

**CHESHIRE BOARD OF EDUCATION  
MINUTES OF THE POLICY COMMITTEE MEETING  
HELD VIRTUALLY VIA YOUTUBE LIVE STREAM  
MARCH 8, 2022**

Committee Members Present: Adam Grippo, Chair; Samantha Rosenberg, Tim White

Committee Members Absent: None

Administrators Present: Jeffrey Solan, Ed.D., Superintendent of Schools

Public access made available through live streaming via Cheshire Public Schools  
YouTube Channel at [www.youtube.com/cheshirepublicschools](http://www.youtube.com/cheshirepublicschools).  
Public comments were accepted at [CPSCovid19@cheshire.k12.ct.us](mailto:CPSCovid19@cheshire.k12.ct.us).

**I. CALL TO ORDER – 6:30 P.M.**

Mr. Grippo called the meeting to order and led the group in the Pledge of Allegiance to the Flag.

**II. Public Comment.**

None.

**III. Review of Policies**

Policy #4118.11 – Personnel – Non-Discrimination

This update is in regard to age discrimination. We do not require people to provide dates of birth, etc., but we do look for years of service. The following language will be added to our current policy: *“The District recognizes that it is a discriminatory practice to request or require a prospective employee’s age, date of birth, dates of attendance at or date of graduation from an educational institution on an initial employment application, unless requesting or requiring such information is based on a bona fide occupational qualification or need, or when such information is required to comply with any provision of state or federal law.”*

9321.2 Bylaw – Time, Place, Notification, Type of Meetings - Electronic Board of Education Meetings. Dr. Solan explained that currently, we are allowed to have remote meetings through April 30<sup>th</sup>. At that point, legislation will dictate going forward. Mr. Grippo said he would like to continue sub-committees meeting remotely so members of the public can see the meetings.

**IV. Review Policies for a Second Reading**

The Committee reviewed the following policies for a second reading. The policy revisions are legislatively driven.

1101.1 Community Relations – Parent Involvement

There were no changes to this policy since the first reading. This policy was last updated in 1997. State statute requires boards of education to adopt and implement policies and procedures to encourage parent-teacher communication. The policy allows for the two

required parent-teacher conferences to be fulfilled by the use of telephone, video or other conferencing platforms. An additional parent-teacher conference, in addition to the two required conferences, shall be conducted during periods when the district provides remote learning for more than three consecutive weeks, plus one additional parent-teacher conference every six months. The policy also addresses emergency contacts if a parent cannot be reached to schedule a conference.

#### 6146 Instruction – Graduation Requirements

There were no changes to this policy since the first reading. The first change to this policy was to correct the date that the graduation date can be set annually. Previously it stated 183 days, but it was corrected to say 180 days. By law, boards must create a student success plan for each student beginning in Grade 6. The plan must include career and academic choices in grades 6 to 12. As of July 1, 2021, legislation requires student success plans to be created in collaboration with each student and his or her parent or guardian, if possible. The following language is being added to our existing policy: *“In creating such student success plans, consideration shall be given to career and academic choices in computer science, science, technology, engineering, and mathematics. The student success plans shall be created, if possible, in collaboration with each student and the student’s parent/guardian. On or after July 1, 2022, the student success plans shall, to the extent it does not conflict with the career choices of the student or his/her parent/guardian, include an academic plan that is in compliance with the Board’s challenging curriculum policy.”*

Dr. Solan said creating success plans is a long process. School Counselors begin meeting with students in middle school. At this level, it is an exploratory process which includes choosing electives, interests, etc.

#### 6146.1 Instruction – Grading Systems

There were no changes to this policy since the first reading. Changes in legislation require that Boards update, as necessary, the written weighted grading policy for honors and advanced placement classes that they must have under existing law. This policy must address the manner in which students’ grade point averages are calculated. The following language is being added to the policy: *“The Board of Education is in favor of weighted grading. ...Parents/guardians shall be advised as to whether a grade in an honors class, advanced placement class, dual enrollment, dual credit or early college is or is not given added weight for purposes of calculating grade point average and determining class rank. The grading system developed by the administration, subject to Board approval, shall reflect this.*

*Parents/Guardians and students shall be notified annually of the Board’s position via the parent/student handbook and/or the high school’s website.”*

#### 6148 Instruction – FAFSA Completion Program

This new policy is required by law. Legislation requires boards of education to adopt a policy to improve the completion rates for the Free Application for Federal Student Aid (FAFSA) among Grade 12 students or students in adult education programs.

Superintendent Solan noted that this is not an issue that Cheshire has experienced, our district has been recognized for our high completion rate. Parents are encouraged all to apply in simplified FAFSA, but it is not a requirement. They discovered that some parents were not aware of the process and missing out on FAFSA awards. This policy requires us to share FAFSA information on with students; which our district has always done that.

6159 Instruction – Individualized Education Program/Special Education Program

Cheshire is the only district that has a Birth to Three program embedded in our programs. We are already very inclusive in the process, but this is for other districts where it is not as inclusive. Existing law prohibits boards of education from disciplining, suspending, terminating, or otherwise punishing any PPT member employed by the board who discusses or makes recommendations about providing special education and related services for a child during a PPT meeting. The Act extends this protection to Birth-to-Three Service Coordinators or qualified personnel concerning PPT meetings or transition plans. The following language will be added: *“No birth-to-three coordinator or qualified personnel, as defined by C.G.S. 17a-248, who discusses or makes recommendations concerning the provision of special education and/or related services during a PPT meeting or in a transition plan shall be subject to discipline, suspension, termination or other punishment on the basis of such recommendations.” “ ... and have the right to have such recommendation made in such child’s birth-to-three individualized transition plan, if any, addressed by the PPT at which an educational program for such child is developed.”*

Under transition services, the age of the student is changed from sixteen to fourteen.

Lastly, the revised policy adds the following language: *“Prior to the enrollment of a District student in a technical education and career school, the District will convene a PPT in order to address such student’s transition to the technical education and career school and ensure that such student’s IEP reflects the current supports and services the student requires in order to access a Free and Appropriate Public Education (FAPE) in the least restrictive environment. A representative from the technical education and career school shall be invited to the PPT meeting.”*

**MOTION** by Mr. Grippo and seconded by Mr. White.

**MOVED** to bring Policy #4118.11 to the full Board of Education for a first reading.

**VOTE:** The Motion passed unanimously 3-0.

**MOTION** by Mr. Grippo and seconded by Mr. White.

**MOVED** to bring Policies #1101.1 Parent Involvement; 6146 Graduation Requirements; 6146.1 Grading Systems; 6148 FAFSA Completion Program; and 6159 Individualized Education Program/Special Education Program to the full Board of Education for a second reading.

**VOTE:** The Motion passed unanimously 3-0.

**V. Adjournment.**

On a motion by Mr. White, and seconded by Ms. Rosenberg, it was unanimously agreed to adjourn the meeting at 7:25 p.m.

Respectfully submitted,

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Adam Grippo, Policy Committee Chair

Attest: \_\_\_\_\_  
Carol Jesensky, Board Clerk

Filed with the Cheshire Town Clerk's Office on March 16, 2022.