1. **Does the district currently follow the 5114 policy as written?**

New London Public Schools is governed by the Board of Education policies. These policies exist to serve as the guidelines for all student, employee and district relations. It is imperative that the district follow all Board of Education policies, and therefore, policy 5114 (relating to student suspensions and expulsions) is adhered to.

1. **Does each school format their discipline structure based on policy 5114 as well?**

While all New London Public Schools may have their own discipline structures, each structure and related procedures are created to follow the 5114 policy.

**3.       Do all of our schools have cameras inside the school building (not just cameras for front door security)?**

Each school building is equipped with multiple cameras throughout for student/staff/community safety.

**a.   If not, which schools have cameras?**

1. **How many cameras per school?**
	* 1. Numbers of cameras at each school range between 14 and 33. More cameras are being added as funding becomes available.

**4.       *What is the number of arrests per school (see attached spreadsheet)?***

*\*It is important to note that the reported data on the attached spreadsheets are incidents resulting in student arrests at BDJMS and NLHS.*

***5.       What is the number of custodial arrests per school (see attached spreadsheet)?***

*\*It is important to note that the reported data on the attached spreadsheets are incidents resulting in student arrests at BDJMS and NLHS.*

**6.       Is there a written school arrest policy?**

**a.       What actions warrant an arrest?**

Students are only arrestedfor possession of a weapon; possession of illegal substances; and for committing an act of violence. New London Public Schools reports all arrest data to the Connecticut State Department of Education. Arrests are only reported to the state when we receive notification from the New London Police Department. It is important to note that custodial arrests— where students are removed from school, but not charged—are not recorded as arrests.

**b.      What is the process once a child has been arrested on school property?**

Custody arrests of juveniles are not favored by the New London Police Department. Every effort is made not to arrest a student in school. However, if an arrest is made, a summons is issued (a court date) and the child is released to the parent/guardian.

**What is the process once a child has been arrested off school property?**

The process remains the same. The New London Police Department (typically the school SRO) will issue a summons and bring the student to their guardian; request that the guardian comes to the scene; or have the guardian pick up their child at the police department.

Students will almost always get a court summons, unless it is a serious juvenile offence (stabbing, assault 1st degree) then students will be taken into custody order and transported to Hartford Detention – this is not a “normal” situation. Hartford Detention is set aside for extremely violent crimes.

**7.       Is there a record of how many times the SRO has contact with a student?**

Certain events are documented and also undocumented– interventions are not documented when parent calls are made as a result (hearing about a fight that will happen and stopping it, asking suspended students to leave if they show up to school, etc.) Undocumented conversations with the SRO happen frequently, and as a members of the NLPD, the school SRO is used as a resource for students/staff all the time.

If a crime is committed on school property that results in an arrest, the SRO does make contact to parent/guardians and the contact is documented.

1. **Or a record of how many times the SRO officer was called in to speak to a child?**

The SRO is part of the NLHS community and is called to and approached by students and staff regularly – there is not a record kept.

1. **If not what is being tracked by the SRO?**

The SRO tracks arrests, gang activity within the school and district, and Juvenile Review Board referrals.

**8.       Is there a written MOA between the Police Department and NLPS?**

An MOA has not been signed.

1. **If so, Can you please provide a copy of the MOA?**

**9.       Is there a written Juvenile Review Board Policy?**

**a.       What actions warrant a JRB referral?**

Here are the reasons why a student *would not* be referred to the JRB because these types of offenses warrant a court appearance: Serious Juvenile Offenses such as felonies; serious assaults; gang related offenses; criminal mischief damages exceeding $500; family violence; not between the ages of 10 and 17; resides in a town other than New London\*; repeat offenders.

\*There have been cases where students from other schools have been referred to the New London JRB because there is no sitting review board in their town.

1. **What is the process once a child has been referred?**

Once a child has been referred to the JRB, they are given a date to appear before the board. A student attending the JRB must bring either a parent or legal guardian to the meeting. At the meeting, JRB members ask the student to describe the reason why they were sent to the JRB. Members typically discuss the impact of the situation, how the students’ actions have impacted their family members and whether they acknowledge how the situation could have been handled differently. After that conversation, a diversion is given to the student (community service, written letter, research on bullying, etc.) Students are asked to appear before the JRB to demonstrate completion of their diversion(s). Once JRB members review the diversions and speak to the student and family members about their behavior since their first meeting with the JRB, the case is typically closed. If it is not closed, the case could either be extended or referred to the juvenile court. For more information on the JRB, please visit <http://www.mynlccc.org/JuvenileRB.php>

**10*.   What are the number of ISS per school (please fill in attached spreadsheet)?***

 ***\*See spreadsheet***

**11.   What are the Terms used for ISS at each school?**

*\*Please see each school explanation*

       a.  Do each carry a different discipline weight?

       b. What determines where a child is sent?

       c. What is the structure of each of those programs?

**Bennie Dover Jackson Middle School:** All students are expected to complete ALL assignments provided to them. If all work has been completed, students will be provided with additional work which may include reading and/or writing assignments. At no time, will students be allowed to opt out of completing assignments.

# BDJMS Discipline Matrix

|  |  |  |  |
| --- | --- | --- | --- |
| **OFFENSES** | **FIRST OFFENSE** | **SECOND OFFENSE** | **THIRD OFFENSE** |
| **LEVEL TWO** |
| Three accumulated Level One behaviors | • PRR• Parental Notification | • Dean's Detention(s)• Parental Notification | • ISS for the day• Parental Notification • Parental Conference |
| Flagrant profanity (not towards staff) | • No-F word--Detention(s) or ISS for the day• Parental Notification | • 1-3 Days ISS/OSS• Parental Notification | • 3-5 Days OSS• Parental Notification |
| Failure to report to a Teacher's detention | • Dean's Detention• Parental Notification | • Dean's Detention(s)• Parental Notification | • ISS for the day• Parental Notification |
| Failure of student to tell/ID him/herself to staff | • Dean's Detention• Parental Notification | • Dean's Detention(s)• Parental Notification | • ISS for the day• Parental Notification |
| Leaving class without permission/out of area | • Dean's Detention• Parental Notification | • Dean's Detention(s)• Parental Notification | • ISS for the day• Parental Notification |
| Minor property damage | • Dean's Detention(s)• Parental Notification | • Dean's Detention(s)• Parental Notification | • ISS for the day• Parental Notification |
| Skipping Class | • Dean's Detention(s)• Parental Notification | • ISS for the day• Parental notification | • 1-3 Days OSS• Parental Notification |
| Skipping Dean's Detention(s) | • ISS for the day• Parental Notification | • 1-2 days ISS• Parental Notification | • 2-3 days ISS/OSS• Parental Notification |
| Throwing objects (victimless) | • Dean's Detention• Parental Notification | • Dean's Detention(s)• Parental Notification | • ISS for the day• Parental Notification |
| Throwing objects (victim involvement or injury) | • 1-3 days ISS/OSS• Parental Notification | • 3-5 days OSS• Parental Notification | • 5-10 days OSS• Parental Notification |
| Verbal Altercation (causing disruption in class or hallways) | • 1-3 days OSS• Parental Notification | • 3-5 days OSS• Parental Notification | • 5-10 days OSS• Parental Notification |
|  |  |  |  |
|  |  |  |  |  |  |  |

**\*\*Note*:*** *The Discipline Matrix is a guideline that administrators will utilize in deciding the discipline of students at BDJMS, but discipline is always at the discretion of the administrator once the incident is fully investigated.*

|  |  |  |  |
| --- | --- | --- | --- |
| **OFFENSES** | **FIRST OFFENSE** | **SECOND OFFENSE** | **THIRD OFFENSE** |
| **LEVEL THREE** |
| Arson | • Ten Day(s) OSS• Parental Notification• Police Referral• Expulsion Referral | • Ten Day(s) OSS• Parental Notification• Police Referral• Expulsion Referral | • Ten Day(s) OSS• Parental Notification• Police Referral• Expulsion Referral |
| Physical Altercation (no bodily injury) | • 1-3 days OSS• Parental Notification | • 3-5 days OSS• Parental Notification• Police Referral  | • 5-10 days OSS• Parental Notification• Police Referral |
| Drugs/Alcohol/Weapons | • Ten Day(s) OSS• Parental Notification• Police Referral• Expulsion Referral | • Ten Day(s) OSS• Parental Notification• Police Referral• Expulsion Referral | • Ten Day(s) OSS• Parental Notification• Police Referral• Expulsion Referral |
| Fighting (bodily injury) | • 3-5 Days OSS• Parental Notification• Police Referral | • 5-10 Days OSS• Parental Notification• Police Referral | • Ten Day(s) OSS• Parental Notification• Police Referral |
| Instigating a physical altercation | • 1-3 days OSS• Parental Notification• Police Referral | • 3-5 days OSS• Parental Notification• Police Referral | • 5-10 days OSS• Parental Notification• Police Referral |
| Leaving school without permission | • Dean's Detention• Parental Notification | • ISS for the day• Parental Notification | • 1-3 days of OSS• Parental Notification |
| Assault (physically attacking a student, non-mutual combatant) | • Ten Day(s) OSS• Parental Notification• Police Referral | • Ten Day(s) OSS• Parental Notification• Police Referral• Expulsion Referral | • Ten Day(s) OSS• Parental Notification• Police Referral• Expulsion Referral |
| Profanity towards staff | • 1-3 days OSS• Parental Notification | • 3-5 days OSS• Parental Notification | • 5-10 days OSS• Parental Notification |
| Threatening/Bullying (verbal, physical, and computer based) | • ISS for the day• Referral to guidance• Parental Notification• Bullying Log Entry | • 1-3 days OSS• Parental Notification• Police Referral• Bullying Log Entry | • 3-5 days OSS• Parental Notification• Police Referral• Bullying Log Entry |

**Nathan Hale Magnet Elementary School:** In school suspension is held in different classrooms. The student has their assignment from their homeroom and there is a teacher to assist them with their work. Nathan Hale rotates housing the in school suspension.

**New London High School:**

1. **What determines where a child is sent?** Specific offenses delineated in discipline matrix may lead to ADP (in school suspension) based on admin discretion.
2. **What is the structure of each of those programs?** Quiet setting where students complete classwork that is collected in advance by ADP teacher. The ADP teacher will process with students to help them understand the behavior that placed them in ADP and also strategies that could be used to avoid similar issues in the future.

**Jennings Elementary and Winthrop Elementary Magnet Schools:**

* ISS is given when frequency of previous discipline referrals where attempts to redirect or change behaviors were not successful
* In general, ISS may be used prior to OSS depending on the infraction
* ISS may be full day or partial day
* With the agreement of the host teacher, students may be sent to another classroom on their floor for the whole day or partial day. Consideration is given to grade level and management skills of the host teachers
* Full-day or partial day, student is provided work by the classroom teacher
* While a couple of glitches have occurred, family notification is crucial to this process

**12.   What are the number of OSS per school (please fill in attached spreadsheet)?**

 ***\*See spreadsheet***

**13.   Of the children suspended each year can you provide a breakdown on the number of students per suspension length (i.e. 1 @ 5 days, 1@2 days, etc)**

This information requires additional time. Please let us know if this is something you will still want after looking at the data.

**14.   What constitutes a “serious disruption” of educational process?**

A serious disruption in the educational process is considered as any student behavior severely prohibiting the teaching and learning process.

**15.   Can you please provide (or have administrators submit) a description of the china of events from when a child is sent out of the room (from minor offence to arrest)?**

When a child is sent out of the room (a minor offense) he/she is sent to the Main Office; behavior specialist, or to the SRO. From there, a conversation regarding the incident will take place and the student is typically returned to the classroom. In a more serious offense, like arrest, the child is issued a summons, parent contact is made and the student leaves the school building.

**16.   What are the guidelines for determining the discipline for a first time offender vs. repeat offender?**

Administrators consider all related behavior/incidents by students before determining specific disciplinary actions. Dependent on the behavior/incident and the school’s discipline matrix – disciplinary actions will be determined. However, if the behavior/incident warrants a custodial arrest (where students are removed from school, but not charged and not recorded as arrests) immediate action will be taken to stop the situation from escalating.

**17.   What are your parent notification procedures?**

If the SRO makes an arrest, and issues a summons, a call to a parent will be made. If a student is uncontrollable, and the student is taken to the police department, school administrators will call.