

**VERNON PUBLIC SCHOOLS**  
**Vernon, Connecticut 06066**  
**BOARD OF EDUCATION MEETING**

DATE: Monday, December 11, 2023

TIME: 7:00 p.m.

PLACE: Vernon Board of Education, Administration Building, 30 Park Street, Vernon – 3rd Floor Board Conference Room

**ZOOM MEETING:** zoom.us    **Phone:** +1 646 558 8656    **Webinar ID:** 979 1689 4744    **Passcode:** 368243

**Mission Statement**

*The Vernon Public Schools, in partnership with family and community, is committed to provide a quality education, with high expectations, in a safe environment where all students become independent learners and productive contributors to society.*

**Goals**

1. *Build and improve relationships and partnerships with family and community.*
2. *Increase the achievement of every student through high quality curriculum, instruction and assessment.*
3. *Promote safe environments that are socially, emotionally, and physically conducive to learning.*

**Civility Statement**

*The Board of Education expects mutual respect, civility and orderly conduct among all individuals on school property or at school-sponsored events. District staff will treat parents and other members of the public with respect and have the right to expect the same in return. The Board encourages positive communication and discourages volatile, hostile or aggressive actions. The Board seeks public cooperation with this endeavor.*

AGENDA	NOTES
<p><b>1.0 Establish Quorum</b></p> <p><b>2.0 Call to Order</b></p> <p><b>3.0 Pledge of Allegiance</b></p> <p><b>4.0 Recognitions &amp; Presentations</b></p> <p>4.1 Presentation from State Senator Jeffrey Gordon (BOE Goal #1)</p> <p>4.2 Recognition of Elementary School Art Student's Exhibits at Central Office (BOE Goal #1, #2)</p> <p>4.3 Presentation by Rockville High School's Culinary Arts Students (BOE Goal #1, #2)</p> <p>4.4 Fall Sports Season Report (BOE Goal #1, #2)</p> <p><b>5.0 Secretary's Report</b></p> <p>5.1 Opportunity for Board of Education to add/delete urgent agenda items</p> <p>5.2 Rockville High School Student Representative Report</p> <p><b>6.0 Community Forum</b></p> <p>Opportunity for comments on agenda items, potential future agenda items, or general information provided to the Board from citizens and community organizations (Individual speakers shall be limited to five minutes and the total time for public forum shall be limited to 15 minutes.)</p> <p><b>7.0 Consent Agenda</b></p> <p>7.1</p> <p>(a) Approval of the Minutes of the Regular Board of Education Meeting held on November 27, 2023</p>	

**VERNON PUBLIC SCHOOLS**  
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**Page 2**

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Building, 30 Park Street, Vernon – 3rd Floor Board  
Conference Room

**8.0 Personnel**

- 8.1 Leave of Absence Request (BOE Goal #2)  
(Executive Session Anticipated)
- 8.2 Leave of Absence Request (BOE Goal #2)  
(Executive Session Anticipated)
- 8.3 Leave of Absence Request (BOE Goal #2)  
(Executive Session Anticipated)

**9.0 Teaching and Learning**

- 9.1 District Profile and Performance Report for School  
Year 2022-2023 (BOE Goal #2)

**10.0 General Business**

- 10.1 2023-24 Enrollment Projection Report from  
NESDEC (BOE Goal #1, #2, #3)
- 10.2 CAPSS Alliance Districts Narrative (BOE Goal  
#2)
- 10.3 Creation of an Ad Hoc Committee on Legal  
Services (BOE Goal #2)
- 10.4 Approval of a Revision to the Board of Education  
Meeting Calendar for 2024 (BOE Goal #1, #2, #3)

**11.0 Review and Update Board of Education  
Calendar**

[https://www.vernonpublicschools.org/district-  
information/district-calendar](https://www.vernonpublicschools.org/district-information/district-calendar)

**12.0 Opportunity for Questions from the Press  
Regarding Agenda Items**

**13.0 Adjournment**

VERNON PUBLIC SCHOOLS  
Vernon, Connecticut 06066

Information Only

X

Agenda Item 4.1

Decision Requested

December 11, 2023

Date

AGENDA REPORTING FORM

Subject:


Presentation from Senator Jeffery Gordon (BOE Goal #1)


Background:

State Senator Jeffrey Gordon with present a citation from the General Assembly to Dr. Macary for being named Connecticut's Superintendent of the Year.

Recommendation:

No Action Required

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools

VERNON PUBLIC SCHOOLS  
Vernon, Connecticut 06066

Information Only	<u>X</u>	Agenda Item	<u>4.2</u>
Decision Requested	<u>          </u>		<u>December 11, 2023</u>
			Date


AGENDA REPORTING FORM

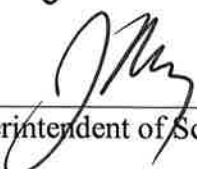
Subject: Recognition of Elementary School Art Students – Exhibit at  
Administration Building – 3<sup>rd</sup> Floor (BOE Goal #1, #2)

Background: Elementary School Art students will be recognized for their exhibits  
displayed at the Central Office – Board of Education Building, 3<sup>rd</sup> Floor  
Foyer:

Rian Coma  
Liam Virkler  
Ivory Huot  
Olivia Boudreau  
London Martinez  
Khloe Cruz  
Addilyn Hakian  
Hussain Chaudhry  
Roxie Farrell  
Evers White  
Erickson Fronczek  
Asia Ouellette

Recommendation: No action required.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools

VERNON PUBLIC SCHOOLS  
Vernon, Connecticut 06066

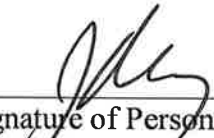
Information Only	<u>X</u>	Agenda Item	<u>4.3</u>
Decision Requested	<u>                    </u>		<u>December 11, 2023</u>
			Date

AGENDA REPORTING FORM

Subject: Presentation by Rockville High School's Culinary Arts Students (BOE Goal #1, #2)

Background: Chef Amy Lessard and her Culinary Arts students will give a presentation to the Board about their program.

Recommendation: No action required.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools

VERNON PUBLIC SCHOOLS  
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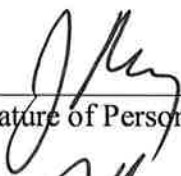
Information Only	<u>X</u>	Agenda Item	<u>4.4</u>
Decision Requested	<u>          </u>	<u>December 11, 2023</u>	<u>          </u>
		Date	


AGENDA REPORTING FORM

Subject: Fall Sports Season Report (BOE Goal #1, #2)

Background: Director of Athletics and Physical Education Jeffrey Farrell will give the Board a Fall Sports Season Report.

Recommendation: No action required.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools

# VCMS ATHLETICS

## FALL 2023



- ▶ Girls
- ▶ 20 participants
- ▶ 2 managers
- ▶ 5-2-1 regular season record
- ▶ Advanced to the conference tournament final

#### Boys

- ▶ 23 participants
- ▶ 7-1 record
- ▶ Finished #1 in the regular season, however, lost in the conference tournament



## GIRLS/BOYS SOCCER

- ▶ 34 participants
- ▶ Girls finished 2nd in the conference and the boys finished 6th with a young team
- ▶ It was overall a successful season and all the participants improved.



# CROSS COUNTRY

# ROCKVILLE ATHLETICS

Fall 2023

ACADEMICS  
COMMITMENT  
TEAMWORK



▶ Boys Soccer

▶ Girls Soccer

▶ Unified Sports

▶ Cheerleading

▶ Football

▶ 257 total participants this fall season

Cross Country

Girls Volleyball

E-sports

Girls Swimming

Field Hockey

WHAT WE OFFER

Three parallel white lines of varying lengths are positioned diagonally in the bottom right corner of the slide, pointing towards the top right.

- ▶ Football team greeted students and read to students at Center Rd.
- ▶ Connected with Unified Sports Program
- ▶ Food drive
- ▶ Pink Games
- ▶ High school connecting with middle school and youth programs.

## COMMUNITY SERVICE



- ▶ This season 257 we had student athletes.
- ▶ Overall average of 89 (B+) for all athletes in quarter 1.

ACADEMICS



- ▣ Expanded to 30 members
- ▣ Attended a leadership conference at SCSU
- ▣ Working on creating an “athletic hallway”
- ▣ Attended CIAC Sportsmanship conference
- ▣ Continue to promote sportsmanship
- ▣ Planning Officials Appreciation for the winter

SALT



- ▶ 20 athletes and mentors
- ▶ Dedication of the Miracle Field
- ▶ Cornhole Tournaments
- ▶ Hosting a bowling tournament on 12/5
- ▶ Attended Uconn Soccer
- ▶ Hosted a Unified Dance



## UNIFIED SPORTS



- ▶ 35 Participants
- ▶ Finished with a record of 6-9-1
- ▶ Qualified for the state tournament
- ▶ 2 all conference athletes

## GIRLS SOCCER



- ▶ 29 participants
- ▶ Finished with a record of 6-9-1
- ▶ Qualified for the state tournament.
- ▶ 2 all conference athletes

## BOYS SOCCER



- ▶ 38 Participants
- ▶ 15-5 Record
- ▶ Qualified for both the conference and state tournament
- ▶ Hosted and won first round of NCCC tournament.
- ▶ Hosted and won the first round of the state tournament
- ▶ 2 all conference athletes
- ▶ 1 All state athlete
- ▶ Raised and donated over \$500 for breast cancer patients through their “Pink Game”

## GIRLS VOLLEYBALL



- ▶ We have 8 swimmers who compete with the Manchester team.
- ▶ 4 participated in the state meet.
- ▶ 2 qualified for state open and finished 2nd in the state in 100 m breaststroke
- ▶ Team finished 4th at the state open
- ▶ 1 All State athlete

## GIRLS SWIMMING



- 2nd year of the Coop team with Somers
- 2 Participants
- Both are looking into playing field hockey in college.

## Field Hockey



- ▶ 20 males, 11 females
- ▶ Girls finished 4th in conference
- ▶ Boys finished 3rd in conference
- ▶ Top female runner finished 12th
- ▶ Top male runner finished 2nd
- ▶ 2 all conference runners
- ▶ 1 All state runner

## CROSS COUNTRY



▶ 14 Participants

▶ Had teams in League of Legends, Super Smash Bros, and Rocket League

▶ All teams qualified for the playoffs

▶ The program continues to gain popularity

E-SPORTS



- ▶ 20 total participants
- ▶ Attended home and away football games, including the state playoff games
- ▶ Will host the NCCC conference meet
- ▶ Preparing for competitions

# CHEERLEADING



- ▶ 70 participants
- ▶ Finished with a 9-1 regular season record.
- ▶ Qualified for state tournament for 5th consecutive season.
- ▶ Advanced to semi-finals for 4th straight season.
- ▶ 8 all conference athletes
- ▶ Advanced to the state finals for the second time in three year.

## FOOTBALL



# ▶ AND NOW WE ARE ON THE WINTER SPORTS!!



VERNON PUBLIC SCHOOLS  
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Information Only

Agenda Item 7.1

Decision Requested

X

December 11, 2023

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AGENDA REPORTING FORM

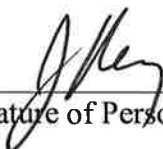
Subject: Consent Agenda


Background: The Board is requested to approve the items listed on the Consent Agenda for December 11, 2023:

7.1

(a) Approval of the Minutes of the Regular Board of Education Meeting held on November 27, 2023

Recommendation: Motion: That the Vernon Board of Education approve the items listed on the Consent Agenda for December 11, 2023.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools

# **The Board of Education Town of Vernon**

30 Park Street – PO Box 600  
Vernon, Connecticut 06066

Paul Grabowski, Chair  
Kristiana Wintress, Vice Chair  
Karen Colt, Secretary  
Anthony Bedlack  
Patricia Buxton  
Susan Jablonecki  
Kriste Nucci  
Simone Sewell  
Mason Thrall

November 27, 2023

## **DRAFT MINUTES**

### **BOARD OF EDUCATION MEETING**

A meeting of the Vernon Board of Education was held in-person and via Zoom Webinar at Vernon Center Middle School in the Library on Monday, November 27, 2023.

Roll call was taken at 7:00 p.m.

There was a quorum. Board members present: Mr. Grabowski, Ms. Wintress, Ms. Colt, Mr. Bedlack, Dr. Buxton, Mrs. Jablonecki, Ms. Nucci, Ms. Sewell and Mr. Thrall.

Student Representatives present: My-Ngoc Lai-Huyen and Aedan Ruddock were absent.

Administration present: Superintendent Dr. Joseph Macary, Assistant Superintendent Mr. Robert Testa and Director of Business and Finance Mr. William Meier III.

## **2.0 Call to Order**

Board Chair Mr. Grabowski called the meeting to order at 7:01 p.m.

## **3.0 Pledge of Allegiance**

## **4.0 Recognitions and Presentations**

### **4.1 Presentation by Vernon Center Middle School Students (BOE Goal #1, #2)**

Mr. David Caruso, Principal of Vernon Center Middle School, introduced VCMS Teacher Ms. Joann Stavens-Martin, who brought along three of her students, Ainsley, Roman and Mason, to tell us what “VCMS 101” is all about. The students displayed a PowerPoint presentation on the screen, which detailed what the course offers. The course is designed to help 6<sup>th</sup> Grade students enjoy a positive Middle School experience by creating opportunities for students to better connect with the VCMS community. In the course, students develop skills for successful school navigation, communication, self-advocacy and involvement. This is a full-year class that meets every other day opposite the student’s PE/Wellness Class. The course helps students to navigate the transition from Elementary

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Mason Thrall

November 27, 2023

School to Middle School, manage multiple class assignments, adapt to a variety of classroom expectations, develop strong interpersonal skills, develop skills to handle stressful situations, manage emotions to have a successful day and understand their personal responsibility to uphold the VCMS SOAR values. They accomplish this through “Meeting Mingles”, “Team Building” activities, the use of Aspen, Google and Email and by exemplifying their VCMS Core Values known as “SOAR” (Safety, Organization, Achievement, Respect and Responsibility). When they exemplify the SOAR values, they earn VCMS Eagle Bucks that can be used to purchase items such as school supplies, fun little fidgets or an “Eagle for a Day” lunch pass, just to name a few. When asked if they like this course, the students all agreed that this a great program and really helps them to adjust to the new experience of middle school.

## **5.0 Secretary’s Report**

### **5.1 Opportunity for Board of Education to add/delete urgent agenda items**

No agenda items were added.

### **5.2 Rockville High School Student Representative Report**

No reports were given due to the students being absent from the meeting.

## **6.0 Community Forum**

Opportunity for comments on agenda items, potential future agenda items, or general information provided to the Board from citizens and community organizations (Individual speakers shall be limited to five minutes and the total time for public forum shall be limited to 15 minutes.)

No one addressed the Board.

## **7.0 Consent Agenda**

### **7.1 Consent Agenda**

(a) Approval of the Minutes of the Regular Board of Education Meeting held on

# The Board of Education Town of Vernon

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November 27, 2023

November 13, 2023

Mr. Testa had one correction on page 6 of Consent Agenda item 7.1(a). He asked that the statement on line 9 of the paragraph be changed from “*Vernon Public Schools had a higher absenteeism rate than the State and we need to work on this*” to “*Although Vernon Public School’s chronic absenteeism rate (percentage of students missing 10% or greater in the number of days enrolled) was lower than the State average, this remains an area of focus to improve upon*”.

MOTION: Dr. Buxton moved to approve Consent Agenda Item 7.1(a) as amended  
SECOND: Ms. Wintress  
VOTE: Unanimous

## 8.0 Personnel

### 8.1 Employee Group Census (BOE Goal #1, #2, #3)

Mr. Testa provided the Board with data regarding the Vernon Board of Education Census as of November 22, 2023. The data included the employee count within each of 8 bargaining units as well as positions for salary and hourly non-affiliated staff and Adult Education staff. The District has a total of 826 paid employees. We currently have three certified positions open: two in Special Education and one for Pre-K.

## 9.0 Teaching and Learning

### 9.1 Follow-Up on November 7, 2023 PD Day (BOE Goal #2)

Mr. Testa provided the Board with an update on the PD Day Sessions that took place on November 7, 2023. He referred to a chart provided in the Board packet that listed the responses of all who participated in 39 Professional Development sessions throughout the day. The sessions were 90 minutes each and each staff member participated in four sessions during the day. There were some staff members that took part in one session which lasted for multiple sessions. With a rating of 1 – 4, 4 being the highest, participants gave their opinion of each session attended. The feedback was positive; there really were no negative comments. The next PD Day will take place on April 2, 2024. Mr. Testa said he will share the feedback with the Board once the sessions have taken place.

# The Board of Education Town of Vernon

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November 27, 2023

## 10.0 General Business

### 10.1 Board of Education Meeting Calendar (BOE Goal #1, #2, #3)

Dr. Macary began by saying that the Board of Education currently meets twice per month. He noted that when the Board recently performed a self-evaluation, one of the areas to improve upon was community outreach. He suggested that, if the Board moved to meeting once per month, which totals 11 regular Board meetings throughout the year, there would be more time during the year to hold “Focus Groups” with community organizations and attend community events as a group, so that people in the community would be able to speak with them about issues of concern. Board Chair Paul Grabowski then opened the floor for discussion. Board members each had the opportunity to express their thoughts. Many liked the idea of moving to one meeting per month in order to focus on community outreach; a few had reservations about holding one meeting per month, but did see the value in allowing more time throughout the year for community outreach. Mr. Grabowski did say that if an emergency issue came up, the Board could certainly hold a “Special Meeting” to address it. As for the Focus Groups and Community Events, it was suggested that the Board should consider holding approximately 5 Focus Groups and attending 5 Community Events throughout the year. Attendance at these events would be reported on in the Board Liaison reports each month. After much discussion, the suggestion was brought before the Board to vote upon.

MOTION: Mr. Thrall moved to approve the 2024 Board of Education Meeting Calendar, with 11 meeting dates, as discussed and presented  
SECOND: Ms. Wintress  
VOTE: Unanimous

### 10.2 Board of Education Member Liaisons and Committees (BOE Goal #1, #2, #3)

Mr. Grabowski reviewed the Board Liaisons and Committee assignments sheet with the Board. Dr. Macary said committee meetings should start back up once the Budget meetings have taken place with all schools and departments. We will hold a meeting on January 8, 2024, where the Superintendent’s Proposed FY25 Budget will be presented to the Board.

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November 27, 2023

## **10.3 Update on Attendance at CABE/CAPSS Convention (BOE Goal #1, #2, #3)**

Dr. Macary said the convention was well attended and thanked all Board members who were able to attend. The sessions were great, including one on “AI” and one on Career Pathways. Mr. Wintress said the student choir that performed was wonderful. Dr. Macary was also honored at the convention for being named Connecticut’s Superintendent of the Year. Board members and Dr. Macary’s family were there to take part in this great recognition. Mr. Grabowski noted that many individuals came up to him to express how much Dr. Macary has helped them in advancing their careers and that he is a great mentor. We should be proud to have him as our Superintendent and we are in great hands as a District. Dr. Macary thanked Mr. Grabowski for his kind words and the Board for their part in helping to make the District what it is.

## **10.4 CABE Board of Education “Board of Distinction Award” (BOE Goal #1, #2, #3)**

Dr. Macary announced that the Vernon Board of Education has won the “*CABE Board Leadership Award; Level II – Board of Distinction Award*”. Our Board has received this award for the past several years (7 or 8) and were 1 of 17 School Districts to be honored this year on November 17th at the annual CABE/CAPSS Convention in Mystic. Dr. Macary said a press release will be going out soon to all regarding this honor. State Commissioner of Education Charlene Russell-Tucker expressed how very proud she is of all the work that the Vernon Board of Education does for students.

## **11.0 Review and Update Board of Education Calendar**

<https://www.vernonpublicschools.org/district-information/district-calendar>

No updates were made.

## **12.0 Opportunity for Questions from the Press Regarding Agenda Items**

No one from the Press was in attendance.

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Mason Thrall**

November 27, 2023

Dr. Macary announced that CABA is looking for someone on our Board to serve on their Board of Directors as a Representative of Area 3 – Vernon. If any Board member is interested in serving, please contact Dr. Macary.

## **13.0 Adjournment**

MOTION: Ms. Colt made a motion to adjourn at 8:00 PM  
SECOND: Mr. Thrall  
VOTE: Unanimous

Respectfully submitted,

Karen Colt, Board Secretary

VERNON PUBLIC SCHOOLS  
Vernon, Connecticut 06066

Information Only

Agenda Item 8.1

Decision Requested

X

December 11, 2023


Date


AGENDA REPORTING FORM

Subject: Leave of Absence Request (BOE Goal #2) (Executive Session Anticipated)

Background: The Board will review and may take action on an employee's request for a leave of absence.

Recommendation: Possible Motion: That the Board approve/deny the request for a leave of absence submitted by Leah Hill for the reasons discussed in executive session and authorize the Superintendent to inform the employee of the Board's decision and the reasons therefore.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools

VERNON PUBLIC SCHOOLS  
Vernon, Connecticut 06066

Information Only

Agenda Item 8.2

Decision Requested

X

December 11, 2023

Date

AGENDA REPORTING FORM

Subject:


Leave of Absence Request (BOE Goal #2) (Executive Session Anticipated)


Background:

The Board will review and may take action on an employee's request for a leave of absence.

Recommendation:

Possible Motion: That the Board approve/deny the request for a leave of absence submitted by Julia Sullivan for the reasons discussed in executive session and authorize the Superintendent to inform the employee of the Board's decision and the reasons therefore.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools

VERNON PUBLIC SCHOOLS  
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Agenda Item 8.3

Decision Requested

X

December 11, 2023

Date

AGENDA REPORTING FORM

Subject:


Leave of Absence Request (BOE Goal #2) (Executive Session Anticipated)

Background:

The Board will review and may take action on an employee's request for a leave of absence.

Recommendation:

Possible Motion: That the Board approve/deny the request for a leave of absence submitted by Amina Azeez for the reasons discussed in executive session and authorize the Superintendent to inform the employee of the Board's decision and the reasons therefore.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools

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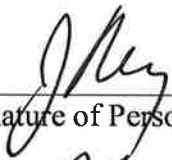
Information Only	<u>X</u>	Agenda Item	<u>9.1</u>
Decision Requested	<u>          </u>		<u>December 11, 2023</u>
			Date


AGENDA REPORTING FORM

Subject: District Profile and Performance Report for School Year 2022-2023 (BOE Goal #2)

Background: Assistant Superintendent Mr. Testa will review the District Profile and Performance Report for School Year 2022-2023 with the Board.

Recommendation: No action required.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools

# Connecticut State Department of Education

## DISTRICT PROFILE AND PERFORMANCE REPORT FOR SCHOOL YEAR 2022-23



### Vernon School District

Dr. Joseph Macary, Superintendent • 860-870-6000 • [www.vernonschools.com/](http://www.vernonschools.com/)

#### District Information

Grade Range	PK-12
Number of Schools/Programs	11
Enrollment	3,148
Per Pupil Expenditures <sup>1</sup>	\$18,050
Total Expenditures <sup>1</sup>	\$62,561,982

<sup>1</sup> Expenditure data reflect the 2021-22 school year.



#### Community Information

AdvanceCT Town Profiles provide summary demographic and economic information for Connecticut's municipalities at <https://www.advancect.org/site-selection/town-profiles>

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Educators.....	2
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Narratives.....	7

#### Notes

Unless otherwise noted, all data are for 2022-23 and include all grades offered by the district.

In most tables, data are displayed only for the three major race/ethnicity categories. For additional race/ethnicity categories, please visit <https://edsight.ct.gov>

State totals are not displayed as they are not comparable to district totals.

Special Education tables reflect only students for whom the district is fiscally responsible.

\* When an asterisk is displayed, data have been suppressed to safeguard student confidentiality. Complete data suppression guidelines are available at <https://tinyurl.com/SuppressionPolicy>

N/A is displayed when a category is not applicable for a district or school.

#### Students

##### October 1, 2022 Enrollment<sup>2</sup>

	District		State
	Count	Percent of Total (%)	Percent of Total (%)
Female	*	*	48.4
Male	1,606	51.0	51.5
Non-Binary	*	*	0.1
American Indian or Alaska Native	*	*	0.3
Asian	242	7.7	5.2
Black or African American	326	10.4	12.5
Hispanic or Latino of any race	695	22.1	30.0
Native Hawaiian or Other Pacific Islander	*	*	0.1
Two or More Races	264	8.4	4.5
White	1,616	51.3	47.5
English Learners/Multilingual Learners	119	3.8	9.7
Eligible for Free or Reduced-Price Meals	1,643	52.2	42.4
Students with Disabilities <sup>3</sup>	581	18.5	17.1

<sup>2</sup> This table represents students in grades PK-12 reported by the district in the Public School Information System (i.e., PSIS Reporting District).

<sup>3</sup> Students in this category are students with an individualized education program (IEP) only. This category does not include students with Section 504 plans or services plans.

##### Chronic Absenteeism and Suspension/Expulsion

	Chronic Absenteeism <sup>4</sup>		Suspension/Expulsion <sup>5</sup>	
	Count	Rate (%)	Count	Rate (%)
Female	269	18.5	99	6.1
Male	268	17.6	172	9.9
Non-Binary	0	*	0	*
Black or African American	74	23.0	48	13.0
Hispanic or Latino of any race	163	24.3	81	10.5
White	199	13.0	96	5.7
English Learners/Multilingual Learners	33	27.5	6	4.4
Eligible for Free or Reduced-Price Meals	399	25.9	219	12.0
Students with Disabilities	148	26.8	88	12.4
District	537	18.0	271	8.0
State		20.0		7

Number of students qualified as truant under state statute: 487

Number of school-based arrests: Fewer than 6

<sup>4</sup> A student is chronically absent if they miss ten percent or greater of the total number of days enrolled in the school year for any reason. Pre-Kindergarten students are excluded from this calculation.

<sup>5</sup> This column displays the count and percentage of students who receive at least one in-school suspension, out-of-school suspension or expulsion.

# District Profile and Performance Report for School Year 2022-23

## Vernon School District

### Educators

#### Full-Time Equivalent (FTE)<sup>1</sup> Staff

	FTE
<b>General Education</b>	
Teachers and Instructors	246.1
Paraprofessional Instructional Assistants	20.0
<b>Special Education</b>	
Teachers and Instructors	38.0
Paraprofessional Instructional Assistants	97.0
<b>Administrators, Coordinators and Department Chairs</b>	
District Central Office	9.0
School Level	13.5
<b>Library/Media</b>	
Specialists (Certified)	1.0
Support Staff	8.0
Instructional Specialists Who Support Teachers	12.4
Counselors, Social Workers and School Psychologists	27.0
School Nurses	8.0
Other Staff Providing Non-Instructional Services/Support	166.3

<sup>1</sup> In the full-time equivalent count, staff members working part-time in the school are counted as a fraction of full-time. For example, a teacher who works half-time in a school contributes 0.50 to the school's staff count.

#### Educators by Race/Ethnicity

	Count	District Percent of Total (%)	State Percent of Total (%)
American Indian or Alaska Native	0	0.0	0.1
Asian	5	1.4	1.3
Black or African American	5	1.4	4.6
Hispanic or Latino of any race	12	3.5	4.9
Native Hawaiian or Other Pacific Islander	0	0.0	0.1
Two or More Races	1	0.3	0.2
White	324	93.4	88.7

#### Classroom Teacher Attendance: 2021-22

	District	State
Average Number of FTE Days Absent Due to Illness or Personal Time	12.6	13.2

### Instruction and Resources

#### 11th and 12th Graders Enrolled in College-and-Career-Readiness Courses during High School<sup>2</sup>

	11th		12th	
	Count	Rate (%)	Count	Rate (%)
Black or African American	26	96.3	19	*
Hispanic or Latino of any race	44	97.8	44	100.0
White	142	100.0	117	99.2
English Learners/Multilingual Learners	*	*	*	*
Eligible for Free or Reduced-Price Meals	116	99.1	86	98.9
Students with Disabilities	44	100.0	37	97.4
District	242	98.8	206	99.0
State		86.5		94.2

<sup>2</sup> College-and-Career-Readiness Courses include Advanced Placement®(AP), International Baccalaureate®(IB), Career and Technical Education(CTE), workplace experience and dual credit courses.

#### Students Who Spend 80% or Greater Time with Nondisabled Peers<sup>3</sup>

	Count	Rate (%)
Autism	45	51.1
Emotional Disability	6	17.6
Intellectual Disability	8	25.8
Learning Disability	151	71.2
Other Health Impairment	79	64.8
Other Disabilities	6	*
Speech/Language Impairment	43	95.6
District	338	61.7
State		68.6

<sup>3</sup> This table represents students ages 6-21 for whom the district is fiscally responsible (i.e., Nexus District students with an IEP or services plan).

# District Profile and Performance Report for School Year 2022-23

## Vernon School District

### Students with Disabilities by Primary Disability<sup>1</sup>

	District		State
	Count	Rate (%)	Rate (%)
Autism	96	3.0	2.4
Emotional Disability	34	1.1	1.0
Intellectual Disability	31	1.0	0.6
Learning Disability	212	6.6	6.3
Other Health Impairment	123	3.9	3.4
Other Disabilities	26	0.8	1.1
Speech/Language Impairment	57	1.8	1.9
All Disabilities	579	18.1	16.7

<sup>1</sup> This table represents students in grades K-12 for whom the district is fiscally responsible (i.e., Nexus District students with an IEP or services plan).

### Students with Disabilities Placed Outside of the District<sup>2</sup>

	District		State
	Count	Rate (%)	Rate (%)
Public Schools in Other Districts	51	8.8	8.1
Private Schools or Other Settings	13	2.2	4.7

<sup>2</sup> This table represents students in grades K-12 for whom the district is fiscally responsible (i.e., Nexus District students with an IEP or services plan).

### Overall Expenditures<sup>3</sup>: 2021-22

	Total (\$)	Per Pupil	
		District (\$)	State (\$)
Instruction	\$36,411,837	\$10,505	\$12,671
Support services - students	\$6,868,031	\$2,165	\$1,558
Support services - instruction	\$2,854,689	\$900	\$837
Support services - general administration	\$2,673,658	\$843	\$463
Support services - school based administration	\$3,008,398	\$948	\$1,133
Central and other support services	\$708,235	\$223	\$716
Operation and maintenance of plant	\$6,833,434	\$2,154	\$1,893
Student transportation services	\$2,652,930	\$1,290	\$1,464
Food services	.	.	\$5
Enterprise operations	\$550,771	\$174	\$186
Total	\$62,561,982	\$18,050	\$20,165

<sup>3</sup> Expenditures may be supported by local tax revenues, state grants, federal grants, municipal in-kind services, tuition and other sources.

### Special Education Expenditures: 2021-22

	District		State
	Total (\$)	Percent of Total (%)	Percent of Total (%)
Teacher Salaries	\$2,829,773	20.5	29.0
Instructional Aide Salaries	\$2,184,117	15.8	10.6
Other Salaries	\$2,691,900	19.5	10.1
Employee Benefits	\$1,253,611	9.1	13.1
Purchased Services Other Than Transportation	\$295,870	2.1	5.9
Special Education Tuition	\$3,129,534	22.7	21.8
Supplies	\$71,327	0.5	0.7
Property Services	.	.	0.4
Purchased Services For Transportation	\$1,336,855	9.7	8.1
Equipment	\$4,248	0.0	0.2
All Other Expenditures	.	.	0.1
Total	\$13,797,234	100.0	100.0
Percent of Total Expenditures Used for Special Education		22.1	24.9

### Expenditures by Revenue Source<sup>4</sup>: 2021-22

	Percent of Total (%) Excluding School Construction
Local	57.2
State	35.5
Federal	6.0
Tuition & Other	1.3

<sup>4</sup> Revenue sources do not include state-funded Teachers' Retirement Board contributions, Connecticut Technical Education and Career System (CTECS) operations, CSDE-budgeted costs for salaries and leadership activities and other state-funded school districts (e.g., Dept. of Children and Families and Dept. of Correction).

# District Profile and Performance Report for School Year 2022-23

## Vernon School District

### Performance and Accountability

#### District Performance Index (DPI)

A District Performance Index (DPI) is the average performance of students in a subject area (i.e., ELA, Mathematics or Science) on the state summative assessments. The DPI ranges from 0-100. A DPI is reported for all students tested in a district and for students in each individual student group. Connecticut's ultimate target for a DPI is 75.

	English Language Arts (ELA)		Math		Science	
	Count	DPI	Count	DPI	Count	DPI
American Indian or Alaska Native	*	*	*	*	*	*
Asian	99	68.8	99	67.2	49	62.7
Black or African American	158	61.3	159	54.9	67	55.9
Hispanic or Latino of any race	339	61.3	339	55.7	134	56.5
Native Hawaiian or Other Pacific Islander	*	*	*	*	0	N/A
Two or More Races	132	63.9	132	57.8	*	*
White	783	68.0	781	64.4	349	67.0
English Learners/Multilingual Learners	87	61.1	87	59.2	38	52.8
Non-English Learners/Non-Multilingual Learners	1,427	65.7	1,426	61.2	609	63.5
Eligible for Free or Reduced-Price Meals	812	60.3	811	55.4	342	56.3
Not Eligible for Free or Reduced-Price Meals	702	71.5	702	67.5	305	70.3
Students with Disabilities	278	44.9	278	39.6	116	44.1
Students without Disabilities	1,236	70.1	1,235	65.9	531	67.0
High Needs	912	59.5	911	54.8	385	55.7
Non-High Needs	602	74.5	602	70.5	262	73.6
District	1,514	65.5	1,513	61.0	647	62.9

#### National Assessment of Educational Progress (NAEP): Percent At or Above Proficient<sup>1</sup>

	NAEP 2022		NAEP 2013
	Grade 4	Grade 8	Grade 12
<b>READING</b>			
Connecticut	35	35	50
National Public	32	29	36
<b>MATH</b>			
Connecticut	37	30	32
National Public	35	26	25

<sup>1</sup> NAEP is often called the "Nation's Report Card." It is sponsored by the U.S. Department of Education. This table compares Connecticut's performance to that of national public school students. Performance standards for state assessments and NAEP are set independently. Therefore, one should not expect performance results to be the same across Smarter Balanced and NAEP. Instead, NAEP results are meant to complement other state assessment data. To view performance on NAEP by student group, at [https://portal.ct.gov/-/media/SDE/Student-Assessment/NAEP/report-card\\_NAEP-2022.pdf](https://portal.ct.gov/-/media/SDE/Student-Assessment/NAEP/report-card_NAEP-2022.pdf)

#### Physical Fitness Tests: Students Reaching Health Standard<sup>2</sup>

	Percent of Students by Grade <sup>3</sup> (%)				All Tested Grades	
	4	6	8	HS	Count	Rate (%)
Sit & Reach	83.3	85.4	86.3	91.9	854	86.9
Curl Up	86.5	85.6	83.6	87.9	861	85.9
Push Up	76.4	77.8	67.3	84.9	863	76.7
Mile Run/PACER	71.0	55.9	50.7	59.4	865	59.2
All Tests - District	59.6	50.3	40.6	56.3	841	51.6
All Tests - State	51.5	46.0	44.1	41.1		45.5

<sup>2</sup>The Connecticut Physical Fitness Assessment (CPFA) is administered to students in Grades 4, 6, 8 and High School (HS). The health-related fitness scores gathered through the CPFA should be used to educate and motivate children and their families to increase physical activity and develop lifetime fitness habits.

<sup>3</sup>Only students assessed in all four areas are included in this calculation.

# District Profile and Performance Report for School Year 2022-23

## Vernon School District

### Cohort Graduation: Four-Year<sup>1</sup>

	2021-22	
	Cohort Count <sup>2</sup>	Rate (%)
Black or African American	20	80.0
Hispanic or Latino of any race	45	73.3
White	140	82.9
English Learners/Multilingual Learners	7	*
Eligible for Free or Reduced-Price Meals	125	74.4
Students with Disabilities	49	69.4
District	226	81.9
State		88.9

<sup>1</sup> The four-year cohort graduation rate represents the percentage of first-time 9th graders who earn a standard high school diploma within four years.

<sup>2</sup> Cohort count includes all students in the cohort as of the end of the 2021-22 school year.

### 11th and 12th Graders Demonstrating Postsecondary Readiness<sup>3</sup>

	Participation <sup>4</sup>	Meeting Benchmark	
	Rate (%)	Count	Rate (%)
Female	97.4	122	52.8
Male	92.8	75	33.8
Non-Binary	N/A	N/A	N/A
Black or African American	89.1	13	28.3
Hispanic or Latino	94.4	22	24.7
White	95.8	134	51.5
English Learners/ Multilingual Learners	*	0	*
Eligible for Free or Reduced-Price Meals	95.1	48	23.5
Students with Disabilities	76.8	*	*
District	95.1	197	43.5
State	95.2		44.3

<sup>3</sup> Students demonstrate postsecondary readiness through at least one of the following:

- SAT® - meets benchmark score on SAT, Revised SAT or Connecticut School Day SAT
- ACT® - meets benchmark score on 3 of 4 exams (benchmark score varies by subject)
- AP® - 3 or higher on any one AP® exam
- IB® - 4 or higher on any one IB® exam
- Earning three or more non-remedial college credits cumulatively during high school.

<sup>4</sup> Participation Rate equals the number of test-takers in 11th and 12th grade divided by the number of students enrolled in those grades, as a percentage.

Sources:

SAT® and AP® statistics derived from data provided by the College Board.

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ACT® statistics derived from data provided by ACT, Inc.

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IB® statistics derived from data provided by the International Baccalaureate Organization.

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### College Entrance and Persistence

	Class of 2022	Class of 2021
	Entrance <sup>5</sup>	Persistence <sup>6</sup>
	Rate (%)	Rate (%)
Female	69.9	81.5
Male	44.8	78.7
Non-Binary	N/A	N/A
Black or African American	*	*
Hispanic or Latino of any race	27.8	*
White	70.4	79.3
English Learners/ Multilingual Learners	*	*
Eligible for Free or Reduced-Price Meals	45.1	72.2
Students with Disabilities	37.0	*
District	57.8	80.4
State	66.1	87.7

<sup>5</sup> College entrance refers to the percent of high school graduates from the year who enrolled in college any time during the first year after high school.

<sup>6</sup> College persistence refers to the percent of students who enrolled in college the first year after high school and returned for a second year (Freshman to Sophomore persistence).

Source: National Student Clearinghouse

# District Profile and Performance Report for School Year 2022-23

## Vernon School District

### Next Generation Accountability Results

Connecticut's Next Generation Accountability System is a broad set of 12 indicators that help tell the story of how well a district/school is preparing its students for success in college, careers, and life. It moves beyond test scores and graduation rates to provide a more holistic, multifactor perspective of district and school performance.

Indicator		Index/Rate	Target	Points Earned	Max Points	% Points Earned	State Average Index/Rate
ELA Performance Index	All Students	65.5	75	43.7	50	87.3	63.9
	High Needs Students	59.5	75	39.7	50	79.3	54.1
Math Performance Index	All Students	61.0	75	40.7	50	81.4	59.7
	High Needs Students	54.8	75	36.5	50	73.0	48.9
Science Performance Index	All Students	62.9	75	41.9	50	83.9	61.6
	High Needs Students	55.7	75	37.1	50	74.2	51.1
ELA Academic Growth	All Students	63.1%	100%	63.1	100	63.1	57.2%
	High Needs Students	60.2%	100%	60.2	100	60.2	52.5%
Math Academic Growth	All Students	65.4%	100%	65.4	100	65.4	61.8%
	High Needs Students	63.5%	100%	63.5	100	63.5	55.5%
Progress Toward English Proficiency	Literacy	76.7%	100%	38.3	50	76.7	55.3%
	Oral	65.5%	100%	32.8	50	65.5	56.1%
Chronic Absenteeism	All Students	18.0%	<=5%	24.0	50	47.9	20.0%
	High Needs Students	24.7%	<=5%	10.6	50	21.3	28.5%
Preparation for CCR	% Taking Courses	98.9%	75%	50.0	50	100.0	90.4%
	% Meeting Benchmark	43.5%	75%	29.0	50	58.0	44.3%
On-track to High School Graduation		89.1%	94%	47.4	50	94.8	82.4%
4-year Graduation All Students (2022 Cohort)		81.9%	94%	87.1	100	87.1	88.9%
6-year Graduation - High Needs Students (2020 Cohort)		81.0%	94%	86.2	100	86.2	85.6%
Postsecondary Entrance (Class of 2022)		57.8%	75%	77.1	100	77.1	66.1%
Physical Fitness (estimated part rate) and (fitness rate)		93.2%   51.6%	75%	34.4	50	68.8	93.0%   45.5%
Arts Access		50.2%	60%	41.8	50	83.7	54.5%
<b>Accountability Index</b>				<b>1050.4</b>	<b>1450</b>	<b>72.4</b>	

NOTE: A dot (.) appears in the table above when there are fewer than 20 students in the student group or the indicator is not applicable based on grades served.

Gap Indicators	Non-High Needs Rate <sup>1</sup>	High Needs Rate	Size of Gap	State Gap Mean +1 Stdev <sup>2</sup>	Is Gap an Outlier <sup>22</sup>
Achievement Gap Size Outlier?					Y
ELA Performance Index Gap	74.5	59.5	15.0	16.6	
Math Performance Index Gap	70.5	54.8	15.7	18.0	
Science Performance Index Gap	73.6	55.7	17.9	17.8	
Graduation Rate Gap	94.0%	81.0%	13.0%	8.7%	Y

<sup>1</sup>If the Non-High Needs Rate exceeds the ultimate target (75 for Performance Index and 94% for graduation rate), the ultimate target is used for gap calculations.

<sup>2</sup>If the size of the gap exceeds the state mean gap plus one standard deviation, the gap is an outlier.

NOTE: A dot (.) appears in the table above when there are fewer than 20 students in at least one of the student groups used to calculate the gap measure or the indicator is not applicable based on grades served. Gap calculations are based on unrounded rates.

Subject/Student Group		Participation Rate (%) <sup>3</sup>
ELA	All Students	97.8
	High Needs Students	97.3
Math	All Students	97.8
	High Needs Students	97.2
Science	All Students	96.9
	High Needs Students	95.5

<sup>3</sup>Minimum participation standard is 95%.

### Connecticut's State Identified Measurable Result (SIMR) for Children with Disabilities

Increase the reading performance of all 3rd grade students with disabilities statewide, as measured by Connecticut's English Language Arts (ELA) Performance Index.

Grade 3 ELA Performance Index for Students with Disabilities:

**District: 48.3**

**State: 49.6**

# District Profile and Performance Report for School Year 2022-23

## Vernon School District

### Narratives

#### School District Improvement Plans and Parental Outreach Activities

Vernon Public Schools believes that the educational programs and services available in the district provide opportunities for the academic, social, and emotional growth of our student population. Our district improvement plan and aligned school improvement plans along with family and community outreach activities highlight our efforts to strengthen student learning outcomes. The District Attendance Team meets weekly to review district data and discuss strategies to support and partner with families. School-based Attendance Teams work collaboratively with families to identify the root cause of absences, problem-solve and identify proactive strategies to support the student. A mentor program has been established at Vernon Center Middle School and Rockville High School to support at-risk students with chronic absenteeism. School staff, including Family Engagement Coordinators, have connected families to community resources such as Cornerstone Foundation, Vernon Social Services, Vernon Youth Services, Hockanum Valley Community Council (HVCC), YMCA, ECHN Family Resource Center, and the Rockville Public Library. The District Equity and Engagement Team focused its professional learning on equity and diversity. These efforts are being implemented to help build equitable practices within the district. Laugh and Learn is a virtual opportunity for caregivers and children ages 1-5 to participate in fun and interactive learning activities. The district provides ongoing parent workshops through Peace at Home through live and recorded webinar sessions. The sessions focus on the social, emotional, and behavioral well-being of children (birth through teen). The Ready Set School Fair is an opportunity for families of children ages 3-5 to learn of resources within the community and students entering kindergarten for the fall of 2023 received an activity bag of learning materials. This event was held in May 2023 at Henry Park. Vernon Center Middle School held team family dinners in September 2022 in place of the traditional open house as an opportunity to connect with families early in the school year. Hopes and Dreams conferences are held in September for school staff and families to connect early in the year to set goals for student success for the year.

#### Efforts to Reduce Racial, Ethnic and Economic Isolation

Vernon is a diverse community with five elementary schools, one middle school, and one high school. Rockville High School recruits students for Advanced Placement courses, Early College Experience (ECE) courses, and other courses that may garner college credit prior to graduation. All grade 10 and 11 students take the PSAT. A YES team (Youth Empowerment Squad) has been established to provide student voice in addressing the needs of all students within our schools. All students in grades K - 8 engage in the social awareness curriculum which teaches social skills. Students have alternative educational options such as Magnet Schools, Open Choice, and Charter Schools. ESL programs are offered at several schools. Our website provides many family-friendly functions including a translation feature for non-English speaking families. The district also utilizes phone translation and in-person translation services as needed. Vernon has provided extensive professional learning in curriculum writing and implementation ensuring that all students have access to the same rigorous curriculum and resources. Several staff in the district participated in professional opportunities this year to develop a better understanding of diversity and equity. Families have been connected to community resources (Cornerstone Foundation and HVCC) to ensure families have access to food and other basic needs. VPS works closely with town departments to ensure families can access resources such as energy assistance and programming for children.

# District Profile and Performance Report for School Year 2022-23

## Vernon School District

### **Equitable Allocation of Resources among District Schools**

The Vernon Public School district has a common curriculum guaranteed for every student. All curriculum resources are located on the secure staff portal ensuring equitable access among all classrooms. The elementary principals collaboratively plan their budgets to ensure equity among resources. All initiatives are systemic in Vernon, ensuring that each K - 12 student has access to the same rigorous curriculum. Each student shall be given equitable access to education and student technology resources are available at all schools at all grade levels. Community members have access to any and all communication media, newsletters, periodicals, advisory services, and representation in actions affecting education in general and the public schools in particular. All Schools have a leadership team which provides input to the principal and the building leadership team on the school improvement plan and other initiatives in the school. Schools provide portal access to parents and families for the ASPEN Student Information System and sponsor monthly newsletters to recognize students and families.

VERNON PUBLIC SCHOOLS  
Vernon, Connecticut 06066


Information Only	<u>X</u>	Agenda Item	<u>10.1</u>
Decision Requested	<u>          </u>		<u>December 11, 2023</u>
			Date

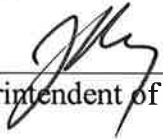
AGENDA REPORTING FORM

Subject: 2023-24 Enrollment Projection Report from NESDEC (BOE Goal #1, #2, #3)

Background: Dr. Macary will share the 2023-24 Enrollment Projection Report from NESDEC with the Board.

Recommendation: No action required.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools



*New England School Development Council*

**Vernon Public Schools  
Vernon, CT**

**School Year 2023-24 Enrollment Projection Report**

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# Enrollment Summary

NESDEC is pleased to send you this report displaying the past, present, and projected enrollments for your District. It is important to update enrollment projections every year to identify changes in enrollment patterns. Ten-year projections are designed to provide your District with yearly, up-to-date enrollment information that can be used by boards and administrators for effective planning and allocation of resources.

Included in this report are graphs representing historical and projected grade-by-grade enrollments, as well as historical and projected enrollments in grade combinations. We received the enrollment data from the District, and we assume that the method of collecting this data has been consistent from year to year.

Enrollment projections are more reliable in Years #1-4 in the future and less reliable in the “out-years.” Projections six to ten years out may serve as a guide to future enrollments and are useful for planning purposes. In light of this, NESDEC has added a “Spring Update Refresher” enrollment projection at no cost to affiliates. For more information, please refer to the Methodology, Reliability and Use of this Document section.

The NESDEC enrollment projection fell within 80 students of the K-12 total, 2,981 students projected vs. 3,061 enrolled. One variance of 42 students occurred at Grades K-1, 439 projected vs. 481 enrolled. Ratios have been adjusted.

Births decreased by 33 from a previous ten-year average of 345 to a projected average of 312, which could have an impact on future Kindergarten enrollments. In most districts, Grades 1-8 are very stable in enrollments. However, there have been decreases in 3 of the 8 most recent years, leading to a net decrease averaging 10 students per year.

Over the next three years, Grades K-5 enrollments are projected to increase by 21 students, Grades 6-8 enrollments are projected to decrease by 36 students, and Grades 9-12 enrollments are projected to decrease by 52 students, as students move through the grades.

# Historical Enrollment

School District: Vernon, CT

11/28/2023

Historical Enrollment By Grade																			
Birth Year	Births*	School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2008	357	2013-14	177	257	253	262	254	272	245	209	221	236	297	160	205	274	0	3145	3322
2009	342	2014-15	182	267	240	243	262	239	274	218	213	217	277	223	154	227	0	3054	3236
2010	373	2015-16	174	259	258	231	252	252	239	250	229	208	259	209	195	164	0	3005	3179
2011	337	2016-17	144	242	246	255	229	260	246	228	256	227	274	200	190	197	0	3050	3194
2012	351	2017-18	139	253	220	240	247	225	258	241	212	250	189	196	199	217	0	2947	3086
2013	329	2018-19	120	250	237	227	256	242	215	244	248	213	245	202	201	215	0	2995	3115
2014	363	2019-20	103	255	224	233	223	258	251	220	255	247	212	244	194	215	0	3031	3134
2015	331	2020-21	97	197	242	198	219	221	247	237	214	253	250	224	235	216	0	2953	3050
2016	330	2021-22	116	256	180	238	212	219	208	251	240	221	250	249	231	246	0	3001	3117
2017	335	2022-23	152	220	255	194	248	221	223	203	245	231	217	256	243	229	0	2985	3137
2018	321	2023-24	153	251	230	251	201	239	218	229	210	245	223	245	259	260	0	3061	3214

\*Birth data provided by Public Health Vital Records Departments in each state.

\*\* < 10 Not reported, to protect subgroups with fewer than 10 students.

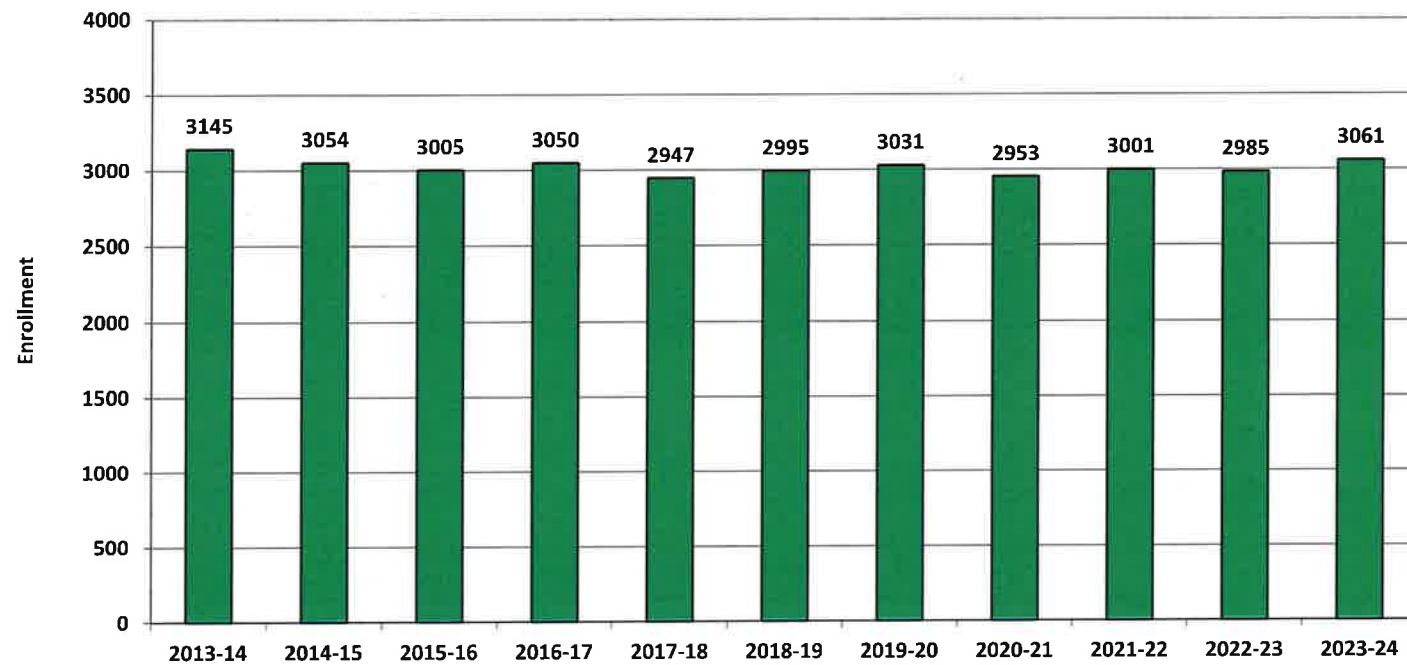
Historical Enrollment in Grade Combinations									
School Year	PK-5	K-5	PK-8	K-8	5-8	6-8	7-8	6-12	9-12
2013-14	1720	1543	2386	2209	911	666	457	1602	936
2014-15	1707	1525	2355	2173	922	648	430	1529	881
2015-16	1665	1491	2352	2178	926	687	437	1514	827
2016-17	1622	1478	2333	2189	957	711	483	1572	861
2017-18	1582	1443	2285	2146	961	703	462	1504	801
2018-19	1547	1427	2252	2132	920	705	461	1568	863
2019-20	1547	1444	2269	2166	973	722	502	1587	865
2020-21	1421	1324	2125	2028	951	704	467	1629	925
2021-22	1429	1313	2141	2025	920	712	461	1688	976
2022-23	1513	1361	2192	2040	902	679	476	1624	945
2023-24	1543	1390	2227	2074	902	684	455	1671	987

Historical Percentage Changes			
School Year	K-12	Diff.	%
2013-14	3145		
2014-15	3054	-91	-2.9%
2015-16	3005	-49	-1.6%
2016-17	3050	45	1.5%
2017-18	2947	-103	-3.4%
2018-19	2995	48	1.6%
2019-20	3031	36	1.2%
2020-21	2953	-78	-2.6%
2021-22	3001	48	1.6%
2022-23	2985	-16	-0.5%
2023-24	3061	76	2.5%
Change		-84	-2.7%



## Historical Enrollment

Grades K-12, School Years 2013-14 to 2023-24





# Projected Enrollment

School District: Vernon, CT

11/28/2023

Enrollment Projections By Grade*																				
Birth Year	Births*		School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2018	321		2023-24	153	251	230	251	201	239	218	229	210	245	223	245	259	260	0	3061	3214
2019	328		2024-25	153	238	245	228	257	201	235	216	231	210	242	231	247	269	0	3050	3203
2020	308		2025-26	154	223	232	243	233	258	197	233	218	231	207	250	232	257	0	3014	3168
2021	314	(prov.)	2026-27	154	228	218	230	249	233	253	195	235	218	228	214	252	241	0	2994	3148
2022	298	(prov.)	2027-28	155	216	223	216	235	250	229	251	197	235	215	236	215	262	0	2980	3135
2023	314	(est.)	2028-29	155	228	211	221	221	235	245	227	253	197	232	223	237	224	0	2954	3109
2024	312	(est.)	2029-30	156	226	223	209	226	221	231	243	229	253	194	240	224	246	0	2965	3121
2025	309	(est.)	2030-31	156	224	221	221	214	226	217	229	245	229	250	201	242	233	0	2952	3108
2026	309	(est.)	2031-32	157	224	219	219	226	214	222	215	231	245	226	259	202	252	0	2954	3111
2027	309	(est.)	2032-33	157	224	219	217	224	226	210	220	217	231	242	234	261	210	0	2935	3092
2028	311	(est.)	2033-34	158	225	219	217	222	224	222	208	222	217	228	250	235	271	0	2960	3118

Note: Ungraded students (UNGR) often are high school students whose anticipated years of graduation are unknown, or students with special needs - UNGR not included in Grade Combinations for 7-12, 9-12, etc.

Based on an estimate of births

Based on children already born

Based on students already enrolled

\*Birth data provided by Public Health Vital Records Departments in each state.

\*\* < 10 Not reported, to protect subgroups with fewer than 10 students.

Projected Enrollment in Grade Combinations*									
School Year	PK-5	K-5	PK-8	K-8	5-8	6-8	7-8	6-12	9-12
2023-24	1543	1390	2227	2074	902	684	455	1671	987
2024-25	1557	1404	2214	2061	892	657	441	1646	989
2025-26	1540	1386	2222	2068	879	682	449	1628	946
2026-27	1565	1411	2213	2059	901	648	453	1583	935
2027-28	1524	1369	2207	2052	912	683	432	1611	928
2028-29	1516	1361	2193	2038	922	677	450	1593	916
2029-30	1492	1336	2217	2061	956	725	482	1629	904
2030-31	1479	1323	2182	2026	920	703	474	1629	926
2031-32	1481	1324	2172	2015	913	691	476	1630	939
2032-33	1477	1320	2145	1988	878	668	448	1615	947
2033-34	1487	1329	2134	1976	869	647	439	1631	984

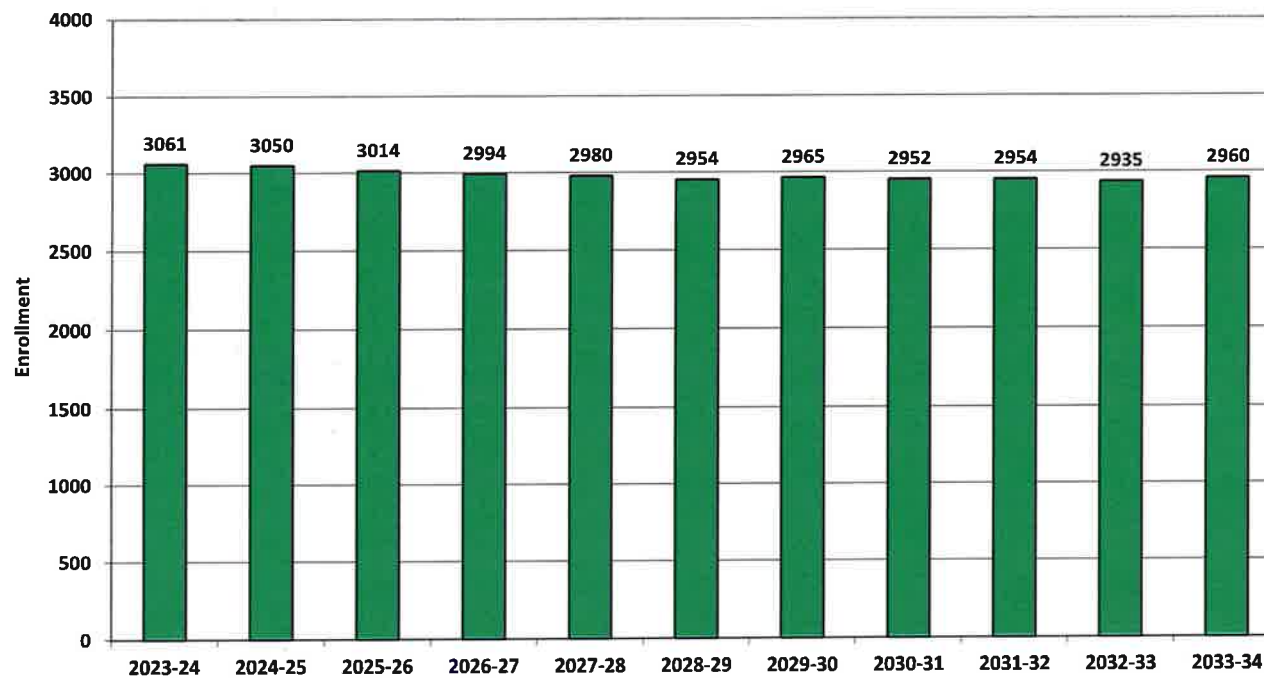
Projected Percentage Changes			
School Year	K-12	Diff.	%
2023-24	3061		
2024-25	3050	-11	-0.4%
2025-26	3014	-36	-1.2%
2026-27	2994	-20	-0.7%
2027-28	2980	-14	-0.5%
2028-29	2954	-26	-0.9%
2029-30	2965	11	0.4%
2030-31	2952	-13	-0.4%
2031-32	2954	2	0.1%
2032-33	2935	-19	-0.6%
2033-34	2960	25	0.9%
Change	-101		-3.3%

\*Projections should be updated annually to reflect changes in in/out-migration of families, real estate sales, residential construction, births, and similar factors.



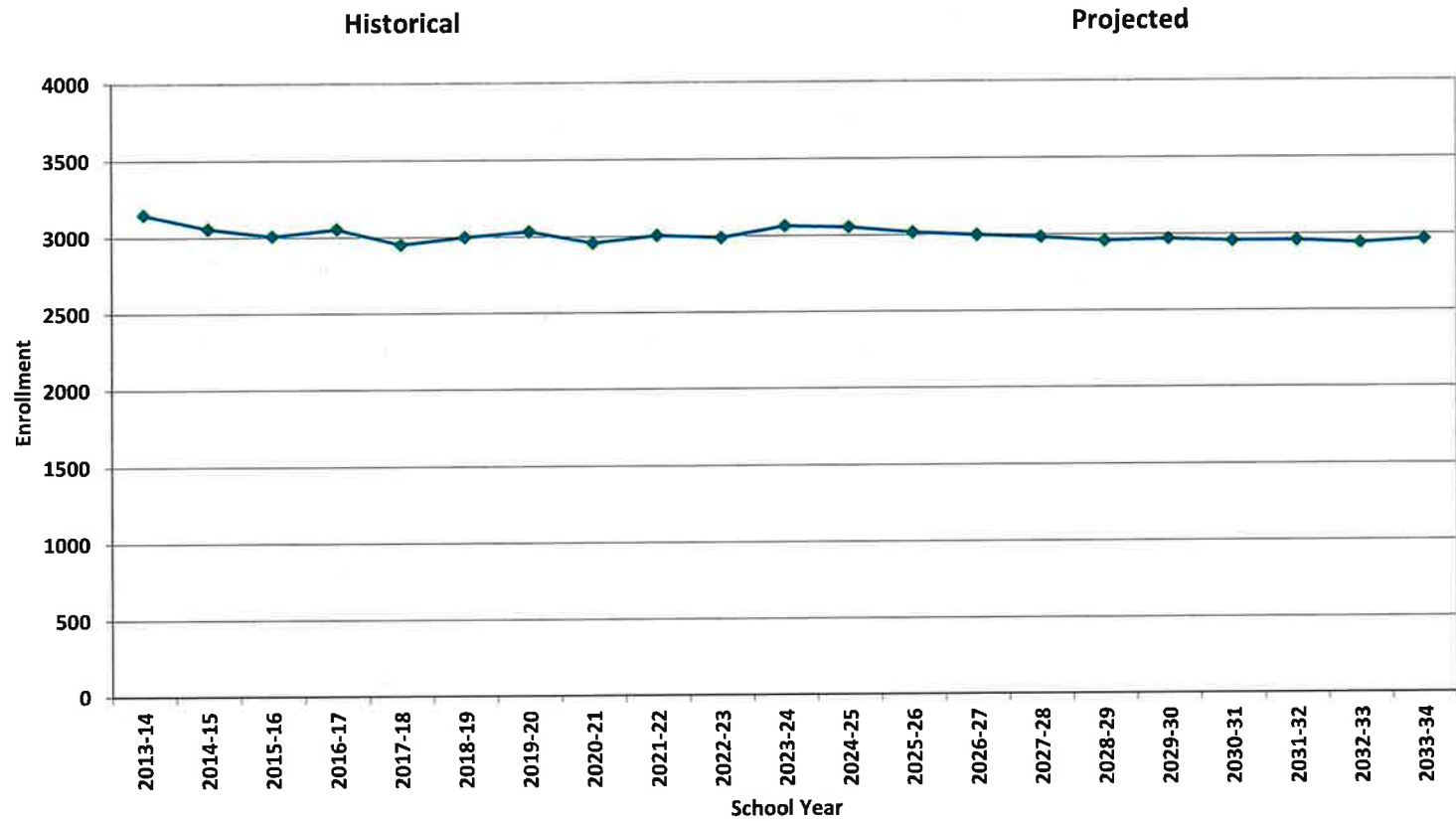
## Projected Enrollment

Grades K-12, School Years 2023-24 to 2033-34





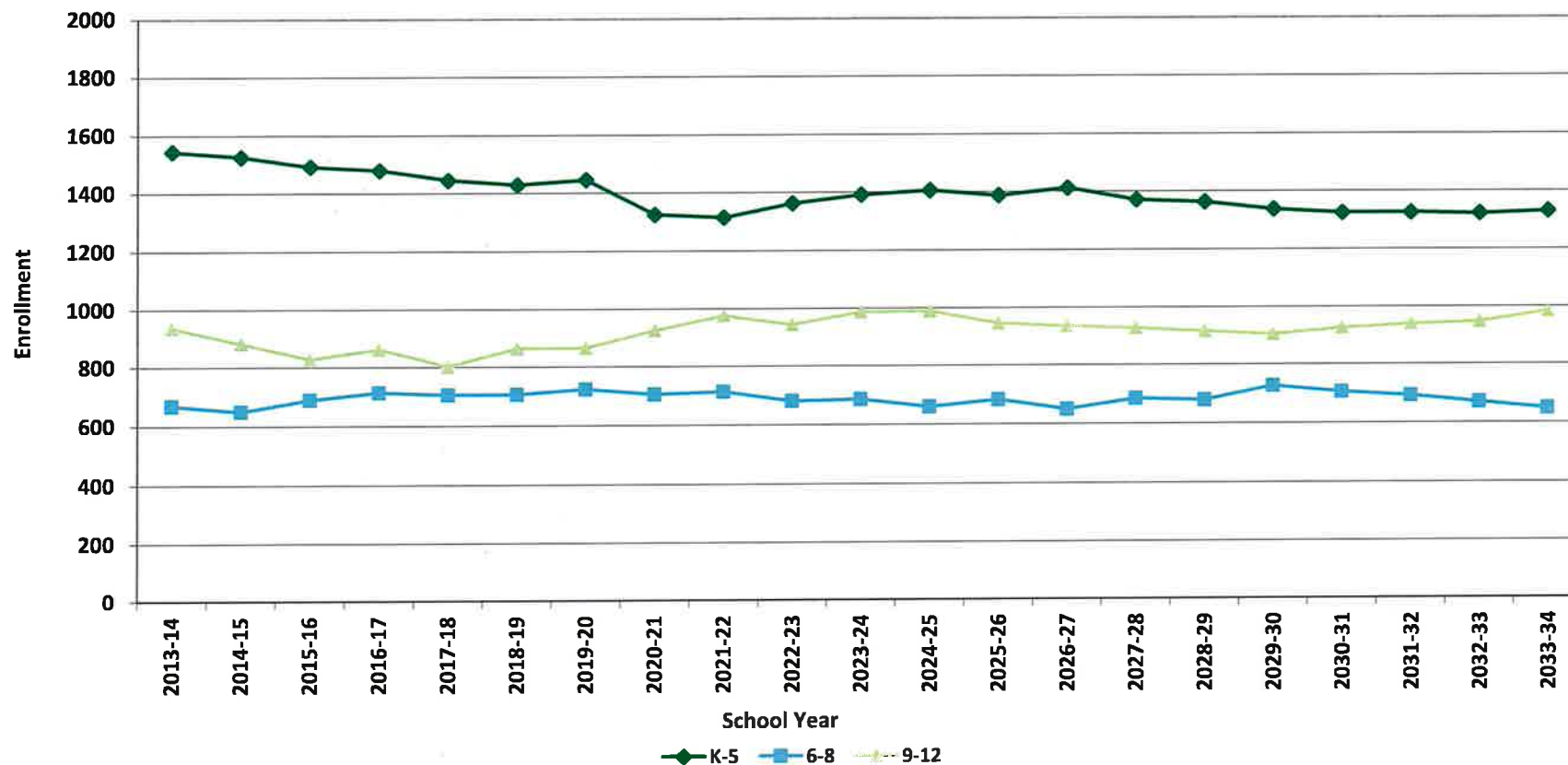
# Historical & Projected Enrollment



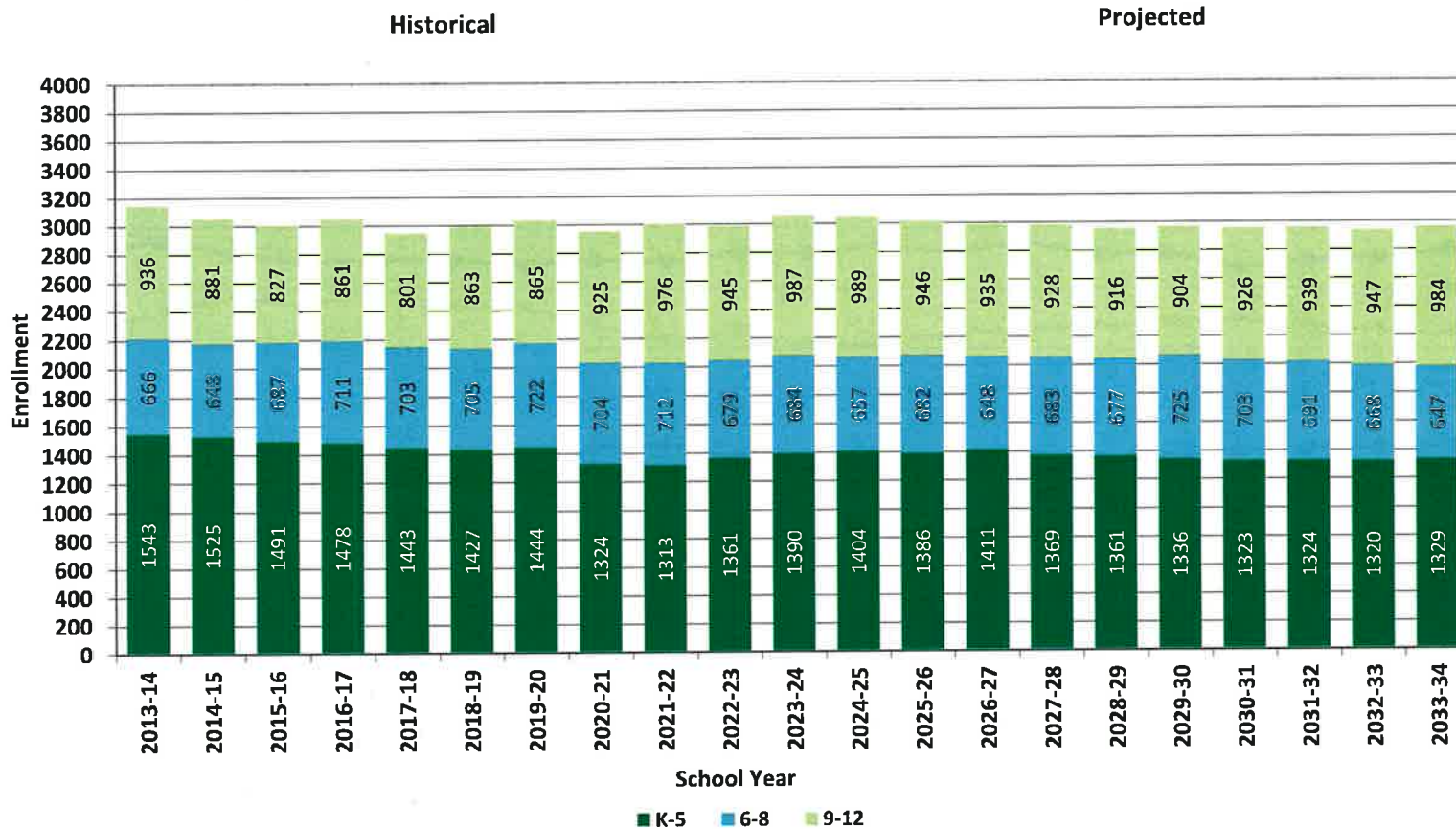
# Historical & Projected Enrollments in Grade Combinations

Historical

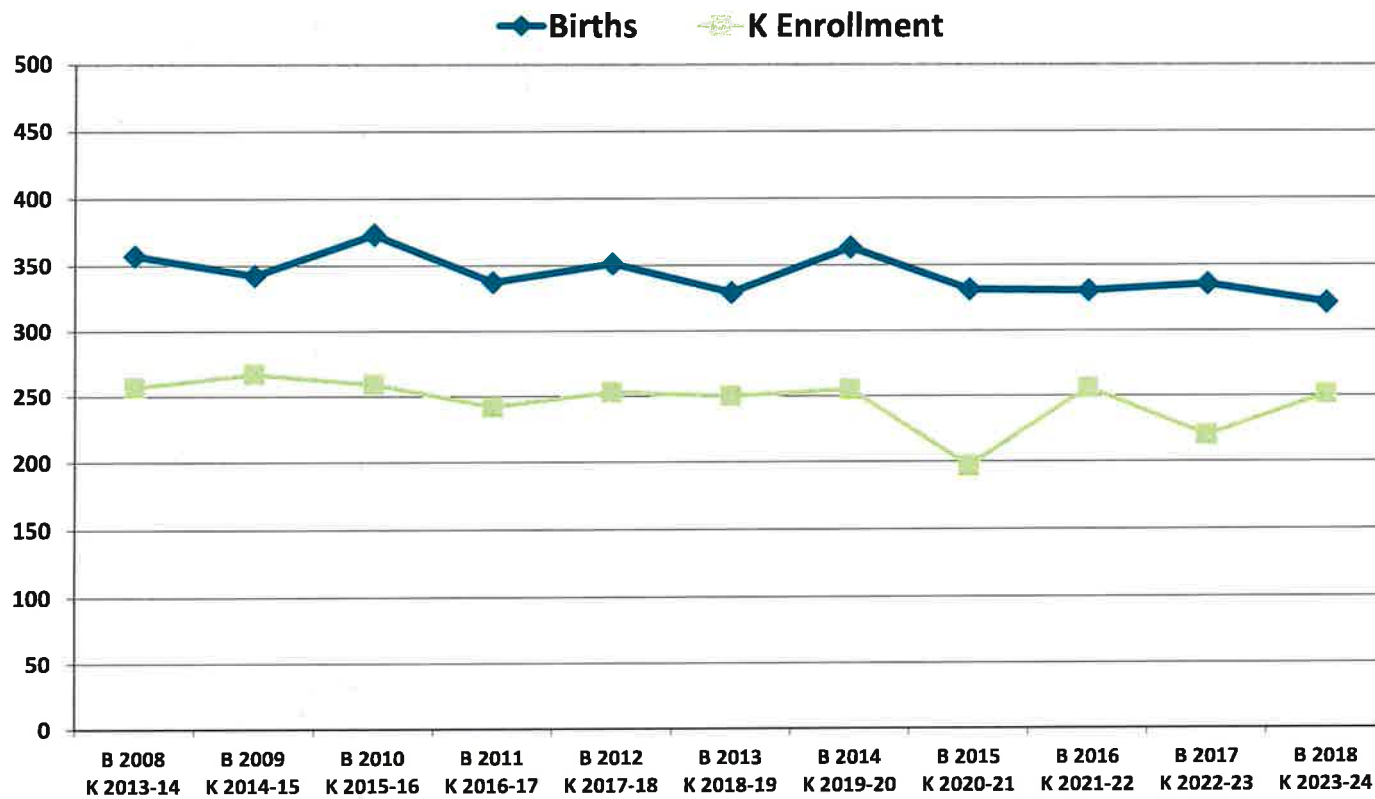
Projected



# Historical & Projected Enrollments in Grade Combinations



# Birth-to-Kindergarten Relationship





## Additional Information

Building Permits Issued (Source: HUD)		
Year	Single-Family	Multi-Units
2019	11	106
2020	8	132
2021	5	135
2022	3	119
2023	2 to date	61 to date

School Year	9 - 12 CTE	K - 12 Non-Public	K - 12 Choice-In	K - 12 Choice-Out	K - 12 Out-of-District SPED	K - 12 Homeschool
2019-20	151	21	< 10 **	291	34	73
2020-21	n/a	n/a	n/a	n/a	n/a	n/a
2021-22	n/a	n/a	n/a	n/a	n/a	n/a
2022-23	131	n/a	< 10 **	265	26	96
2023-24	81	39	77	252	25	83

\*The above data was provided by the District, with the exception of building permit data (provided by HUD).

"n/a" signifies that information was not provided by District.

\*\* < 10 Not reported, to protect subgroups with fewer than 10 students.

## New England's PK-12 Enrollments Trends

From 2021 to 2030, the US Department of Education anticipates changes in PK-12 enrollment of -3.2% in the South, -6.0% in the West, -3.9% in the Midwest, -6.0% in the Northeast, and a total of -4.4% nationwide.

State	Fall 2021 PK - 12	Fall 2030 Projected	PK-12 Decline	% Change 2021-2030
USA	49,452,864	47,252,500	-2,200,364	-4.4%
CT	508,686	475,600	-33,086	-6.5%
ME	173,215	161,800	-11,415	-6.6%
MA	921,180	879,900	-41,280	-4.5%
NH	170,005	144,600	-25,405	-14.9%
RI	138,566	130,200	-8,366	-6.0%
VT	83,975	74,600	-9,375	-11.2%

**Source:** U.S. Department of Education, National Center for Education Statistics,  
Enrollment in public elementary and secondary schools, by region, state,  
and jurisdiction: Selected years, fall 1990 through fall 2030, Table 203.20, March 2023.

Although most New England Districts are seeing a decline in the number of births, NESDEC's experience indicates that the impact on enrollment varies from District to District. Almost half of New England Districts have been growing in PK-12 enrollment, and a similar number are declining (often in rural areas), with the other Districts remaining stable.

## Methodology, Reliability and Use of this Document

### PROJECTION METHODOLOGY

Cohort component (survival) technique is a frequently used method of preparing enrollment forecasts. NESDEC uses this method, but modifies it in order to move away from forecasts that are wholly computer- or formula-driven. Such modification permits the incorporation of important, current district-specific demographic information into the generation of enrollment forecasts (such as in/out-migration of students, resident births, HUD-reported building permits, etc.). Percentages are calculated from the historical enrollment data to determine a reliable percentage of increase or decrease in enrollment between any two grades. For example, if 100 students enrolled in Grade 1 in 2022-23 increased to 104 students in Grade 2 in 2023-24, the percentage of survival would be 104%, or a ratio of 1.04. Ratios are calculated between each pair of grades or years in school over several recent years.

After study and analysis of the historical ratios, and based upon a reasonable set of assumptions regarding births, migration rates, retention rates, etc., ratios most indicative of future growth patterns are determined for each pair of grades. The ratios thus selected are applied to the present enrollment statistics to project into future years. The ratios are the key factors in the reliability of the projections, assuming validity of the data at the starting point.

### RELIABILITY OF ENROLLMENT PROJECTIONS

Projections can serve as useful guides to school administrators for educational planning. Enrollment projections are more reliable in Years #1-4 in the future and less reliable in the "out-years." Projections six to ten years out may serve as a guide to future enrollments and are useful for planning purposes, but they should be viewed as subject to change given the likelihood of potential shifts in underlying assumptions/trends, such as student migration, births as they relate to Kindergarten enrollment, and other factors.

Projections that are based upon **the children who already are in the district** (the current K-12 population only) will be the most reliable. The second level of reliability will be for those children already **born into the community but not yet old enough to be in school**. The least reliable category is the group for which an estimate must be made **to predict the number of births**, thereby adding additional uncertainty. See these three multi-colored groupings on the "Projected Enrollment" tab.

Annual updates allow for early identification of recent changes in historical trends. When the actual enrollment in a grade is significantly different (higher or lower) from the projected number, it is important (yet difficult) to determine whether this is a one-year aberration or whether a new trend may have begun. **In light of this possibility, NESDEC urges all school districts to have updated enrollment forecasts developed by NESDEC each October.** This service is available at no cost to affiliated school districts.

### USING THIS INFORMATION ELECTRONICALLY

If you would like to extract the information contained in this report for your own documents or presentations, you can use screenshots, which can be inserted into PowerPoint slides, Word documents, etc. Because screenshots create graphics, the image is not editable. Please feel free to contact us if you need assistance in this matter, by phone (508-481-9444) or by email ([ep@nesdec.org](mailto:ep@nesdec.org)).

VERNON PUBLIC SCHOOLS  
Vernon, Connecticut 06066


Information Only	<u>X</u>	Agenda Item	<u>10.2</u>
Decision Requested	<u>          </u>		<u>December 11, 2023</u>
			Date

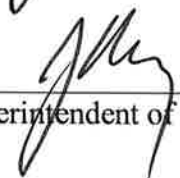
AGENDA REPORTING FORM

Subject: CAPSS Alliance Districts Narrative (BOE Goal #2)

Background: Superintendent Dr. Macary will share with the Board the CAPSS Alliance Districts Narrative.

Recommendation: No action required.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools



## CAPSS Alliance Districts

### Who We Are

We are 36 unique, diverse, and complex districts:

- *Ansonia, Bloomfield, Bridgeport, Bristol, Danbury, Derby, East Hartford, East Haven, East Windsor, Enfield, Groton, Hamden, Hartford, Killingly, Manchester, Meriden, Middletown, Naugatuck, New Britain, New Haven, New London, Norwalk, Norwich, Plainfield, Putnam, Stamford, Stratford, Thompson, Torrington, Vernon, Waterbury, West Haven, Winchester, Windham, Windsor, and Windsor Locks*
- We are predominantly situated in the Connecticut communities in need of support as reflected by nearly all economic indicators including: per capita income; adjusted equalized net grand list per capita; equalized mill rate; per capita aid to children receiving Temporary Family Assistance program benefits; and unemployment rate.
- We are serving 44% of Connecticut's children (226,365) including:
  - More than 64% of CT's 260,703 Students of Color
  - 66% of Connecticut's 208,375 low-income students
  - 77% of CT's 45,184 English Learners (EL) students

### What We Have Done

- Since 2014-15, improvement of the original 30 Alliance districts has outpaced the improvement of non-Alliance districts in literacy, chronic absence, and graduation rates (see figures 1-3).
- These accomplishments of impressive achievement gains were achieved with significantly less resources and financial supports:
  - Alliance districts educated students with approximately \$2,400 less per pupil than non-alliance districts during the 2020-21 school year (see figure 4).
  - Despite the investment of Alliance dollars, the state of CT currently spends over a \$1 billion less annually on students who attend Alliance districts (Local/State revenue).

### What We Need

- *Support for sustainability and growth in funding for Alliance Districts:* We urge Connecticut leaders to stand as strong advocates for sustaining and increasing funding levels to Alliance districts in order to promote equity and adequacy for the students who need it most. By supporting the Education Cost Sharing (ECS) Grant Phase in Process through 2028, Connecticut leaders take a strong equity stance by funding the kids who have demonstrated the greatest growth when invested in.
- *Continue to work to develop universal Pre-School for Alliance Districts:* We urge Connecticut leaders to actively pursue policies that establish universal pre-school access for all Alliance districts. While significant progress has been made through state sponsored programs (Smart Start, School Readiness), more must be done. By taking a bold stand on offering high-quality pre-school opportunities for all children in Alliance districts, Connecticut leaders activate a proven reform strategy that changes the game for our kids and communities.
- *Focus policy and funding supports to elevate and prioritize whole child needs:* We urge Connecticut leaders to focus policy and funding intentions on developing programs that promote whole child supports. By supporting our students' mental health and wellness, prioritizing social emotional learning (SEL), focusing on improving attendance and strengthening our ability to provide high quality trauma informed instruction, we surround our students with necessary supports and resources that make academic achievement possible.

**Invest in us, Grow with us, Learn from us...Achieve with us...We are Connecticut's Alliance Districts**

Connecticut Association of Public School Superintendents

26 Caya Avenue, West Hartford, CT 06110 | Work: 860-236-8640 | Fax: 860-236-8628 | [www.capss.org](http://www.capss.org)

## Appendix

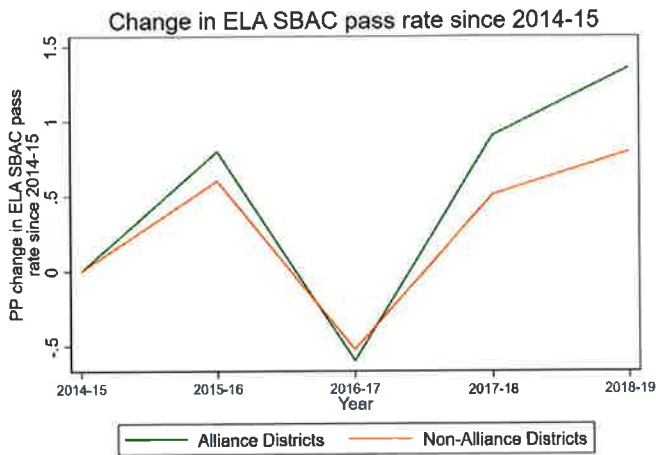


Figure 1

From 2014-15 to 2018-19, Alliance districts demonstrated close to 1.5% percentage points of growth in ELA pass rate, while non-Alliance districts had roughly .8% growth.

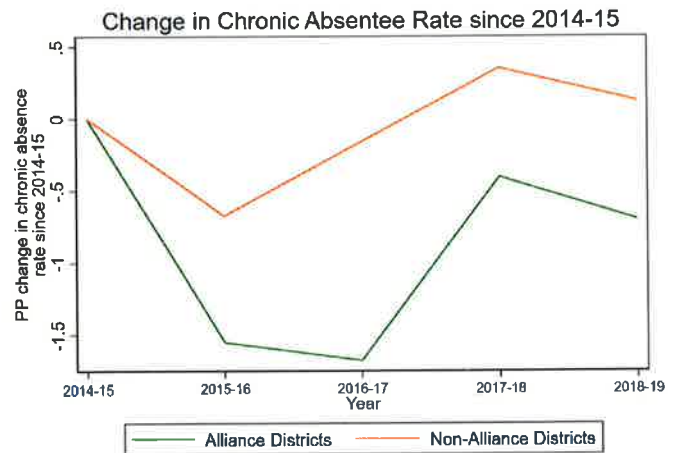


Figure 2

From 2014-15 to 2018-19, Alliance districts demonstrated an improvement of almost 1% in students chronically absent, while non-Alliance districts were roughly steady on the same measure.

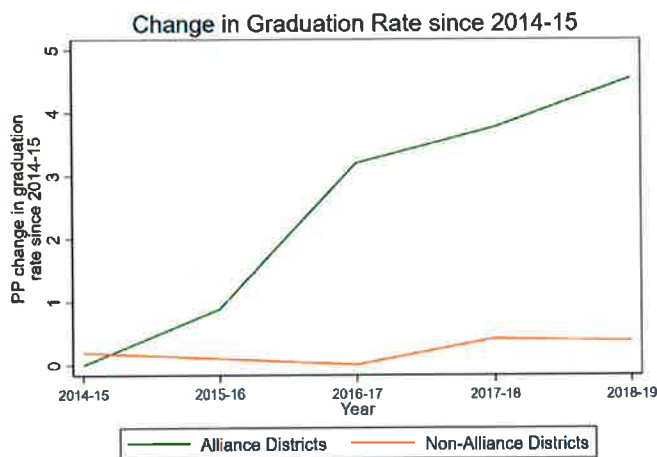


Figure 3

From 2014-15 to 2018-19, Alliance districts demonstrated growth of roughly 4.5% in graduation rate, while non-Alliance districts were approximately steady over the same timeframe.

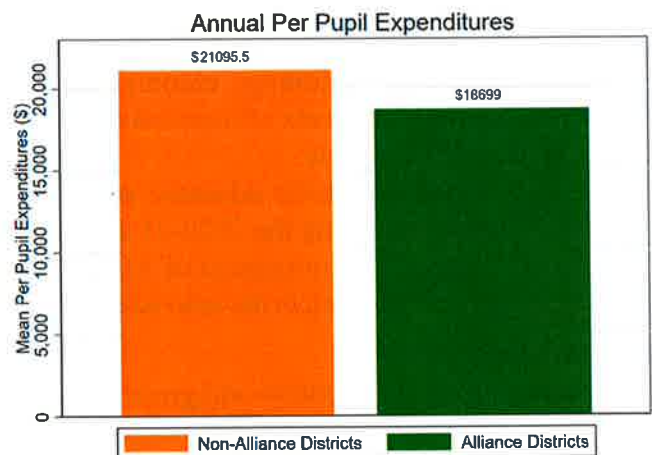


Figure 4

During the 2020-21 school year, Alliance districts on average received roughly \$2,400 less per pupil than Connecticut's average non-Alliance districts.

This report was prepared in collaboration between the Connecticut Association of Public School Superintendents (CAPSS) and the University of Connecticut's Center for Education Policy Analysis, Research, and Evaluation (CEPARE).

Questions may be directed to Samuel Kamin, Postdoctoral Researcher at the University of Connecticut's Neag School of Education ([Samuel.kamin@uconn.edu](mailto:Samuel.kamin@uconn.edu)).

VERNON PUBLIC SCHOOLS  
Vernon, Connecticut 06066

Information Only

Agenda Item 10.3

Decision Requested

X

December 11, 2023

Date

AGENDA REPORTING FORM

Subject: Creation of an Ad Hoc Committee on Legal Services (BOE Goal #2)

Background: The Board will discuss and approve the creation of an Ad Hoc Committee on Legal Services.

Recommendation: MOTION: That the Board approve the creation of an Ad Hoc Committee on Legal Services.

Signature of Person(s) Submitting Report

Superintendent of Schools

RECEIVED  
JUL 19 2023  
SUPERINTENDENT'S OFFICE

July 17, 2023

Dr. Joseph Macary, Superintendent  
Mrs. Anne Fischer, Board Chair  
Vernon Board of Education  
30 Park Street  
P.O. Box 600  
Vernon, CT 06066

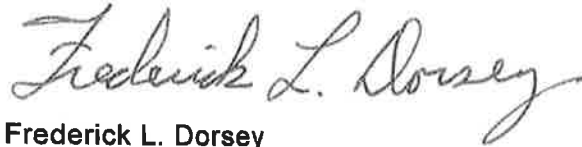
Dear Dr. Joseph Macary (Superintendent) Mrs. Anne Fischer (Board Chair):

After 41 years representing Connecticut Boards of Education and Municipalities, I have reached the difficult decision that it is time for me to move into a new phase of life and will be retiring from my full-time position with the law firm of Kainen, Escalera & McHale, P.C. (KEMLAW), effective January 1, 2024. While I have worked with Vernon Board matters as a law clerk and Associate since 1982, in 2006, under the leadership of Richard Paskiewicz, followed by Dr. Mary Conway in 2011, and since 2015 Dr. Joseph Macary, I have worked with the support of my partners as primary counsel for the Vernon Board of Education in all phases of school operations, including contract negotiations, student and employee disciplines, special education, school transportation, residency, and day-to-day human resource issues. I will never forget the way Vernon had a firm grasp on managing a very diverse student population in a tough fiscal market, while continually bringing scholastic growth to students under those trying circumstances. It was inspiring to see the successful leadership and decision making of the Board and Dr. Macary as they successfully dealt with the myriad COVID-related issues, while also successfully managing to get students back to the classroom in a timely manner.

KEMLAW values its relationship with the Vernon Board of Education and is committed to continuing that relationship. In the months remaining before my departure, we would like to discuss with you our recommendations for transitioning primary responsibility for the Vernon Board of Education's legal matters to an experienced partner of the Firm. The transition of a valued client such as Vernon to another partner at KEMLAW who will serve as primary counsel under these circumstances is something that the Firm has successfully handled many times. Dr. Macary and the Board of Education have already had the opportunity to work with a few other partners in our firm, and with this experience we believe the transition will be very easy for all concerned. Though I will be absent from the day-to-day workings of the Firm, I will remain available to assist the Board in special matters that may arise where my years of experience in Vernon could be helpful. Please let us know when you are available for such discussions, so that we can begin the transition process.

Again, thank you for being such a valued and long-lasting client. Though looking forward to retirement, I know I will miss the challenge of helping organizations like yours succeed in this ever changing and challenging environment. KEMLAW will, however, be ready and able to continue to assist you in every way to help assure your continued success.

Sincerely,

A handwritten signature in cursive script that reads "Frederick L. Dorsey". The signature is written in dark ink and is positioned above the printed name.

Frederick L. Dorsey

VERNON PUBLIC SCHOOLS  
Vernon, Connecticut 06066

Information Only

Agenda Item 10.4

Decision Requested

X

December 11, 2023


Date

AGENDA REPORTING FORM

Subject: Approval of a Revision to the Board of Education Meeting Calendar for 2024 (BOE Goal #1, #2, #3)

Background: The Board of Education will review and approve a Revision to the Board of Education Meeting Calendar for 2024.

Recommendation: Motion: That the Vernon Board of Education approve a Revision to the Board of Education Meeting Calendar for 2024 as discussed and presented.

  
\_\_\_\_\_  
Signature of Person(s) Submitting Report

  
\_\_\_\_\_  
Superintendent of Schools

**VERNON BOARD OF EDUCATION MEETING DATES**  
**JANUARY 2024 THROUGH DECEMBER 2024**

**All meetings begin at 7:00 p.m., on the second Monday of each month (except April 22<sup>nd</sup>, August 26<sup>th</sup> and October 15<sup>th</sup>). All meetings will be held at the Board of Education Meeting Room, Third Floor, Administration Building, 30 Park Street, Vernon, CT, unless otherwise noted.**

**DATE:**

**MEETING LOCATION:**

January 8, 2024	Board of Education Meeting Room, Third Floor, Administration Building
February 12, 2024	Board of Education Meeting Room, Third Floor, Administration Building
March 11, 2024	Board of Education Meeting Room, Third Floor, Administration Building
April 22, 2024	Board of Education Meeting Room, Third Floor, Administration Building
May 13, 2024	Board of Education Meeting Room, Third Floor, Administration Building
June 10, 2024	Board of Education Meeting Room, Third Floor, Administration Building
August 26, 2024	Board of Education Meeting Room, Third Floor, Administration Building
September 9, 2024	Board of Education Meeting Room, Third Floor, Administration Building
October 15, 2024 (Tuesday)	Board of Education Meeting Room, Third Floor, Administration Building
November 11, 2024	Vernon Center Middle School Library
December 9, 2024	Board of Education Meeting Room, Third Floor, Administration Building
January 13, 2025	Board of Education Meeting Room, Third Floor, Administration Building

**Approved by the Vernon Board of Education on November 27, 2023**

**Revision Approved by the Vernon Board of Education on \_\_\_\_\_**



# TOWN OF VERNON

OFFICE OF TOWN CLERK  
KAREN C. DAIGLE, CCTC  
REGISTRAR OF VITAL STATISTICS  
CLERK OF THE TOWN COUNCIL

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3583

E-mail: [townclerk@vernon-ct.gov](mailto:townclerk@vernon-ct.gov)

RECEIVED  
NOV 06 2023  
SUPERINTENDENT'S OFFICE

TO: Chairpersons of Boards, Commissions, (Sub), Multi-town Districts and Agencies  
FROM: Karen C. Daigle, Town Clerk  
RE: Schedule of Meeting Dates  
DATE: November 2, 2023

Please be advised that you are required, under Section §1-225 of the Connecticut General Statutes, to file with the Town Clerk a notice of your schedule of regular meeting dates "not later than January thirty-first (31) of each year." The chairman, secretary or chief executive officer of each such board, commission, committee, multi-town district or agency must sign the notice. Since the law states that "no such meeting of any such public agency shall be held sooner than thirty days after such schedule has been filed", I strongly recommend filing your schedule of meeting dates prior to January 1, 2024 and that such schedule include the meeting dates from January 1, 2024 through January 31, 2025. Enclosed is a form of notice provided for your convenience in complying with this requirement.

Connecticut General Statutes §1-210, Access to Public Records, states that "Each such agency shall keep and maintain all public records in its custody at its regular office or place of business in an accessible place and, if there is no such office or place of business, the public records pertaining to such agency shall be kept in the office of the clerk of the political subdivision in which such agency is located." According to Robert's Rules of Order minutes are to have the signature of the secretary on them. Notices, agendas, and minutes are being referenced in this section. Please also be aware that there may be other filing requirements that apply to your board, commission, etc.

Also enclosed for your review and future reference are copies of a pamphlet entitled "Highlights of the Connecticut Freedom of Information Act", and a handout covering eight general meeting procedural points which I would like to call to your attention. Other procedural points may apply to your board, commission etc, as well. I have found both to be helpful and hope you do as well.

Per Connecticut General Statute §7-103, "Unless otherwise provided by law, any elected or appointed town, city or borough officer, except the town, city or borough clerk, desiring to resign from his office shall submit his resignation in writing to the town, city or borough clerk, as the case may be. Any such resignation shall become effective upon the date specified therein or, if no date is so specified, upon the date of its submission." With this

being the case, please forward on any resignations, no matter how they are addressed, you may receive in regard to your specific board, commission, etc., to me at the address listed above.

E-mail needs to be treated as you would U.S. mail in that our office has no control over when something would be received and read. It is not always received and opened the same day it is sent. Our current business hours, subject to change, are Mon.-Wed. 8:00 am to 4:30 pm, Thurs. 8:00 am to 7:00 pm and closed on Friday. Therefore, timing can be crucial when sending e-mail and must be taken into consideration. **Agendas and approved minutes should not be sent through email channels under any circumstances.**

Please provide this information to your recording secretaries and to any sub-committees you have formed, since we are not always informed of who they are. I have also enclosed a copy of the page from the List of Appointed/Elected Officials for your board, commission, etc. To keep our listing current, please verify all of the information and make any necessary corrections, and return to me along with your schedule of meeting dates. Going forward we will be attempting to integrate email addresses for board/commission members. Any members that would like to supply their emails for inclusion in the database are encouraged to do so during this update period.

Should you wish to have additional information, please refer to the FOI website at <http://www.state.ct.us/foi/> for the full text of all statute references and a complete listing of their information pamphlets.

Thank you for your anticipated attention to these important matters.

cc: Daniel Champagne, Mayor; Michael Purcaro, Town Administrator; Dawn Maselek, Asst. Town Administrator; Diane Wheelock, Executive Assistant



# TOWN CLERK TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3623

E-mail: [townclerk@vernon-ct.gov](mailto:townclerk@vernon-ct.gov)

KAREN C. DAIGLE, CCTC  
REGISTRAR OF VITAL STATISTICS  
CLERK OF THE TOWN COUNCIL

## SCHEDULE OF MEETINGS

**TO:** Karen C. Daigle, Town Clerk  
Town of Vernon  
14 Park Place  
Vernon, CT 06066  
(860) 870-3662

### JANUARY 1, 2024 THROUGH JANUARY 31, 2025 MEETING SCHEDULE

#### NAME OF BOARD/COMMISSION COMMITTEE

Board of Education

#### DATES OF MEETINGS

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PLACE OF MEETINGS: 

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TIME OF MEETINGS: 

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Signed: 

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Chairman/Secretary

Date: 

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Telephone # During the Day:

Please return to the above address prior to JANUARY 1, 2024

## MEETING SCHEDULE/POSTING REQUIREMENTS

## 1. REGULAR MEETING

- |    |               |   |
|----|---------------|---|
| a. | NOTICE        | <u>when:</u> .....Annual Schedule (as requested herewith)   |
|    |               | <u>where:</u> .....Town Clerk (to be posted on the website)   |
| b. | AGENDA        | <u>when:</u> .....at least 24 hours before meeting posted with Town Clerk<br>and on Town of Vernon website                      |
|    |               | <u>where:</u> .....Town Clerk or Agency's Office (if has one)   |
| c. | VOTES         | <u>when:</u> .....written record of votes of each member must be made<br>available to public within 48 hours of meeting         |
| d. | DRAFT MINUTES | <u>when:</u> .....Within 7 business days of the meeting supplied to the Town<br>Clerk and posted on the Town of Vernon website. |
| e. | MINUTES       | <u>when:</u> .....After approval, original signed copy with Town Clerk and<br>posted on the Town of Vernon website.             |

## 2. SPECIAL MEETING

- |    |               |  |
|----|---------------|--|
| a. | NOTICE        | <u>when:</u> .....at least 24 hours before meeting<br><u>where:</u> .....Supplied to the Town Clerk and posted on the Town of Vernon website.          |
| b. | AGENDA        | <u>when:</u> .....notice must contain business to be transacted. At least 24 hours before meeting posted with Town Clerk and on Town of Vernon website |
| c. | VOTES         | <u>when:</u> .....written record of votes of each member must be made available to public within 48 hours of meeting                                   |
| d. | DRAFT MINUTES | <u>when:</u> .....Within 7 business days of the meeting supplied to the Town Clerk and posted on the Town of Vernon website.                           |
| d. | MINUTES       | <u>when:</u> .....After approval, original signed copy with Town Clerk and posted on the Town of Vernon website.                                       |

### 3. EMERGENCY MEETING

- |    |               |   |
|----|---------------|---|
| a. | NOTICE        | <u>when:</u> .....none  |
| b. | AGENDA        | <u>when:</u> .....none (should be a matter that must be decided within 24 hours)  |
| c. | VOTES         | <u>when:</u> .....written record of votes of each member must be made available to public within 48 hours of the meeting  |
| d. | DRAFT MINUTES | <u>when:</u> .....within 72 hours of the meeting and supplied to the Town Clerk and posted on the Town of Vernon website. |
| e. | MINUTES       | <u>when:</u> .....After approval, original signed copy with Town Clerk and posted on the Town of Vernon website.          |

NOTE: It is urged that **ALL Notices, Agendas and Minutes** be filed with the **Town Clerk**, even if your agency has an office, remember some **MUST** be filed with the Town Clerk regardless.

4. The **final approved minutes** must have an **original signature** on them when supplied to the Town Clerk's office.

5. Whenever **fifty-one (51%)** or more of the members of a board, commission, committee, subcommittee or agency are gathered, this constitutes a quorum to transact business of this board, commission, etc., which is therefore considered a meeting for which an agenda must have already been filed.

6. If a meeting is cancelled, submit a cancellation notice to the Town Clerk for posting. If a meeting does not take place due to lack of a quorum, file a notice of that with the Town Clerk.

7. If there are no provisions for alternates, then only regular members may vote or constitute a quorum.

**8. All resignations must be submitted, in writing, to the Town Clerk.**

## PUBLIC RECORDS

- I. MOST RECORDS OR FILES OF STATE AND LOCAL AGENCIES, INCLUDING MINUTES OF ALL THEIR MEETINGS, ARE AVAILABLE TO THE PUBLIC FOR INSPECTION OR COPYING.

This includes

-Information or data which is typed, handwritten, tape recorded, printed, photographed or computer-stored.

-Most inter-agency and intra-agency memoranda or letters.

- II. RECORDS SPECIFICALLY EXEMPTED FROM DISCLOSURE BY FEDERAL LAW OR STATE STATUTE ARE NOT AVAILABLE TO THE PUBLIC.

In addition, the following records may not be available to the public: some preliminary drafts or notes; personnel or medical files; certain law enforcement records, including arrest records of juveniles and some witness and victim identification information; records relating to pending claims and litigation; trade secrets and certain commercial or financial information; test questions used to administer licensing, employment or academic examinations; real estate appraisals and construction contracts until all of the property has been acquired; personal financial data required by a licensing agency; records relating to collective bargaining; tax returns and communications privileged by the attorney-client relationship; names and addresses of public school students; information obtained by illegal means; certain investigation records of reported misconduct in state government or names of state employees who report such misconduct to the state Attorney General or Auditors; certain adoption records; election, primary, referendum and

town meeting petition pages, until certified; certain health authority complaints and records; certain educational records; records where there are reasonable grounds to believe disclosure may result in a safety risk; and certain records, if disclosure would compromise the security or integrity of an information technology system. Also, records of personnel search committees need not be disclosed if they would identify executive level employment candidates without their consent.

- III. YOU MAY INSPECT PUBLIC RECORDS DURING REGULAR OFFICE HOURS, BUT COPIES, PRINT-OUTS OR TRANSCRIPTS SHOULD BE REQUESTED IN WRITING.

The fee for a copy of a public record from a state agency must not exceed 25¢ per page. The fee for a copy of a public record from a non-state agency must not exceed 50¢ per page. The fee for a computer disk, tape, printout or for a transcript, or a copy thereof, must not exceed the actual cost to the agency involved. The agency may also require the prepayment of these fees if their estimated cost is \$10.00 or more. No sales tax may be imposed for copies of the public records requested under this Act.

The agency is required to waive any fee for copies if the person requesting the copies is poor and cannot afford it; or if the agency determines that the request benefits the public welfare.

There is an additional charge for a certified copy of a public record.

You are entitled to prompt access to inspect or copy public records. If an agency fails to respond to a re-

quest within four business days, such failure can be treated as a denial of the request.

## THE FREEDOM OF INFORMATION COMMISSION

- I. YOU MAY APPEAL THE DENIAL OF ANY RIGHT CONFERRED BY THIS ACT TO THE FREEDOM OF INFORMATION COMMISSION.

You do not have to hire a lawyer to appeal to the Commission.

You must, however, appeal to the Commission within 30 days of the denial of any right conferred by this Act.

- II. IF YOU HAVE ANY QUESTIONS CONCERNING YOUR RIGHTS UNDER THE FREEDOM OF INFORMATION ACT, INCLUDING HOW TO APPEAL, CONTACT:

FREEDOM OF INFORMATION COMMISSION  
OF THE STATE OF CONNECTICUT  
18-20 TRINITY STREET  
HARTFORD, CONNECTICUT 06106  
TELEPHONE: (860) 566-5682  
TOLL-FREE (CT ONLY): (866) 374-3617  
FAX: (860) 566-6474  
EMAIL: FOI@PO.STATE.CT.US  
HTTP://WWW.STATE.CT.US/FOI/

07/05

# HIGHLIGHTS OF THE CONNECTICUT FREEDOM OF INFORMATION ACT

1975-2005

30 Years of Open Government



(Be Sure To Consult Statutes)

## PUBLIC AGENCIES

YOU HAVE THE RIGHT TO OBTAIN RECORDS AND ATTEND MEETINGS OF ALL PUBLIC AGENCIES—WITH CERTAIN LIMITED EXCEPTIONS.

This applies to

-State and local government agencies, departments, institutions, boards, commissions and authorities and their committees.

-Executive, administrative or legislative offices, and the judicial branch and the Division of Criminal Justice with respect to their administrative functions.

-Certain other entities based on the following criteria: (1) whether the entity performs a governmental function; (2) the level of government funding; (3) the extent of government involvement or regulation; and (4) whether the entity was created by the government.

## PUBLIC MEETINGS

- I. MEETINGS, INCLUDING HEARINGS AND OTHER PROCEEDINGS, MUST BE OPEN TO THE PUBLIC—EXCEPT IN LIMITED SITUATIONS.

A public meeting is any hearing or other proceeding of a public agency, or gathering of, or communication by or to a quorum of a multi-member agency, to discuss or act on any matter over which it has authority.

The following are not public meetings: meetings of certain personnel search committees; collective bargaining strategy and negotiating sessions; caucuses; chance or social gatherings not intended to relate to official business; administrative or staff meetings of a single-member agency (e.g., mayor); and communications limited to notice of agency meetings or their agendas.

No registration or other requirements may be imposed on a member of the public seeking attendance at a public meeting.

The public, as well as the news media, may photograph, record or broadcast meetings, subject to prior reasonable rules regarding non-interference with the conduct of the meeting.

- II. ONLY THREE KINDS OF MEETINGS ARE RECOGNIZED UNDER THE FREEDOM OF INFORMATION ACT: REGULAR, SPECIAL AND EMERGENCY.

A state agency must file each year a schedule of its regular meetings with the Secretary of the State. A town or city agency must file each year a schedule of its regular meetings with the clerk of the town or city. A multi-town district or agency must file each year a schedule of its regular meetings with the clerk of each municipal member of the district or agency.

A special meeting may be called up to 24 hours (excluding weekends, holidays, and days on which the office of the Secretary of the State or municipal clerk, as the case may be, is closed) before the time set for the meeting. A special meeting is called by filing a notice stating the time, place and business to be transacted. A state agency files this notice with the Secretary of the State; a local agency files this notice with the municipal clerk; a multi-town district or agency files this notice with the clerk of each municipal member of the district or agency.

An emergency meeting may be held without complying with the preceding notice requirements. However, the agency must file its minutes, including the reason for the emergency, within 72 hours (excluding weekends and holidays) of the meeting with the Secretary

of the State if a state agency; or with the municipal clerk if a local agency; or with the clerk of each municipal member if a multi-town district or agency.

- III. YOU ARE ENTITLED TO RECEIVE A COPY OF THE NOTICE AND AGENDA OF A MEETING.

An agency is required to send a notice of its meetings, where practicable at least 1 week prior to the meeting date, to any person who has made a written request. The agency may establish a reasonable charge for this service.

Each agency must make available its agenda for each regular meeting at least 24 hours before the meeting to which it refers. New business not on the agenda may be considered and acted on only on a 2/3 vote of the members of the agency.

- IV. AGENCY MINUTES AND RECORD OF VOTES MUST BE AVAILABLE TO THE PUBLIC.

The minutes of each agency meeting must be made available to the public within 7 days of the session to which they refer in the agency's office if it has one; or, if none, in the office of the Secretary of the State for state agencies or in the municipal clerk's office for local agencies. In the case of special meetings, the 7 day period excludes weekends and holidays. The minutes must contain the record of each member's vote on any issue before the agency.

The votes of each member on any issue must be put in writing and made available to the public within 48 hours, excluding weekends and holidays, of the meeting at which the votes were taken.

The minutes of a meeting at which an executive session occurs must indicate all persons who were in attendance

at the closed session, except for job applicants who were interviewed.

## EXECUTIVE SESSIONS

- I. AN AGENCY MAY CLOSE CERTAIN PORTIONS OF ITS MEETINGS BY A VOTE OF 2/3 OF THE MEMBERS PRESENT AND VOTING. THIS VOTE MUST BE CONDUCTED AT A PUBLIC SESSION.

Meetings to discuss the following matters may be closed: specific employees (unless the employee concerned requests that the discussions be open to the public); strategy and negotiations regarding pending claims and litigation; security matters; real estate acquisition (if openness might increase price); or any matter that would result in the disclosure of a public record exempted from the disclosure requirements for public records.

Any business or discussion in a closed session must be limited to the above areas.

The agency may invite persons to present testimony or opinion in the executive session, but their attendance must be limited to only the time necessary for that testimony or opinion.



**FOR YOUR  
INFORMATION**



December 6, 2023

\*Click on the red letters to open up a new screen that will provide you with more information on that topic.

### ***Thank You***

*to all who attended the 2023 CABE/CAPSS Convention  
November 17-18, 2023*

Please complete the following Convention evaluations.  
Your feedback is important to the CABE/CAPSS Committee as they begin  
to plan for the 2024 Convention.

**Access the overall Convention evaluation here**  
**Access the individual workshop evaluations here**

Workshop handouts and presentations can be found on our website at  
<https://www.cabe.org/professional-development/convention>.

We thank you for your time and hope to see you at a future CABE program!

### **◆ Upcoming CABE Events ◆**

#### **The Board's Role in Advocacy Webinar**

Wednesday, January 24, 2024

11:00 am - 12:15 pm

FREE

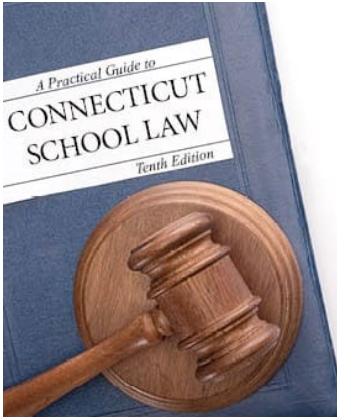
The 2024 Connecticut General Assembly Regular Session convenes on February 7, 2024. Now is the time to begin to plan your district's advocacy efforts.

Join us to understand the process and how your voice is necessary to advance public education.

[Click here](#) for more information.  
[Click here](#) to register.

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## ◆ **CABE Services** ◆



**The 10th Edition Has Arrived!**

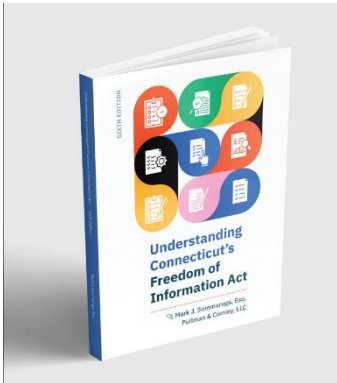
### **A Practical Guide to Connecticut School Law**

Comprehensively revised and updated through the 2023 Legislative Session.

[Click here](#) for more information and order form.

[Click here](#) to order yours online today.

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### **Understanding Connecticut's Freedom of Information Act - Sixth Edition**

This book will provide guidance to public agencies and their members seeking to navigate the maze of edicts and exceptions associated with the FOIA.

[Click here](#) for more information and order form.

[Click here](#) to order yours online today.

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**Order your**

### **New Board Member Packets**

The first year as a new school board member can be difficult. The New Board Member Packet contains critical information a newly elected board member needs.

[Click here](#) for more information and the order form.

[Click here](#) to order online.

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## ◆ **Recent Webinars in the CABE Webinar Library** ◆

### **Great Boards: Building a Cohesive Team Between the Superintendent and the Board Chair**

Do you know what a Great Board looks like.. and the impact it can have on your students, your schools and your community?

### **Are You Interested in Learning More about Becoming a Candidate for the Board of Education?**

• **NEW - September 19, 2023**

Learn more about what is involved in becoming a candidate for your local board of education.

### **As Book Bans Escalate Here's What You Need to Know**

Come hear the latest concerns with the growing movement to ban books in schools and public libraries.

### **African American/Black and Puerto Rican/Latino Course of Studies**

Legislative requirements, the curriculum development process and its impact.

Browse our webinar library for more archived webinars.

[Click here](#) for a full list of our past Webinar Series events.

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## ◆ ***CABE Communications*** ◆

### **CABE Journal**

The December [CABE Journal](#) was delivered by mail and electronically .

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## ◆ ***Outside Opportunities*** ◆

**This Monday**

### **Understanding AI and Its Impact on K-12 Education**

**Monday, December 11, 2023**

**8:00 am - 2:30 pm**

**CCSU Alumni Hall, New Britain**

**FREE**

*Topics include:* Exploring the Potential Benefits and Challenges of AI in Education • Practical Applications of AI in Education • Ethical Implications of AI in Education • Sharing Thoughts and Ideas about the Impact of AI on K12 Education.

[Click here](#) for more information and to register.

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### **HVAC Indoor Air Quality Grant Program**

This new grant program addresses school facilities needs to install, replace or upgrade their heating, ventilation and air conditioning systems to support a healthy learning environment. Approximately \$244 million is available in this funding opportunity.

**Application deadline is December 31, 2023.**

[Click here](#) for more information.

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***CBIA and Local Chambers of Commerce present:***

### **National Civics Bee**

The National Civics Bee is an annual competition that encourages young Americans to engage in civics and contribute to their communities.

Participating 6th, 7th and 8th grade students can submit a 500 word essay and flex their civics knowledge for a chance to win recognition and cash prizes.

**The online application portal is open. Entry deadline is January 8, 2024.**

[Click here](#) for a video of last year's competition.

[Click here](#) for more information.

## ◆ *Photos of the Week* ◆

### **State Relations Committee Meeting - Tuesday, December 5, 2023 Rovins Conference Room and Virtual**



The CAFE State Relations Committee met to discuss the 2024 Legislative Priorities.

[CABE Board of Directors](#)

[CABE Business Affiliates](#)

[CABE Staff](#)

[CABE Education Affiliates](#)



#### **Connecticut Association of Boards of Education**

81 Wolcott Hill Road  
Wethersfield, CT 06109

Phone: 860-571-7446

Fax: 860-571-7452

[www.cabe.org](http://www.cabe.org)

[Unsubscribe Link](#)