TASHUA SCHOOL
PARENT HANDBOOK

Jennifer J. Neumeyer
Principal

2025-2026

TASHUA ELEMENTARY SCHOOL

MISSION STATEMENT

Tashua School is a place where each student will become a responsible, caring individual who has the knowledge and attitude to be successful in society.

VISION STATEMENT

Tashua School, in partnership with parents and the community, strives to provide a nurturing environment that is committed to achieving excellence and challenging students to reach their full potential. We aspire to engage active, creative minds by providing a solid foundation of skills, knowledge and values.

SCHOOL CONTACT INFORMATION

Tashua Elementary School
401 Stonehouse Road, Trumbull, Connecticut 06611

Main Office Phone Numbers (203) 452 - 4433
Fax Number: (203) 452 - 4432

Jennifer J. Neumeyer, Principal	(203) 452 - 4433
Brenda Chamale, School Nurse	(203) 452 - 4434
Giovanna Paredes, Psychologist	(203) 452 - 4437
Kate Oporto, Social Worker	(203) 452 - 4431
Susan McKenna, Media Specialist	(203) 452 - 4438

Tashua School Website: http://tes.trumbullps.org/

Trumbull Public Schools Website: www.trumbullps.org

SCHOOL DAY INFORMATION

SCHOOL HOURS: 8:35 a.m. to 3:20 p.m.

DELAYED OPENING HOURS: 90 min Delay - 10:05 a.m. to 3:20 p.m.
2-hour Delay - 10:35 a.m. to 3:20 p.m.
2 ½ hour Delay - 11:05 a.m. to 3:20 p.m.

LEGAL DAY / EARLY DISMISSAL HOURS: 8:35 a.m. to 1:00 p.m.

TASHUA STAFF DIRECTORY

Office Staff

Principal	Jennifer J. Neumeyer	neumeyej@trumbullps.org
Administrative Assistant	Cindy Beres	beresc@trumbullps.org
School Year Secretary	Mayx Holmes	mholmes@trumbullps.org
School Nurse	Brenda Chamale	chamaleb@trumbullps.org

Classroom Teachers and Paraprofessionals

Kindergarten	Beth Byers	Rm. 11	byersb@trumbullps.org
	Kelly Orazietti	Rm.10	orazietti@trumbullps.org
	Paige Pellegrini	Rm. 9	ppellegr@trumbullps.org
	Natalie Riecker	Rm. 4	niecker@trumbullps.org
Kindergarten Paraprofessionals	Annette Lifrieri	Rm. 11	alifrier@trumbullps.org
	Amelia Balducci	Rm. 9	abalducc@trumbullps.org
	Sheri Goldberg	Rm. 4	sgoldber@trumbullps.org
	Robin Ryan	Rm. 10	ryane@trumbullps.org
Grade 1	Elaine Farr	Rm. 5	farre@trumbullps.org
	Pam Flynn	Rm. 6	flynnp@trumbullps.org
	Beth Maranville	Rm. 3	maranvib@trumbullps.org
Grade 2	Amy Congdon	Rm. 1	congdona@trumbullps.org
	Megan Marsillio	Rm. 8	mmarsill@trumbullps.org
	Kristen Smeraglino	Rm. 2	smeraglk@trumbullps.org
Grade 3	Sara DiVasto	Rm. 18	sdivasto@trumbullps.org
	Tara Fernandes	Rm. 20	fernandt@trumbullps.org
	Jessica Preman	Rm. 21	premanj@trumbullps.org
Grade 4	Sally Kenler	Rm. 19	kenlers@trumbullps.org
	Dani McGillicuddy	Rm. 12	dmcgilli@trumbullps.org
	Lisa Yurkerwich	Rm. 14	yurkerwl@trumbullps.org
Grade 5	Francesca Porter	Rm. 13	brunof@trumbullps.org
	Shannon Lynch	Rm. 15	lynchs@trumbullps.org
	Karen Smith	Rm. 16	smithk@trumbullps.org

Support Staff

Reading Consultant	Laura Hastat	Room C	hastatl@trumbullps.org
Reading Consultant	Niki Kingston	Room 14	nkingsto@trumbullps.org
Reading Aide	Kelly Buck	Room 7	buckk@trumbullps.org
Math Specialist	Sangeeta Gidwani	Room 7	gidwanis@trumbullps.org
Media/Library	Susan McKenna	LMC	mckennas@trumbullps.org
ELL	Jacqueline Prieto	Room 1F	jprieto@trumbullps.org
Intern	Sarah Bryson		sbyrson@trumbullps.org
Intern	Sarah Upson		supson@trumbullps.org

Special Education Staff

Learning Resource	Lindsay Healey	Room 1E	healeyl@trumbullps.org
Learning Resource	Jennifer Zultowski	Resource Room	zultowsj@trumbullps.org
Learning Resource	Jessica Grossman	Resource Room	jgrossma@trumbullps.org
Psychologist	Giovanna Paredes	Room B	paredesg@trumbullps.org
Social Worker	Katie Oporto	Room A	sweeneyk@trumbullps.org
Speech/ Language	Kaelyn Bonaventura	Room 1B	bonavenk@trumbullps.org
Physical Therapist	Ana Paula Morgia		morgiaa@trumbullps.org
Occupational Therapist	Jennifer Brennan		brennanj@trumbullps.org
PPS Clerk	Joanna Coleman		jcoleman@trumbullps.org

Special Education Paraprofessionals

Laura Allen	lallen@trumbullps.org
Emmanuella Anicette	eanicett@trumbullps.org
Gina Durland	durlandg@trumbullps.org
Ann Eisdorfer	aeisdor@trumbullps.org
Marilyn Estrella	estrellm@trumbullps.org
Suma Goud	sgowd@trumbullps.org
Harsharan Kaur	kaurh@trumbullps.org
Nancy Marchand	nmarchan@trumbullps.org
Aimee Marini	marinia@trumbullps.org
Krista Nicholas	nicholak@trumbullps.org
Kim Piccolo	piccolok@trumbullps.org
Siobhan Weber	sweber@trumbullps.org

Visual/Performing Arts Staff

Art	Amanda Thomas	Room 22	thomasa@trumbullps.org
Music	Tyler Cohen	Room 1A	cohent@trumbullps.org
Band	David Turechek	TLC Room	tureched@trumbullps.org
Strings	Michael Piraneo	TLC Room	mpiraneo@trumbullps.org

Physical Education Staff

Physical Education	Gym	Joe DeLuca	jdeluca@trumbullps.org

Food Services Staff

Food Services Manager	Kitchen	Sue Kriewald Donna Delli-Carpini	TAFDSERV@trumbullps.org

Cafeteria Staff

Lunch Monitors	Cafeteria	Karen Knecht Fariha Rahman Anam Seyal

Custodial Staff

Custodians	Mark Balog Aaron Smith Jose Ramirez	balogm@trumbullps.org

Security Staff

Security	Ken Medoff	kmedoff@trumbullps.org

TASHUA SCHOOL INFORMATION

EMERGENCY CONTACT NUMBERS FOR STUDENTS:
It is essential you inform us immediately if you change your home, work, or cell phone numbers or if you change your email address. Unlisted or unpublished phone numbers are always kept confidential and will never be given out without your prior approval.

The school office should also have the name of a person to contact in case of any emergency when you cannot be reached. It is essential that this information is current. Therefore, if the person you have identified moves, changes a phone number, etc., please notify us so that we can keep our records current.

NOTIFICATION ABOUT EMERGENCY CHANGES TO THE SCHOOL SCHEDULE:
You will be notified by email, phone, and or text message about **emergency changes** in the school schedule due to inclement weather or any other emergency situation using the contact information you provided when you registered at Tashua School. If your contact information has changed, contact the Tashua School office and provide the secretary with your updated information so you will continue to receive these emergency messages.

In addition to these emergency messages, changes in the school schedule will also be broadcast on local radio stations (WICC) 600 AM and WEZN (100 FM) and will be posted on the Trumbull Public Schools website at www.trumbullps.org. If you prefer, you can register at www.ctweather.com for this information.

ABSENCES:
If your child will not be in school or will be tardy, you must report the absence by calling the Tashua Main Office 203-452-4433 prior to the start of the school day. You must call each day your child is absent. State your name, your relationship with the child, the child's name, the name of your child's teacher, and the reason for the absence. Absences that are not reported will be marked as unexcused absences.

For absences one (1) through nine (9) in a school year, a student's absences from school are considered excused when the student's parent/guardian approves such absence and submits appropriate documentation, based on the Trumbull Public Schools attendance policy: Attendance Grades K-8

For the tenth (10th) absence and all absences thereafter in a school year, a student's absences from school are considered excused for the following reasons: student illness if verified by an appropriately licensed medical professional; student's observance of a religious holiday; death in the student's family or other emergency beyond the control of the student's family; mandated court appearance if supported by appropriate additional documentation; the lack of transportation that is normally provided by a district other than the one the student attends; or extraordinary educational opportunities pre-approved by District administrators in accordance with Connecticut State Department of Education guidelines.

ACCIDENTS, ADMINISTRATION of MEDICATION, SUDDEN ILLNESS, HEALTH ASSESSMENT and IMMUNIZATIONS:
School Nurses are employees of the Town of Trumbull Department of Nursing Services. They are guided by expectations and policies set under TPS, Trumbull Health Department and the Department of Nursing Services. The following TPS policies guide their actions:

Accidents and Sudden Illnesses Occurring in Schools

Administration of Medication by School Personnel

Health Assessments and Immunizations

ATTENDANCE AND PUNCTUALITY:
The Connecticut General Statutes, Sections 10-184, 10-186, and 10-210, require students over five (5) and under eighteen (18) years of age to attend school on a regular basis. The primary responsibility for adherence to regular attendance rests with the student's parent/guardian and the individual student. The District will comply with Connecticut State Statutes related to compulsory school attendance. View the full Trumbull Public Schools' Attendance Policy Grades K-8.

Regular attendance is crucial if you want your child to be successful in school. It is virtually impossible for a child to make up for learning that takes place when he or she is absent frequently. Frequent absences create gaps in learning that prevent a child from mastering new content. It is also important for your child to arrive on time to school each day. When he or she is late, it starts the day in a hurried manner and disrupts learning for the rest of the students in class.

If you need to make doctor or dentist appointments for your child, please do so after school hours. If you are planning a family vacation, please schedule it during the school breaks in December, February (long weekend) and April. **The Trumbull Public Schools do not condone vacations during school time and staff is not required to provide work for students to take on these vacations.**

Students in grades 3, 4 and 5 will be participating in state testing in the spring. Since these are state mandated, high stake tests, it is important that your child be in school during this test window. It is also important that your child arrives on time. If a child arrives once testing has begun, he or she cannot enter the classroom until the test session is complete. If you are scheduling doctor and dentist appointments for your child, please do not schedule them during this test window. It is also imperative that you do not take your child out of school during this time for vacations. Since we have only a few days to complete make-ups for absent children, we administer them in the library media center. Consequently, your child will not benefit from taking the test in his or her own classroom with his or her teacher. Since these tests are used for placement purposes and for special recognition in grade 5, it is important for your child to do his or her best.

AUTOMATED CALLS/TEXT MESSAGES:
It is important to make sure that your contact information (home/cell phone numbers and email) is up to date. If you have any changes to your contact information please contact the office (203-452-4433) to update our records. More information about automated calls/messages can be found at: Automated Calls/Text Messages

BUILDING USE - ROOM RESERVATION:
All room reservations must be made through the school office. Please see the school secretary (mholmes@trumbullps.org) for Application for Use of Facilities form.
See the following policy for more information: Use of Public School Buildings and Sites | Rules; Fee Schedule; Forms

BUS TRANSPORTATION:
Student conduct on school provided transportation is viewed as an extension of the school day. School transportation privileges are extended to students conditional upon their satisfactory behavior on the bus. This privilege may be suspended due to misconduct. Please refer to the policy.
Student Standard of Conduct. We **prefer** you choose to use this option. Remember your child may only ride the bus to which he or she has been assigned. Requests to ride another bus cannot be allowed since some buses are filled to capacity and cannot accommodate additional students. Furthermore, it becomes extremely difficult to meet our responsibilities for accountability and safety if children are allowed to make bus changes.

MORNING ARRIVAL:
Our students begin arriving at school at 8:20 a.m.

- **Bus Drop-Off**
  All students are assigned a bus route. Students will begin exiting the buses at 8:20 a.m. One bus will be dismissed at a time.

- **Parent Drop-Off by Car**
  Parents may drop-off their children from 8:20 a.m. until 8:35 a.m. at the rear entrance of the school. **<u>DO NOT</u> drop off before this time as staff is not available to supervise children who arrive early.** Parents who drive their children to school in the morning may not use the main entrance and may not drive through or park in the bus lanes. Violators will be reported to the police and subject to fines.
  - Cars should enter our back drop-off/pick up circle behind the school by TLC. It is safest for our children if all parents make a right hand turn into this area. In order to do this all drivers need to access the Dayton Road entrance by traveling towards school via Ashbury Road, Old Village Road or Lake Avenue. **(It is NOT SAFE for parents to make a left-hand turn off of Stonehouse road to access our Dayton Road entrance.) When this suggestion isn't followed, it puts our children at risk and causes the traffic to back-up, resulting in the buses being delayed.** Further, when exiting the drop-off/pick up area, it is recommended that all parents make a right onto Dayton Road traveling towards Stonehouse Road. Again, this avoids the cross-intersection traffic pattern.
  - Please remember to **not** make a 3-point turn while on Dayton Road for the safety of walkers and other drivers.
  - The first car in the drop-off/pick-up line should pull all the way up to the yellow poles by the curb.
  - Five cars will be unloaded in the circle at a time. The other cars in line should wait until these five cars have unloaded and have driven out of the circle. Then the next five cars may pull into the circle to unload.
  - **At no time should cars pull out of line**. This again creates a safety hazard. If one car has finished unloading before the preceding car, the driver should wait patiently until the car has finished unloading and has pulled away before leaving the circle.
  - Staff members will be available to help children out of the cars. You should not exit your car to do so. This is unsafe and significantly slows the flow of traffic.
  - **Please have your child seated in the backseat on the passenger side of the car**.
  - Staff members are on duty until 8:35 a.m. If you arrive after that time, you must drive around to the front of the building and your student will be considered tardy.

- **Student Walkers:**
  - Only students who live **in close proximity** to the school, who live within walking distance, should be accessing the walker lines. Parents are **NOT** allowed to drop off their child to a walker line via car. Students who walk to school can only cross the street at the corners of Stonehouse Road/Dayton Road or Stonehouse/Fox, where a crossing guard is stationed. Walkers who access the backpath should be escorted by their caregivers to the front of the school. All walkers must enter through the main school entrance. Please remember students should not enter the building until 8:20 a.m., as we do not have staff to supervise them prior to this time.

LATE FOR SCHOOL:
If your child is late for school, **please bring your child to the front entrance of the school and ring the intercom.** A reason for tardiness needs to be given by the adult when the child arrives at school for it to be classified as excused.

PERMANENT DISMISSAL PLAN:
If there is a change to your child's permanent dismissal plan (completed via the google link emailed at the start of school), you must <u>write a note</u> indicating what your child's dismissal plan will be for the day. If your child is registered for an after-school enrichment program, he or she will be dismissed to the program unless a note is provided with a change of dismissal. **Unless there is an emergency, please do not call the office with changes in dismissal plans.** The office is very busy during the day and it has been too difficult to accommodate all the parent calls regarding changes in dismissal plans.

MISSED BUS AT DISMISSAL:
If your child misses the bus at dismissal time, the office staff will call you to arrange for transportation. Your child must wait in the office until you or your designee arrives. We never dismiss a child to anyone we do not know or to a person who cannot provide proper identification.

ALTERNATE SAFE DESTINATION:
There could be times when your child arrives home before you do. In anticipation of this possibility, you should create a plan and then explain the plan to your child so he or she will know exactly what to do if this situation arises. It will be helpful to make prior arrangements with a neighbor/friend who lives in close proximity to you so they can greet your child and care for him/her until you return. Planning now can help avoid a problem later. Please note that Kindergarten students will not be allowed to exit the bus without a parent or approved adult to receive them. If no one is there to receive the Kindergarten student, they will be returned to school.

WEATHER RELATED EARLY DISMISSALS / SCHOOL DELAY:

DELAYED OPENING HOURS: 90 min Delay - 10:05 a.m. to 3:20 p.m.
2 hour Delay - 10:35 a.m. to 3:20 p.m.
2 ½ hour Delay - 11:05 a.m. to 3:20 p.m.

LEGAL DAY / EARLY DISMISSAL HOURS: 8:35 a.m. to 1:00 p.m.
Breakfast and lunch will be served on delayed openings and early dismissal days.

PLANNED EARLY DISMISSAL DAYS:
During the course of the year, students are dismissed early for holidays, parent conferences and teacher in-service days. These are considered legal days and the dismissal time for these days will be 1:00 p.m. Breakfast and lunch will be served on these planned early dismissal days.

SNOW DAYS:
Snow make-up days, to a maximum of **7**, will be added to the end of the school year. If needed, an additional day will be taken from the February Long Weekend: February 13th. If an 8th day is needed, or if an additional day is needed after the February Long Weekend, that day will be recovered on March 19th (planned PD Day for staff) which will be a legal day. Teachers will then attend one more day in June.

CLASSROOM SCHEDULES:
Your child's academic schedule varies according to his or her grade level; however, all students participate in math and language arts classes daily as well as social studies and science on most days. Students also have two thirty-minute periods of art, music and physical education each week. Students also use the library/media center and computer labs to learn research and computer skills as well as to practice academic skills.

BREAKFAST/LUNCH:
During the 2026-2026 school year, breakfast and lunch will be available to each student at a cost of $2.50 for breakfast and $3.50 for lunch. A la carte items will also be available for an additional charge. Please see the Trumbull Public School website for more information regarding cost and a calendar of daily items.

SNACKS:
Teachers will provide time for a snack each day. Since snack time is limited, please send only one healthy food item such as cheese, vegetables or fruit and a small drink, preferably water.

LUNCH AND RECESS SCHEDULES:

GRADE	LUNCH	RECESS
Grade K	11:30 – 12:00	2:45 – 3:05
Grade 3	11:40 – 12:10	11:15 – 11:35
Grade 1	12:20 – 12:50	1:00 – 1:20
Grade 4	12:30 – 1:00	1:05 – 1:25
Grade 2	12:55 – 1:25	1:30 – 1:50
Grade 5	1:05 – 1:35	2:05-2:25

EARLY DISMISSAL LUNCH SCHEDULE

10:35 – 11:05 Grade 2
10:50 – 11:20 Kindergarten
11:10 – 11:40 Grade 3
11:25 – 11:55 Grade 4
11:45 – 12:15 Grade 5
12:15 – 12:45 Grade 1

RECESS:
Students in grades K-5 will have recess daily. Weather permitting, students will have recess outdoors. Be sure to send your child to school with a warm jacket, gloves, and a hat from the late fall through the winter months. If there is snow on the ground, please be sure your child has appropriate footwear. We use the Child Care Weather Watch Chart as a guideline in determining if indoor recess is necessary. You can access the chart by clicking on the link: Child Care Weather Watch Chart

COMMUNICATION:
We urge you to contact your child's teacher when issues arise. Our experience shows very clearly that the most expedient and satisfactory solutions are achieved by direct contact between the parent and the teacher. If you are puzzled, worried or concerned about some aspects of our school program or policies or about your child's school experience, tell the teacher. In the vast majority of cases, the parent and teacher will achieve a mutually satisfying solution. If necessary, the principal will be happy to assist. Here is the appropriate chain of communication you should follow when issues arise:

Teacher □Principal □Superintendent of Schools □Board of Education

Parent/Guardian Complaint Policy

COMMUNICATION WITH THE CLASSROOM TEACHERS AND SPECIALISTS:
If you need to speak with your child's teacher or a specialist, call the office (452-4433) and leave a message for the teacher or e-mail the teacher directly. You will find the staff email addresses on our website and in this handbook. You should receive a response within 24 hours.

COMMUNICATION WITH THE PRINCIPAL:
If you need to speak with Mrs. Neumeyer, call her secretary, Mrs. Beres, at 203-452-4433 to set up an appointment. You can also contact Mrs. Neumeyer by email at neumeyej@trumbullps.org.

NEWSLETTERS:
Our school weekly newsletters will be communicated electronically. It will also be posted on our website, http://tes.trumbullps.org/. These newsletters contain important information about upcoming school events, resources that are available to parents and students, parenting suggestions, and tips about ways you can help your child become a better student.

WEBSITES:

- http://tes.trumbullps.org/
  Our school website contains valuable information such as a schedule of events of the year, a staff directory with a link to teacher email addresses and websites, the current issue and back issues of Tashua's weekly update, as well as other important information about our school.
- www.trumbullps.org
  This is the district website and it also contains valuable information about the various schools in the district, curriculum, district policies, the school lunch program, as well as Board of Education agendas, meeting dates, and minutes.

PARENT / TEACHER CONFERENCES:
Conferences are an opportunity for teachers and parents to share important information about students. We urge you to attend. Here are the conference dates for this school year:

Fall:
Thursday afternoon, October 23rd
Tuesday afternoon, October 28th
Thursday evening, November 6th

Spring:
Thursday afternoon/evening, March 12th

P.B.I.S:
Tashua students follow T.I.G.E.R.S
As part of our Positive Behavioral Interventions and Supports system our students are taught the meaning of the acronym T.I.G.E.R.S. This gives a consistent set of guidelines for us to respectfully function as a greater school community. Students are taught to display the positive traits of **T**olerance, **I**ntegrity, **G**enerosity, **E**mpathy, **R**esponsibility and **S**elf-control.

PUBLISHED STUDENT IMAGES:
Throughout the year there are a variety of activities in the classroom and sponsored by our PTA where students may be videotaped/photographed. These images are routinely displayed or shown in a variety of settings including, but not limited to staff meetings, bulletin boards and the schools' website. Student names may or may not be connected with their images. **Parents who do not want their child videotaped/photographed and those images displayed in the circumstances described must complete a Photo Permission Form and return to the school.** For any parents coming to the school, we ask that parents exercise safety in terms of video and photographic material. We ask parents to not take pictures/videos while visiting school or during school hours as we need to protect our students' privacy rights.

REPORT CARDS:
Your child's report card will also provide valuable information about your child. Report cards will be posted to the Parent Portal three times during the school year: December, March, and the last day of school.

SAFETY:
Doors are locked while school is in session. Please never pass an open door to someone behind you. When visiting the building you must show an appropriate picture ID, sign in to the red kiosk to receive a name badge, and report to the security officer. Staff will clear your movement to a classroom after a teacher has given permission for you to enter. Please be patient and wait in the office area with cell phones silenced.

TRUMBULL PUBLIC SCHOOL ALERT SYSTEM:
Emergency Terms - In the event of an emergency at your child's school, it is important to know these terms:

> **Lockdown -** A lockdown takes place if an internal threat is identified at the school. All school doors are locked and students are confined to classrooms. No entry into or exit from the school will be allowed.
>
> **Stay-Put –** A stay-put takes place if an external threat is identified at the school. All school doors are locked; however, movement within the school may be limited or permitted. Entry or exit from the school will be controlled.
>
> **Extreme Weather –** Students take refuge in designated areas to protect them from hazardous materials or severe weather. Entry or exit from the school will be controlled.
>
> **Reunification -** In the event of certain building emergencies, students will be relocated to an appropriate evacuation assembly area.

SPECIAL RESOURCES FOR FAMILIES AND STUDENTS:
CHILD FIND: If you are concerned about your child's development or suspect that your child may be experiencing a problem with speech, hearing, language, vision, movement, behavior, socialization or learning, please contact Trumbull Public Schools at 452-4504.

SCHOOL PSYCHOLOGIST AND SOCIAL WORKER:
The school psychologist and social worker are available to assist children and families in matters pertaining to children's success in school and family issues. Confidentiality is always respected. Any family wishing to speak to either Giovanna Paredes (school psychologist) or Katie Oporto (school social worker) should call 452-4437.

SPECIAL RECOGNITION:
Our school community attempts to build self-esteem by recognizing many facets of a student's life. Individuals in our community are acknowledged through:

- **Intercom Announcements and Weekly Parent Update**- Special accomplishments of individual students are announced and listed in the weekly parent update. If your child has won a special award that is not school related, please let us know.
- **Birthdays** – Student birthdays are announced each day and displayed monthly on the Birthday Board
- **Caught Earning "Tiger Stripes" –** Students who are caught demonstrating the positive character traits of Tolerance, Integrity, Generosity, Empathy, Responsibility and Self-Control are announced.
- **Student Council** – Our student council involves all students in projects and activities, which benefit the school and/or community. Our students grow in leadership, problem solving skills, school spirit and pride, while getting things done.

- **Principal's Proud Board** – Pictures of school activities, of special occasions, and of individual students who have been recognized for various achievements will be displayed on our bulletin board outside the office.
- **Mrs. Neumeyer's Writers** – Periodically, students share their poems, stories or essays with Mrs. Neumeyer and are recognized for their accomplishments.
- **Mrs. Neumeyer's Readers** – Periodically, K-2 students will read to Mrs. Neumeyer and will be recognized for their efforts.

TOYS/PERSONAL ITEMS:
Toys and electronic games are not allowed at school, this includes collectible cards such as Pokemon. If a child brings an item to school please note that our school is not responsible if it gets lost or broken. With advance special permission from the classroom teacher a student may bring an item to share during "share time." The item should be immediately returned to the child's backpack and go home the same day.

MONEY AT SCHOOL:
Payments for PTA items/Lunch should be cashless whenever possible. If you must send cash or a check please be sure it is in a sealed envelope clearly labeled with the child's name, teacher and purpose.

VISITORS / VOLUNTEERS:
Visitors/Volunteers are always welcome at Tashua and we thank you for your time and commitment. We welcome visitors however please note any visits to the classroom must be scheduled ahead of time and should be made with the purpose to enhance instruction. Anyone coming into Tashua classrooms and having direct contact with the children, must complete the Volunteer Form.

This is required for volunteering at any event during the school day, (ex. field trips, classroom events, book fairs, field day, book reading). Please submit the form to the Tashua office for processing. Please do not hold the door for someone behind you as each person must be checked in individually.

TASHUA HEALTH SERVICES AND GUIDELINES

Please use the link to access School Health Services and Health Requirements.

HEALTH CARE:
Health Rooms are staffed by Registered Nurses daily. Services include:

- Assessment of the ill and injured
- First Aid to the ill and injured
- Prevention, control and tracking of communicable diseases
- Immunization review to insure state compliance; CT state law immunization requirements can be found at: School Immunization Requirements
- Health Screenings based on grade level; color deficiency, vision, hearing, scoliosis
- Maintain student health records
- Coordinate chronic health condition management
- Connect school community with health resources
- Medication administration with physician authorization form completed by both physician AND parent (for both prescribed AND over the counter medication). Over the counter medication must be in the original, unopened container, prescribed medication must have a current prescription label with child's name, medication name, physician's name, and administration directions clearly marked on the container. All medication must be brought to school by an adult.

GUIDELINES:
Please use the following guidelines to prevent the spread of infection and illness in the school environment. Keep your students at home for:

- Fever (temperature of 100 degrees or over- must be fever free for 24 hours without medication in order to return to school)
- Nausea &/or Vomiting in the last 24 hours
- Sore throat persisting longer than 2 days
- Persistent coughing
- Red, inflamed, swollen eyes with discharge
- Persistent rash that is not allergy related

The following are suggested guidelines for the protection of the health of your child and for the other children in school:

- If your child is ill during the night or complains of stomach pain, nausea, vomiting, diarrhea, or headaches in the morning, please **DO NOT** send him/her to school to see the nurse. Keep him/her home.
- The school nurse (or in her absence, the principal or a designated teacher) may administer medication to a student **ONLY** with the **written authorization of the attending physician and the written permission of the child's parent or legal guardian**. No exceptions will be made.
- You should notify the nurse if your child is taking any medications on a regular basis. If the medication or the dosage is changed, you should also notify her of these changes. This is a safety precaution in case your child experiences any side effects from the medication.
- If you expect your child to be absent from school, you must notify the school nurse by phone at 452-4434. **Remember, if your child is absent, he or she cannot attend after school activities or evening events at Tashua that take place on the day of your child's absence.**
- Injuries that occur at home cannot be treated by the school nurse.

PHYSICALS:
The Trumbull Board of Education requires all pupils to have a physical health assessment when entering school and in grades three, six and nine. If you have any questions regarding this, please contact the school nurse at 452-4434.

DISTRICT POLICIES AND REGULATIONS

All of Trumbull Public Schools policies approved by the Board of Education are maintained on the TPS District website at: Trumbull Board of Education Policies. In case of conflict between statements in this *Handbook* and policies of the Board of Education, policies of the Board of Education shall prevail.

All of the Trumbull Public Schools Policies can be accessed following link:
Trumbull Board of Education Policies

For your convenience, some of the frequently accessed policy links have been highlighted specifically are below:

ATTENDANCE GRADES K-8:
Attendance Grades K-8

CONNECTICUT SCHOOL CLIMATE:
Connecticut School Climate

CHALLENGING BEHAVIOR PREVENTION: RESTORATIVE PRACTICES POLICY:
Challenging Behavior Prevention:Restorative Practices Policy

FIRE SAFETY CRISIS RESPONSE AND AUTHORITY IN EMERGENCY SITUATIONS:
Fire Safety, Crisis Response, & Authority in Emergency Situations

FIELD TRIPS:
Field Trips

FOOD ALLERGY MANAGEMENT:
Food Allergy Management

HAZING:
Hazing

HOMEWORK:
Homework

INTEGRATED PEST MANAGEMENT:
Integrated Pest Management

NON-DISCRIMINATION IN INSTRUCTION/CLASSROOM:
Non-Discrimination in Instruction/Classroom

PAY TO PARTICIPATE:
The Trumbull Board of Education will review and, if determined to be financially necessary, approve an annual student participation fee (Pay to Participate) for students participating in any TPS school-sponsored activities. See the policy for more information: Pay to Participate | Fee Schedule

REPORTING OF CHILD ABUSE AND NEGLECT:
Reporting of Child Abuse, Neglect, and Sexual Assault

SELECTION OF INSTRUCTIONAL MATERIALS:
Selection of Instructional Material

SEXUAL HARASSMENT:
Sexual harassment will not be tolerated among students of the Trumbull Public Schools, and any form of sexual harassment is forbidden, whether by students, supervisory or non-supervisory personnel, individuals

under contract, or volunteers in the schools. Students shall exhibit conduct which is respectful and courteous to employees, to fellow students, and to the public.
Prohibition Against Sexual Harassment of Students and Personnel

STUDENT CONDUCT ON SCHOOL BUSES:
Student Conduct on School Buses

STUDENT DATA PROTECTION:
Student Data Protection

STUDENT STANDARD OF CONDUCT:
Student Standard of Conduct

STUDENT DRESS CODE:
Student Dress

STUDENT USE and POSSESSION OF SMOKING PRODUCTS, TOBACCO PRODUCTS, DRUGS AND ALCOHOL:
Student Use and Possession of Smoking Products, Tobacco Products, Drugs, and Alcohol

STUDENT NETWORK/INTERNET USE:
Student Network/Internet Use

USE OF BREATHALYZERS:
Use of Breathalyzers

USE OF PRIVATE TECHNOLOGY BY STUDENTS:
Use of Private Technology by Students

All of Trumbull Public Schools policies approved by the Board of Education are maintained on the TPS District website at Trumbull Board of Education Policies**. In case of conflict between statements in this *Handbook* and policies of the Board of Education, policies of the Board of Education shall prevail.**

FEDERAL POLICIES AND ACTS:
TITLE VI (Civil Rights Act of 1964) – prohibits discrimination based on race, color or national origin) for violations **call the Superintendent at 452-4301**.

TITLE IX (Education Amendments of 1972 – sex equity/prohibits discrimination in education programs or activities) – for violations **call the Superintendent at 452-4301**.

SECTION 504 – (Rehabilitation Act of 1973) – prohibits discrimination on the basis of a handicap – for violations, call **the Director of Special Education at 452-4352.**

Trumbull Public Schools

CODE OF CONDUCT DISCIPLINARY CHART

This policy provides only a summary of the rules governing student disciplinary procedures used in the Trumbull Public Schools, and is based upon the policies of the Trumbull Board of Education. The Code of Conduct Disciplinary Chart provides a clear, concise description of student offenses, penalties, and procedures for handling disciplinary problems. However, it is virtually impossible to anticipate every type of infraction. Therefore, the Administration reserves the right to address any other infractions not specified in this chart. All disciplinary actions need to reflect the Administration's ability to use best practices and professional judgment under the recognized disciplinary administrative due process guidelines. A copy of the policies of the Trumbull Board of Education, including this policy, can be viewed at the office of the Superintendent of Schools, in the main office at each school and online at www.trumbullps.org. Students are held responsible for their actions and for compliance with both this policy and the policies of the Trumbull Board of Education.

In the Trumbull Public Schools, the following chart shall be used in determining the appropriate disciplinary consequence for a given violation of Board policy. Parents/guardians, staff, and students are hereby notified that the appropriate consequence will be determined on a case-by-case basis, and that, depending on the situation, the severity of the offense, the student's level of involvement, the student's prior record for discipline, academics, and attendance, and the level of cooperation exhibited by the student at the time of the investigation, the consequence may vary within these guidelines. The Administration and the Trumbull Board of Education reserve the right to impose disciplinary consequences up to and including expulsion, depending on the severity of the offense.
Repeat infractions or a course of conduct in any of the categories will result in more severe disciplinary action, including possible expulsion, which may include referral to school and community resources. Where appropriate, guidance counselors or other support staff will be actively involved in all cases. Chronic or particular offenses, in conjunction with administrative review of the student's record, may cause a student to be referred to the Early Intervention Team, PPT/IEP Team, 504 Team, or a Student Assistance Team (SAT) for review of the student's need for additional types of assistance and in extreme cases be recommended for expulsion from school.

SALE/DISTRIBUTION OF DRUGS / WEAPONS POSSESSION

Students and parents/guardians are hereby notified that, pursuant to State law, students who offer a controlled substance for sale or distribution either on or off school grounds, students who are found in possession of a firearm, deadly weapon, or dangerous instrument on school grounds or at a school-sponsored activity, and students who are found to have used a weapon in the commission of a crime either on or off school grounds must be brought before an impartial hearing officer or an impartial hearing board, as provided by State Statute, for an expulsion hearing. If the student is found to have committed one of these offenses, the student will be expelled from school for one full calendar year, provided that the impartial hearing officer or impartial hearing board may modify the period of expulsion on a case-by-case basis. In addition, it is the policy and practice of the Trumbull Public Schools for the Administration to recommend the immediate expulsion of any student in grades three to twelve, inclusive, found in possession of and/or using a controlled substance on school grounds or at a school-sponsored activity, including transportation.

Student Standard of Conduct

SECTION I
RESPECT FOR ORDERLY TEACHING/LEARNING ENVIRONMENT

EXAMPLES OF CONDUCT REQUIRING DISCIPLINE	DISCIPLINE OPTIONS	
Attire Inconsistent with Teaching/Learning Environment (Student Dress: Policy Code 5132)	• Teacher intervention • Administrative notification • Parent/guardian notification • Change of attire • Refer to counselor or support staff	• Detention • Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension
Bringing Unauthorized Visitors to School	• Teacher intervention • Administrative/Security notification • Visitor must leave • Student is given a warning • Parent/guardian notification	• Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension
Cafeteria Misbehavior	• Teacher/Security/Administrator intervention • Change seat location • Removal from lunch room • Detention • Parent/guardian notification	• Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension and loss of cafeteria privileges for one week
Cutting Class	• Teacher intervention • Administrative notification • Refer to counselor or support staff • Detention • Parent/guardian notification	• Saturday Morning Detention (HS only) • Consider alternate placement • 1-5 day in-school suspension • 1-10 day out-of-school suspension
Disruption of the Educational Process	• Teacher intervention • Security intervention • Parent/guardian Notification • Administrative notification • Detention • Refer to counselor or support staff • Consider alternate setting	• Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Failure to Serve Detention	• Teacher intervention • Multiple Detentions • Administrative notification • Saturday Morning Detention (HS only)	• 1-5 day in-school suspension • 1-10 day out-of-school suspension
Failure to Serve In-School Suspension	• Teacher intervention • Parent/guardian notification	• 1-10 day out-of-school suspension

Gambling	• Teacher intervention • Security notification • Parent/guardian notification • Administrative notification • Refer to counselor or support staff	• Written/verbal warning • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Possible Police referral
Inappropriate Physical Contact	• Teacher intervention • Security intervention • Parent/guardian Notification • Administrative notification • Refer to counselor or support staff • Consider alternate setting	• Detention • Saturday Morning Detention (HS only) • 1-10 day out-of-school suspension • Expulsion possible
Leaving School without Permission	• Teacher intervention • Administrative notification • Security notification • Parent/guardian notification • Refer to counselor or support staff	• 1-5 day in-school suspension • 1-10 day out-of-school suspension • Possible Police Referral
Loitering/No Hallway Pass	• Teacher intervention • Administrative/Security notification • 1 detention • Saturday Morning Detention (HS only)	• 1-5 day in-school suspension • 1-10 day out-of-school suspension
Possession of and Use of Electronic Devices (Policy Code 6141.328)	• Teacher intervention • Confiscation (to be returned to parent) • Parent/guardian Notification	• Saturday Morning Detention (HS only) • 1-5 day in-school suspension for repeated offenses
Tardiness to Class/Homeroom (Attendance Grades K-8: Policy Code 5113.1; High School Attendance/Loss of Credit: Policy Code 5113)	• Teacher intervention • Parent/guardian notification • Administrative notification • Detention	• Saturday Morning Detention (HS only) • 1-5 day in-school suspension • Potential loss of course credit
Tardiness to School (Attendance Grades K-8: Policy Code 5113.1; High School Attendance/Loss of Credit: Policy Code 5113)	• Teacher intervention • Verbal warning • Administrative notification • Parent/guardian notification /conference • Refer to social worker • Saturday Morning Detention (HS only)	• 1-5 day in-school suspension • 1-10 day out-of-school suspension • Possible Juvenile Court referral • Potential loss of course credit
Trespassing	• Teacher intervention • Parent/guardian notification • Administrative notification • Security notification • Request to leave	• Warning • Written/verbal warning • Possible Police referral • Recommend arrest

Truancy from School (Attendance Grades K-8: Policy Code 5113.1; High School Attendance/Loss of Credit: Policy Code 5113)	• Teacher intervention • Parent/guardian notification • Administrative conference • Refer to social worker	• Referral to DCF • Follow State Statutes • Possible Juvenile Court referral • Possible loss of course credit

SECTION II
SAFETY, FREEDOM FROM FEAR

EXAMPLES OF CONDUCT REQUIRING DISCIPLINE	**DISCIPLINE OPTIONS**	
Arson, False Alarm, Bomb Threat	• Administrative notification • Police/Fire Marshal referral • Refer to counselor or support staff	• Parent/guardian notification • 10-day out-of-school suspension • Expulsion possible • Police/Fire report submitted
Assault, Hazing, Bullying (Bullying and Teen Dating Violence Prevention and Intervention: Policy Code 5131.911; Hazing: Policy Code 5131.91)	• Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff	• 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Bus Misbehavior (Student Conduct on School Buses: Policy Code 5131.1)	• Teacher/Coach/Administrative intervention • Verbal warning • Written warning • Assigned seat • Detention • Parent/guardian notification • 1-5 day in-school suspension	• Suspension or revocation of bus privileges • 1-10 day out-of-school suspension • Consider expulsion from bus/school • Possible Police referral
Fighting	• Teacher intervention • Security notification • Parent/guardian Notification • Administrative notification • Refer to counselor or support staff	• 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Gang Colors, Decoration, or Attire	• Teacher intervention • Parent/guardian notification • Administrative notification • Security notification • Student required to change inappropriate attire	• Refer to counselor or support staff • 1-5 day in-school suspension • 1-10 day out-of-school suspension
Intimidation/Instigation	• Teacher intervention • Administrative notification • Security notification • Parent/guardian notification /conference • Refer to counselor or support staff	• Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Potential Police referral

Smoking/Tobacco Products and/or Possession of Lighters and Matches (Student No Smoking and Tobacco Products Use: Policy Code 5116)	• Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff • Saturday Morning Detention (HS only)	• 1-5 day in-school suspension • 1-10 day out-of-school suspension • Potential Police referral
Threats	• Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff • Psychological evaluation, if deemed necessary	• 1-5 day in-school suspension • 1-10 day out-of-school suspension • Potential Police referral • Expulsion possible
Using, Selling, Possessing, Distributing Controlled Substances: Alcohol, Drugs, or Paraphernalia	• Please see Drug and Alcohol: Drug and Alcohol Use or Possession by Students, Policy Code 6164.11, for Summarization of Administrative Regulations	• Parent/guardian notification
Weapon Possession and/or Facsimile or Replica (including fireworks)	• Administrative notification • Police/Fire Marshal referral • Refer to counselor or support staff	• Parent/guardian notification • 10-day out-of-school suspension • Expulsion possible

SECTION III
RESPECT AND COURTESY

EXAMPLES OF CONDUCT REQUIRING DISCIPLINE	DISCIPLINE OPTIONS	
Cheating/Lying/Plagiarism (Refer to Trumbull High School Academic Honesty Handbook)	• Teacher intervention • Administrative notification • Parent/guardian notification • Possible grade reduction • Saturday Morning Detention (HS only)	• Possible loss of credit • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible
Harassment	• Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff • Saturday Morning Detention (HS only)	• 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Insubordination	• Teacher intervention • Parent/guardian notification	• 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible

	• Refer to counselor or support staff • Saturday Morning Detention (HS only)	
Racial or Other Discriminatory Slurs	• Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff	• 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Refusal to Identify Self When Asked	• Teacher intervention • Parent/guardian notification • Administrative/Security notification • Saturday Morning Detention (HS only)	• 1-5 day in-school suspension • 1-10 day out-of-school suspension
Sexual Harassment (Policy Code 5131.4)	• Teacher intervention • Administrative notification • Parent/guardian notification • Detention (Elementary) • Refer to counselor or support staff	• 1-10 day in-school suspension • 1-10 day out-of-school suspension • Potential Police referral • Expulsion possible
Swearing; Obscene, Vulgar, Abusive, Inflammatory, or Disrespectful Language, Gestures, Attire, or Behavior	• Teacher intervention • Administrative notification • Parent/guardian Notification • Refer to counselor or support staff • Student required to change inappropriate attire	• Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Verbal or Gestural Abuse toward Staff	• Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff	• 1-10 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible

SECTION IV
RESPECT FOR PERSONAL AND PUBLIC PROPERTY

EXAMPLES OF CONDUCT REQUIRING DISCIPLINE	DISCIPLINE OPTIONS	
Criminal Mischief/Graffiti	• Security notification • Restitution required • Parent/guardian notification • 1-10 day in-school suspension	• 1-10 day out-of-school suspension • Expulsion possible • Police report submitted
Littering	• Teacher intervention • Administrative notification • Security notification • Parent/guardian notification • Clean-up, removal • Saturday Morning Detention (HS only)	• 1-5 day in-school suspension • 1-10 day out-of-school suspension • Possible Police referral
Tampering with School Records	• Teacher intervention • Administrative notification • Parent/guardian notification • 1-10 day out-of-school suspension	• Expulsion possible • Possible Police referral
Theft or Possession of Stolen Goods	• Teacher intervention • Restitution required • Administrative notification • Security notification • Parent/guardian notification • Detention (Elementary)	• 1-10 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Throwing Objects	• Teacher intervention • Administrative notification • Parent/guardian notification • Verbal warning • Saturday Morning Detention (HS only)	• Detention (Elementary) • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Vandalism	• Teacher intervention • Clean-up, restitution • Administrative notification • Parent/guardian notification	• 1-10 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Potential Police referral

HAZING: Hazing

SECTION: 5000 CATEGORY: Students POLICY CODE: 5131.91/Hazing

TRUMBULL PUBLIC SCHOOLS BOARD OF EDUCATION POLICY MANUAL

HAZING

Policy Statement

It is the policy of the Trumbull Public Schools that no student or adult shall participate in or be a member of any secret fraternity, sorority, or secret organization that is in any degree related to the school or to a school activity. No student or adult organization or any person associated with any organization sanctioned or authorized by the Board of Education shall engage or participate in hazing.

"Hazing" is defined as any activity which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation into, admission into or affiliation with, or as a condition for continued membership in, any organization sanctioned or authorized by the Board of Education.

"Endanger the mental health" shall include, but is not limited to, any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

"Endanger the physical health" shall include, but is not limited to, any brutality of a physical nature, such as: whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or any other forced physical activity which would adversely affect the physical health or safety of the individual.

Any hazing activity upon which the initiation into, admission into or affiliation with, or condition for continued membership in, an organization sanctioned or authorized by the Board of Education is conditioned, directly or indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive appropriate Board employees from taking necessary and appropriate disciplinary action toward any student or employee.

Students or employees who violate this policy will be subject to disciplinary action which may include suspension and expulsion for students and termination for employees.

Adopted: 8/15/2000
Revised: 5/26/2020

References

- Connecticut General Statutes § 53-23a
- Trumbull Board of Education Policy Code 5131: Student Standard of Conduct

Regulations

I. Definitions

"Hazing" is defined as any activity which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation into, admission into or affiliation with, or as a condition for continued membership in, any organization sanctioned or authorized by the Board of Education. The term includes, but is not limited to:

A. Requiring indecent exposure of the body;

B. Requiring any activity that would subject the person to extreme mental or physical stress, such as, but not limited to, sleep deprivation, extended isolation from social contact, exposure to inclement weather, or any activity that would adversely affect the mental or physical health or safety of the individual;

C. Confinement of the person to unreasonably small, unventilated, unsanitary, unlighted, or restricted areas;

D. Any assault upon the person, including, but not limited, any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body;

E. Requiring the ingestion of any substance or any other physical activity which could adversely affect the health or safety of the individual.

F. Any activity that intimidates or threatens the student with ostracism, stress, embarrassment, shame or humiliation, that adversely affects the mental or physical health or dignity of the student, or discourages the student from remaining in school or in the organization.

G. Any activity that causes or requires the individual to perform a task that involves violation of state or federal law or of Board policies or regulations.

II. Reporting Procedures

A. Any person who believes he/she has been the victim of hazing, or any person with knowledge or belief of conduct which may constitute hazing, shall report the alleged acts immediately to an appropriate Trumbull Public Schools employee designated by this policy.

B. The building principal is the person responsible for receiving reports of hazing at the building level. Any person may report hazing directly to the Assistant Superintendent or to the Superintendent.

C. Teachers, coaches, athletic directors, administrators, volunteers, contractors, and other employees of the school district shall be particularly alert to possible situations, circumstances or events which might include hazing. Any such person who receives a

report of, observes, or has other knowledge or belief of conduct which may constitute hazing shall inform the building principal immediately.

D. Submission of a good-faith complaint or report of hazing will not affect the reporter's or potential victim's future grades, activity participation, employment, or work assignments.

III. Investigation Procedure

A. All reports of hazing will be investigated by the school principal. During the investigation, steps should be taken, when necessary, to protect the reporter, potential victim, and/or others. The Superintendent may authorize a third-party investigation instead of or in addition to the school principal's investigation.

B. A written report on the investigation and its results will be submitted to the Superintendent. Where potential violations of criminal law may have occurred, the principal or Superintendent shall notify the appropriate law enforcement agency.

C. Students or employees who violate this policy will be subject to disciplinary action which may include suspension and expulsion for students and termination for employees. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline prohibited behavior.

IV. Reprisal

The District will discipline or take appropriate action against any student, teacher, coach, athletic director, administrator, volunteer, contractor, or other employee of the District who retaliates against any person who makes a good-faith report of alleged hazing or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

V. Dissemination of Policy

This policy, in its entirety, must be published in each school's student handbook. It is the responsibility of the lead advisor/coach for each school club, organization, or athletic team to explain this policy to all student and adult participants on a regular basis, including, at minimum, when the club, organization, or athletic team begins its work each year or season.

SEXUAL HARASSMENT OF STUDENTS:
Prohibition Against Sexual Harassment of Students and Personnel

SECTION: 4000/5000 CATEGORY: Students POLICY CODE:4118.112/ 4218.112/5145.4 - Prohibition Against Sexual Harassment of Students and Personnel

TRUMBULL PUBLIC SCHOOLS BOARD OF EDUCATION POLICY MANUAL

SEXUAL HARASSMENT OF STUDENTS

Policy Statement

The Trumbull Public Schools recognize that sexual harassment, including sexual assault, is unlawful sex discrimination. The Board of Education (Board) prohibits sex discrimination/sexual harassment in the District's education program or activities. Education program or activity includes locations, events, or circumstances over which the school exercises substantial control over both the respondent (alleged perpetrator of sexual harassment) and the context in which the sexual harassment occurs. In addition to occurring on school grounds, sexual harassment may potentially occur off campus, in places or situations where athletic and extracurricular activities occur, on field trips, on the school bus, at school related conferences or through use of school technology.

Schools shall respond to sexual harassment occurring in the District's education program or activities for which they have "actual knowledge." "Actual knowledge" means notice of sexual harassment or an allegation of sexual harassment brought to the attention of the Title IX Coordinator, any official of the school who has authority to institute corrective measures on the behalf or the school, as well as to any other employee of an elementary and secondary school.

Sexual harassment may take the form of student-on-student, employee-on-student, employee-on-employee, student-on-employee sexual harassment, or may be perpetrated against students or employees by third parties under the control of the District. Students who engage in proven sexual harassment may be subject to discipline, up to and including expulsion. Employees who engage in proven sexual harassment may be subject to disciplinary action, up to and including termination, as well as other action required under the law.

References:

- C.G.S. 10-15c Discrimination in public schools prohibited. School attendance by five- year-olds.
- United States Constitution, Article XIV.
- Title IX of the Education Amendments of 1972, 20 U.S.C. 1681, *et seq.*
- Title IX of the Education Amendments of 1972, 34 C.F.R. 106.1, *et*
- *seq.*
- Title IX Regulation, 34 C.F.R. Part 106
- 20 U.S.C. 1092 (f)(6)(A)(v)
- 34 U.S.C. 12291 (a)(8), (a)(10), (a)(36)
- *Franklin v. Gwinnett County Public Schools,* 503 U.S. 60 (1992)
- *Gebser v. Lago Vista Independent School District,* 524 U.S. 274 (1998)
- *Davis v. Monroe County Bd. Of Educ.,*526 U.S. 629 (1999)

Adopted: 6/15/1993
Revised: 9/7/1993,
1/13/1998, 5/23/2017,
6/12/2018, 4/5/2022, 8/16/2022

Trumbull Public Schools
NETWORK/INTERNET USE AGREEMENT

Summary Statement

The following Summary Statement is provided to explain principles of the Trumbull Board of Education Policy 6141.321, "Student Network/Internet Use." The full policy is posted on the Trumbull Public Schools website and is also available at the District and school offices.

The District provides access to its computer networks and the Internet for educational purposes only. If there is any doubt on the part of a user about whether a contemplated activity is educational, the activity should not be engaged in until the Principal or his/her designee makes a determination as to its instructional value.

The use of the network/Internet is a privilege, not a right. Inappropriate use may result in the denial or withdrawal of access, and the user may be subject to additional disciplinary action including, but not limited to, suspension and/or expulsion.

The user is responsible for all of his/her actions and activities involving the network/Internet. Examples of user responsibilities include but are not limited to:

- Keeping all accounts and passwords confidential.
- Logging on with your own user id and password.
- Logging off when leaving a machine.
- Using a computer and/or personal electronic device only with teacher permission and supervision.
- Taking precautions to prevent computer viruses.

Examples of prohibited conduct involving the network/Internet include but are not limited to:

- Using Trumbull's instructional network or Internet access for commercial business use, political or religious advocacy purposes, or to execute a commercial transaction not related to school business.
- Accessing materials inappropriate for minors (i.e., those that are obscene, pornographic, harmful to minors, etc.).
- Violating the law or encouraging others to do so.
- Causing harm to others or damaging others' property (e.g., defamation, using another's password, misrepresenting oneself as another, uploading a harmful form of programming or vandalism, participating in "hacking" activities, etc.).
- Jeopardizing the security of outside networks on the Internet.
- Sending material critical of or which may be threatening or harassing to school administrators, teachers, staff, students, or anyone associated with the school District, or using the network or Internet to threaten or harass others.
- Disclosing personal information about oneself or another student.
- Intentionally bypassing Internet filters.

Please SIGN AND RETURN to Tashua Elementary

Trumbull Public Schools

NETWORK/INTERNET USE AGREEMENT
2025-2026

Acknowledgment of Receipt

By signing below, I hereby acknowledge receipt of the Trumbull Public Schools Summary Statement provided to explain principles of the Trumbull Board of Education Policy 6141.321, "Student Network/Internet Use." Additional Board policies related to District network/Internet use are Policy 6141.323, "Internet Filtering," and 6141.328, "Bring Your Own Device (BYOD) and Protocol for the Use of Technology in the Schools." All policies are posted on the Trumbull Public Schools website and are also available at the District and school offices.

As a user of the Trumbull Public Schools computer network, I hereby agree to comply with the guidelines as set forth in the Summary Statement, as well as the regulations of Board Policy 6141.321.

Student Signature _____

As the parent or legal guardian of the minor student signing above, I hereby acknowledge receipt of the Trumbull Public Schools Summary Statement provided to explain principles of the Trumbull Board of Education Policy 6141.321, "Student Network/Internet Use." I have reviewed these with my child and understand what is acceptable use of the District network/Internet. I understand that individuals and families may be held responsible for inappropriate use of the District network/Internet and that any unacceptable District network/internet conduct is unacceptable and result in the termination of access and possible disciplinary action as indicated by State Statute, Board Policy, and the Standard of Conduct. I am aware that some material on the Internet may be objectionable and that reasonable effort on the part of the District has been made to filter such material. I accept responsibility for guiding Internet use by setting and conveying standards for my son or daughter to follow when selecting, sharing, or exploring information and media, and release the Trumbull Public Schools and its members, employees, and agents from any claims in connection with use of the District Network or the Internet. I understand that the Trumbull Public Schools is not liable for any personal electronic device lost, stolen, or damaged on school grounds, during any school activities, or on District transportation. In addition, the responsibility to keep the device secure rests solely with the owner of the device.

Name of Student:_____

Grade: _____**Teacher:** _____

Parent/Guardian Signature:_____ **Date:**_____

Please SIGN AND RETURN to Tashua Elementary

Tashua Elementary School

PHOTO / VIDEO PERMISSION FORM
2025-2026

Dear Tashua Families,

From time to time we include names and/or photos of students on our website https://tes.trumbullps.org/ in weekly updates or in the local newspapers. Only children whose parents have given permission for their photos to be posted may be included.

Please indicate if you would or would not like to have your child included by completing the Photo/Video Permission Form below.

Sincerely,

Jennifer J. Neumeyer
Principal

****

Photo/Video Permission Form

_____ I **DO** give permission for my child's name and/or photo to be used.

_____ I **DO NOT** give permission for my child's name and/or photo to be used.

- I **do not** give permission for my child's name and/or photo to be used, **however** by signing my initials, it can be used in the Weekly Parent Update. Parent Initials _____
- I **do not** give permission for my child's name and/or photo to be used, **however** by signing my initials, I agree it can be used in the Tashua yearbook. Parent Initials _____

Name of Student:_____

Grade: _____**Teacher:** _____

Parent/Guardian Signature:_____ **Date:**_____

Please SIGN AND RETURN to Tashua Elementary

Tashua Elementary School

PARENT HANDBOOK SIGNATURE PAGE
2025-2026

I have read the 2025-2026 Tashua School Parent Handbook and have discussed these policies with my child.

_____ _____

Parent/Guardian Signature **Date**

My parent/guardian has read the 2025-2026 Tashua School Parent Handbook and has discussed these policies with me.

_____ _____

Student Signature **Date**

Name of Student:_____

Grade: _____**Teacher:** _____

Parent/Guardian Signature:_____ **Date:**_____