt of the written request for review.

A complainant alleging ~~race, color, national origin, sex, disability or age~~ discrimination or harassment may file a formal complaint with the Boston Office, Office for Civil Rights, U.S. Department of Education, 8<sup>th</sup> Floor, 5 Post Office Square, Boston, MA 02109-3921 (TELEPHONE NUMBER: 617-289-0111).

A complainant may also file a complaint with the Connecticut Commission on Human Rights and Opportunities, 450 Columbus Blvd., Hartford, CT 06103-1835 (TELEPHONE NUMBER: ~~800-477-5737~~860-541-3400).

An employee alleging discrimination or harassment related to their employment may also file a complaint with the Equal Employment Opportunity Commission, Boston Area Office. John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203 (TELEPHONE NUMBER: 800-669-4000).

Anyone who has questions or concerns about this policy, and/or who may wish to request or discuss accommodations based on religion, may contact:

Superintendent's Office  
16 Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-2208

Anyone who has questions or concerns about the Board's policies regarding discrimination or harassment on the basis of gender/sex, gender identity, or sexual orientation may contact the Board's Title IX Coordinator:

Director of Pupil Services  
11A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212

Anyone who has questions or concerns about the Board's policies regarding discrimination or harassment on the basis of disability, and/or who may wish to request or discuss accommodations for a disability may contact the Board's Section 504/ADA Coordinator:

Director of Pupil Services  
11A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212

**1010 (f) REG**

Regulation approved: May 7, 2018

STAFFORD PUBLIC SCHOOLS  
Stafford Springs, CT



## Personnel

### Non-Discrimination

The Board of Education (the "Board") will not make employment decisions (including decisions related to hiring, assignment, compensation, promotion, demotion, disciplinary action and termination) on the basis of race, color, religion, age, sex, marital status, sexual orientation, national origin, ancestry, disability (~~(including pregnancy)~~), genetic information, veteran status or gender identity or expression, except in the case of a bona fide occupational qualification.

It is the policy of the Board of Education that any form of discrimination or harassment on the basis of race, ~~religion~~, color, religion, age, sex, marital status, sexual orientation, national origin, alienage, ancestry, sex, sexual orientation, marital status, age, disability (~~(including pregnancy)~~), genetic information, veteran status, or gender identity or expression, or any other basis prohibited by state or federal law is prohibited, whether by students, Board employees or third parties subject to the control of the Board. The Board's prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics. It is also the policy of the Board of Education to provide for the prompt and equitable resolution of complaints alleging any discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, disability, (~~(including pregnancy)~~), veteran status or gender identity or expression.

For the purposes of this policy, "genetic information" means the information about genes, gene products, or inherited characteristics that may derive from an individual or a family member. "Genetic information" may also include an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

For the purposes of this policy, "veteran" means any person honorably discharged from, ~~or~~ released under honorable conditions from or released with an other than honorable discharge based on a qualifying condition from active service in, the United States Army, Navy, Marine Corps, Coast Guard and Air Force and any reserve component thereof, including the Connecticut National Guard. "Qualifying condition" means (A) a diagnosis of post-traumatic stress disorder or traumatic brain injury made by an individual licensed to provide health care services at a United States Department of Veterans Affairs facility, (B) an experience of military sexual trauma disclosed to an individual licensed to provide health care services at a United States Department of Veterans Affairs facility, or (C) a determination that sexual orientation, gender identity, or gender expression was more likely than not the primary reason for an other than honorable discharge, as determined in accordance with Conn. Gen. Stat. §§ 27-103(c), (d).

4118.11 (b)

4218.11 (b)

For the purposes of this policy, "gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.

For the purposes of this policy, "race" is inclusive of ethnic traits historically associated with race, including but not limited to, hair texture and protective hairstyles. "Protective hairstyles" includes, but is not limited to, wigs, headwraps and hairstyles such as individual braids, cornrows, locs, twists, Bantu knots, afros, and afro puffs.

Any employee wishing to file a complaint regarding discrimination or harassment may obtain a copy of the Board's complaint procedures and complaint form which are included in the Board's Administrative Regulations Regarding Non-Discrimination/Personnel. These regulations accompany Board Policy #4118.11 / 4218.12 and are available online at [www.sta-fford.k12.ct.us](http://www.sta-fford.k12.ct.us) >Board of Education >Policies, ~~/board\_of\_education/board\_of\_education\_policies~~ or upon request from the main office of any district school.

If a complaint involves allegations of discrimination or harassment based on reasons such as gender/sex, gender identity, sexual orientation, ~~or~~ disability, or pregnancy, such complaints will be handled under other appropriate policies, as follows: Policy #4118.12 / 4218.12- Sex Discrimination and Sexual Harassment in the Workplace; Policy #5145.6- Sex Discrimination and Sexual Harassment (Students); Policy #4118.14 / 4218.14- Non-Discrimination on the Basis of Disabilities (Personnel), and Policy #5145.7 (a)-(b)- Section 504/ADA (Students).

Any employee also may file a complaint with the Office for Civil Rights, U.S. Department of Education ("OCR"):

Office for Civil Rights, Boston Office  
U.S. Department of Education  
8th Floor  
5 Post Office Square  
Boston, MA 02109- 3921 (617)  
289-0111  
<http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

Employees may also file a complaint regarding employment discrimination or harassment with the Equal Employment Opportunity Commission:



4118.11 (c)

4218.11 (c)

Equal Employment Opportunity Commission, Boston Area Office  
John F. Kennedy Federal Building  
475 Government Center Boston,  
MA 02203  
(800-669-4000)

Employees may also file a complaint with the Connecticut Commission on Human Rights and Opportunities:

Connecticut Commission on Human Rights and Opportunities 450  
Columbus Blvd.  
Hartford, CT 06103-1835  
[860-541-3400](tel:8605413400) or [Connecticut Toll Free Number 1-800-477-5737](tel:18004775737))

Anyone who has questions or concerns about this policy, ~~or~~ [and/or who may wish to request or discuss accommodations based on religion, and/or who](#) would like a copy of the Board's complaint procedures or complaint forms related to claims of discrimination [or harassment](#), may contact:

Superintendent's Office  
16 Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-2208

Anyone who has questions or concerns about the Board's policies regarding discrimination [or harassment](#) on the basis of gender/sex, [gender identity, or sexual orientation](#) may contact the Board's Title IX Coordinator:

Director of Pupil Services  
11A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212

Anyone who has questions or concerns about the Board's policies regarding discrimination, [or harassment](#) on the basis of disability, [and/or who may wish to request or discuss accommodations for a disability](#), may contact the Board's Section 504/ADA Coordinator:

Director of Pupil Services  
11A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212

Legal References:



4118.11 (d)  
4218.11 (d)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq.

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000 et seq.

Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq.

Age Discrimination in Employment Act, 29 U.S.C. § 621

Americans with Disabilities Act, 42 U.S.C. § 12101

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794

Title II of the Genetic Information Nondiscrimination Act of 2008, Pub.L.110-233,  
42 U.S.C. § 2000ff; 29 CFR 1635.1 et seq.

[Connecticut General Statutes § 1-1n, “Gender Identify or Expression” defined](#)

Connecticut General Statutes § 10-153. Discrimination on the basis of sex,  
gender or expression or marital status prohibited

[Connecticut General Statutes § 27-103](#)

[Connecticut General Statutes § 46a-51, Definitions](#)

[Connecticut General Statutes § 46a-58, Deprivation of rights](#)

Connecticut Fair Employment Practices Act, Connecticut General Statutes § 46a-60

Connecticut General Statutes § 46a-81a Sexual orientation discrimination:  
Definitions

Connecticut General Statutes § 46a-81c Sexual orientation discrimination:  
Employment.

~~Public Act 17-127, An Act Concerning Discriminatory Practices Against  
Veterans, Leaves of Absence for National Guard Members,~~

~~Application for Certain Medicaid Programs, and Disclosure of Certain Records to  
Federal Military Law Enforcement.~~

[Public Act No. 21-79, “An Act Redefining ‘Veteran’ and Establishing a Qualifying  
Review Board”](#)

Policy adopted: July 13, 2015  
Policy revised: May 7, 2018  
Policy revised:

STAFFORD PUBLIC SCHOOLS  
Stafford Springs, Connecticut

## Personnel

### Administrative Regulations Regarding Discrimination Complaints

It is the policy of the Stafford Board of Education that any form of discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, disability (including pregnancy), genetic information, veteran status or gender identity or expression is forbidden, whether by students, Board employees or third parties subject to the control of the Board.

Students, Board employees and third parties are expected to adhere to a standard of conduct that is respectful of the rights of all members of the school community.

It is the express policy of the Board to provide for the prompt and equitable resolution of complaints alleging any discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, marital status, sexual orientation, national origin, ancestry, disability (including pregnancy), genetic information, veteran status or gender identity or expression.

If a complaint involves allegations of discrimination or harassment based on reasons such as gender/sex, gender identity sexual orientation, ~~or~~ disability, or pregnancy, such complaints will be handled, as appropriate, in accordance with other Board policies, as follows: Policy #4118.12 / 4218.12- Sex Discrimination and Sexual Harassment in the Workplace; Policy #5145.6- Sex Discrimination and Sexual Harassment (Students); Policy #4118.14 / 4218.14- Non-Discrimination on the Basis of Disabilities (Personnel), and Policy #5145.7 (a)-(b)- Section 504/ADA (Students).

Preferably, Complaints should be filed within thirty (30) calendar days of the alleged occurrence. Timely reporting of complaints facilitates the investigation and resolution of such complaints. The district will investigate such complaints promptly and equitably, and will take corrective action when allegations are verified.

The district will not tolerate any reprisals or retaliation that occur as a result of the good faith reporting of charges of harassment or discrimination on the basis of race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability (~~including~~ pregnancy), genetic information, gender identity or expression, or veteran status. Any such reprisals or retaliation will result in disciplinary action against the retaliator, and other corrective actions as appropriate.

The school district will periodically provide staff development for district administrators and periodically distribute this Policy and implementing Administrative Regulations to staff and students in an effort to maintain an environment free of harassment and discrimination.

### Complaint Procedure

As soon as an individual feels that he or she has been subjected to discrimination or harassment on the basis of race, color, religion, age, sex, sexual orientation, marital status, national origin, disability (including pregnancy), genetic information, gender identity or expression, or veteran status he/she should make a written complaint to the



Superintendent, or ~~his/her~~ designee. The individual and any respondent (if applicable) will be provided a copy of the Board's policy and regulation and made aware of his/her rights.

If the complaint being filed is against the Superintendent, the complaint should be filed with the Board Chair, who will take appropriate steps, such as retaining an independent investigator, to cause the matter to be investigated in a manner consistent with the Board's non-discrimination policy and regulation. If either the Superintendent or any other party to the complaint is not satisfied with the findings and conclusions of the investigation, within (30) calendar days of receiving the findings, such party may present the complaint and written outcome to the Board Chair, who will take appropriate steps, such as retaining an independent investigator different from the investigator who investigated the complaint, to cause the matter to be reviewed in a manner consistent with the Board's non-discrimination policy and regulation.

The individual and any respondent (if applicable) will be provided a copy of the Board's policy and regulation and made aware of the individual's rights under this policy and regulation. In the event the Superintendent or designee receives a complaint alleging discrimination or harassment based on gender/sex, gender identity, sexual orientation, disability, or pregnancy, the Superintendent or designee shall follow the procedures identified in the appropriate Board policies (Policy #4118.12 / 4218.12- Sex Discrimination and Sexual Harassment in the Workplace; Policy #5145.6- Sex Discrimination and Sexual Harassment (Students); Policy #4118.14 / 4218.14- Non-Discrimination on the Basis of Disabilities (Personnel), and Policy #5145.7 (a)-(b)- Section 504/ADA (Students).

The complaint should state the:

- A. Name of the complainant,
- B. Date of the complaint,
- C. Date(s) of the alleged harassment / discrimination,
- D. Name(s) of the alleged harasser(s) or discriminator(s),
- E. Location where such alleged harassment / discrimination occurred,
- F. Names of any witness(es) to the alleged harassment/discrimination,
- G. Detailed statement of the circumstances constituting the alleged harassment / discrimination; and
- H. Proposed remedy.

Any individual who makes an oral complaint of harassment or discrimination will be provided a copy of this regulation and will be requested to make a written complaint pursuant to the above procedure. If an individual is unable to make a written complaint, the



staff member receiving the oral complaint will either reduce the complaint to writing or assist the individual with completing the written complaint form.

All complaints received by staff members are to be forwarded immediately to the Superintendent or ~~his/her~~ designee. Upon receipt of a complaint alleging harassment or discrimination under this complaint procedure, the Superintendent or ~~his/her~~ designee shall promptly investigate the complaint. During the course of the investigation, the investigator shall interview or consult with all individuals reasonably believed to have relevant information, including the complainant, the alleged harasser/discriminator ("respondent") and any witnesses to the conduct. Complaints will be investigated promptly within the timeframes identified below. Timeframes may be extended as needed given the complexity of the investigation, availability of individuals with relevant information and/or other extenuating circumstances. Confidentiality will be maintained by all persons involved in the investigation to the extent possible, as determined by the investigator.

Upon receipt of a written complaint of discrimination or harassment, the investigator should follow the steps detailed below:

1. Offer to meet with the complainant and respondent (if applicable) within ten (10) business days (provided that such timeframe may be reasonably extended based on the availability of necessary witnesses and/or participants ~~during periods of time when school is not in session~~), the complexity of the investigation, and/or other extenuating circumstances) to discuss the nature of the complaint, identify individuals the complainant believes has relevant information, and obtain any relevant documents the complainant may have;
2. Provide the complainant and respondent (if applicable) with a copy of the Board's ~~s~~-non-discrimination policy and accompanying regulations;
3. Investigate the factual basis of the complaint, including, as applicable, conducting interviews with individuals deemed relevant to the complaint;
4. Conduct an investigation that is adequate, reliable, and impartial. Investigate the factual basis for the complaint, including conducting interviews with individuals with information and review of documents relevant to the complaint;
5. Maintain confidentiality to the extent practicable throughout the investigative process, in accordance with state and federal law;
6. Communicate the outcome of the investigation in writing to the complainant and respondent (if any) (to the extent permitted by state and federal confidentiality requirements), within thirty (30) business days (provided that such timeframe may be ~~extended by fifteen (15) business days during periods of time when school is in session or~~ reasonably extended based on the availability of necessary witnesses and/or participants ~~during periods of time when school is not in session~~), the complexity of the investigation, and/or other extenuating circumstances) from the date the complaint was received by the Superintendent '

s office. The complainant and respondent (if any) shall be notified of any extension of the investigation timeline. The written notice shall include a finding whether the complaint was substantiated and if so, shall identify, to the extent possible, how the district will remedy the discrimination or harassment, adhering to the requirements of state and federal law;

7. If a complaint is made during summer recess, the complaint will be reviewed and addressed as quickly as possible given the availability of staff and/or other individuals who may have information relevant to the complaint. If fixed timeframes cannot be met, the complainant and respondent (if any) will receive notice and interim measures may be implemented as necessary (see subparagraph 6);
8. Whenever allegations are verified, ensure that appropriate corrective action is taken (including, but not limited to, disciplinary action) aimed at preventing the recurrence of the ~~harassment or~~ discrimination or harassment. Corrective action should include steps to avoid continuing discrimination or harassment;
9. If either party to the complaint is not satisfied with the findings and conclusions of the investigation, ~~the complainant~~ such party may present the complaint and written outcome to the Superintendent within thirty (30) calendar days of receiving the findings. Upon review of a written request from the party requesting an appeal, the Superintendent shall review the investigative results of the investigator and determine if further action and/or investigation is warranted. Such action may include consultation with a designated investigator (if applicable), complainant, and respondent (if any) and meeting with appropriate individuals to attempt to resolve the complaint, or a decision affirming or overruling a designated investigator's conclusions or findings (if applicable). The Superintendent shall provide written notice to the complainant and respondent (if any) of the proposed actions within fifteen (15) business days (provided that such timeframe may be reasonably extended based on the availability of necessary witnesses and/or participants ~~during periods of time when school is not in session~~, the complexity of the investigation, and/or other extenuating circumstances) following the receipt of the written request for review.

~~A complainant alleging race, color, national origin, sex, disability or age discrimination~~  
Any employee also -may file a ~~formal~~ complaint with the Office for Civil Rights, U.S. Department of Education ("OCR"):

Office for Civil Rights, Boston Office, ~~Office for Civil Rights~~,  
 U.S. Department of Education,  
 8<sup>th</sup> Floor,  
 5 Post Office Square,  
 Boston, MA 02109-3921  
 (~~TELEPHONE NUMBER: 617-289-0111~~)  
<http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>



**4118.11 (e) REG**  
**4218.11 (e) REG**

~~A complainant may also file a complaint with the Connecticut Commission on Human Rights and Opportunities, 450 Columbus Blvd., Hartford, CT 06103-1835 (TELEPHONE NUMBER: 800-477-5737).~~

~~An employee alleging discrimination related to their employment may also file a complaint regarding employment discrimination or harassment with the Equal Employment Opportunity Commission:~~

~~Equal Employment Opportunity Commission, Boston Area Office;  
John F. Kennedy Federal Building;  
475 Government Center;  
Boston, MA 02203  
(~~TELEPHONE NUMBER: 800-669-4000~~).~~

~~Employees ~~A complainant may also file a complaint with the Connecticut Commission on Human Rights and Opportunities:~~~~

~~Connecticut Commission on Human Rights and Opportunities;  
450 Columbus Blvd.;  
Hartford, CT 06103-1835  
(860-541-3400 or Connecticut Toll Free Number 1-~~TELEPHONE NUMBER: 800-477-5737~~).~~

Anyone who has questions or concerns about this policy, or would like a copy of the Board's complaint procedures or complaint forms related to claims of discrimination, may contact:

Superintendent's Office  
16 Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-2208

Anyone who has questions or concerns about the Board's policies regarding discrimination on the basis of gender/sex may contact the Board's Title IX Coordinator:

Director of Pupil Services  
11A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212

Anyone who has questions or concerns about the Board's policies regarding discrimination on the basis of disability may contact the Board's Section 504/ADA Coordinator:

Director of Pupil Services  
11A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212



**4118.11 (f) REG**

**4218.11 (f) REG**

Regulation adopted: July 13, 2015

Regulation revised: May 7, 2018

Regulation revised:

STAFFORD PUBLIC SCHOOLS

Stafford Springs, Connecticut

**DISCRIMINATION / HARASSMENT COMPLAINT FORM**

(For complaints based on race, color, religion, age, sex, sexual orientation, marital status, ~~sexual orientation~~, national origin, alienage, ancestry, disability, ~~(including pregnancy)~~, genetic information, gender identity or expression, or veteran status)

Name of the complainant: \_\_\_\_\_

Date of the complaint: \_\_\_\_\_

Date of the alleged discrimination / harassment: \_\_\_\_\_

Name or names of the alleged discriminator(s) or harasser(s): \_\_\_\_\_

\_\_\_\_\_

Location where such alleged discrimination / harassment occurred: \_\_\_\_\_

\_\_\_\_\_

Names(s) of any witness(es) to the alleged discrimination / harassment: \_\_\_\_\_

\_\_\_\_\_

Detailed statement of the circumstances constituting the alleged discrimination or harassment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Proposed remedy: \_\_\_\_\_

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## Students

### Non-Discrimination

The Board of Education complies with all applicable federal, state and local laws prohibiting the exclusion of any person from any of its educational programs or activities, or the denial of any person of the benefits of any of its educational programs or activities because of race, color, religion, age, sex, sexual orientation, marital status, national origin, ancestry, alienage, disability, ~~(including pregnancy)~~, ~~genetic information~~, gender identity or expression, or veteran status, ~~except in the case of a bona fide occupational qualification~~ subject to the conditions and limitations established by law.

It is the policy of the Board of Education that any form of discrimination or harassment on the basis of race, religion, color, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, ~~(including pregnancy)~~, ~~genetic information~~, gender identity or expression, or veteran status, or any other basis prohibited by state or federal law is prohibited, whether by students, Board employees or third parties subject to the control of the Board. The Board's prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics. It is also the policy of the Board of Education to provide for the prompt and equitable resolution of complaints alleging any discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, disability (including pregnancy), veteran status or gender identity or expression.

~~For the purposes of this policy, "genetic information" means the information about genes, gene products, or inherited characteristics that may derive from an individual or a family member. "Genetic information" may also include an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.~~

For the purposes of this policy, "veteran" means any person honorably discharged from, ~~or~~ released under honorable conditions from or released with an other than honorable discharge based on a qualifying condition from active service in, the United States Army, Navy, Marine Corps, Coast Guard and Air Force and any reserve component thereof, including the Connecticut National Guard. "Qualifying condition" means (A) a diagnosis of post-traumatic stress disorder or traumatic brain injury made by an individual licensed to provide health care services at a United States Department of Veterans Affairs facility, (B) an experience of military sexual trauma disclosed to an individual licensed to provide health care services at a United States Department of Veterans Affairs facility, or (C) a determination that sexual orientation, gender identity or gender expression was more likely than not the primary reason for an other than honorable discharge, as determined in accordance with Conn. Gen. Stat. §§ 27-103(c), (d).

## 5145.4 (b)

For the purposes of this policy, "gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.

For the purposes of this policy, "race" is inclusive of ethnic traits historically associated with race, including but not limited to, hair texture and protective hairstyles. "Protective hairstyles" includes, but is not limited to, wigs, headwraps and hairstyles such as individual braids, cornrows, locs, twists, Bantu knots, afros and afro puffs.

Any student and/or parent/guardian ~~employee~~ wishing to file a complaint regarding discrimination or harassment may obtain a copy of the Board's complaint procedures and complaint form which are included in the Board's Administrative Regulations Regarding Non-Discrimination/Students~~Personnel~~. These regulations accompany Board Policy #~~5145.44~~118.11 / 4218.12 and are available online at [www.stafford.k12.ct.us](http://www.stafford.k12.ct.us) >Board of Education >Policies, ~~/board of education/board of education policies~~ or upon request from the main office of any district school.

If a complaint involves allegations of discrimination or harassment based on reasons such as gender/sex, gender identity, sexual orientation, ~~or~~ disability, or pregnancy, such complaints will be handled under other appropriate policies (~~as follows: Policy #4118.12 / 4218.12 Sex Discrimination and Sexual Harassment in the Workplace; Policy #5145.6- Sex Discrimination and Sexual Harassment (Students); Policy #4118.14 / 4218.14 Non-Discrimination on the Basis of Disabilities (Personnel), and Policy #5145.7 (a)-(b)- Section 504/ADA (Students).~~

Any student and/or parent/guardian ~~employee~~ also may file a complaint with the Office for Civil Rights, U.S. Department of Education ("OCR"):

Office for Civil Rights, Boston Office  
U.S. Department of Education  
8th Floor  
5 Post Office Square  
Boston, MA 02109- 3921  
(617) 289-0111  
<http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

Any student and/or parent/guardian ~~Employees~~ may also file a complaint with the Connecticut Commission on Human Rights and Opportunities:



Connecticut Commission on Human Rights and Opportunities  
450 Columbus Blvd.  
Hartford, CT 06103-1835  
[860-541-3400](tel:860-541-3400) or [Connecticut Toll Free Number 1-800-477-5737](tel:1-800-477-5737)

~~Employees may also file a complaint regarding employment discrimination with the Equal Employment Opportunity Commission:~~

~~Equal Employment Opportunity Commission, Boston Area Office  
John F. Kennedy Federal Building  
475 Government Center  
Boston, MA 02203  
(800-669-4000)~~

Anyone who has questions or concerns about this policy, [and/or who may wish to request or discuss accommodations based on religion, and/or who](#) would like a copy of the Board's complaint procedures or complaint forms related to claims of discrimination [or harassment](#), may contact:

Superintendent's Office  
16 Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-2208

Anyone who has questions or concerns about the Board's policies regarding discrimination [or harassment](#) on the basis of gender/sex, [gender identity, or sexual orientation](#), may contact the Board's Title IX Coordinator:

Director of Pupil Services  
11A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212

Anyone who has questions or concerns about the Board's policies regarding discrimination [or harassment](#) on the basis of disability, [and/or who may wish to request or discuss accommodations for a disability](#), may contact the Board's Section 504/ADA Coordinator:

Director of Pupil Services  
11A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212



Legal References:

~~Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq.~~

~~Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e et seq.~~

Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq.

~~Age Discrimination in Employment Act, 29 U.S.C. § 621~~

Americans with Disabilities Act, 42 U.S.C. § 12101, et seq.

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, et seq.

~~Title II of the Genetic Information Nondiscrimination Act of 2008,~~

~~Pub.L.110-233, 42 U.S.C. § 2000ff; 29 CFR 1635.1 et seq.~~

Connecticut General Statutes § 1-1n, “Gender Identity or Expression” defined

Connecticut General Statutes § 10-15c

Connecticut General Statutes § 27-103

~~3. Discrimination on basis of marital status~~

~~Connecticut Fair Employment Practices Act,~~

Connecticut General Statutes § 46a-60-51, Definitions

Connecticut General Statutes § 46a-58, Deprivation of rights

Connecticut General Statutes § 46a-81a, et seq.

~~Discrimination on basis of sexual orientation: Definitions~~

~~Connecticut General Statutes § 46a-81c Sexual orientation discrimination:  
Employment~~

~~Public Act 17-127, An Act Concerning Discriminatory Practices Against Veterans,  
Leaves of Absence for National Guard Members, Application for Certain Medicaid  
Programs, and Disclosure of Certain Records to Federal Military Law Enforcement.~~

Public Act No. 21-79, “An Act Redefining ‘Veteran’ and Establishing a Qualifying  
Review Board”

Policy adopted: July 13, 2015

Policy revised: May 7, 2018

STAFFORD PUBLIC SCHOOLS  
Stafford Springs, Connecticut

## Students

### Administrative Regulations Regarding Discrimination Complaints

It is the policy of the Stafford Board of Education that any form of discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, disability, ~~(including pregnancy)~~, ~~genetic information~~, gender identity or expression, or veteran status is forbidden, whether by students, Board employees or third parties subject to the control of the Board. Students, Board employees and third parties are expected to adhere to a standard of conduct that is respectful of the rights of all members of the school community.

It is the express policy of the Board to provide for the prompt and equitable resolution of complaints alleging any discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, ~~(including pregnancy)~~, ~~genetic information~~, gender identity or expression, or veteran status.

Any student and/or parent/guardian wishing to file a complaint regarding discrimination or harassment may obtain a copy of the Board's complaint procedures and complaint form which are included in the Board's Administrative Regulations Regarding Non-Discrimination/Students. These regulations accompany Board Policy #5145.4 and are available online at [www.stafford.k12.ct.us](http://www.stafford.k12.ct.us) >Board of Education >Policies, or upon request from the main office of any district school.

If a complaint involves allegations of discrimination or harassment based on reasons such as gender/sex, gender identify, sexual orientation, ~~or~~ disability, or pregnancy, such complaints will be handled under other, ~~as~~ appropriate, ~~in accordance with other Board policies~~, as follows: ~~Policy #4118.12 / 4218.12 Sex Discrimination and Sexual Harassment in the Workplace~~; Policy #5145.6- Sex Discrimination and Sexual Harassment (Students); ~~Policy #4118.14 / 4218.14 Non-Discrimination on the Basis of Disabilities (Personnel)~~, and Policy #5145.7 (a)-(b)- Section 504/ADA (Students).

All other complaints by a student or parents/guardians alleging discrimination or harassment against a student on the basis of the protected characteristics listed herein should file a written complaint with:

Director of Pupil Services  
11 A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212



## 5145.4 (b) REG

Preferably, Complaints should be filed within thirty (30) calendar days of the alleged occurrence. Timely reporting of complaints facilitates the investigation and resolution of such complaints. The district will investigate such complaints promptly and equitably, and will take corrective action when allegations are verified.

The district will not tolerate any reprisals or retaliation that occur as a result of the good faith reporting of charges of harassment or discrimination on the basis of race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, ~~(including pregnancy), genetic information,~~ gender identity or expression, or veteran status. Any such reprisals or retaliation will result in disciplinary action against the retaliator, and other corrective actions as appropriate.

The school district will periodically provide staff development for district administrators and periodically distribute this pPolicy and implementing aAdministrative rRegulations to staff and students in an effort to maintain an environment free of harassment and discrimination.

### Complaint Procedure

As soon as a student n individual feels they at he or she haves been subjected to discrimination or harassment on the basis of race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability ~~(including pregnancy), genetic information,~~ gender identity or expression, or veteran status they he/she should make a written complaint to the Superintendent, or his/her designee.

If the complaint being filed is against the Superintendent, the complaint should be filed with the Board Chair, who will take appropriate steps, such as retaining an independent investigator, to cause the matter to be investigated in a manner consistent with the Board's non-discrimination policy and regulation. If either the Superintendent or any other party to the complaint is not satisfied with the findings and conclusions of the investigation, within (30) calendar days of receiving the findings, such party may present the complaint and written outcome to the Board Chair, who will take appropriate steps, such as retaining an independent investigator different from the investigator who investigated the complaint, to cause the matter to be reviewed in a manner consistent with the Board's non-discrimination policy and regulation.

The student individual and any respondent (if applicable) will be provided a copy of the Board's policy and regulation and made aware of the student's his/her rights under this policy and regulation. In the event the Director of Pupil Services receives a complaint alleging discrimination or harassment based on gender/sex, gender identity, sexual orientation, disability or pregnancy, the Director of Pupil Services shall follow the procedures identified in the appropriate Board policies ((e.g., Policy #5145.6- Sex Discrimination and Sexual Harassment (Students); Policy #5145.7 (a)-(b)- Section



504/ADA (Students)), where applicable, rather than the complaint procedures provided in this policy.

The complaint should state the:

- A. Name of the complainant,
- B. Date of the complaint,
- C. Date(s) of the alleged harassment/discrimination,
- D. Name(s) of the alleged harasser(s) or discriminator(s),
- E. Location where such alleged harassment/discrimination occurred,
- F. Names of any witness(es) to the alleged harassment/discrimination,
- G. Detailed statement of the circumstances constituting the alleged harassment/discrimination; and
- H. Proposed remedy.

Any individual who makes an oral complaint of harassment or discrimination to any of the above-mentioned personnel will be provided a copy of this regulation and will be requested to make a written complaint pursuant to the above procedure. If a student (or individual acting on behalf of the student) ~~n individual~~ is unable to make a written complaint, the administrator ~~staff member~~ receiving the oral complaint will either reduce the complaint to writing or assist the individual (individual acting on behalf of the student) ~~in~~ with completing the written complaint form.

All complaints received by staff members are to be forwarded immediately to the Superintendent or ~~his/her~~ designee. Upon receipt of a complaint alleging harassment or discrimination under this complaint procedure, the Superintendent or his/her designee shall promptly investigate the complaint. During the course of the investigation, the investigator shall interview or consult with all individuals reasonably believed to have relevant information, including the complainant, the alleged harasser/discriminator ("respondent") and any witnesses to the conduct. Complaints will be investigated promptly within the timeframes identified below. Timeframes may be extended as needed given the complexity of the investigation, availability of individuals with relevant information and or other extenuating circumstances. Confidentiality will be maintained by all persons involved in the investigation to the extent possible, as determined by the investigator.

## 5145.4 (d) REG

Upon receipt of a written complaint of discrimination or harassment, the investigator should ~~follow the steps detailed below~~:

1. Offer to meet with the complainant (and respondent, ~~(if applicable)~~) within ten (10) business days (provided that such timeframe may be reasonably extended based on the availability of necessary witnesses and/or participants ~~during periods of time when school is not in session~~), the complexity of the investigation, and/or other extenuating circumstances) to discuss the nature of the complaint, identify individuals of the complainant believes has relevant information, and obtain any relevant documents the complainant may have;
2. Provide the complainant and respondent (if applicable) with a copy of the Board's non-discrimination policy and accompanying regulations;
3. Investigate the factual basis of the complaint, including, as applicable, conducting interview with individual deemed relevant to the complaint;
4. Conduct an investigation that is adequate, reliable, and impartial. Investigate the factual basis for the complaint, including conducting interviews with individuals with information and review of documents relevant to the complaint;
5. Maintain confidentiality to the extent practicable throughout the investigative process, in accordance with state and federal law;
6. Communicate the outcome of the investigation in writing to the complainant (and respondent, if applicable) ~~(if any)~~ (to the extent permitted by state and federal confidentiality requirements), within thirty (30) business days (provided that such timeframe may be ~~extended by fifteen (15) business days during periods of time when school is in session or~~ reasonably extended based on the availability of necessary witnesses and/or participants, the complexity of the investigation, and/or other extenuating circumstances) ~~during period of time when school is not in session~~) from the date the complaint was received by the Superintendent's office. The complainant (and respondent, if applicable) ~~(if any)~~ shall be notified of any extension of the investigation timeline. The written notice shall include a finding whether the complaint was substantiated and if so, shall identify, to the extent possible, how the district will remedy the discrimination or harassment, adhering to the requirements of state and federal law;
7. If a complaint is made during summer recess, the complaint will be reviewed and addressed as quickly as possible given the availability of staff



## 5145.4 (e) REG

and/or other individuals who may have information relevant to the complaint. If fixed timeframes cannot be met, the complainant and respondent (if any) will receive a notice and interim measures may be implemented as necessary (see sub- paragraph 6);respondent (if any) will receive a notice and interim measures may be implemented as necessary (see sub- paragraph 6);

8. Whenever allegations are verified, ensure that appropriate corrective action is taken (including, but not limited to, disciplinary action) aimed at preventing the recurrence of the ~~harassment or~~ discrimination or harassment. Corrective action should include steps to avoid continuing discrimination or harassment;
9. If ~~either party to~~ the complainant ~~t~~ (and/or respondent, if applicable) is not satisfied with the findings and conclusions of the investigation, the complainant (and/or respondent, if applicable) may present the complaint and written outcome to the Superintendent within thirty (30) calendar days of receiving the findings. Upon review of a written request from the complainant (and/or respondent, if applicable), the party requesting an appeal, ~~the~~ Superintendent shall review the investigative results of the investigator and determine if further action and/or investigation is warranted. Such action may include consultation with the investigator and complainant (and/or respondent, if applicable), a designated investigator (if applicable), complainant, and respondent (if any) and meeting with appropriate individuals to attempt to resolve the complaint, or a decision affirming or overruling an designated investigator's conclusions or findings (if applicable). The Superintendent shall provide written notice to the complainant (and respondent, if applicable) ~~(if any)~~ of the proposed actions within fifteen (15) business days (provided that such timeframe may be reasonably extended based on the availability of necessary witnesses and/or participants, the complexity of the investigation, and/or other extenuating circumstances) ~~during periods of time when school is not in session~~) following the receipt of the written request for review.

Any student and/or parent/guardian also may file a complainant with the alleging race, color, national origin, sex, disability or age discrimination may file a formal complaint with the Boston Office, Office for Civil Rights, U.S. Department of Education (“OCR”):

Office of Civil Rights, Boston Office

U.S. Department of Education;

8<sup>th</sup> Floor;

5 Post Office Square;

Boston, MA 02109-3921 ~~{TELEPHONE NUMBER:~~



(617-289-0111);

<http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

A complainant may also file a complaint with the Connecticut Commission on Human Rights and Opportunities;

[Connecticut Commission on Human Rights and Opportunities](#)

450 Columbus Blvd.,

Hartford, CT 06103-1835

(~~TELEPHONE NUMBER: 860-541-3500~~ or Connecticut Toll Free Number 1-800-477-5737).

~~An employee alleging discrimination related to their employment may also file a complaint with the Equal Employment Opportunity Commission, Boston Area Office, John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203 (TELEPHONE NUMBER: 800-669-4000).~~

Anyone who has questions or concerns about ~~this policy, or would like a copy of the Board's complaint procedures or complaint forms related to claims of discrimination~~these regulations, and/or who may wish to request or discuss accommodations based on religion, may contact:

Superintendent's Office  
16 Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-2208

Anyone who has questions or concerns about the Board's policies regarding discrimination or harassment on the basis of gender/sex, gender identity, or sexual orientation may contact the Board's Title IX Coordinator:

Director of Pupil Services  
11 A Levinthal Run  
Stafford Springs, CT 06076  
(860) 684-4212

Anyone who has questions or concerns about the Board's policies regarding discrimination or harassment on the basis of disability, and/or who may wish to request or discuss accommodations for a disability, may contact the Board's Section 504/ADA Coordinator:

Director of Pupil Services  
11A Levinthal Run

**5145.4 (g) REG**

Stafford Springs, CT 06076  
(860) 684-4212

Regulation adopted: July 13, 2015  
Regulation revised: May 7, 2018  
Regulation revised:

STAFFORD PUBLIC SCHOOLS  
Stafford Springs, Connecticut

**DISCRIMINATION / HARASSMENT COMPLAINT FORM**

(For complaints based on race, color, religion, age, sex, sexual orientation, marital status, ~~sexual orientation~~, national origin, alienage, ancestry, disability, ~~(including pregnancy)~~, ~~genetic information~~, gender identity or expression, or veteran status)

Name of the complainant: \_\_\_\_\_

Date of the complaint: \_\_\_\_\_

Date of the alleged discrimination / harassment: \_\_\_\_\_

Name or names of the alleged discriminator(s) or harasser(s): \_\_\_\_\_

\_\_\_\_\_

Location where such alleged discrimination / harassment occurred: \_\_\_\_\_

\_\_\_\_\_

Names(s) of any witness(es) to the alleged discrimination / harassment: \_\_\_\_\_

\_\_\_\_\_

Detailed statement of the circumstances constituting the alleged discrimination or harassment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_




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Proposed remedy: \_\_\_\_\_

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MEMO

## OFFICE OF THE SUPERINTENDENT OF SCHOOLS

TO: Board of Education  
FROM: Steven A. Moccio, Superintendent of Schools   
SUBJECT: Review (First Read) of Board Policy 6146 Graduation Requirements

Attached is a copy of Board Policy 6146 Graduation Requirements, which was reviewed / revised by the Administrative Policy Committee (APC) at the request of the high school administration. The committee is comprised of the following staff: Mr. Steve Autieri, Director of Curriculum & Instruction; Ms. Katharine Gabrielson, Director of Pupil Services; Mr. Tim Kinel, Assistant Principal, Stafford High School; Ms. Sara Varga, Assistant Principal, Stafford Elementary School; and me. The policy was then sent for review by the Board Policy Committee (BPC), comprised of Mrs. Jen Davis (Chairperson), Ms. Kathy Bacchiochi, and Ms. Laura Lybarger.

The policies, regulations, and forms are being presented to the Board of Education as a "first reading" to allow for ample review and discussion by the current members of the Board and those slated to join the board on November 16, 2021. This will also allow ample time for public comment prior to possible approval. The policies, regulations, and forms will then be added to the Board of Education agenda for a "second reading" and possible approval on December 13, 2021.

A legend is included below to assist in determining why different fonts are being used when reviewing the policies.

- Black - language within the current policy
- Blue w/double underline - language to be added
- Red w/strike out - language to be removed
- Yellow highlight - changes suggested by the APC
- Teal highlight – changes suggested by the BPC

The changes are as follows:

- Public Act No. 21-79 changed the statutory definition of "veteran," effective October 1, 2021.
- Redaction of the paragraph entitled "Academic Advancement Program" due to Sections 10 and 12 of Public Act No. 21-144, which repealed the statutory provisions that permitted students to graduate from high school upon the successful completion of the academic advancement program established by the State Board of Education.
- Programmatic adjustments were made due to the high school implementing the 8-period day.
- Adjustments were made within the Social Studies courses due to the implementation of the District Mastery-Based Diploma Assessment.

**Instruction****STAFFORD HIGH SCHOOL GRADUATION REQUIREMENTS**

In order to satisfy the high school graduation requirements within the Stafford Public Schools, a student must have satisfactorily completed ~~his or her~~the prescribed courses of study, demonstrated proficiency in basic skills identified by the Stafford Board of Education and satisfied the legally mandated number and distribution of credits required to graduate from high school.

Required Coursework and Credits for Graduation

The Stafford Board of Education conforms with state law regarding credits for graduation from high school.

Classes Graduating in 2018 to 2022

For classes graduating in 2018 to 2022, the following **22** credits are required:

English	4		
Mathematics	3		
Science	3	including	1 credit in Biology
Social Studies	3	including	1 credit in U.S. History 1 credit in World Cultures 0.5 credit in Civics
Arts or Vocational Education	1		
Physical Education	1		
Health and Safety Education	0.5		
Technology Education	0.5		
Electives	6		

Classes Graduating in 2023 and Thereafter

For classes graduating in 2023 and thereafter, the following **25** credits are required:

Humanities	9 total credits
4 credits in English	
3 credits in Social Studies including:	
1 credit in U.S. History	
<del>1 credit in World Cultures</del>	
0.5-1.0 credit in <u>Government/Civics</u>	
2 elective credits in other Humanities coursework that may include:	
English	
Social Studies	
<del>Business</del> <u>World Language</u>	
Fine Arts (Music and/or Art)	



Science, Technology, Engineering, and Math (STEM) 9 total credits

3 credits in Mathematics including Algebra I, Geometry, and Algebra II

3 credits in Science including 1 credit in Biology

3 elective credits in other STEM coursework that may include:

Science

Applied Arts (Technology)

Math

Business

Other Credits 7 total credits

1 credit in Physical Education and Wellness

1 credit in Health and Safety Education

1 credit in World Languages

3 Electives

1 District Mastery-Based Diploma Assessment

~~Physical Education and Wellness 1~~

~~Health and Safety Education 1~~

~~World Languages 1~~

~~Electives 3~~

~~Mastery-Based District Assessment 1~~

Financial Literacy – each student must complete at least one (1) course ~~of the following courses. Course credit will be counted toward either the Humanities or STEM elective credit, as identified below,~~ as defined within the Stafford High School Program of Studies.

~~Personal Finance (0.5 credit – Humanities)~~

~~Money Management (1.0 credit – Humanities)~~

~~Financial Algebra (1.0 credit – STEM)~~

Students are required to have a schedule carrying at least ~~6.0~~7.0 credits each school year.

Students who have earned 21 credits at the conclusion of their junior year are only required to carry ~~5.0~~6.0 credits during their senior year.

A student who presents written documentation from a physician or advanced practice registered nurse stating that participation in physical education is not advisable because of the physical condition of the student, shall be excused from the physical education requirement. In such a case,

another subject must be substituted.

Any student who is deaf or hearing impaired may be exempted from any world language graduation requirement if the student's ~~his or her~~ parent or guardian requests such exemption in writing.

A credit is defined as the equivalent of one forty (40) minute class period for each school day of a school year. One-half credit is granted for a course with a forty (40) -minute class period each school day for one semester or ninety (90) days. All credits earned toward meeting any of the graduation requirements through the successful completion of on-line courses must fulfill the requirements established in accordance with Board policy #6172.6 Virtual/Online Courses.

Only courses taken ~~in grades nine to twelve inclusive, and~~ that are in accordance with the state-wide subject matter content standards, adopted by the State Board of Education, shall satisfy the above graduation requirements.

High School graduation credit will be granted to students ~~The Board will also grant a student credit~~ upon the successful demonstration of mastery of subject matter, ~~which can be~~ achieved through educational experiences and opportunities that offer flexible and multiple pathways to learning provided that such demonstration of mastery is in accordance with such state-wide subject matter content standards.

Multiple pathways to learning may include the following:

- Virtual learning,
- Work-based learning,
- Dual enrollment and early college,
- Courses taken in middle school, and
- Internships and student-designed independent studies;

Stafford High School awards credit to students who successfully complete Algebra 1 or World Language at Stafford Middle School. These credits will appear on a Stafford High School transcript as courses taken ~~they took~~ at Stafford Middle School for credit. Students will receive credit as long as they meet the ~~as per the~~ following criteria:

- Successfully complete the course requirements; and
- Earn a grade of a 70% or better on the final exam

~~Students will receive credit for Algebra I and/or World Language as long as they meet the performance criteria listed above. These credits will appear on a Stafford High School transcript as courses they took at Stafford Middle School for credit.~~

~~A student may be granted one-half credit for documented community service provided it is supervised by an administrator or teacher and consists of not less than fifty (50) hours of actual service that may be performed at times when school is not regularly in session and not less than ten (10) hours of related classroom instruction. Such community service does not include partisan political activities.~~

In addition to meeting the coursework and credit graduation requirements listed above, to graduate



high school, each student must demonstrate proficiency in the basic skills by achieving satisfactory results on the following:

#### Demonstration of Proficiency in Basic Skills

In addition to meeting the coursework and credit graduation requirements listed above, to graduate high school, each student must demonstrate proficiency by achieving satisfactory results on the following:

**Literacy** – Students will demonstrate proficiency in reading and writing through any one of the following:

- Achieve at or above the state proficiency score on both the Evidenced-based Reading AND Writing on the Scholastic Aptitude Test (SAT)
- Achieve at or above the state proficiency score (SAT equivalent) on both Evidenced-based Reading AND Writing on the Preliminary Scholastic Aptitude Test and National Merit Scholarship Qualifying Test (PSAT-NMQT)
- Standards as determined by the Planning and Placement Team (PPT) for special education students
- Participate in a skills based program and/or alternative assessment and/or obtain a passing score in a departmental reading and/or writing experience.

**Mathematics** – Students will demonstrate the knowledge and skills required for applying mathematical ideas and techniques through any one of the following:

- Achieve at or above the state proficiency score on the math SAT
- Achieve at or above the state proficiency score (SAT equivalent) on the math PSAT
- Standards as determined by the Planning and Placement Team (PPT) for special education students
- Participate in a skills based program and/or alternative assessment and/or obtain a passing score on a departmental mathematics assessment task.

**Science** – Students will apply the scientific process to solve problems as evidenced by any one of the following:

- Achieve at or above the state proficiency score on the state mandated assessment Next Generation Science Standards (NGSS) Assessment
- Standards as determined by the Planning and Placement Team (PPT) for special education students
- Demonstrate mastery on a NGSS-Aligned Science Performance Task.

**District Mastery-Based Diploma Assessment** – Students will display mastery of the various attributes outlined in the Stafford Public Schools Portrait of the Graduate. Students must earn proficiency in each criterion of the Stafford High School Portrait of the Graduate Rubric through completion of the following:

- The Active Citizenship Project submitted as part of the Government course;



- Coursework submitted to their faculty advisor and school counselor that displays mastery of criterion on the SHS Portrait of the Graduate Rubric
- Successful completion of assignments in a Senior Seminar class that targets areas where proficiency was yet to be displayed on the SHS Portrait of the Graduate Rubric.

### Graduation During Period of Expulsion

A student may graduate during an expulsion period if the Board determines that the student has completed the necessary credits required for graduation.

### Academic Advancement Program

~~Notwithstanding the graduation requirements in this policy, students shall be permitted to graduate from high school upon the successful completion of the academic advancement program established by the State Board of Education.~~

### Legal References:

~~Public Act 17-42, An Act Concerning Revisions to the High School Graduation Requirements~~  
No. 21-144, An Act Implementing Recommendations of the Department of Education

~~Conn. Gen. Stat. § 10-5c~~

Conn. Gen. Stat. § 10-14n

Conn. Gen. Stat. § 10-16b

Conn. Gen. Stat. § 10-221a

Conn. Gen. Stat. § 10-223a

Policy adopted: June 10, 2002  
 Policy revised: November 17, 2008  
 Policy revised: June 4, 2012  
 Policy revised: July 16, 2018  
 Policy revised: October 19, 2020

STAFFORD PUBLIC SCHOOLS  
 Stafford Springs, Connecticut