

NEW MILFORD BOARD OF EDUCATION
New Milford Public Schools
50 East Street
New Milford, Connecticut 06776

BOARD OF EDUCATION
MEETING NOTICE

DATE: April 13, 2010
TIME: 7:30 P.M.
PLACE: Sarah Noble Intermediate School – Library Media Center

REVISED
AGENDA

GEORGE C. BUCKBEE
TOWN CLERK
2010 APR - 9 P 12: 23
NEW MILFORD, CT

1. CALL TO ORDER

A. Pledge of Allegiance

2. STAFF & STUDENT RECOGNITION

- A. Schaghticoke Middle School Students and Staff, Mrs. Ifland and Mrs. Lewis: Northern Regional Middle School Music Festival
B. Sarah Noble Intermediate School Students and Staff, Ms. Capone and Mr. Fitzgerald: Northern Regional Middle School Music Festival

3. PUBLIC COMMENT

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of items on this agenda. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

- A. Approval of the following Board of Education Meeting Minutes
1. Regular Meeting Minutes – March 9, 2010
2. Special Meeting Minutes – March 23, 2010
3. Special Meeting Minutes – March 30, 2010

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. COMMITTEE REPORTS

- A. Facilities Sub-Committee - Mr. Nichols
B. Operations Sub-Committee - Mr. McSherry
C. Policy Sub-Committee – Mrs. Tarascio-Latour
D. Committee on Learning - Mrs. Thomas

10. DISCUSSION AND POSSIBLE ACTION

- A. Revised Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence
B. Monthly Reports
1. Request for Budget Transfers
2. Purchase Resolution D-626
3. Revised Budget Position as of 3/31/10
C. Gifts & Donations
1. Exhibit B: PTO Gifts & Donations
D. First Review of Policies Recommended for Revision:
1. 5121 Examination/Grading/Rating

2. 5123 Promotion/Acceleration/Retention
3. 6000 Concepts & Roles in Instruction
4. 6010 Goals & Objectives
5. 6111 School Calendar
6. 6114.1 Fire and Crisis Response Drills
7. 6121.1 Educational Opportunities to Promote Awareness of Diversity
8. 6140 Curriculum
9. 6141.11 Curriculum Research/Experimental Projects
10. 6141.42 Student Volunteers and Community Service
11. 6142.1 Exemption from Instruction
12. 6145.2 Interscholastic/Intramural Athletics
13. 6145.22 Interscholastic/Intramural Athletics – Sportsmanship
14. 6145.5 Organizations/Associations
15. 6146 Graduation Requirements
16. 6146.2 Statewide Mastery Examinations
17. 6153 Field Trips
18. 6153.1 Educational Tours
19. 6159 Special Education
20. 6161 Textbooks and other Learning Resource Materials – Selection and Adoption
21. 6161.7 Use of Proprietary Software Products
22. 6162.51 Protection of Student Privacy – Surveys, Certain Physical Examinations, and Parental Access to Information
23. 6162.6 Use of Copying Devices
24. 6172.41 Title I Programs
25. 6173 Homebound Instruction
26. 6174 Summer School
27. 6200 Adult Education

E. First Review of Policies Recommended for Deletion:

1. 6114 Emergencies and Disaster Preparedness
2. 6114.7 Safe Schools
3. 6145.71 Social Events/Meetings
4. 6146.1 Grading/Assessment Systems
5. 6146.13 Early Graduation
6. 6161.3 Comparability of Services
7. 6162.4 School Volunteers
8. 6164 Individual Services & Diagnostic Counseling
9. 6164.11 Drugs, Tobacco, Alcohol
10. 6164.2 Guidance Services
11. 6164.4 Identification of Special Needs & Abilities

F. English Language Learners Plan of Improvement

G. New Milford High School Graduation Date for June 2011

H. EL Civics and Community Grant Application

I. Award Data Projector Bid

J. Textbook Approvals for Grade 12

11. ITEMS FOR DISCUSSION

A. Field Trip Report – April 2010

B. Textbook Preview

12. ITEMS OF INFORMATION

A. Education Connection Board Liaison Report

13. ADJOURN

ITEMS OF INFORMATION

Policy Sub-Committee Minutes – March 16, 2010
Committee on Learning Minutes – March 16, 2010
Facilities Sub-Committee Minutes – April 6, 2010
Operations Sub-Committee Minutes – April 6, 2010

Facilities Sub-Committee Meeting May 4, 2010 – 6:30 p.m. Lillis Administration Bldg., Room 2	Policy Sub-Committee Meeting May 18, 2010 Lillis Administration Bldg., Room 2
Operations Sub-Committee Meeting May 4, 2010 – 7:30 p.m. Lillis Administration Bldg., Room 2	Committee on Learning May 18, 2010 Lillis Administration Bldg., Room 2
Board of Education Regular Meeting May 11, 2010 – 7:30 p.m. Sarah Noble Intermediate School - LMC	

**New Milford Board of Education
 Regular Meeting Minutes
 March 9, 2010
 Sarah Noble Intermediate School Library Media Center**

GEORGE C. BUCHBEE
 TOWN CLERK
GB

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NEW MILFORD, CT

Present:	Mrs. Wendy Faulenbach, Chairperson Mrs. Lynette Rigdon Mr. David Lawson Mr. Thomas McSherry Mr. William Wellman Mrs. Nancy Tarascio-Latour Mr. Rodney Weinberg Mr. Daniel Nichols
Absent:	Mrs. Alexandra Thomas

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools Dr. Maureen McLaughlin, Assistant Superintendent Mrs. Adele Johnson, Director of Pupil Personnel & Special Services Mr. Greg Miller, Accounting Manager Mr. John Calhoun, Facilities Manager Mr. David Elmore, Director of Information Technology Ms. Ellamae Baldelli, Director of Human Resources Mr. Greg Shugrue, Principal, New Milford High School Mrs. Dana Ford, Principal, Schaghticoke Middle School Mr. Les Weintraub, Principal, Sarah Noble Intermediate School Josh Jugler, Student Representative Daniel Holland, Student Representative
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1.	Call to Order Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:30 pm. The Pledge of Allegiance immediately followed the call to order.	Call to Order Pledge of Allegiance
2.	Student Recognition A. Mr. Shugrue and Kathy Delmonico recognized High School Students, Stephanie MacLaren and Daniel McCarthy, who placed in the Top Ten of the CT Young Women's Leadership Program 2010 Essay Contest. B. Mrs. Ford recognized Steven Bates, Winner, Jacob Mejias, First Runner-Up and Gabriel Hack — Second Runner-Up in the Schaghticoke Middle School Students National Geography Bee.	Staff & Student Recognition

	<p>C. Mr. Weintraub recognized Zoe Krey, Winner, Erin Lynch, First Runner-Up and Jordan Prause, First Runner-Up in the Sarah Noble Intermediate School National Geography Bee.</p> <p>D. Mr. Weintraub recognized Arielle Zambello, Winner, Nicole Carrillo, First Runner-Up, Cassandra Bielmeier, Second Runner-Up, and Savannah Plaisted, Third Runner-Up in the Sarah Noble Intermediate School Fire Prevention Poster Contest.</p> <p>Dr. Paddyfote and Mrs. Faulenbach congratulated the students. Each student received an engraved paperweight acknowledging his/her accomplishment.</p>	
3.	<p>Presentation: Connecticut Community Foundation</p> <p>Dr. McLaughlin said a grant had been received in November to work on the transition from Pre-K to Kindergarten. She asked Debbie Clark and Joan Kick to come forward for recognition and said there would be a kindergarten orientation meeting tomorrow evening, March 10th. Each attendee will receive a goodie bag which will be a literacy tool kit including two books, scissors, glue, markers, activities to do over the summer, etc. Sue Ford from the New Milford Public Library will be working with this group to set up a booth for parents to sign up for a library card.</p> <ul style="list-style-type: none"> • Carol O'Donnell from the Connecticut Community Foundation then presented a check to the Board for \$8,620 which is the amount of the grant. 	Presentation: Connecticut Community Foundation
	<p>Reception and Recognition</p> <p>A brief recess started at 7:45 pm for a reception honoring the award recipients.</p> <p>The meeting reconvened at 8:00 pm.</p>	Recess
4.	<p>Public Comment</p> <ul style="list-style-type: none"> • Ree O'Connor, addressed the Board concerning the duties of Teacher Clerks. • Jane Shogry read a letter concerning contract concessions. 	Public Comment
5.	<p>PTO Report</p> <p>Mrs. Chastain reported:</p>	PTO Report

	<ul style="list-style-type: none"> • The PTO is relatively quiet right now though they did assist with the videotaping of the Town Council/Board of Finance budget meetings which have been airing on Channel 17. • The townwide PTO meeting will be 7 pm on Monday, March 15th at Northville Elementary School. 	
6.	<p>Student Representatives' Report Josh Jugler and Daniel Holland reported:</p> <ul style="list-style-type: none"> • CAPT testing is underway. • The all-school musical will star March 19th and runs for two weeks. • The math team has a competition on March 29th. • Junior Parent night will be April 7th. • Parent conferences start April 1st. • The wrestling and gymnastics teams ended their seasons quite successfully. 	Student Representatives' Report
7.	<p>Approval of Minutes A. Approval of the Following Board of Education Meeting Minutes 1. Regular Meeting Minutes – February 9, 2010</p> <p>Mr. Nichols moved to approve the Regular Meeting Minutes of the New Milford Board of Education – February 9, 2010, seconded by Mrs. Rigdon and passed unanimously.</p>	<p>Approval of Minutes</p> <p>Motion made and passed unanimously to approve the Regular Meeting Minutes of the NMBOE of February 9, 2010.</p>
8.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Dr. Paddyfote said over 50 students participated in the Northwestern Music Festival in January and February and some will be selected to participate in the All State Music Festival later this year. • The New Milford Health Department sent the Board a certificate in appreciation of all the work done on the H1N1 Pandemic Flu clinics. She thanked all district employees who assisted the health department with the clinics. • Connecticut Coalition for Achievement Now (CONNCAN) named Hill & Plain Elementary School and New Milford High School on one of their lists of Top Ten Schools in the State of Connecticut Public Education 2009. Hill & Plain was in the top ten for percentage of change and the high school was in for chance in low income student performance. • A revised Exhibit A was being presented tonight which 	Superintendent's Report

	<p>D. Committee on Learning</p> <p>Mr. Lawson reported in Mrs. Thomas' absence that several curriculum will be discussed at the next meeting.</p>	<p>Committee on Learning</p>
<p>11. 11.A.</p>	<p>Discussion and Possible Action</p> <p>A. Revised Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> <p>Mr. Nichols moved to approve Revised Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as recommended by the Superintendent, seconded by Mr. Tarascio-Latour.</p> <ul style="list-style-type: none"> • Mr. Lawson said he was recusing himself from the vote. • Mr. McSherry asked if the only change was the non-renewals to which Ms. Baldelli said there were also some coaches. • Mrs. Tarascio-Latour asked if these people were subject to unemployment compensation to which Ms. Baldelli said they were. She also asked if they had any vacation time or other compensation and Ms. Baldelli said just unemployment compensation. <p>The motion passed 7-0-1. Aye: McSherry, Weinberg, Nichols, Faulenbach, Rigdon, Tarascio-Latour, Wellman. Abstain: Lawson</p>	<p>Discussion and Possible Action</p> <p>Revised Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> <p>Motion made and passed to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence.</p>
<p>11.B.</p>	<p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Request for Budget Transfers 2. Purchase Resolution D-625 3. Budget Position 2/28/10 <p>Mr. McSherry moved to approve the monthly reports: Request for Budget Transfers, Purchase Resolution D-625, and Budget Position 2/28/10, seconded by Mr. Nichols.</p> <ul style="list-style-type: none"> • Mr. Lawson asked for the budget position and Mr. Miller said the available balance is \$5.9 million and the Board is about \$750,000 better than last year. • Mr. Lawson asked if there were any concerns about major expenses and Mr. Miller said there were none that they were aware of. 	<p>Monthly Reports</p> <p>Motion made and passed unanimously to approve monthly reports: request for budget transfers, purchase resolution D-624, and budget position as of 1/31/10.</p>

- Mrs. Rigdon asked if that \$750,000 would go back to the town and Mr. Miller said that was only a current look from this year to last year, it did not mean the money was not going to be spent.
- Mr. Wellman asked if this information reflected additional state funds and Mr. Miller said excess costs had come in February for the first check which was about \$950,000 but the second check would not come until May or June and that number was in question.
- Mr. Wellman said he thought he read in the operations committee minutes about a proposed action relating to the budget for benefits to employees and Mr. Miller said he was not aware of that.

The motion passed unanimously.

11.C.

C. Security Issues at East Street

Mr. McSherry moved to approve the security improvements at the East Street Administration Building as recommended by the Facilities Sub-Committee, seconded by Mrs. Tarascio-Latour.

- Mrs. Rigdon asked what account this was coming from and Mr. Nichols said it was coming from capital.
- Mrs. Rigdon asked what was not being done as a result and Mr. Nichols said a truck was not being purchased as this is more important.
- Mrs. Tarascio-Latour asked if this would go out to bid and Mr. Calhoun said that over \$15000 went out to bid, over \$5000 went out for an RFQ.
- Mrs. Tarascio-Latour asked if there were warranties and Mr. Calhoun said the door is warrantied for one year and the cameras had warranties.
- Mr. Wellman said the minutes reflect liability issues if all cameras are not working and asked for an explanation. Mr. Calhoun said during the security assessment, the school was told if there were dummy cameras in use and someone had a reasonable expectation of being safe, if something happened they could sue.
- Mr. Lawson said the whole East Street building is a concern and asked if this would fit into the plan. Mr. Calhoun said whatever the plan is for East Street this can be integrated in.

Security Issues at East Street

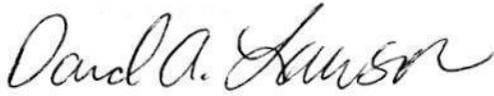
Motion made and passed unanimously to approve security improvements at the East Street Administration Building.

<p>11.D.</p>	<p>The motion passed unanimously.</p> <p>D. Initiation of Discussions with Unions for Contract Concessions</p> <p>Mr. McSherry moved to authorize the Board Chair and our Administration, with the assistance of legal counsel, to approach and engage in discussions with unions for the purpose of seeking contract concessions on behalf of the Board for the 2010-2011 Fiscal Year, seconded by Mr. Nichols.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said this item is on the agenda in light of the economic times. Concessions need to be addressed and explored. She said she realized this staff is deeply dedicated but the local and national economy are struggling. • Mrs. Tarascio-Latour asked if all unions will be asked or just certain unions. Mrs. Faulenbach said five of the seven unions will be approached as the paras and food service unions will be negotiating this year. • Mrs. Tarascio-Latour said this needs to be approached carefully and may be a long term process. She said money will be spent on lawyers and a lot of time and energy will be expended. • Mrs. Faulenbach said she was aware of the process and this should be considered carefully. • Mr. Wellman asked for clarification on the paras and food service contracts and Mrs. Faulenbach said those are up for negotiation this year. • Mr. Lawson questioned if the town is also asking for concessions from its unions. <p>The motion passed unanimously.</p>	<p>Initiation of Discussions with Unions for Contract Concessions</p> <p>Motion made and passed unanimously to authorize the Board Chair and Administration to engage in discussions with unions for the purpose of seeking contract concessions on behalf of the Board for the 2010-2011 Fiscal Year.</p>
<p>12.</p>	<p>Items for Discussion</p> <ol style="list-style-type: none"> 1. Field Trip Report – March 2010 <ul style="list-style-type: none"> • Mrs. Rigdon asked what educational purpose was involved in the field trips to Fun Factor, Windmill Diner, Lore’s Lanes and the mall. Dr. McLaughlin said these students will be purchasing items in the future and they need to learn appropriate social behaviors. • Mr. McSherry asked if these were through the 	<p>Items for Discussion</p>

**New Milford Board of Education
Regular Meeting Minutes
March 9, 2010
Sarah Noble Intermediate School Library Media Center**

	<p>Litchfield Hills Transition program and Mrs. Johnson said they were not.</p> <p>2. Education Connection Board Liaison Report</p> <ul style="list-style-type: none">• Mrs. Rigdon said there was a presentation as to what the risk alliance does and discussion of lobbying and contacting local politicians. The next meeting is April 1st.	
13.	<p>Adjourn</p> <p>Mr. McSherry moved to adjourn the meeting at 8:41 pm, seconded by Mrs. Tarascio-Latour and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:41 pm.</p>

Respectfully submitted,



David A. Lawson, Secretary
New Milford Board of Education

**New Milford Board of Education
Special Meeting
March 23, 2010
Lillis Administration Building--Boardroom**

NEW MILFORD, CT

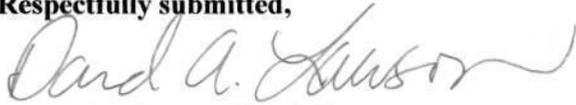
Present:	Mrs. Wendy Faulenbach, Board Chairperson	2010 MAR 24 P 3:54
	Mrs. Nancy C. Tarascio-Latour	
	Mr. Thomas McSherry	
	Mr. David Lawson	
	Mrs. Alexandra Thomas	TOWN CLERK
	Mrs. Lynette Celli Rigdon	GEORGE C BUCKBEE
	Mr. William Wellman	left @7:00 p.m.
	Mr. Rodney Weinberg	
Absent:	Mr. Daniel Nichols	

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent	
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1.	<p>Call to Order</p> <p>The special meeting of the New Milford Board of Education was called to order at 6:30 p.m. and the Pledge of Allegiance followed.</p>	<p>Call to Order</p>
2.	<p>Executive Session</p> <p>Motion by Mrs. Thomas : Move that the Board of Education enter into Executive Session and invite the Superintendent for the purpose of discussing the Superintendent's performance evaluation.</p> <p>Seconded by: Mrs. Tarascio-Latour</p> <p>Motion Passed: Unanimously</p> <p>The Board entered Executive Session at 6:34 p.m. and returned to Public Session at 8:27 p.m.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach reviewed the procedure used to evaluate the Superintendent. The form that accompanies the Board's policy to evaluate the Superintendent (2400) was given to each Board member with a pre-stamped envelope addressed to Mrs. Faulenbach. The forms should be sent to the Chair by March 30, 2010. • Mrs. Faulenbach asked for a volunteer to work with her to assemble the Superintendent's draft evaluation report. Mrs. Tarascio-Latour volunteered to work with the Chair to write the draft report. • Mr. Weinberg asked the role of the press and the superintendent's evaluation. • Mrs. Faulenbach further clarified procedures. 	<p>Executive Session</p> <p>Motion made and passed to enter into Executive Session and invite the Superintendent for the purpose of discussing the Superintendent's performance evaluation.</p> <p>The Board Chair reviewed the process to evaluate the Superintendent as per policy 2400. Forms will be given to the Board members and mailed to the Board Chair.</p>

3.	Adjourn Motion by Mrs. Thomas: Move to adjourn the special meeting of the Board of Education. Seconded by: Mr. Lawson Motion passed: Unanimously The special meeting of the Board of Education adjourned at 8:27 p.m.	Adjourn Motion made and passed to adjourn.
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Respectfully submitted,



David A. Lawson, Secretary
New Milford Board of Education

**New Milford Board of Education
 Special Meeting
 March 30, 2010
 Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Wendy Faulenbach, Chairman	ALLIANCE C. FUGROEE TOWN CLERK 2010 APR -5 A 8:10 <i>WJ</i>
	Mr. David Lawson	
	Mr. Daniel Nichols	
	Mr. Thomas McSherry	
	Mrs. Lynette Celli Rigdon	
	Mrs. Alexandra Thomas	
	Mrs. Nancy Tarascio-Latour	
	Mr. William Wellman	
	Mayor Patricia Murphy, Ex-Officio	
Absent:	Mr. Rodney Weinberg	
Also present:	Dr. JeanAnn Paddyfote, Superintendent of Schools	
	Dr. Maureen McLaughlin, Assistant Superintendent	
	Mr. Greg Miller, Accounting Manager	
	Ms. Ellamae Baldelli, Director of Human Resources	
	Mr. David Elmore, Director of Information Technology	
	Mr. John Calhoun, Facilities Manager	

NEW MILFORD, CT

1.	<p>Call to Order Mrs. Faulenbach called the meeting to order at 7:30 p.m. and the Pledge of Allegiance was recited by all in attendance.</p>	Call to Order
2.	<p>Public Comment</p> <p>Beth Falder suggested other areas for cuts in the budget such as fuel, capital expenditures, and negotiating with unions. Cuts should have the least impact on students; do not eliminate teaching positions.</p> <p>James Reed, high school teacher, stated special education students require extra help and time after school or outside of the classroom; with cuts in staff, teachers will have less time available to meet their needs.</p> <p>Chalice Racey, high school teacher for 25 years, reminded the Board its first obligation is the academic welfare of students and a staffing reduction will hinder reaching the goals of the mission statement.</p> <p>Wisdom Jarvis, high school teacher, stated the last option should be cutting faculty. He tied his comments to the Strategic Plan.</p> <p>David Schaffer, high school teacher, questioned the selection process for eliminating teaching positions. He indicated that the loss of teaching staff could effect the high school's accreditation and a reduction of staff would have to be reported to the New England Association of Secondary Schools and Colleges.</p>	Public Comment

William Knipple, high school teacher and New Milford resident, hoped the Board of Finance will restore the budget.

Jessica Bradley, NMHS junior, is against removal of teachers; suggested asking for a pay freeze, using less heat and air conditioning, instituting pay to play; buy on line books rather than textbooks.

Matt Lowell, NMHS junior, believes the students will miss the opportunity to learn because larger class sizes make it more difficult to learn.

Tom Bowen, NMHS student, performed an original song accompanied on guitar: "A penny saved is a student burned."

Nicole Durosco stated young teachers are being cut and they are easier to relate to; they are role models for students.

Susan Trujillo recommended the Board look for other ways to cut, and not cut teachers. She suggested transportation, the largest item in the budget. Parents should be asked to sign up during the summer to allow for bus route planning. Cutting teachers will have a negative impact.

Ann Marie Sarbello supports the 1.8 million dollar increase to the current budget; last to be cut should be anyone having direct contact with students; class sizes will be too large; smaller classes in elementary schools affect the rate of graduation. She suggested charging for pay to play and eliminating capital expenditures.

Kathy DelMonico, HS English Department Chair, stated that her department lost one teacher this year, and classes were cut as a result.

Eileen Reed, HS Science Department Chair, has taught in New Milford for 10 years with a professional group of science teachers. Lab time can be an issue with increased class size. Labs need to be safe for students and teachers, and accidents increase with an increase of enrollment. If a student does not have a lab experience it compromises their learning.

Julie Coloneri feels the cut in teachers lowers educational values, and it will lower test scores. Teacher cuts directly affect students. The budget has \$10,000 for library books for each school. Start at the top, teachers should be last on the list.

Kris Kaczka, health education teacher at NMHS, stated the high school is in its sixth year of the ten year accreditation cycle. New Milford was lauded for activities, advanced placement test results and asked to add more advisory time for students. The cuts will affect the accreditation of the high school.

Jeff Winter urged all those in attendance to stay involved with the budget process; to attend the Board of Finance meeting on Thursday.

Dana Ford, SMS Principal, discussed the importance of team teaching and team members at Schaghticoke.

Elizabeth McGee, NMHS student, referenced the help she and other students receive from their teachers. She stated that special education students need extra help and they receive this assistance because of their teachers.

William Smith, NMHS student, thanked all the teachers who taught him. His GPA was made possible through smaller classes and after school time; his accomplishments at New Milford have afforded him the opportunity to be in the honors program in college.

Jesse Brennan, NMHS student, will be attending Providence College hoping to become a history teacher. Smaller classes have had a positive influence on his education.

Wendy DelMonte stated the main reason for her move to New Milford was the exemplary school system. In her other district the town budgets failed, children suffered. Those hurt the most by these cuts will be students.

Jesse Leo stated it is a shame to lose teachers, and to see special education teachers on the list is a tragedy.

Kristine Stewart stated the Board of Finance needs to know how parents feel. A 0% increase is not reasonable.

Ann Curry referred to teachers as friends; her education would not have happened if it were not for her attendance at New Milford High School.

Page Latour works at a day care, she is one caregiver for ten children. She can't imagine how teachers will be able to teach with increased class sizes.

	<p>Angela Chastain encouraged everyone to attend the upcoming Board of Finance meetings.</p> <p>Mrs. Faulenbach closed the public comment session.</p>	
<p>3.</p> <p>3A.</p>	<p>Discussion and Possible Action</p> <p>Non-renewal of Non-tenured Teacher Contracts</p> <p>Nancy Tarascio-Latour moved that the Board decline to renew the teacher contracts of the non-tenured teachers listed in Exhibit A for the 2010-2011 school year and that the Board direct the Superintendent to notice those individuals accordingly. Motion seconded by Daniel Nichols.</p> <p>Dr. Paddyfote explained that state statute requires notice to non-renew non-tenured teachers must be given prior to April 1st of the year. If the Board has to maintain the level of funding from the Town Council, staffing will have to be reduced. The Superintendent recommends non renewal of 28 non-tenured teachers and 1 non-tenured administrator. It is prudent for the Board to take this action at this time because the district cannot guarantee that these positions can be funded next year if the district has no increase over the current year's budget.</p> <p>Mr. Lawson commented these are not definite layoffs, but could be possible if the 1.8 million dollar reduction proposed is passed.</p> <p>Mrs. Tarascio-Latour asked for clarification on early retirement numbers. Dr. Paddyfote stated that the Board has accepted one retirement to date.</p> <p>Mr. McSherry noted the Board does not have a budget until the Board of Finance sets the number and voters pass a referendum. Mrs. Faulenbach added the action on non renewals is due to the time line.</p> <p>Mrs. Thomas noted this has happened before; no one wants to do this; if we lose 1.8 million dollars, we will lose people. The Board is providing for the needs of students with what the community is willing to pay.</p> <p>Mrs. Rigdon commented that the Board will look at every item before cutting teachers.</p> <p>Mrs. Tarascio-Latour asked for clarification: at the March meeting, the Board voted not to renew nine positions in addition to</p>	<p>Discussion and Possible Action: Non-renewal of non-tenured Teacher Contracts</p> <p>Motion made and passed unanimously to decline to renew the teacher contracts of the non-tenured teachers listed in Exhibit A for the 2010-2011 school year and that the Board direct the Superintendent to notice those individuals accordingly.</p>

	<p>the 29 positions recommended tonight?</p> <p>Dr. Paddyfote replied yes, but she noted that three of the positions on the March 9th exhibit were because those teachers were filling in for leaves of absence. The teachers on leave are planning to return for the 2010-2011 school year.</p> <p>Dr. Paddyfote asked Mr. Miller for the dollar amount pertaining to the non renewal of non-tenured positions recommended on Exhibit A.</p> <p>Mr. Miller replied it is \$1,301,238.</p> <p>Mrs. Faulenbach noted the Board may have to adjust the budget; she wants to hold on to staffing, but the April 1 statutory guidelines make it prudent to non-renew non-tenured teachers in light of possible budget cuts.</p>	
<p>4.</p>	<p>Preliminary Discussion of Cuts to the 2010-2011 Board of Education Budget</p> <p>Mrs. Faulenbach noted that there would be no cuts this evening; as the budget is a process. She encouraged dialogue with any suggestions the Board wants to give to the administration.</p> <p>Mrs. Thomas asked for clarification on leeway in funding for transportation. What are the Board's legal obligations?</p> <p>Dr. Paddyfote commented that a seat has to be available for each student. Many times the seats on the high school buses are occupied in the morning, but may not be in the afternoon due to after school activities.</p> <p>Mrs. Thomas asked if a parent could say their child does not need a seat?</p> <p>Dr. Paddyfote replied that a student might not need a seat initially if the student drives or the parent drives the student to school, but something could happen and the student then needs to ride the bus. A seat must be available for that student.</p> <p>Mrs. Faulenbach asked for information on pay to play.</p> <p>Mr. Miller replied the last time pay to play was implemented was in 2005-06. He added that going back three years the average revenue was \$118,950. The fee was \$150 per sport per student, no cap for family.</p>	<p>Preliminary Discussion of cuts to the 2010-2011 Board of Education Budget</p>

Mr. Lawson noted when pay to play was dropped 300 more students enrolled in sports; there were 1100 participants at the high school and he noted that the count was students playing multiple sports.

Mrs. Faulenbach asked for the current budget numbers—has anything changed since the Board adopted its budget.

Dr. Paddyfote commented on the fluidity of the budget and changes have occurred from adoption to present. She asked Mr. Miller to elaborate on the changes.

Mr. Miller noted that the Town has stated that the Board's insurance is \$60,000 too low and worker's compensation needs about \$47,000 more; the liability premium will be reduced by \$10,000. The Board's budget needs about \$100,000, totaling 1.9 million. These numbers just became available.

Mr. Wellman asked about pay to play for other activities, not just sports.

Dr. Paddyfote stated New Milford has never instituted an activity fee; other districts have implemented flat fees for a variety of activities.

Mr. Wellman asked if any information was available if the administration was moved to other buildings and the Board stopped using the East Street facility.

Dr. Paddyfote replied the administration would need between 12 to 15 rooms; costs are being assembled to retrofit regular classrooms for administrative purposes.

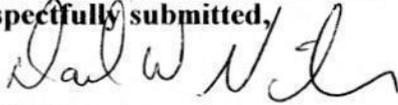
Mr. Lawson urged the administration to consult with Vin Nolan who may know of rental space available in the community.

Mrs. Rigdon inquired about renovating the farmhouse at the high school to which Mr. McSherry replied that the Board has no funds for construction in the budget.

Mr. Nichols noted that the budget process is not over; he urged attendance at the Board of Finance and asked the administration to provide a list of 10-15 areas of possible budget cuts.

Mrs. Tarascio-Latour made reference to the fact that during public comment she did not hear anyone reference cuts that would amount to anything substantial. She did hear comments about

	<p>reducing printing, postage, and library books. She believes the large cuts could not be found because there isn't excess in the Board's budget.</p> <p>Mrs. Thomas commented that the budget presented was lean; the Board of Education does not play games; children will be impacted no matter where the money comes from</p> <p>Mr. Wellman asked if data could be available on what could be saved by offering computerized classes with credits for those classes. Certainly some courses might lend themselves to making use of on line with substantial savings.</p> <p>Mr. McSherry stated we may be forced to do that so high school students can get credits, but not as foundation.</p> <p>Mayor Murphy commented that every department is important to the community. All departments struggled to keep budgets to an acceptable rate. Is there any indication that unions might discuss give backs? There has been some success with unions and non unions. Could there be some freeze, eliminate raises?</p> <p>Mrs. Faulenbach noted the Board authorized counsel and the superintendent to approach the unions. Nothing has been offered as of this evening. The Board will follow through completely.</p> <p>Mr. Nichols commented that it has been assumed what people are willing to pay for the budget; most people want to pay for education.</p> <p>Mr. Lawson mentioned that there are some positives such as the recent school play; he is optimistic that the Board of Finance will come to a compromise on the budget.</p> <p>Mrs. Faulenbach commented that as of today, these are the numbers we have to work with; she urged Board members to continue to review how the Board can get to those numbers.</p>	
<p>5.</p>	<p>Adjourn</p> <p>By motion of Mr. Lawson, seconded by Mr. Nichols, the meeting was adjourned at 9:40 p.m. Motion passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn at 9:40 p.m.</p>

Respectfully submitted,

**Daniel Nichols, Assistant Secretary
 New Milford Board of Education**

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
April 13, 2010

Revised 4/13/10

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

- 1. Mrs. Patricia Gardner**, Special Education Teacher,
Schaghticoke Middle School

Move that the Board of Education accept the resignation of
Mrs. Patricia Gardner as a Special Education Teacher at
Schaghticoke Middle School effective June 30, 2010.

Personal Reasons

- 2. Mr. David Shaffer**, Math Teacher, New Milford High School
Move that the Board of Education accept the resignation, due to
retirement, of **Mr. David Shaffer** as a Math Teacher at New
Milford High School effective June 30, 2010.

Retirement

2. CERTIFIED STAFF

b. APPOINTMENTS

- 1. none currently**

3. NON-CERTIFIED STAFF

a. RESIGNATIONS

- 1. Mrs. Laura Sotherland**, School Nurse, John Pettibone School
Move that the Board of Education accept the resignation of **Mrs.**
Laura Sotherland as School Nurse at John Pettibone School
effective April 16, 2010.

Personal Reasons

4. NON-CERTIFIED STAFF

b. APPOINTMENTS

- 1. none currently**

5. SUBSTITUTES

a. APPOINTMENTS

- 1. Mr. Kyle Dunleavy**, Substitute Teacher
Move that the Board of Education appoint **Mr. Kyle Dunleavy**
as a Substitute Teacher effective April 14, 2010.

Education History:
BS: Univ. of New Hampshire
Major: Sports Studies

- 2. ***Mrs. Heidi Edel**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Heidi Edel** as a
Substitute Teacher effective April 14, 2010.

Education History:
BA: Indiana University
Major: German

3. **Ms. Kristen Gloudemans**, Substitute Teacher
Move that the Board of Education appoint **Ms. Kristen Gloudemans** as a Substitute Teacher effective April 14, 2010.
Education History:
BA: St. Norbert College
Major: Elem./Middle Educ.
4. ****Ms. Katherine Houk**, Substitute Teacher
Move that the Board of Education appoint **Ms. Katherine Houk** as a Substitute Teacher effective April 14, 2010.
Education History:
BS: UConn
Major: Animal Science
5. **Ms. Meghan Lambrech**, Substitute Teacher
Move that the Board of Education appoint **Ms. Meghan Lambrech** as a Substitute Teacher effective April 14, 2010.
Education History:
BS: Salve Regina University
Major: Elementary/Special Ed.
6. **Mrs. Barbara Mango**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Barbara Mango** as a Substitute Teacher effective April 14, 2010.
Education History:
BA: Univ. of Florida
Major: Art
MA: Amer. Inst. of Holistic Theology
Major: Holistic Health
7. **Mrs. Kristen Mars**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Kristen Mars** as a Substitute Teacher effective April 14, 2010.
Education History:
BA: Univ. of Maryland
Major: Psychology
MS: College of New Rochelle
Major: Special Ed
8. *****Mrs. Joan Mazzella**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Joan Mazzella** as a Substitute Teacher effective April 14, 2010.
Education History:
BA: Manhattanville College
Major: Psychology
MS: Manhattanville College
Major: Org. Mgt & HR Dev.
9. **Mr. Mark Miller**, Substitute Teacher
Move that the Board of Education appoint **Mr. Mark Miller** as a Substitute Teacher effective April 14, 2010.
Education History:
BFA: Washington University
Major: Painting
10. ****Ms. Monica Miller**, Substitute Teacher
Move that the Board of Education appoint **Ms. Monica Miller** as a Substitute Teacher effective April 14, 2010.
Education History:
BA: SCSU
Major: Liberal Studies
11. ****Mr. Andrew Narciso**, Substitute Teacher
Move that the Board of Education appoint **Mr. Andrew Narciso** as a Substitute Teacher effective April 14, 2010.
Education History:
BA: WCSU
Major: English
12. **Ms. Britany Price**, Substitute Teacher
Move that the Board of Education appoint **Ms. Britany Price** as a Substitute Teacher effective April 14, 2010.
Education History:
BS: Sacred Heart University
Major: English
MA: Sacred Heart University
Major: Secondary Education
13. **Ms. Jennifer Rotunda**, Substitute Teacher
Move that the Board of Education appoint **Ms. Jennifer Rotunda** as a Substitute Teacher effective April 14, 2010.
Education History:
BA: WCSU
Major: Communications
MS: Univ. of Bridgeport
Major: Elementary Education

14. Ms. Jennifer Vryhof, Substitute Teacher

Move that the Board of Education appoint **Ms. Jennifer Vryhof** as a Substitute Teacher effective April 14, 2010.

Education History:
BA: WCSU
Major: Psychology

6. COACHING STAFF

a. RESIGNATIONS

- 1. Ms. Cindy Dubret, Cheerleading Varsity Coach, New Milford High School**

Move that the Board of Education accept the resignation of **Ms. Cindy Dubret** as Cheerleading Varsity Coach at New Milford High School effective March 17, 2010.

Personal Reasons

- 2. ***Mr. William Kersten, Girls' Soccer Varsity Coach, New Milford High School**

Move that the Board of Education accept the resignation of **Mr. William Kersten** as Girls' Soccer Varsity Coach at New Milford High School effective April 2, 2010.

Personal Reasons

7. COACHING STAFF

b. APPOINTMENTS

- 1. none currently**

8. LEAVES OF ABSENCE

- 1. **Ms. Anne Laing, Math Teacher, Schaghticoke Middle School**

Move that the Board of Education approve the request of **Ms. Anne Laing** for a medical leave of absence from April 5, 2010 through the end of the 2009-10 school year.

Paid Leave of Absence
4/5/10-EOY

***** Items revised since 4/9/10**

Prog	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
1101	KINDERGARTEN	634,371.00	652,192.00	422,934.76	229,585.24	328.00-	100.1 %
1102	NON DEPT INSTRUCT GR 1-5	6,803,029.00	6,858,406.00	4,239,603.99	2,247,005.21	371,796.80	94.6 %
1103	BUSINESS EDUCATION	295,309.00	295,309.00	192,967.99	80,516.08	21,824.93	92.6 %
1104	ENGLISH/LANGUAGE ARTS	1,975,402.00	1,975,972.00	1,198,473.44	581,308.26	196,190.30	90.1 %
1105	FOREIGN LANGUAGE	1,103,001.00	1,103,001.00	628,727.53	330,648.18	143,625.29	87.0 %
1106	HOME ECONOMICS	174,859.00	174,859.00	121,369.15	52,547.30	942.55	99.5 %
1107	INDUSTRIAL ARTS	335,367.00	335,367.00	209,661.66	97,837.72	27,867.62	91.7 %
1108	MATHEMATICS	1,643,078.00	1,655,863.00	1,084,420.72	507,180.48	64,261.80	96.1 %
1109	MUSIC	811,524.00	806,152.00	513,670.27	269,993.27	22,488.46	97.2 %
1110	PHYSICAL EDUCATION	960,018.00	958,353.00	620,776.19	331,347.91	6,228.90	99.4 %
1111	SCIENCE	1,706,869.00	1,706,869.00	1,143,826.77	556,075.02	6,967.21	99.6 %
1112	SOCIAL STUDIES	1,562,000.00	1,562,091.00	1,049,073.86	500,458.27	12,558.87	99.2 %
1113	PATIENT CARE TECHNOLOGY	16,345.00	16,345.00	11,253.56	4,834.28	257.16	98.4 %
1116	HEALTH AND SAFETY	329,994.00	329,994.00	167,252.95	93,756.45	68,984.60	79.1 %
1118	CAREER EDUCATION	34,245.00	34,245.00	13,356.01	5,308.36	15,580.63	54.5 %
1119	COMPUTER EDUCATION	361,557.00	361,557.00	244,176.36	72,453.46	44,927.18	87.6 %
1120	DRIVER EDUCATION	9,000.00-	9,000.00-	15,950.45-	2,456.39	4,494.06	.0 %
1121	REMEDIAL READING	835,238.00	835,238.00	539,714.69	270,248.48	25,274.83	97.0 %
1123	ENGLISH AS A SECOND LANG	135,880.00	135,880.00	67,092.79	40,624.21	28,163.00	79.3 %
1124	DISTRIBUTIVE EDUCATION	89,348.00	89,348.00	34,156.80	19,213.20	35,978.00	59.7 %
1127	ART	806,014.00	806,014.00	534,501.61	270,580.49	931.90	99.9 %
1128	GENERAL INSTRUCT SUPPLIES	338,505.00	346,231.00	226,142.39	83,136.51	36,952.10	89.3 %
1129	SUBSTITUTE TEACHERS	380,009.00	380,009.00	202,856.49	.00	177,152.51	53.4 %
1130	INSTRUCTIONAL TESTING	96,858.00	111,858.00	84,663.36	22,222.64	4,972.00	95.6 %
1131	NON DEPT INSTRUCT GR 6-12	134,836.00	134,836.00	94,583.95	17,306.64	22,945.41	83.0 %
1210	GIFTED TALENTED/ENRICHMNT	110,460.00	110,460.00	59,268.34	42,338.00	8,853.66	92.0 %
1211	EXCEL-EXPER. CTR EARLY MAN	375,943.00	375,943.00	265,667.30	133,988.42	23,712.72-	106.3 %
1212	SPECIAL ED-NON CATEGORICL	4,707,542.00	4,724,064.00	3,108,787.52	1,623,690.77	8,414.29-	100.2 %
1213	COMMUNITY BASED DEVELOPMT	.00	.00	.00	.00	.00	.0 %
1214	LEARN DISABLE/EMOT.HANDCP	.00	.00	104,405.85-	.00	104,405.85	.0 %
1215	TRANSITION 18-21 PROGRAM (LHTC)	171,033.00	171,033.00	120,435.10	38,844.26	11,753.64	93.1 %
1230	PHYSICALLY HANDICAPPED	.00	.00	.00	.00	.00	.0 %
1260	LEARNING DISABLED	.00	.00	55.20	.00	55.20-	.0 %
1270	TUTORIAL	210,779.00	210,779.00	142,787.90	.00	67,991.10	67.7 %
1271	HOMEBOUND INSTRUCTION	72,000.00	72,000.00	28,412.06	.00	43,587.94	39.5 %
1290	OTHER SPECIAL EDUCATION	291,873.00	291,873.00	223,537.34	68,536.36	200.70-	100.1 %
1291	SPEC ED PARA SUBSTITUTES	69,026.00	69,026.00	61,497.10	.00	7,528.90	89.1 %
1310	ADULT ED-BASIC PROGRAM	100,175.00	100,175.00	73,382.30	2,352.70	24,440.00	75.6 %
1311	ADULT ED-HIGH SCHL EQUIV	4,970.00	4,970.00	2,276.26	525.56	2,168.18	56.4 %
1410	SUMMER SCHOOL-REMEDIAL	37,400.00	37,400.00	38,318.34	.00	918.34-	102.5 %
2113	SOCIAL WORK SERVICES	235,962.00	235,962.00	158,688.89	75,277.44	1,995.67	99.2 %
2120	GUIDANCE SERVICES	906,199.00	906,199.00	595,971.50	303,500.88	6,726.62	99.3 %
2130	HEALTH SERVICES	922,317.00	937,149.00	634,792.54	186,783.58	115,572.88	87.7 %
2140	PSYCHOLOGICAL SERVICES	442,770.00	442,770.00	296,309.04	135,520.91	10,940.05	97.5 %
2150	SPEECH AND HEARING	796,887.00	778,733.00	505,585.94	222,810.64	50,336.42	93.5 %
2211	STAFF DEVELOPMENT & TRAIN	59,800.00	59,800.00	12,509.96	3,700.64	43,589.40	27.1 %
2212	CURRICULUM DEVELOPMENT	123,657.00	123,657.00	89,920.57	22,167.30	11,569.13	90.6 %
2222	LIBRARY SERVICES	689,907.00	669,720.00	429,552.71	210,394.58	29,772.71	95.6 %
2223	AUDIO-VISUAL SERVICES	18,626.00	20,025.00	4,741.76	1,946.25	13,336.99	33.4 %
2224	EDUCATIONAL TELEVISION	2,500.00	2,500.00	1,035.38	45.00	1,419.62	43.2 %
2310	BOARD OF EDUCATION	152,250.00	152,250.00	125,326.04	11,583.50	15,340.46	89.9 %
2320	CENTRAL ADMINISTRATION	342,714.00	342,714.00	253,418.52	72,883.39	16,412.09	95.2 %
2410	OFFICE OF THE PRINCIPAL	2,568,291.00	2,606,952.00	1,923,425.48	601,606.42	81,920.10	96.9 %

Prog	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
2490	OTHER SCHOOL ADMINISTRATN	121,288.00	121,715.00	59,457.50	46,873.50	15,384.00	87.4 %
2510	FISCAL SERVICES	448,131.00	448,131.00	337,453.35	86,024.87	24,652.78	94.5 %
2590	OTHER BUSINESS SUPPRT SERV	407,202.00	407,202.00	346,987.00	.00	60,215.00	85.2 %
2610	CUSTODIAL & HOUSEKEEPING	1,944,478.00	1,932,868.00	1,444,313.69	48,834.25	439,720.06	77.3 %
2620	MAINTENANCE & REPAIR	3,310,887.00	3,307,355.00	2,141,758.65	899,093.32	266,503.03	91.9 %
2630	BUILDING USE ADMINISTRATION	20,675.00-	20,675.00-	4,408.00	1,678.00	26,761.00-	.0 %
2660	SECURITY	.00	62,101.00	.00	62,101.00	.00	100.0 %
2710	REIMBURSABLE TRANSPORT	4,224,776.00	4,077,099.00	2,611,589.67	1,418,498.34	47,010.99	98.8 %
2790	NON-REIMBURSABLE TRANSPRT	.00	.00	7,060.54	.00	7,060.54-	.0 %
2810	PLANNING & EVALUATION	43,675.00	43,675.00	455.03	.00	43,219.97	1.0 %
2820	COMMUNITY/STAFF RELATIONS	14,100.00	14,100.00	.00	.00	14,100.00	.0 %
2830	RECRUITING/PERSONNEL SERV	190,111.00	196,111.00	138,885.17	38,020.06	19,205.77	90.2 %
2840	DATA PROCESSING	210,097.00	210,097.00	163,897.98	29,627.21	16,571.81	92.1 %
2910	SOCIAL SECURITY	589,267.00	589,267.00	409,491.57	.00	179,775.43	69.5 %
2920	MEDICARE	387,590.00	387,590.00	303,098.69	.00	84,491.31	78.2 %
2930	LIFE INSURANCE	97,348.00	97,348.00	80,911.29	15,822.51	614.20	99.4 %
2940	DISABILITY INSURANCE	183,351.00	142,236.00	78,576.25	30,123.96	33,535.79	76.4 %
2950	MEDICAL INSURANCE	6,611,309.00	6,611,309.00	4,958,478.00	.00	1,652,831.00	75.0 %
2960	UNEMPLOYMENT INSURANCE	82,610.00	82,610.00	22,901.90	29,775.60	29,932.50	63.8 %
2970	OTHER BENEFITS	425,492.00	425,492.00	563,445.00	103,120.00	241,073.00-	156.7 %
2980	PENSION-NON CERTIFIED EMPLOYEES	344,200.00	344,200.00	442,341.00	.00	98,141.00-	128.5 %
3210	INTERSCHOLASTIC SPORTS	672,407.00	672,407.00	442,680.13	70,001.77	159,725.10	76.2 %
3211	INTRAMURAL SPORTS	29,968.00	29,968.00	7,422.75	.00	22,545.25	24.8 %
3212	OTHER STUDENT ACTIVITIES	194,814.00	194,814.00	75,445.43	790.42	118,578.15	39.1 %
6110	TUITION-CONN PUB SCHL DIS	532,157.00	532,157.00	553,053.13	73,491.80	94,387.93-	117.7 %
6130	TUITION-NON PUBLIC SCHL	636,210.00	636,210.00	462,264.53	514,536.47	340,591.00-	153.5 %
7001	CAPITAL-FACILITIES	61,605.00	61,605.00	29,298.90	8,250.00	24,056.10	61.0 %
7002	CAPITAL-TECHNOLOGY	194,642.00	194,642.00	23,068.53	3,710.00	167,863.47	13.8 %
7003	CAPITAL-OTHER	40,434.00	40,434.00	16,519.61	1,893.80	22,020.59	45.5 %
	** FINAL TOTAL **	56,945,211.00		38,405,867.37		4,611,936.10	
			56,945,211.00		13,927,407.53		91.9 %
	"FINAL TOTAL" 3/31/2009	56,945,211.00		37,503,093.24		4,152,208.68	
			56,945,211.00		15,289,909.08		92.7%
	Variance	0.00	0.00	902,774.13	-1,362,501.55	459,727.42	0.8%

Obj.	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
111	SALARY-CERTIFIED	27,734,764.00	27,884,612.00	18,014,179.22	8,710,942.46	1,159,490.32	95.8 %
112	SALARY-NON-CERTIFIED	7,755,665.00	7,784,663.00	5,515,055.57	1,240,731.12	1,028,876.31	86.8 %
200	EMPLOYEE BENEFITS	8,721,167.00	8,680,052.00	6,859,243.70	178,842.07	1,641,966.23	81.1 %
321	INSTRUCTIONAL PROGRAMS	50,080.00	50,080.00	9,770.00	12,080.00	28,230.00	43.6 %
322	PROGRAM IMPROVEMENT	60,750.00	60,750.00	19,359.65	.00	41,390.35	31.9 %
323	PUPIL SERV. (COUNSEL, GUID)	542,139.00	543,339.00	364,957.08	77,864.25	100,517.67	81.5 %
324	STAFF SERVICES (TRAINING)	92,836.00	91,346.00	20,821.95	2,679.98	67,844.07	25.7 %
331	AUDIT SERVICES	10,000.00	10,000.00	10,000.00	.00	.00	100.0 %
332	LEGAL SERVICES	97,000.00	97,000.00	73,948.13	10,000.00	13,051.87	86.5 %
333	MEDICAL SERVICES	23,500.00	23,500.00	17,000.00	6,500.00	.00	100.0 %
336	INSURANCE SERVICES	9,000.00	9,000.00	1,250.50	469.50	7,280.00	19.1 %
339	PURCH. SERVICES-OTHER	1,777,347.00	1,758,821.00	1,084,756.44	508,023.12	166,041.44	90.6 %
411	WATER	65,160.00	65,160.00	44,262.03	20,887.45	10.52	100.0 %
412	SEWAGE	34,080.00	34,080.00	29,721.52	.00	4,358.48	87.2 %
413	FIRE DISTRICT	1,321.00	2,811.00	1,939.81	870.46	.73	100.0 %
414	ALARM MONITORING	3,129.00	.00	420.00	.00	420.00-	.0 %
421	GARBAGE AND REFUSE	71,886.00	74,386.00	55,174.23	20,186.23	974.46-	101.3 %
431	INSTRUCT EQUIPMENT REPAIR	21,465.00	21,090.00	5,813.43	1,798.70	13,477.87	36.1 %
432	NON-INSTRUCT EQUIPMENT REPAIR	81,707.00	92,171.00	38,599.84	16,899.89	36,671.27	60.2 %
433	BUILD & GROUNDS-REPAIR	254,639.00	252,139.00	219,228.65	32,910.35	.00	100.0 %
442	NON-INSTRUCT EQUIPMENT-RENT	182,023.00	182,023.00	129,909.85	66,027.78	13,914.63-	107.6 %
511	PUPIL TRANSPORTATION-CONTRACT	4,411,117.00	4,263,440.00	2,814,878.98	1,416,187.98	32,373.04	99.2 %
513	PUPIL TRANSPORTATION-OTHER	2,500.00	2,500.00	250.00	.00	2,250.00	10.0 %
515	FIELD TRIPS	103,950.00	103,083.00	75,502.01	16,601.06	10,979.93	89.3 %
521	PROPERTY/LIABILITY INS	346,987.00	346,987.00	346,987.00	.00	.00	100.0 %
523	MEDICAL INSURANCE-SPORTS PROGRAM	20,000.00	20,000.00	13,660.00	.00	6,340.00	68.3 %
531	TELEPHONES	111,830.00	113,165.00	71,059.19	15,221.10	26,884.71	76.2 %
532	POSTAGE	59,747.00	59,747.00	24,393.57	16,145.50	19,207.93	67.9 %
540	ADVERTISING EXPENSE	22,000.00	22,000.00	2,821.10	.00	19,178.90	12.8 %
550	PRINTING EXPENSE	88,573.00	86,765.00	44,294.72	12,577.95	29,892.33	65.5 %
560	TUITION EXPENSE	3,000.00	3,000.00	.00	219.00	2,781.00	7.3 %
561	TUITION-CONN LEA	630,449.00	630,449.00	652,507.13	73,491.80	95,549.93-	115.2 %
563	TUITION-PRIVATE FACILITY	1,051,693.00	1,051,693.00	882,657.53	514,536.47	345,501.00-	132.9 %
580	TRAVEL EXPENSES	30,840.00	37,168.00	20,666.22	1,915.51	14,586.27	60.8 %
611	INSTRUCTIONAL SUPPLIES	513,126.00	520,294.00	331,579.89	58,759.79	129,954.32	75.0 %
612	NON-INSTRUCTIONAL SUPPLIES	189,289.00	180,973.00	101,307.95	21,272.58	58,392.47	67.7 %
613	MAINTENANCE SUPPLIES	183,506.00	181,006.00	156,116.16	15,171.27	9,718.57	94.6 %
614	MAINTENANCE COMPONENTS	37,653.00	26,438.00	17,001.86	6,372.91	3,063.23	88.4 %
619	GROUNDSKEEPING SUPPLIES	6,355.00	6,355.00	4,916.24	657.90	780.86	87.7 %
622	ELECTRICITY	1,252,310.00	1,210,983.00	539,421.29	446,524.48	225,037.23	81.4 %
623	BOTTLED GAS	1,150.00	3,650.00	1,300.92	999.08	1,350.00	63.0 %
624	OIL	305,706.00	305,706.00	110,680.22	195,025.78	.00	100.0 %
625	NATURAL GAS	389,923.00	414,923.00	286,435.18	128,487.82	.00	100.0 %
626	GASOLINE	27,131.00	27,131.00	22,523.21	2,434.20	2,173.59	92.0 %
641	TEXTS-NEW/NON-CONSUMABLE	117,866.00	122,624.00	100,356.71	5,148.08	17,119.21	86.0 %
642	TEXTS-REP/ADD NON-CONSUMABLE	56,831.00	67,919.00	54,138.01	6,696.56	7,084.43	89.6 %
643	TEXTS-NEW CONSUMABLE	1,587.00	1,545.00	725.00	820.14	.14-	100.0 %
644	TEXTS-REP/ADD CONSUMABLE	56,936.00	62,621.00	54,974.67	5,937.71	1,708.62	97.3 %
645	LIBRARY BOOKS	105,511.00	106,855.00	63,326.49	19,622.51	23,906.00	77.6 %
646	WORKBOOKS	44,455.00	41,622.00	26,482.23	4,941.11	10,198.66	75.5 %
647	PERIODICALS	26,250.00	26,512.00	19,194.45	1,811.74	5,505.81	79.2 %
720	BUILDINGS & IMPROVEMENTS	60,100.00	60,100.00	29,748.90	8,250.00	22,101.10	63.2 %
731	INSTRUCTIONAL EQUIPMENT-NEW	80,641.00	88,789.00	24,243.58	9,053.92	55,491.50	37.5 %

Obj.	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
732	INSTRUCTIONAL EQUIPMENT-REPLACEMEN	30,766.00	33,822.00	7,685.32	2,868.30	23,268.38	31.2 %
733	NON-INSTRUCTIONAL EQUIPMENT-NEW	204,813.00	212,982.00	134,020.54	1,616.50	77,344.96	63.7 %
734	NON-INSTRUCTION EQUIPMENT-REPLACEM	65,098.00	69,577.00	25,863.04	9,635.42	34,078.54	51.0 %
810	DUES & FEES	80,625.00	80,525.00	59,745.33	690.00	20,089.67	75.1 %
900	FEE REVENUE	116,927.00-	116,927.00-	88,903.25-	.00	28,023.75-	.0 %
910	TUITION REVENUE	95,200.00-	95,200.00-	67,724.00-	.00	27,476.00-	.0 %
920	GRANT REVENUE STATE	938,934.00-	938,934.00-	950,032.00-	.00	11,098.00	.0 %
960	MEDICAID REIMBURSEMENT	45,000.00-	45,000.00-	67,306.25-	.00	22,306.25	.0 %
965	VENDOR REBATE REVENUE	168,700.00-	168,700.00-	41,775.87-	.00	126,924.13-	.0 %
998	TRANSFER IN	.00	.00	15,267.50-	.00	15,267.50	.0 %
** FINAL TOTAL **		56,945,211.00		38,405,867.37		4,611,936.10	
			56,945,211.00		13,927,407.53		91.9 %
"FINAL TOTAL" 3/31/2009		56,945,211.00	56,945,211.00	37,503,093.24	15,289,909.08	4,152,208.68	92.7%
Variance		0.00	0.00	902,774.13	-1,362,501.55	459,727.42	0.8%

FIRST REVIEW

5121(a)

Students

Examination/Grading/Rating

The Board of Education seeks, through performance objectives in its instructional program, to make achievement both recognizable and possible for students.

The issuance of grades on a regular basis serves to promote a process of continuous evaluation of student performance, to inform the student, the student's parents and counselor of his/her progress, and to provide a basis for bringing about change in student performance, if such change seems necessary.

Evaluation of student progress is a primary responsibility of the teacher. Every teacher shall maintain an evaluation record for each student in the teacher's classroom.

Each student enrolled in grades 3 through 8 and 10 shall take a standardized, statewide examination provided by and administered under the supervision of the State Board of Education intended to assess student mastery or proficiency. Achievement of a satisfactory score on the mastery or proficiency test shall not be required as the sole criterion for graduation.

(cf. 5124 - Reporting to the Parents)

(cf. 5125 - Student Records)

Legal Reference: Connecticut General Statutes

10-15b Access of parent or guardians to student's records.

10-154a Professional communications between teacher or nurse & student.

10-209 Records not to be public.

11-8a Retention, destruction and transfer of documents

11-8b Transfer or disposal of public records. State Library Board to adopt regulations.

Students

Examination/Grading/Rating

Legal Reference: Connecticut General Statutes
(continued)

46b-56 (e) Access to Records of Minors.

Connecticut Public Records Administration Schedule V -
Disposition of Education Records (Revised 1983).

Federal Family Educational Rights and Privacy Act of 1974
(section 438 of the General Education Provisions Act, as amended,
added by section 513 of P.L. 93-568, codified at 20 U.S.C.1232g.).

Dept. of Educ. 34 C.F.R. Part 99 (May 9, 1980 45 FR 30802) regs.
implementing FERPA enacted as part of 438 of General Educ.
provisions act (20 U.S.C. 1232g)-parent and student privacy and
other rights with respect to educational records, as amended
11/21/96.

Falvo v. Owasso Ind. Sch. Dist. 99-5130 (10th Circuit-2000)

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

5123(a)

Students

Promotion/Acceleration/Retention

It is the policy of the Board of Education that all students should be placed in instructional programs in which they can achieve academically, emotionally, and socially. The Board is dedicated to minimizing the incidence of social promotion and ensuring that students are promoted from grade to grade based upon objective criteria that recognize the individual needs of the student. The decision to promote a student to the next grade level shall be based upon successful completion of grade-level requirements, with appropriate consideration being given to the mental, physical, emotional and social maturity of the student. When high academic achievement is evident, the Superintendent or designee may approve a student for acceleration into a higher grade level. The student's social and emotional growth shall be taken into consideration in making a determination to accelerate a student.

It is expected that the vast majority of students will progress satisfactorily through their elementary and secondary school programs with similarly-aged peers. Some students may require individual attention and supplemental services to realize their potential. Schools shall identify students in danger of failing and being at risk for retention. This identification shall also include those students who fail to meet the remedial standards of the CMT and CAPT statewide assessment programs. Prior to deciding on retention for a student not mastering the appropriate skills, the district shall provide and may require the student to attend one or more alternatives for remedial assistance. Students who have substantial academic deficiencies may be required to attend after school tutorial programs, Saturday tutorial programs, summer school, instruction during school vacations or during week-end programs, cross-age tutoring, student mentoring or any other programs offered by the school district that are designed to assist students in remedying such deficiencies. In certain situations, it may be in the best interests of the student to spend an additional year at a particular grade level.

The following criteria shall be used to determine the appropriateness of a student's promotion to the next grade level:

1. Academic achievement in all subject areas, especially the basic skill areas of reading, writing, and mathematics as revealed by tests and teacher assessment
2. Emotional maturity
3. Social maturity
4. Relative chronological age
5. Relative physical size
6. Learning ability as determined by tests and teacher assessment
7. Work and study habits

Students

Promotion/Acceleration/Retention (continued)

8. Attendance record
9. Teaching situations into which the student will be placed
10. Placement of siblings
11. Parent or guardian opinion toward retention or promotion
12. Other relevant factors that impact the student's school experience and ability to progress satisfactorily

The Superintendent of Schools shall ensure that teachers, parents and students are made aware of the criteria that the school district uses in making decisions about student promotion and retention. The Superintendent shall also ensure that each school has a reliable system of informing parents and guardians in a timely manner of a student's risk of retention. The parent/guardian is to be fully involved and informed throughout the promotion/retention decision making process. Parents will be notified as early as possible that retention is being considered and, except in very unusual circumstances, no later than March 15. Grade placement shall be the Principal's responsibility. In the event that a parent/guardian is in disagreement with the Principal's decision, the parent/guardian may request a review of the decision by the Superintendent or Superintendent's designee. The decision of the Superintendent or designee shall be final.

Legal reference: Connecticut General Statutes

- 10-221 Boards of education to prescribe rules, policies and procedures.
- 10-223a Promotion and graduation policies. Basic skills necessary for graduation, assessment process

Policy adopted: June 12, 2001
Policy revised: June 12, 2007
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Instruction

Concept and Roles In Instruction

Instruction - General

The Board of Education believes the instructional program of the public schools to be among its highest priorities, and it is therefore important for the Board and the professional staff to work cooperatively in determining educational goals and objectives which meet the instructional needs of students.

The Board shall purchase such books, either as regular texts, as supplementary books or as library books, and such supplies, material and equipment as it deems necessary to meet the needs of instruction in its schools. Within limitations of budgets made available to it by the Town, the Board of Education will provide personnel, in-service education, and other resources to support the instructional needs of professional staff

The Superintendent of Schools shall regularly provide the Board of Education with information regarding the effectiveness of the district's instructional program. Such information will be used by the Board and professional staff to evaluate and improve the instructional program.

Legal Reference: Connecticut General Statutes
10-220 Duties of Boards of Education
10-228 Free textbooks, supplies, material and equipment

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Instruction

Goals and Objectives

It is the responsibility of the Board, in accordance with Connecticut law, to establish the educational program for the students of New Milford.

The Board of Education, in conjunction with the professional staff, shall establish the educational objectives which identify what students should learn as a result of their K-12 education in the New Milford schools. The educational objectives shall direct the development of curriculum and assessment, guide the allocation of resources, and serve as the basis for the development of specific grade level and course of study standards.

The New Milford Common Core of Learning shall outline the educational objectives of the district. Specific standards shall be established to clearly define what students shall be expected to learn at each grade level and for each program of study. In addition, standards for assessing and grading student achievement shall be maintained.

1. The Superintendent of Schools and professional staff shall develop the specific grade level and course of study standards, as well as the standards for assessing and grading student achievement.
2. The Superintendent shall ensure that the instructional program meets the district's educational objectives by implementing a continuous plan of curriculum development, evaluation, and improvement.
3. The Board shall purchase such books, either as regular texts, as supplementary books or as library books, and such supplies, material and equipment as it deems necessary to meet the needs of instruction in its schools and loan such instructional materials to students free of charge.
4. Program initiatives, curriculum development and other matters materially affecting the instructional program shall be subject to Board approval.

Legal Reference: Connecticut General Statutes
 10-4a Educational interests of state identified
 10-220 Duties of Boards of Education.
 10-228 Free textbooks, supplies, material and equipment

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Instruction

School Calendar

The Superintendent of Schools shall recommend school calendars meeting all statutory requirements to the Board of Education for its review.

The calendars recommended to the Board may include the operation of schools on state holidays providing a suitable nonsectarian educational program is held to observe the holiday, except for those holidays that occur in December and January. If a holiday in January or December occurs on a school day, there shall be no school on such day.

The school calendar shall show school days in each school month, the number of school days in each month, legal and local holidays, staff development days, early closing days, vacation periods, and other pertinent dates, including graduation for students in grade twelve.

The Board, in establishing a graduation date, may establish for any school year a firm graduation date which is no earlier than the one-hundred eighty-fifth day in the adopted school calendar. The graduation date may be modified, if necessary, after April first in any school year by the Board establishing a firm graduation date which, at the time of such establishment, provides for at least 180 days of school.

To benefit children, families, and school staff in their planning, multiple year school calendars are preferable to single year school calendars.

(cf. 6146 - Graduation Requirements)

Legal Reference: Connecticut General Statutes
 1-4 Days designated as legal holidays
 10-15 Towns to maintain schools
 10-29a Certain days to be proclaimed by governor. Distribution and number
 of proclamations
 10-261 Definitions
 10-16L Establishment of graduation date.

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6114.1

Instruction

Fire and Crisis Response Drills

A fire drill shall be held in each school within thirty days of the start of each school year. Thereafter, fire drills shall be held at least once a month except that a crisis response drill shall be substituted for one of the required monthly school fire drills every three months. Each Building Principal shall prepare a definite fire emergency plan, and furnish to all teachers and students information as to route and manner of exit. Fire drills shall be planned in such a way as to accomplish the evacuation of school buildings in the shortest possible time and in the most efficient and orderly fashion.

The Superintendent of Schools shall develop the format of crisis response drills in consultation with the appropriate local law enforcement agency. The Superintendent may invite a representative of such agency to help supervise and participate in any such crisis response drill.

Principals shall keep a record of all fire and crisis response drills held in their schools, stating the date the drill was held and the time required for evacuation of the building. They shall furnish such reports to the Superintendent or his designate as may from time to time be required.

Legal Reference: Connecticut General Statutes
 10-231 Fire drills. Crisis response drills. (as amended by PA-09-131)

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Instruction

Educational Opportunities to Promote Awareness of Diversity

Reduction of Racial, Ethnic and Economic Isolation

The Board of Education shall provide, in conformity with all applicable state statutes and regulations, educational opportunities for students to interact with students and teachers from other racial, ethnic and economic backgrounds in order to reduce racial, ethnic and economic isolation. Such opportunities may be provided with students from other communities.

In providing such opportunities, the Board will consider such programs or use such methods as:

1. Inter-district magnet school programs;
2. Charter schools;
3. Inter-district after-school, Saturday and summer programs and sister-school projects;
4. Intra-district and inter-district public school choice programs;
5. Inter-district school building projects;
6. Inter-district program collaborative for students and staff;
7. Minority staff recruitment;
8. Distance learning through the use of technology;
9. Experiences that increase awareness of the diversity of individuals and cultures; and
10. Community and parental involvement in the school district.

The Board shall report biennially to its regional education service center on district programs and activities undertaken to reduce racial, ethnic and economic isolation. Such information shall, through the regional service center and the Commission of Education, be reported to the Governor and the General Assembly.

(cf. 1110.1 - Parental Involvement)
(cf. 1212 - School Volunteers)
(cf. 1330 - Use of School Facilities)
(cf. 5117 - School Attendance Areas)
(cf. 5118 - Nonresident Attendance)
(cf. 6010 - Goals and Objectives)
(cf. 6114.7 - Safe Schools)
(cf. 7010 - Goals and Objectives - Construction)
(cf. 7100 - Planning-Construction)

Legal Reference: Connecticut General Statutes
 10-4a Educational interests of state defined
 10-220 Duties of boards of education

Policy adopted:	June 10, 2003	NEW MILFORD PUBLIC SCHOOLS
Policy revised:	June 27, 2005	New Milford, Connecticut
Policy revised:		

Instruction

Curriculum

The curricula of the schools shall be in harmony with the Board of Education's adopted goals and legal requirements.

Curriculum development by the certified staff shall be guided by such factors as the following:

1. Actual studies and information concerning the needs of students in this school district.
2. The range of abilities, aptitudes and interests of the students.
3. Aspirations of residents of the school district for the students.
4. The mobility of the population, making it necessary to provide education for the students useful anywhere in the world.
5. Promotion of equal educational opportunities for all students.

The Board of Education desires that unnecessary duplication of work among the various school levels be eliminated, and that courses of study and syllabi be coordinated effectively.

The Board of Education favors providing opportunities for faculty to consult and assist in curriculum development through such devices as workshops, study groups, assistance from outside consultants, and an extended school year to allow teachers to devote summertime to the effort. The Board of Education reserves the responsibility for establishing curricula for the school district. Teachers shall teach within the approved curricula.

(cf. 6121 - Non-discrimination in Instructional Program)

Legal Reference: Connecticut General Statutes
10-15 Towns to maintain schools.
10-15c Discrimination in public schools prohibited.
10-16b Prescribed courses of study.
10-18 Courses in United States history, government and duties and responsibilities of citizenship.
10-18a Contents of textbooks and other general instructional materials.
10-19 Effect of alcohol, nicotine, or tobacco and drugs to be taught.
10-221a High School graduation requirements.

Policy adopted: June 10, 2003

NEW MILFORD PUBLIC SCHOOLS

Policy revised:

New Milford, Connecticut

FIRST REVIEW

6141.11(a)

Instruction

Curriculum Research/Experimental Projects

The Board of Education expects the professional staff to be aware of the latest educational research and to utilize the results as they may be applied to improving the instructional program.

The professional staff is encouraged to seek improvement of the educational program of the schools through carefully designed experimental and research projects.

In the preparation of the annual budget, consideration will be given to allocating funds for creative and/or innovative projects. When such funding is available certified staff members may submit proposals to the Superintendent of Schools.

The basic objectives of projects funded shall be:

1. to induct change in the curriculum and techniques under conditions which are conducive to the growth of the educational program;
2. to encourage and coordinate creative efforts so that duplication, conflict, and waste of time may be avoided;
3. to create a climate for professional growth through creativity and innovation;
4. to establish criteria for change in educational practices through innovative development and creativity.

Experimental and/or research projects may be recommended by staff members or curriculum committees. Proposals will include costs of implementation, a time line in which to judge the success of the project and plans for evaluation of the program.

Projects must have the approval of the Board unless they represent only a minor departure from previously authorized programs. Any such programs requiring additional personnel positions, changes and authorized positions, or the transfer of authorized funds must have Board approval. Approval shall be on a yearly basis, even though the proposal may be for a longer period of time.

After a thorough evaluation, a successful experimental program may be submitted to the Board for consideration as a standard program.

6141.11(b)

Instruction

Curriculum Research/Experimental Projects (continued)

All experimental and curriculum research projects shall comply with the requirements of Board Policy 6162.51 regarding Surveys of Students.

(cf. 6162.51 - Surveys of Students)

Legal Reference: 20 USC 1232h Protection of Pupil Rights Amendment

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6141.42

Instruction

Student Volunteers and Community Service

The district is committed to preparing its high school students for active participation in community affairs through a student service learning program. Student service learning is defined as an unpaid activity within the curriculum, school or outside community that provides service to an individual or group to address a school or community need. The activity must be developmentally appropriate and meaningful to the student.

The program aimed at teaching skills and habits the Board of Education perceives as essential for good citizenship, strives to allow students to develop a wide range of personal, intellectual, academic and social skills such as teamwork, problem-solving, negotiation, communication, planning and evaluation. It will help students become effective employees, colleagues, citizens and leaders.

Through participation in student service learning, a student will have opportunities to:

- develop knowledge and respect for community and citizenship;
- learn that problems can be solved by working together;
- learn the responsibilities involved in citizenship;
- explore career opportunities;
- increase self-esteem and appreciation for others;
- become sensitive to others and appreciate cultural diversity;
- overcome barriers among children.

Students' performance of unpaid community service is viewed as beneficial to both society and the individual. It is believed that high school students are worthy citizens, capable of giving of themselves and willing to do so when encouraged. The Board of Education encourages efforts by the staff to encourage and assist students in such service.

Legal Reference: Connecticut General Statutes
 10-221a [a] An Act Concerning High School Community Service
 Herndon v. Chapel Hill - Carrboro City Board of Education, 899
 F. Supp 1443 (North Carolina) 1995
 Immediato v. Rye Neck School District, 873 F. Supp 846 (New York)
 1995

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6142.1(a)

Instruction

Exemption from Instruction

Acquired Immune Deficiency Syndrome: The Board of Education shall offer planned, ongoing and systematic instruction on acquired immune deficiency syndrome (AIDS) as required by law. A student may be exempt from this instruction upon the written request to the Superintendent of Schools, or designee, by the student's parent or legal guardian. Students who are exempt from instruction shall be assigned to a supervised study period.

Family Life: The Board of Education recognizes that the purpose of family life education is to help students acquire factual knowledge, attitudes, and values which will contribute to the well-being of the individual, the family, and society. Among other things, family life education provides instruction directed toward enabling students to discuss effectively problems with family members. Such communication shall include the willingness and ability to listen, to accept criticism, and to respond with openness, frankness and honesty.

Helping students attain a mature and responsible attitude toward human sexuality is a continuous task of every generation. Parents have the primary responsibility to assist their children in developing moral values. The schools should support and supplement parents' efforts in the areas of family life and sex education by offering students factual information and opportunities to discuss concerns, issues, and attitudes inherent in family life and sexual behavior, including traditional moral values.

The Board of Education may offer programs of instruction regarding family life that may include family planning, human sexuality, parenting, nutrition, and the emotional, physical, psychological, hygienic, economic, and social aspects of family life. When family life programs are offered in the curriculum, a student shall be exempt from any portion of the instruction upon the written notification by the student's parent or guardian to the Superintendent of Schools or designee. Students who are exempt from instruction shall be assigned to a supervised study period.

Physical Education: Any student who presents a certificate from a physician stating that, in the opinion of the physician, participation in physical education is medically contraindicated due to the physical condition of such student, shall be excused from the physical education requirement. The credit for physical education required for graduation may be fulfilled by an elective.

Foreign Language: Whenever a course in a foreign language is a required part of the curriculum, the parent or guardian of a student identified as deaf or hearing impaired may request in writing that such student be exempted from such requirement and, if such a request is made, such student shall be exempt from the foreign language requirement.

Instruction

Exemption from Instruction (continued)

Dissection of Animals in the Classroom:

The dissection of animals has a long and well-established place in the teaching of life sciences. Well constructed dissection activities conducted by thoughtful instructors can illustrate important and enduring principles in biology. Learning theory further reinforces the benefit of learning from active experiences rather than passive learning alone. The New Milford Public Schools believe that dissection of animals is a valuable method of giving students a motivating, active biological experience in the study of the anatomy and physiology of organisms. When dissection is used in the classroom it is imperative that it is part of an approved and supervised curriculum and that:

- a. The teacher thoroughly explains the learning objectives of the lesson and utilizes additional worksheet/audiovisual materials to maximize the educational benefit of the experience.
- b. All specimens be treated with respect.
- c. All students will be informed, prior to the dissection, that they have the option of discussing individual objections to dissection with the appropriate teacher/administrator. It is possible that such students may be given an alternative assignment. All decisions regarding this matter will be made on an individual basis by the teacher/administrator.

Legal References:

Connecticut General Statutes: 10-16b Prescribed courses of study
10-16c through 10-16f, Family life education programs
10-19(b) Teaching about alcohol, nicotine or tobacco, drugs
and acquired immune deficiency syndrome
10-221a(c) High school graduation requirements

Policy adopted: June 10, 2003
Policy revised: June 27, 2005
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6145.2

Instruction

Interscholastic/Intramural Athletics

The Board of Education believes that students benefit physically, intellectually, socially, and emotionally when given opportunities to participate in competitive athletic activities. Further, the Board recognizes that a well-organized, high quality athletic program is a potent factor in the morale of the student body and an important element in positive community relations.

It is the Board's intent to provide students with extracurricular athletic activities in a variety of sports. Interscholastic and intramural athletics are offered by the school district as a privilege and as an enrichment activity, not an entitlement. With budgetary availability, there shall be interscholastic athletic programs at the high and middle/junior high school levels which shall be conducted in accordance with CIAC (Connecticut Interscholastic Athletic Conference) rules and regulations. Coaches of intramural and interscholastic athletics shall have the qualifications required by law. The District's athletic program shall provide equal opportunities for members of both sexes in accordance with law.

Eligibility for participation in athletic activities will be subject to parental permission, CIAC rules, academic standing, physical condition, and any other guidelines established by the [Superintendent of Schools or designee]. Each student who chooses to participate in an interscholastic athletic program is required to have on file, in the offices of the building administrator and the Athletic Director, a certificate of consent which is signed by the parent or legal guardian. No student may start practice for any athletic team until he or she has submitted certification that he/she has been examined and approved by a medical doctor. This certificate of consent will be in effect for each student for each sports season.

The athletic program should encourage participation by as many students as possible and should be carried on with the best interests of the participants as the primary consideration. Participation should not cause unreasonable interference with other obligations in the school, community, and home.

Legal Reference:

Connecticut General Statutes: 10-149 Qualifications for coaches of intramural and interscholastic athletics.

Regulations of Conn. State Agencies

10-145d-423. Coaching permits

10-145d-424. Temporary emergency coaching permit requirements

20 U.S.C. 1681 Title IX of the Education Amendments of 1972

Policy adopted: June 10, 2003

Policy revised: June 27, 2005

Policy revised:

NEW MILFORD PUBLIC SCHOOLS

New Milford, Connecticut

FIRST REVIEW

6145.22

Students

Interscholastic/Intramural Athletics

Sportsmanship

It is the intent of the New Milford Board of Education that the district's extracurricular athletic programs emphasize the importance of good sportsmanship within the entire school community. The Board expects the highest standards of courtesy, fair play, and sportsmanship to be displayed not only by student athletes, but also by coaches, school personnel, announcers, cheerleaders, students, parents, and other spectators at athletic events.

Members of the school community are encouraged to provide positive support of players, coaches, and officials. School administrators, athletic directors, and coaches are expected to serve as role models of good sportsmanship, exhibiting at all times the highest standards of self-control, dignity, honor, and respect for the opposing team and officials.

In conformance with the expectations of the Connecticut Interscholastic Athletic Conference (CIAC), the Board recognizes the need to establish a "Sportsmanship Code." The Board delegates the responsibility for developing the district's Sportsmanship Code to the [Superintendent of Schools] -OR- [Sportsmanship Committee composed by the following members: Superintendent or designee, Athletic Director, coaches, teachers, students, parents...etc.]. The Sportsmanship Code shall address, at minimum, the following:

1. Specifically and directly state the requirement of good sportsmanship for all members of the school community;
2. Specify the expectations of athletes, coaches, and spectators;
3. Establish penalties for violations of the code;
4. Require student athletes and their parents/guardians to sign an acknowledgement that they have read and understand the code;
5. Establish the methods of disseminating the code so that each member of the school community is apprised of his/her responsibilities under the code.

The Board of Education retains the right to revise the Sportsmanship Code at any time.

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Instruction**Organizations/Associations**

Students are encouraged to establish and participate in school organizations that enrich the educational program, provide positive and creative outlets for student expression and benefit the school community at large. Such organizations shall operate within the framework of the law, Board policy, administrative rules, and the parameters of the learning program.

Participation in student organizations is a privilege subject to the rules of the school administration. The Superintendent shall develop general guidelines for the establishment and operation of student organizations. Among other provisions, such guidelines will require the assignment of at least one faculty advisor to each student organization and the approval by the Board of Education of any student organization.

This policy applies to in-school organizations only. It is not intended to restrict the organization of students into groups which function apart from the school district.

Student Government

In order to encourage student participation in the various activities of school life and to provide opportunity for training in democratic processes, the elementary and secondary schools shall maintain and operate student councils.

Student government shall be of the students, by the students, for the students, representing all students in the school in communications with the administration and in the organizations of student activities.

The student council shall assist in improving the general welfare of all students and shall give students the opportunity to participate in the orderly workings of the democratic process.

Members of the student council shall be elected democratically. The rights and responsibilities of the council shall be clearly set forth. Faculty advisors for student council will be recommended for appointment by the administration.

The student council shall not have authority to make policies for the district or regulations for the school. Nor shall they have any disciplinary authority, except for recommending removal from the council of one of their members unless a duly authorized student court system is established and properly monitored by a faculty advisor. However, a council may make recommendations to the administration on any topic of student concern.

Instruction

Organizations/Associations (continued)

Non-School Organizations

The administration and student council shall keep channels of communication open, not only between themselves, but between all students, the council, and the Board of Education.

All organizations not specifically authorized and organized by the school are considered to be non-school organizations and beyond the jurisdiction and responsibility of school authorities.

However, should these groups conduct activities on school property, at school-sponsored activities or as a carry-over into the school day or reflect on the reputation of the school, the Superintendent is authorized to develop procedures concerning disciplinary action to be taken.

Activities which are contrary to the best interests of the school and reflect on the reputation of the school are forbidden, including, but limited to:

1. initiation and hazing on the school grounds or at school-sponsored events.
2. indulging in group functions that violate federal, state or city laws or county ordinances.

FIRST REVIEW

6146(a)

Instruction

Graduation Requirements

To graduate from the New Milford Public Schools, a student must earn a minimum number of 22.5 credits, fulfill credit distribution requirements and meet district performance standards.

I. Academic credit distribution requirements

A. Students must complete the following credits:

4	English
3	Mathematics
3	Social Studies (including a ½ credit in civics and 1 credit for U.S. government)
3	Science
1	Physical Education
1	Arts (Fine or Practical)
½	Health
7	Electives
<hr/>	
22.5	TOTAL CREDITS

B. A credit shall consist of not less than the equivalent of a forty-minute class period for each school day of a school year unless such credit is earned at an institution accredited by the Department of Higher Education or regionally accredited.

II. District's performance standards

These performance standards identify the basic skills that students are expected to achieve in order to graduate. A New Milford High School graduate must complete all academic requirements and demonstrate basic skills in Reading & Writing, Quantitative Thinking (Math & Science) and Information Literacy. The Superintendent of Schools or designee shall develop administrative regulations regarding performance standards for each basic skill, including the method(s) of assessing a student's level of competency in such skills. The assessment criteria must include, but not be based exclusively on, the results of the 10th grade state-wide mastery examination.

III. Options if graduation requirements are not met

The Board of Education is dedicated to providing students who may have difficulty fulfilling these requirements with different options and multiple opportunities to meet the academic and performance standards for graduation.

Instruction

Graduation Requirements

III. Options if graduation requirements are not met (continued)

Those students who have not successfully completed the assessment criteria for graduation (a score of 3 or better on the Reading, Writing, Math, and Science portions of the CAPT in the 10th grade year) must retake only those portions of the CAPT in which the student is deficient in 11th grade. Seniors who have not attained a score of 3 or better on the CAPT will be afforded alternative means of meeting this criteria. The following is not an inclusive list:

- Pass 0.5 credit of English 4
- Completion of a research project, approved in advance by the Science Department, that involves data collection, and is graded according to an established rubric
- Pass Departmental Exam covering the topics of arithmetic, algebra, geometry and statistics
- Pass 0.5 credit of Practical Math and/or Consumer Math
- English Writing SAT I of 450 or better
- Math Reasoning SAT I of 450 or better
- Math SAT II Math Level 1C of 450 or better

Seniors who are not eligible for graduation with their class due to a failure to meet the district graduation requirements in one or more subjects may select one of the following options:

1. Successful completion of a summer course or summer courses comparable (as determined by the Principal) to the subject(s) in which the student was deficient
2. Enroll in an on-line course in accordance with Policy 6172.6 (Virtual/On-line Courses/College/University Courses)
3. Make arrangement for re-testing to meet performance standards
4. Return to school in September as a fifth year senior

IV. Exemptions, modifications, and accommodations

A. If a physician certifies in writing that the physical education requirement is medically contraindicated because of the physical condition of the student, this requirement may be fulfilled by an elective.

B. Exemptions, modifications and accommodations of graduation requirements will be made for any student with a disability as determined by the planning and placement team or 504 team.

C. Only credits for courses taken in grades nine through twelve shall satisfy graduation requirements except that the Superintendent of Schools or designee may grant credit for certain courses identified in subsection (e) of Section 10-221a of the Connecticut General Statutes.

Instruction

Graduation Requirements

D. The Board may permit a student to graduate during a period of expulsion pursuant to Connecticut General Statutes 10-233d if the Board determines that the student has satisfactorily completed the necessary credits for graduation.

E. The Board of Education may award a high school diploma to a veteran of World War II who left high school to serve in the armed forces and did not receive a diploma as a consequence of such service.

Early Graduation

Students may finish in seven semesters provided all graduation requirements have been satisfied.

Any student interested in being considered for early graduation must notify his/her counselor of his/her intentions by May 1 of the junior year. Students applying for early graduation must obtain the **Early Graduation Policy** statement and related application form from the Guidance Office and take course no. 990.

Course No.	Course	Prerequisites
990	Early Graduation	By Special Arrangement Only

(cf. 5121 - Examination/Grading/Rating)

(cf. 5123 - Promotion/Acceleration/Retention)

(cf. 6111 - School Calendar)

(cf. 6145.6 - Travel and Exchange Programs)

(cf. 6146.2 - Statewide Proficiency/Mastery Examinations)

Legal reference:	Connecticut General Statutes
10-14n	State-wide mastery examination
10-16l	Establishment of graduation date
10-18	Courses in United States history, government and duties and responsibilities of citizenship
10-19	Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome
10-221a	High school graduation requirements
10-223a	Promotion and graduation policies. Basic skills necessary for graduation, assessment process

Policy adopted: June 10, 2003

Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6146.2(a)

Instruction

Statewide Mastery Examinations

Statewide mastery examinations measure whether or not a student has achieved essential, grade-appropriate skills in reading, writing, mathematics and science. Mastery examinations are provided by and administered under the supervision of the State Board of Education. Each student in grades three through eight inclusive and grade ten shall take the statewide mastery examinations for reading, writing and mathematics. Each student in grades five, eight, and ten shall also take the statewide mastery examination for science.

Student scores on each component of the statewide tenth grade mastery test, Connecticut Academic Performance Test (CAPT), may be included on the permanent record and transcripts of students. Students who meet or exceed the statewide mastery goal on any component of the CAPT, shall have a certification of such mastery made on the permanent record and transcript and be provided a certificate of mastery for each such component. A student who has not met the mastery goal level on each component of the mastery examination may annually take or retake each such component at its regular administration until the student scores at or above each goal level or until the student graduates or turns twenty-one (21).

The school district may not require achievement of a satisfactory score on the statewide mastery examination or any subsequent retest on a component of such examinations as the sole criterion of promotion or graduation.

Special education students shall participate in mastery testing except in the rare case when the planning and placement team (PPT) for an individual student determines that an alternate assessment as specified by the State Board of Education is appropriate.

A student, who is an English Language Learner (ELL) (student with limited English proficiency as defined by law) may be exempt from the reading and writing portions of the mastery examinations if the student has been enrolled in a United States school for ten (10) months or less. An ELL student who has been enrolled for more than ten (10) months must take all portions of the mastery examinations.

Students who receive special education, have a 504 plan, or are English Language Learners may be entitled to accommodations when taking statewide mastery examinations. Such accommodations will be provided in a manner consistent with law.

(cf. 5121 - Examination/Grading/Rating)

(cf. 6146 - Graduation Requirements)

Instruction

Statewide Mastery Examinations (continued)

Legal Reference: Connecticut General Statutes
10-14n State-wide mastery examination. Certification of mastery.
Limitation on use of test results. Examination in accordance with No Child
Left Behind Act; funding. Kindergarten assessment tool.
10-14q Exceptions

Policy adopted:
Policy revised:

June 10, 2003

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6153

Instruction

Field Trips

The Board of Education recognizes that field trips (curricular and extra-curricular events that occur off school grounds) are opportunities to enrich the school experience. The Board supports such trips, provided that they contribute to the educational program of the district or otherwise provide a benefit to the intellectual, physical, social, or emotional development of students. (Foreign Language Trips are not included under this policy, but are addressed in Policy #6153.1.)

All field trips must have the written approval of the Building Principal and the final approval of the Assistant Superintendent. If any activity is to be overnight or out-of-state, the Board of Education will be so notified at least 45 days before the trip is to be held.

The faculty member(s) who organized the field trip shall participate in the trip and be responsible for supervising the conduct of students. The Building Principal shall ensure that an adequate number of chaperones accompany students. All school staff, under the direction of the administration, shall take reasonable and prudent steps to safeguard the well-being of students who are participating in field trips. Parents and other school volunteers may serve as chaperones.

Written approval of a parent or guardian on forms provided by the school is required for participation of students in field trips (excluding extra-curricular activities). The student participating in a field trip is a representative of his/her school and is expected to behave accordingly. The rules of conduct which pertain to students in the school also apply to the student on a field trip. In order to maximize the opportunities for students to participate in field trips, the school may ask students to contribute to the expenses associated with the field trip. No student shall be excluded from a field trip due to a demonstrated inability to pay.

Appropriate classroom instruction shall precede and follow each field trip. Normally, all field trips are to begin and end at the school.

The Board of Education will provide appropriate transportation for school groups to approved activities in communities outside the school district. Students and parents are not allowed to drive private vehicles on field trips. School system employees are discouraged from driving their own vehicles on field trips and may only do so when the requirements of Board Policy 3541.44, "Use of Private Automobiles on School Trips," have been fulfilled.

(cf 3541.44 Use of Private Automobiles on School Trips)

Policy adopted: June 10, 2003
Policy revised: June 27, 2005
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6153.1

Instruction

Educational Tours

Foreign Trips

The New Milford Board of Education does not sponsor or financially support foreign travel for students of the New Milford Public Schools. Members of the school community are free to make private arrangements for students to participate in foreign travel.

If a faculty member wishes to act as a private agent and arrange trips to foreign countries for high school students and such travel is relevant to classroom study and will be guided by a reputable and responsible private agency, the Board will allow the following activities on school grounds:

1. Information about anticipated trips may be given to students and their parents as long as such information clearly states that participation is voluntary, the trip is not sponsored by the Board, all expenses will be paid by participating students and/or their parents, and the student's grades will not be affected in any way by participation;
2. Faculty and students participating in the foreign trip may conduct meetings on school grounds. Students will not be contacted or meet during regular school hours. The Principal shall control the number of meetings in the school building which are related to the proposed trip;
3. The trip organizers and participating students shall make every effort to avoid creating peer pressure or conflicts between students and their parents. Planning, discussion, and reports on trips, especially when they take place during classes, will be kept to a reasonable level and handled with sensitivity and courtesy to minimize any feelings of embarrassment, discontent, or exclusion on the part of non-participating students;
4. Any fund-raising activities conducted by students on school grounds or during school-sponsored events, must be approved by the High School Principal. During any such fund-raising activities, it shall be made clear that the trip is strictly a private effort and not sponsored by the Board of Education.

Participants and their parents/guardians are solely responsible for any contractual provisions made with any travel provider, including, but not limited to, cancellation policies and the Board of Education accepts no responsibilities thereto.

Policy adopted: June 10, 2003
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NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6159(a)

Instruction

Special Education

Pursuant to Part B of the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. 1411 et seq., the Board of Education provides a free appropriate public education to all children with disabilities residing in the school district between the ages of 3 and 21, inclusive, including children with disabilities who have been suspended or expelled.

The Board is committed to ensuring that, to the maximum extent appropriate, children with disabilities are educated with children who are not disabled. Special classes, separate schooling, or other removal of children with disabilities from the regular educational environment occurs only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily in accordance with IDEA.

Parents are encouraged to bring specific concerns about their child's potential need for special education and related services to the Director of Special Services- Office of Student Affairs and Special Services, 860-354-2654.

Administrative Regulations

In the provision of special education and related services, the Board complies with the requirements established by state and federal laws and regulations. The Superintendent of Schools in conjunction with the [Director of Special Services] shall establish and implement administrative regulations consistent with the mandates of federal and state law that address, at minimum, the following aspects of the District's special education program:

- Child Find and Identification

A process to ensure that all children with disabilities residing in the District or enrolled by their parents in private schools located in the District who are in need of special education and related services are identified, located, and evaluated. This includes children with disabilities who are homeless or wards of the state and children with disabilities attending private schools, regardless of the severity of their disabilities. The District shall participate in transition planning conferences for children in early intervention programs entering preschool programs.

- Individualized Education Programs

Specific procedures for developing, implementing, reviewing, maintaining, evaluating and revising individualized education programs for children requiring special education and related services.

Instruction

Special Education (continued)

- Procedural safeguards

Practices to ensure that children with disabilities and their parents are given required notices including the procedural safeguards.

- Confidentiality

Procedures to maintain the confidentiality of records and personally identifiable information at the collection, storage, disclosure and destruction stages of handling.

- Discipline

Specific procedures for handling the discipline of students receiving special education and related services.

Legal References: Connecticut General Statutes:

10-76d Duties and powers of boards of education to provide special education programs and services.
R.C.S.A. 10-76d-1 et seq (State special education regulations)

20 U.S.C. 1411 et seq, Individuals with Disabilities Education Act (IDEA)
34 C.F.R. Part 300, (IDEA regulations)

Policy adopted: June 10, 2003
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NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6161(a)

Instruction

Textbooks and other Learning Resource Materials- Selection and Adoption

It is the policy of the New Milford Board of Education to provide learning resource materials that support and enrich the curriculum and further the achievement of the school system's instructional goals.

The term "learning resource materials" refers to any material with instructional content or function that is used for formal or informal teaching/learning purposes, including all library media materials. All learning resource materials purchased by the school district shall be acquired in accordance with this policy and accompanying administrative guidelines.

Textbook adoptions shall be approved by the Board of Education in accordance with relevant law. Adoption of new textbooks shall require a two-thirds vote of all the members of the Board, notice of such intended change having been previously given at a meeting at least one week prior to the vote. Textbooks are defined as the primary or basic reading for students in a particular subject and/or student section in a semester or during an entire school year, and that resource which provides 50% or more of the information upon which the program of instruction is based. Supplemental and reference books shall not be considered to be textbooks.

Guiding Principles for the Selection of Textbooks and other Learning Resource Materials

The responsibility for recommending textbooks for approval by the Board and reviewing and selecting all other learning resource materials is delegated to the professional personnel employed by the school district. The professional staff is responsible for recommending textbooks and selecting other learning resource materials which provide information and experiences that:

1. Stimulate growth in factual knowledge, literary appreciation, aesthetic and ethical values;
2. Implement, enrich, and support the curriculum, taking into consideration the varied interests, abilities, needs, and maturity of the students served;
3. Help students to develop abilities in critical reading and thinking;
4. Provide balanced views concerning the international, national, and local issues and problems of the past, present, and future;
5. Be free of bias and intolerance in the areas of gender, race, color, religion, age, national origin, marital status, sexual orientation, and disability;

Instruction**Textbooks and other Learning Resource Materials-
Selection and Adoption (continued)****Guiding Principles for the Selection of Textbooks and other Learning Resource Materials**

6. Accurately present the achievements and accomplishments of individuals and groups from all ethnic and racial backgrounds and of both sexes.

Criteria for the Selection of Textbooks

In addition to the guiding principles for the selection of learning resource materials, textbooks recommended to the Board of Education for formal approval and adoption shall be selected based upon the following criteria:

- Correlation with the district's curricula described in the individual subject area or course curriculum
- Significant value for instructional use based upon selection guidelines for the subject area's essential curriculum
- The level of difficulty of languages and of ideas for students who will use the material
- Stimulation of student thinking, reasoning, factual and conceptual knowledge, literary appreciation, and active participation in dialogue related to the instruction
- Inclusion of the most recent thinking, trends, and issues in the subject area
- Integration of technology and/or digitally generated information/processes
- Support for research-based instruction and assessment strategies to develop student skills and monitor student achievement
- Adaptability to students' individual needs
- Supports aesthetic values, ethical standards, and character development
- Balanced and accurate presentations in text and illustrations
- Reflection of the pluralistic, multi-ethnic nature of our society, past and present
- Representative of Connecticut's foundation skills including literacy, numeracy, technology, character, citizenship, and diversity
- Sustained skill, topic, and concept development throughout grade level/course and transition (where appropriate) to next grade level/course in sequence
- Format and price

The administration will develop and review administrative rules outlining a procedure to select textbooks and other learning resource materials which meet the above criteria. This procedure shall include analysis, evaluation, and recommendation by professional staff.

Instruction

**Textbooks and other *Learning Resource Materials*-
Selection and Adoption** (continued)

Requests for Reconsideration

Challenges or objections to a textbook or other learning resource material shall be made in accordance with administrative regulations. Every reasonable effort will be made to resolve complaints informally through discussion with the appropriate school personnel. Formal requests for reconsideration of learning resources materials shall be processed by the Superintendent of Schools. Challenges to textbooks shall be reviewed by the Board of Education. Challenges to other learning resource materials shall be reviewed by the Superintendent of Schools. If the complainant disagrees with the decision of the Superintendent of Schools, he/she may request that the Board of Education review the matter. If the Board declines to review the matter, the decision of the Superintendent of Schools shall be final. If the Board of Education agrees to review the matter, the Board shall involve appropriate school district personnel.

Legal reference: Connecticut General Statutes
 10-18a Contents of textbooks and other general instructional materials
 10-221 Boards of education to proscribe rules, policies & procedures
 10-228 Free Textbooks, supplies, materials and equipment
 10-229 Change of textbooks

Policy adopted: June 10, 2003
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Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6161.7

Instruction

Use of Proprietary Software Products

It is the intent of the Board of Education to adhere to the provisions of copyright law (Title 17, U.S. Code) and publishers' license agreements, including trade secret provisions, in the area of proprietary software products. (Proprietary products are those made or marketed by persons having exclusive manufacturing and sales rights, who may or may not be the copyright holders.) Therefore, persons may use or cause to be used on school system computing equipment only software that is included in one of the following categories:

- A. Public domain (i.e., uncopyrighted or open source) software.
- B. Software covered by a licensing agreement with the software author, authors, vendor, or developer, whichever is applicable (a licensing agreement is a legal contract authorizing use of the software).
- C. Software purchased by a school or school system, with a record of the purchase on file.
- D. Software purchased by the user, with a record of purchase available for verification.
- E. Software donated officially accepted by the Board.
- F. Software being reviewed or demonstrated by the users in order to reach a decision about possible future purchase, license, or acceptance of a donation.
- G. Software written or developed by an employee for use by the schools or to assist in training school district personnel.
- H. Software developed by a non-employee under contract to the school system for use by the school system or to assist in training school district personnel.

In addition, none of the software in the categories listed above may be used, obtained, installed, or duplicated in violation of copyright law or software licensing agreements (including open source licensing agreements).

Licensing agreements or other forms of documentation covering software shall be kept on file at the location where the computer program is used.

(cf 6162.6 Use of Copying Devices and Copied Materials)

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6162.51(a)

Instruction

Protection of Student Privacy Surveys, Certain Physical Examinations, and Parental Access to Information

The Board of Education is committed to protecting the privacy rights of students in the school district in a manner consistent with the Protection of Pupil Rights Amendment (PPRA). The PPRA establishes the parameters that school districts must follow whenever personal information is collected from students as part of a survey, analysis, evaluation, or certain types of physical examinations. Parents also have the right to inspect surveys and instructional materials that concern student information of a protected nature.

For the purpose of this policy, the term “parent” includes parents, guardian, or other persons standing in loco parentis (such as a grandparent or step-parent with whom the child lives or a person who is legally responsible for the welfare of the child). The term also includes students who are age 18 or older, since the rights of the parent transfer to the student at age 18.

I. Student Surveys

A. Protected areas of information

The following eight categories are considered “protected areas” for the purpose of collection of student information by survey, analysis, and evaluation:

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

B. Prior written consent for federally funded surveys revealing protected information

Written consent of a parent must be obtained prior to participation of any student in a survey or evaluation that is funded in whole or in part by the U. S. Department of Education if the survey elicits information concerning any of the eight protected areas listed in Section A above.

Instruction

Protection of Student Privacy Surveys, Certain Physical Examinations, and Parental Access to Information

I. Student Surveys (continued)

C. Opportunity to opt-out of other surveys revealing protected information

For surveys not funded in any part by the federal government, parents need not give written consent, but must instead be given prior notice of the survey with the opportunity to opt their child out of participation if the survey elicits information concerning any of the eight protected areas listed in Section A above.

II. Collection of student information for marketing purposes

A. Opportunity to opt-out of marketing surveys or data collection

The school district shall offer parents the opportunity to opt their child out of activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose. "Personal information" is defined as individually identifiable information including: 1) a student's or parent's first and last name; 2) a home or other physical address, 3) a telephone number; or 4) a social security number.

B. Exceptions

The requirements concerning these activities do not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for or to students or educational institutions, such as the following:

1. College or other postsecondary education recruitment or military recruitment;
2. Book clubs, magazines, and programs providing access to low-cost literary products;
3. Curriculum and instructional materials used by elementary schools and secondary schools;
4. Tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students;
5. The sale by students of products or services to raise funds for school-related or education-related activities; and
6. Student recognition programs.

Instruction

Protection of Student Privacy

Surveys, Certain Physical Examinations, and Parental Access to Information

(continued)

III. Administration of Physical Examinations and Screenings

A. Opportunity to opt-out of certain physical examinations

The school district shall offer an opportunity for parents to opt their child out of participating in any non-emergency, invasive physical examination or screening that is: 1) required as a condition of attendance; 2) administered by the school and scheduled by the school in advance; and 3) not necessary to protect the immediate health and safety of the student or of other students. An “invasive physical examination” is defined as any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

B. Exceptions

This provision does not apply to any physical examination or screening that is permitted or required by State law, including physical examinations or screening permitted without parental notification.

IV. Parental Access to Information

Parents shall have the right to review, upon request, any survey that concerns one or more of the eight protected areas, any instructional materials used in connection with any survey that concerns one or more of the eight protected areas, any instrument used in the collection of personal information for marketing or sales purposes, and any instructional material used as part of the educational curriculum for the student. “Instructional material” is content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital format, but does not include academic tests or academic assessments.

V. Notification

1. Parents will be given notice of their rights under the PPRA and this policy annually, at the beginning of each school year, and within a reasonable period of time after any substantive changes are made. (Addendum A)
2. Parents shall be provided with reasonable notification (at the beginning of the school year if the district has identified the specific or approximate dates of the activities or surveys at that time) and given an opportunity to opt his or her child out of participation in the following specific activities:

Instruction

Protection of Student Privacy Surveys, Certain Physical Examinations, and Parental Access to Information (continued)

V. Notification (continued)

- a) Surveys (not funded by the federal government) that elicit information concerning any of the eight protected areas listed in Section I(A);
- b) Activities involving the collection, disclosure, or use of personal information collected from students for marketing purposes;
- c) Any non-emergency, invasive physical examination or screening as defined in Section III.

VI. Administrative Regulations

The Superintendent of Schools shall develop administrative regulations - in consultation with parents - to implement this policy including any specific arrangements to protect student privacy, notification forms and the process for parents to inspect surveys, instruments for collecting marketing data and instructional materials.

(cf. 6141.11 - Curriculum Research/Experimental Projects)

(cf. 6161 - Equipment, Books and Materials: Provision/Selection)

(cf. 6161.1 - Evaluation/Selection of Instructional Materials)

Legal References: 20 U.S.C. §1232h Protection of Pupil Rights Amendment
34 C.F.R. Part 98 (PPRA regulations)

Policy adopted: June 10, 2003
Policy replaced:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Addendum A

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

Federal law (PPRA) affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)-

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of -

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use -

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law.

The school district has adopted policies (Board of Education Policy 6162.51 and 6141.11) and regulations, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The school district will directly notify parents of these policies at least annually at the start of

each school year and after any substantive changes. The school district will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The school district will make this notification to parents at the beginning of the school year if the district has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-5901

FIRST REVIEW

6162.6

Instruction

Use of Copying Devices

Publication or Creation of Educational Materials -- Copyrights: Printing and Duplication

It is the policy of the New Milford Board of Education to acknowledge and abide by the federal Copyright Act, 17 U.S.C. 101 et seq.

Copyright is a form of legal protection provided to authors of “original works of authorship,” including literary, dramatic, musical, artistic, and certain other intellectual works. By law, the owner of a copyright is entitled to distribute, perform, display, sell, lend, rent, reproduce, and create derivative works from original works of authorship that are fixed in a tangible medium. The protection applies to published and unpublished works. It is illegal for anyone to violate the rights of the copyright owner by copying, displaying, distributing, performing, selling, lending, renting, reproducing, or creating derivative works of the original work without the authorization of the copyright owner. There are exceptions to the requirement for authorization such as the “fair use” doctrine, which includes certain educational purposes.

The Board of Education expects all students and staff to act in accordance with the Copyright Law when using school copying devices or working with copied materials. Failure to observe this policy and applicable administrative regulations may subject individuals to disciplinary action up to and including expulsion from school or termination of employment.

The Superintendent of Schools shall develop administrative regulations pursuant to this policy to provide guidance to assist school staff and students to comply with the requirements of the Copyright Law.

Legal Reference: 17 U.S.C. 101 et seq. Copyright Act of 1976

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6172.41(a)

Instruction

Title I Programs

The Superintendent or his/her designee shall pursue funding under Title I, Improving the Academic Achievement of the Disadvantaged, of the Elementary and Secondary Education Act, to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children.

Comparability of Services

In order to fulfill the fiscal mandates of Title I, the Board of Education affirms that state and local funds will be used in Title I schools to provide services that, taken as a whole, are at least comparable to services in schools that do not receive Title I funds. In other words, the district will equalize the provision of educational services among its schools before it supplements its Title I schools with federal funds.

The Superintendent shall ensure comparability among schools by:

1. Maintaining a district-wide salary schedule.
2. Providing equivalence among schools in teachers, administrators, and other staff
3. Providing equivalence among schools in the provision of curriculum materials and instructional supplies.

The Superintendent of Schools or designee shall maintain records that are updated at least biennially to document the District's compliance with this requirement and provide written assurances regarding comparability to the State Department of Education as required by law.

Title I Parental Involvement

The District maintains programs, activities, and procedures for the involvement of parents/guardians of students receiving services, or enrolled in programs, under Title I. These programs, activities, and procedures are described in District-level and School-level compacts.

District-Level Parental Involvement Compact

The Superintendent or his/her designee shall develop a District-Level Parental Involvement Compact according to Title I requirements. The District-Level Parental Involvement Compact shall contain: (1) the District's expectations for parental involvement, (2) specific strategies for effective parent involvement activities to improve student academic achievement and school performance, and (3) other provisions as required by federal law. The Superintendent or designee shall ensure that the Compact is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

Instruction

Title I Programs (continued)

School-Level Parental Involvement Compact

Each Building Principal or his/her designee shall develop a School-Level Parental Involvement Compact according to Title I requirements. This School-Level Parental Involvement Compact shall contain: (1) a process for continually involving parents/guardians in its development and implementation, (2) how parents/guardians, the entire school staff, and students share the responsibility for improved student academic achievement, (3) the means by which the school and parents/guardians build and develop a partnership to help children achieve the State's high standards, and (4) other provisions as required by federal law. Each Building Principal or designee shall ensure that the Compact is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

(cf. 3541 – Transportation)

(cf. 5111 – Admission)

(cf. 5117.1 – Intra-district Choice)

(cf. 5118.1 – Homeless Students)

(cf. 5125 – Student Records)

(cf. 5145.14 – On-Campus Recruitment)

(cf. 5145.15 – Directory Information)

(cf. 6141.311 – Programs for Limited English Proficient Students)

(cf. 6141.312 – Migrant Students)

(cf. 6159.1 – Teacher Aides)

(cf. 6161.3 – Comparability of Services)

(cf. 6162.51 – Student Privacy)

(cf. 6172.4 – Title I Parent Involvement)

Legal Reference: Title I of the Elementary and Secondary Education Act, 20 U.S.C.
§6301-6514.
20 U.S.C. 6321 Fiscal requirements

Policy adopted: June 10, 2003
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6173

Instruction

Homebound Instruction

Homebound instruction shall be provided when a student's condition will cause an absence of at least three weeks' duration. Such instruction shall begin no later than two weeks from the first day of absence, provided that nothing in the student's condition precludes it.

For students not otherwise in need of special education and related services, homebound or hospitalized instruction shall maintain the continuity of the student's regular program. The requirements of evaluation and an individualized education program shall not apply and a planning and placement team meeting need not be convened.

In the case of a child not previously receiving special education and related services, the requirements of evaluation and an individualized education program shall apply if there is reason for the planning and placement team to believe that the child will continue to require special education and related services.

In the case of a child receiving special education and related services, the planning and placement team shall, where necessary, modify short-term instructional objectives in the child's individualized education program.

Homebound and hospitalized instruction shall be provided only when the planning and placement team finds that one or more of the following conditions applies:

1. A physician has certified in writing that the student is unable to attend school for medical reasons and has stated the expected date the student will be able to return to the school.
2. The student has a handicap which prevents him/her from learning in a school setting, or his/her presence in school constitutes a hazard to his/her or other students' safety and welfare.
3. A special education program is pending, and the child was at home at the time of the referral.
4. A student is pregnant or has given birth and a physician has certified that homebound or hospitalized instruction is in the child's best interest and should continue for a specified period of time. The Planning and Placement Team should consult with the student's physician to determine when and for how long home instruction is in the best interest of the student.
5. The parents or guardians of a student and the school district agree that a student shall receive homebound instruction.

Homebound instruction shall be provided for at least one hour per day, or five hours per week, for children in grades kindergarten through six and at least two hours per day, or ten hours per week, for children in grades seven through twelve. Where evaluative data indicates that these time requirements are too great for the student, the planning and placement team may decrease instruction time.

Legal Reference: Connecticut General Statutes
10-76d. Duties and powers of Boards of Education to provide special education programs and services.
Regulations Connecticut State Agencies 10-76d-15 Homebound and hospitalized instruction

Policy adopted: June 10, 2003

Policy revised: June 27, 2005

Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FIRST REVIEW

6174

Instruction

Summer School

The Board of Education may sponsor a summer school program providing remedial and enrichment courses at all levels and review courses at the secondary level. Enrichment courses shall carry no credit.

Admission

Attendance in the summer school shall be on a voluntary basis. Transportation is the responsibility of parents/guardians, except for students enrolled in special education programs.

1. Elementary

Admission to elementary summer school classes will be limited to those students who will be enrolled in grades K-6 in September of the year of the summer school session and who are current residents of the district.

2. Secondary

Admission to secondary summer school classes for enrichment or noncredit courses must be approved by the Superintendent of Schools or designee. Admission to a review course for credit will be permitted to students previously enrolled in the course but who have not received credit for that course. Credit for courses not normally offered by the school district may be granted with prior approval from the high school principal.

3. Tuition

The Board of Education may charge a reasonable fee to each attending child. The Superintendent of Schools may, in his/her discretion, waive such charge for any good and sufficient reason. Nonresidents will be required to pay fees as established by the Board of Education.

Legal Reference: Connecticut General Statutes

10-74a Summer courses.

Policy adopted: June 10, 2003

Policy revised: June 27, 2005

Policy revised:

NEW MILFORD PUBLIC SCHOOLS

New Milford, Connecticut

FIRST REVIEW

6200(a)

Instruction

Adult Education

The Board of Education recognizes that education is a lifelong process. Therefore, the Board shall establish and maintain a program of adult education classes for its adult residents of the school district. The Board may choose to provide its adult education program through cooperative arrangements with one or more other Boards of Education, eligible entities, or regional educational service centers.

I. Eligible participants

The adult education program is available to the following:

1. Any person sixteen (16) years of age or older who is not enrolled in a public elementary or secondary school;
2. Students age sixteen (16) or older who have been assigned to an adult education class as an alternative educational opportunity pursuant to an expulsion proceeding;
3. A public school student who is both under sixteen years of age and a mother may request permission from the Board of Education to attend adult education classes. The Board of Education, by motion duly made and voted upon, may assign such student to adult education classes;
4. Students enrolled in full-time program in any local or regional school district may enroll in an adult education activity with the approval of the principal of the school in which the student is enrolled.

II. Instruction

- A. The adult education program must provide classes to adult residents of the school district in the following subjects:
 1. Americanization and U.S. citizenship
 2. English for adults with limited English proficiency
 3. Elementary and secondary school completion

- B. The adult education program may also make classes available to adults (residents and non-residents of the school district) in any of the following subjects:
 1. Any subject provided by the elementary and secondary schools including vocational education
 2. Adult literacy
 3. Parenting skills
 4. Any other subject or activity

III. Fees

No fees may be charged to adult residents enrolled in any of the classes listed in Section I(A) above. The Board of Education may fix tuition and/or registration fees and collect fees for books and materials provided to students in any class or activity of the adult program listed in Section I(B). The Board may also lend books or materials and require students to pay a deposit which

Instruction

Adult Education

III. Fees (continued)

will be refunded upon the return, in good condition, of the books or materials which were loaned to the student. Such deposit may not exceed the actual cost of such books or materials. The Board may waive fees in accordance with law.

IV. Adult Education Diploma

The adult education program provided by the school district shall grant an adult education diploma to a participant who satisfactorily completes a minimum of twenty (20) adult credits, of which not fewer than four (4) shall be in English, three (3) in mathematics, three (3) in social studies (including one in American history and at least a one-half credit course in civics and American government), two (2) in science and one(1) in the arts (fine or vocational).

V. Alternative methods for earning adult education credits

The adult education program provided by the school district shall award credit for the following:

1. Experiential learning, including (a) not more than two non-required credits for military experience, including training; (b) not more than one vocational educational non-required credit and one required or not more than two non-required credits for occupational experience, including training; and (c) not more than one non-required credit for community service or avocational skills;
2. Successful completion of courses taken for credit at state-accredited institutions, including public and private community colleges, technical colleges, community-technical colleges, four-year colleges and universities, and approved public and private high schools and vocational-technical schools;
3. Satisfactory performance on subject matter tests that demonstrate prior learning competencies, but not more than six such credits;
4. Independent study projects, but not more than three such credits, provided that not more than one of such credit shall be applied for a required subject.

The adult education program shall determine the number of weeks per semester that the program shall operate and shall provide certified counseling staff to provide adult education participants with educational and career counseling.

Legal Reference: Connecticut General Statutes

10-67 Definitions

10-69 Adult Education

10-73a Adult Education Fees and Charges

10-73d Request of certain students to attend adult education classes. Assignment

Policy adopted: June 10, 2003

Policy revised:

NEW MILFORD PUBLIC SCHOOLS

New Milford, Connecticut

**FIRST REVIEW
RECOMMENDED FOR DELETION**

6114

Instruction

Emergencies and Disaster Preparedness

General

All employees of the school system are responsible for promoting student and employee safety, including fire prevention measures and development of a sensitivity among students and employees about the importance of effective emergency procedures.

The Superintendent of Schools shall develop system wide emergency procedures and Principals shall maintain specific building regulations and procedures for fire, bomb threats, civil defense and other emergencies.

Fire alarm systems and regular and emergency school exits shall be maintained in good working order.

First Aid

The Superintendent shall ensure that at least one person at each school site holds current first aid and/or CPR certification.

Legal Reference: Connecticut General Statutes

10-231 Fire drills

52-557b “Good Samaritan Law” Immunity from liability for emergency medical assistance, first aid or medication by injection. School personnel not required to administer or render.

Policy adopted: June 10, 2003
Policy revised: June 27, 2005

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

**FIRST REVIEW
RECOMMENDED FOR DELETION**

6114.7(a)

Instruction

Safe Schools

The Board of Education is committed to the prevention of violence against people or property on school grounds or at school activities, whether by students, staff or others. While cognizant of each person's individual rights, the Board does not condone lawlessness. Any student and/or employee committing violent acts on school property or at school activities will be disciplined according to applicable Board policy and regulations, including but not limited to expulsion or termination of employment. In addition, the Administration is directed to involve police to assist with the enforcement of this policy, as necessary.

Staff members who implement this or any other Board policy will receive the full support of the Board and the administration.

(cf. 5131 - Conduct at School and Activities)
(cf. 5131.5 - Vandalism)
(cf. 5131.6 - Drugs/Alcohol and Tobacco)
(cf. 5131.8 - Out of School Misconduct)
(cf. 5131.91 - Hazing and Bullying)
(cf. 5132 - Dress and Grooming)
(cf. 5141.4 - Child Abuse and Neglect)
(cf. 5141.5 - Suicide Prevention)
(cf. 5141.3 - Student Health Assessments and Immunizations)
(cf. 5141.21- Administering Medications)
(cf. 5141.22 - Communicable and Infectious Diseases)
(cf. 5114 - Suspension/Expulsion; Student Due Process)
(cf. 6114 - Emergencies)
(cf. 6161.11 - Drugs/Alcohol and Tobacco)

Legal Reference: Connecticut General Statutes

4-176e through 4-185 Uniform Administrative Procedure Act.

10-19 Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome. Training of personnel.

10-221 Boards of education to prescribe rules.

10-233a through 10-233f re in-school suspension, suspension, expulsion.
(As amended by PA 95-304, An Act Concerning School Safety).

52-572 Parental liability for torts of minors. Damage defined.

53a-3 Firearms and deadly weapons.

Instruction

Safe Schools (continued)

Legal Reference: (continued)

53-206 Carrying and sale of dangerous weapons.

53a-217b Possession of firearms and deadly weapons on school grounds.

PA 94-221 An Act Concerning School Safety.

PA 95-304 An Act Concerning School Safety.

PA 97-290 An Act Enhancing Educational Choices and Opportunities.

GOALS 2000: Education America Act.

18 U.S.C. 921 Definitions.

Title III - Amendments to the Individuals with Disabilities Education Act.
Sec. 314 (Local Control Over Violence).

Elementary and Secondary Education Act of 1965 as amended by the Gun
Free Schools Act of 1994.

New Jersey v. TLO., 469 U.S. 325; 1055. CT. 733.

Policy adopted: June 10, 2003
Policy revised: June 27, 2005

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

**FIRST REVIEW
RECOMMENDED FOR DELETION**

6145.71

Instruction

Social Events/Meetings

The Board of Education recognizes that social events have an important place in a well-rounded school program and, accordingly, encourage well conceived and managed social events. Such events can also be used to provide recognition to students for academic and extracurricular accomplishments. All employee and student behavior at school-sanctioned events shall be under the control and supervision of school district personnel.

Legal Reference: Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies and procedures.

Policy adopted: June 10, 2003

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

**FIRST REVIEW
RECOMMENDED FOR DELETION**

6146.1(a)

Instruction

Grading/Assessment Systems

It is the philosophy of this district that students respond more positively to the opportunity for success than to the threat of failure. The district seeks, therefore, through learner objectives and its instructional program, to make achievement both recognizable and possible for students. Achievement will be emphasized in the process of evaluating student performance.

Evaluation of student progress is a primary responsibility of the teacher. Every teacher shall maintain an evaluation record for each student in the teacher's classroom. The highest possible level of student achievement is a common goal of both school and home. A close working relationship between home and school is essential to the accomplishment of this goal. Regular communication with parents or guardians, utilizing a variety of means, about the scholastic progress of their student is a basic component of this working relationship. It is the responsibility of the school and individual staff members to keep parents or guardians well informed.

The administration and professional staff shall establish a system of grading, develop procedures for reporting academic achievement to parents and students, and determine when the requirements for promotion and/or graduation have been met.

The grading and reporting systems as developed by the administration and faculty are subject to the approval of the Superintendent and/or Board of Education.

(cf. 5124 - Reporting to the Parents)

(cf. 5125 - Student Records)

Legal Reference: Connecticut General Statutes

10-15b Access of parent or guardians to student's records.

10-154a Professional communications between teacher or nurse & student.

10-209 Records not to be public.

11-8a Retention, destruction and transfer of documents

11-8b Transfer or disposal of public records. State Library Board to adopt regulations.

46b-56 (e) Access to Records of Minors.

Connecticut Public Records Administration Schedule V - Disposition of Education Records (Revised 1983).

Instruction

Grading/Assessment Systems (continued)

Legal Reference: (continued)

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C.1232g.).

Dept. of Educ. 34 C.F.R. Part 99 (May 9, 1980 45 FR 30802) regs. implementing FERPA enacted as part of 438 of General Educ. provisions act (20 U.S.C. 1232g)-parent and student privacy and other rights with respect to educational records, as amended 11/21/96.

Falvo v. Owasso Ind. Sch. Dist. 99-5130 (10th Circuit-2000)

Policy adopted: June 10, 2003

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

<p style="text-align: center;">FIRST REVIEW RECOMMENDED FOR DELETION</p>

6146.13

Instruction

Early Graduation

Students may finish in seven semesters provided all graduation requirements have been satisfied.

Any student interested in being considered for early graduation must notify his/her counselor of his/her intentions by May 1 of the junior year. Students applying for early graduation must obtain the **Early Graduation Policy** statement and related application form from the Guidance Office and take course no. 990.

Course No.	Course	Prerequisites
990	Early Graduation	By Special Arrangement Only

Policy adopted:

June 10, 2003

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

**FIRST REVIEW
RECOMMENDED FOR DELETION**

6161.3

Instruction

Comparability of Services

The Superintendent or his/her designee shall pursue funding under Title I of the Federal Strengthening and Improving of Elementary and Secondary Schools Act to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be comparable among the District's schools.

The Board of Education believes that at all times its schools should be equally as well equipped and maintained as may be possible within existing financial limitations. The Superintendent shall also ensure equivalency among the schools and shall:

1. Maintain a district-wide salary schedule.
2. Provide services with federal, state and local funds in schools serving Title I project areas that are at least comparable to services in non-project areas.
3. Provide equitable staff resources (teacher, administrators, auxiliary personnel) in all schools including the same grade levels.
4. Provide equitable resources in curriculum and instruction for all schools

Nothing in this policy will prohibit the administration from addressing identified problems at individual schools.

Legal Reference: Title I of the Strengthening and Improving of Elementary and Secondary Schools Act, 20 U.S.C.A. §6301-6514, as implemented by 34 C.F.R. parts 200, 201, 203, 205, and 212.

Agostini v. Felton 521 U.S. 103 (1997)

Policy adopted: June 10, 2003
Policy revised: June 27, 2005

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

<p style="text-align: center;">FIRST REVIEW RECOMMENDED FOR DELETION</p>

6162.4(a)

Instruction

School Volunteers

The Board of Education believes that volunteers can serve a useful purpose in advancing the educational interests of the District. Promoting volunteerism serves to encourage the participation of parents and the community in the regional school system and fosters parent-teacher and parent-school cooperation and communication. Indeed, increasing community involvement in the schools and encouraging community residents to take an active role in improving the schools and to become school volunteers is essential to the District's mission. Volunteers are especially useful for assisting at athletic and other extra curricular events and on field trips and other chaperoning duties, and providing library and classroom volunteer assistance. Volunteers bring enthusiasm to the District. The District thus encourages the use of volunteers wherever appropriate.

Since the actions of volunteers may be imputed to the District, the District must maintain suitable safe guards and procedures regarding the use of volunteers. On or before September 20 of each school year, the principal shall submit to the Superintendent a list of all regular volunteers in the District. This list shall be updated through notification by the principal whenever a new volunteer is selected or utilized. Only volunteers on the list maintained by the Superintendent may be used by the District.

Each volunteer shall serve under the direction, and comply with all directives of certificated staff members. Volunteers are expected to follow all District policies, procedures and regulations. The failure by a volunteer to so comply with such rules, and a failure to follow directives from a certificated staff member, may lead to an individual's name being removed from the list of approved volunteers by the Superintendent. In addition, volunteers may not be used to circumvent any obligations of the District under any current collective bargaining agreement; the District may not assign work to volunteers that exclusively belongs to the employees within a bargaining unit.

The District also endeavors to eliminate impediments to volunteers presented by risk of legal liability. Consistent with Connecticut General Statutes §10-235(a), the Board of Education shall protect and save harmless any volunteer from financial loss and expense, including legal fees and costs, if any, arising out of any claim, demand, suit or judgment by reason of alleged negligence or other act resulting in accidental bodily injury to or death of any person, or in accidental damage to or destruction of property, within or without the school building, or any other acts, resulting in any injury, which acts are not wanton, reckless or malicious, provided such volunteer at the time of the acts resulting in such injury, damage or destruction, was acting in the discharge of his or her duties or under the direction of the District. This protection applies to any volunteer

Instruction

School Volunteers Cont'd.

on the list of approved volunteers who is carrying out a duty prescribed by the District and is operating under the direction of a certificated staff member, and any volunteer approved by the District to carry out the duties of a school bus safety monitor. However, the District is not obliged to provide this protection to a volunteer: 1) who is not acting within the scope of his or her prescribed duties, 2) who is not acting under the direction of certificated staff member, or 3) who is otherwise acting outside of his or her role as a volunteer in a school-based or school-operated program.

Legal references:

Connecticut General Statutes §10-4g
Connecticut General Statutes §10-221
Connecticut General Statutes §10-235

Policy adopted: June 10, 2003
Policy revised: June 27, 2005

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

**FIRST REVIEW
RECOMMENDED FOR DELETION**

6164

Instruction

Individual Services and Diagnostic Counseling

The school district shall provide professional staff to work with individual students, or groups of students, who exhibit poor attendance, poor school adjustment, or other evidence of causes, largely external to the school, which may be interfering with the school progress.

Such professional staff shall have special training in social work, sociology, guidance, or shall have exhibited a special ability to help students improve their performance aspirations.

Policy adopted:

June 10, 2003

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

**FIRST REVIEW
RECOMMENDED FOR DELETION**

6164.11

Instruction

Drugs, Tobacco, Alcohol

Since the use of these harmful agents may have a deleterious effect on the health and welfare of the users, and causes far-reaching detrimental consequences to the users, their families and society, the Board of Education desires that every effort be made by all staff members to reduce the chances that students will begin or continue use of such harmful drugs, tobacco and alcohol.

The professional staff shall be provided information and skills to acquaint them with problems of drug, tobacco, and alcohol use and in recognition of the symptoms of such use. Annually, teachers in each grade shall emphasize the effect of alcohol, nicotine, tobacco and drugs on health, character, citizenship and personality development wherever appropriate in the health education program and in other contexts which touch on the subject.

The administration shall make use of in-service training sessions for both certified and non-certified staff to achieve the goals of this policy, and that full cooperation with community agencies be given wherever such cooperation can be advantageous to the students.

(cf. 5131.6 - Drugs, Tobacco, Alcohol)

Legal Reference: Connecticut General Statutes

10-16b Prescribed courses of study.

10-19 Effect of alcohol, nicotine or tobacco and drugs to be taught.

10-19a Superintendent to designate substance abuse prevention team.

10-19b Advisory councils on drug abuse prevention.

10-220 Duties of boards of education.

10-221(d) Boards of education to prescribe rules.

Policy adopted: June 10, 2003

Policy revised: June 27, 2005

NEW MILFORD PUBLIC SCHOOLS

New Milford, Connecticut

**FIRST REVIEW
RECOMMENDED FOR DELETION**

6164.2

Instruction

Guidance Services

The guidance program shall be an integral part of the total program of instruction.

The major objective of the guidance program is to help each student make the best of the educational opportunities toward a useful and happy life.

The guidance program shall be directed toward the growth and improvement of all students in the school, recognizing, however, that some students are in greater need of individual guidance than others.

The guidance program shall attempt to provide for each student a sense of belonging, self-respect, emotional security, achievement, recognition, and develop an appreciation and understanding of the world by providing a classroom and school environment in which effective learning and good behavior take place.

The guidance program shall provide a positive program of correction and prevention of antisocial behavior of students. It shall aim to provide a sense of responsibility and self-respect in students.

Legal Reference: Connecticut General Statutes

10-21 Vocational guidance.

Policy adopted: June 10, 2003

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

**FIRST REVIEW
RECOMMENDED FOR DELETION**

6164.4

Instruction

Identification of Special Needs and Abilities

The Board of Education recognizes that each student is a unique individual, and that while for most students the conventional school program is appropriate, a substantial number of students have exceptional needs.

The Board of Education therefore directs the Superintendent to develop and implement regulations and procedures which will serve to seek out all individuals with exceptional needs residing in the school district who are eligible for "free appropriate public education."

The Superintendent is also directed to develop an assessment plan for the assessment and evaluation of the exceptional needs of each individual identified in the search. The assessment plan shall be a description in ordinary language of the procedures, tests, records, or reports proposed for use in the assessment of the individual.

The search and assessment plans shall be in accordance with the provisions of federal and state laws and regulations.

(cf. 6159 - Individualized Education Plans)

Legal Reference: Connecticut General Statutes

10-76a et seq. Special education.

10-76d(a) Identification of school age children needing special education.

State Board of Education Regulations 10-76b-1 et seq.

34 C.F.R. 300 Assistance to States for Education of Handicapped Children.

Policy adopted: June 10, 2003

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

New Milford School District

ELL Goal: To improve ELL CMT scores in reading and mathematics

District Indicators:

- Percentage of all students in grades 3-8 scoring at or above proficiency in reading will increase from 48.2% to 53.2% as measured by the Connecticut Mastery Test administered in March 2010.
- Percentage of all students in grades 3-8 scoring at or above proficiency in mathematics will increase from 79% to 81.3% as measured by the Connecticut Mastery Test administered in March 2010.

Action Steps	Timeline	Person (s) Responsible	Resources
Identify the strands in the CMT where students have the most difficulty	September 2010	ELL Teachers	<ul style="list-style-type: none">• CMT data• Analysis of results by ELL staff
Consistently expose students to CMT vocabulary and question format	Ongoing	Gen. ed. teachers ELL teachers	<ul style="list-style-type: none">• Internet• CSDE website• CMT materials• <i>CMT Language Arts & Mathematics Handbooks</i> (CSDE)• <i>CMT Coach</i> (levels G & H)• <i>How to Get Better Test Scores</i>

<p>Collaborate weekly with the reading teachers so that the learning material/resources will be consistent and reinforced across the district</p>	<p>Weekly – beginning the fall of 2010 and ongoing for year 2010-2011</p>	<p>Reading teachers ELL teachers</p>	<p><u>ELL Materials</u></p> <ul style="list-style-type: none"> • Avenues Series (Hampton Brown) • “The Edge” (Hampton Brown) • Oxford Picture Dictionary Series (Oxford) • <u>My ABC Storybook and Workbook</u> (Longman) • <u>Side by Side</u> (Longman) • <u>The Options Strategies for Successful Reading and Writing</u> • <u>Options Reading Predictors</u> (grade 3) • <u>Just Right Reading</u> (Options) <p><u>District-wide Reading Dept Materials</u></p> <ul style="list-style-type: none"> • Rigby • Pioneer Valley • Foundation books • Read Naturally (fluency program grades 2-3) • Wilson Reading • Merrill Linguistics (Wilson et al) • Leveled books (Fountas & Pinnell) • Explode the Code (Hall) • <u>Shared Reading</u> (Boyles)
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Provide parents with information related to literacy as well as to the CMT	Week of March 1, 2010	ELL teachers	<ul style="list-style-type: none"> • Internet link: http://www.csde.state.ct.us/public/cedar/assessment/cmt/cmt_gen4_resources_parents.htm • Purchase <u>Ayude a Sus Hijos a Tener Exito en la Escuela</u> (Dabbah) • Collaborate with CAPELL surrounding districts (4 X/year)
Provide professional development for ELL and general education teachers	Beginning in the spring of 2010 and ongoing for 2010-2011	ELL teachers Gen. ed. teachers	<ul style="list-style-type: none"> • TESOL Conference (March 2010) • SERC workshops (e.g., Differentiated Instruction ... 5/5/10) • "Best Practices for ELL's" (CALI)
Use of literature and ELL materials that focus on reading comprehension	Ongoing	ELL teachers	<p>Big books Books on tape Books on reading comprehension (Options Publishing) Chapter Books (Clyde Robert Bulla)</p>
Staff development during faculty meetings	Fall of 2010	ELL teachers Gen. ed. teachers	<p>Classroom strategies from a variety of resources</p> <ul style="list-style-type: none"> • Jo Gusman workshops • "Engaging Readers Through Effective Classroom Practices K-6" (4/14-15/10) at Lesley University

Memo

To: Jean Ann Paddyfote
From: Greg Shugrue
Date: 4/12/2010
Re: Graduation date for the **Class of 2011**

Based on the current 2010-2011 school calendar, it is my recommendation that we set the date and time of graduation for the Class of 2011 as Saturday, June 18, 2011 at 4:00 p.m.

Once the Board of Education has approved this date, we will enter into a contract with the O'Neill Center at WCSU to hold the event there, as we have the past several years.

Office of Technology Director
New Milford Public Schools
50 East St, New Milford, CT 06776

MEMORANDUM

TO: Dr. JeanAnn Paddyfote, Superintendent
FROM: Dave Elmore
DATE: April 5, 2010
RE: Projector Bid Recommendation

The district issued a bid for data projectors which will be purchased with ARRA and district funds. It is anticipated that the district will purchase approximately 90 units. The district received bids from 10 bidders and a total of 17 different models. Prices ranged from \$485 to \$1747. Most of the prices ranged from \$550 to \$750. The variance depended on manufacturer and features.

I am recommending the bid be awarded to AV Presentations, Inc. at a unit price of \$539.00. It is among the lowest priced units but offers a variety of features and inputs. The units lower in price did not offer the same features.

A handwritten signature in black ink, appearing to read "Dave Elmore". The signature is written in a cursive style with a large, sweeping initial "D" and a long, horizontal flourish extending to the right.



Office of the
Assistant Superintendent

MEMORANDUM

TO: Dr. JeanAnn Paddyfote, Superintendent
FROM: Dr. Maureen E. McLaughlin, Assistant Superintendent
DATE: April 7, 2010
SUBJECT: **Textbook Approval – Grade 12**

The textbook listed below has been on review by the Board of Education. I ask that you recommend adoption of this book by the Board at the April meeting.

Catch 22 – Joseph Heller – Simon & Schuster – 1994

This book would be an excellent addition to our Senior Electives Reading list. This novel has stood the test of time and is reviewed as one of the most significant novels of the 20th century. It is a satirical antiwar novel set in WWII about a non-heroic protagonist who tries to “survive” and evade the “insanity of war.”

**APPROVED FIELD TRIPS - REVISED
APRIL 2010**

<u>Class</u>	<u>Trip Date</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Cost</u>
SMS - 8	4/6/10	94	5	Bank Street Theatre - New Milford, CT	Yes-1	\$13.00
NMHS - 11	4/7/10	50	5	Shubert Theatre - New York, NY	Yes-2	\$105.00
NMHS -12	4/7-8/2010	27	3	Silo at Hunt Hill Farm - New Milford, CT	Yes-3	\$37.00
NMHS 11-12	4/8/10	18	2	Bantam Court - Bantam, CT	Yes -2	\$0.00
NMHS	4/9/10	43	4	Connecticut Convention Center - Hartford, CT	No	\$0.00
SMS	4/9/10	106	4	Connecticut Expo Center - Hartford, CT	No	\$20.00
SMS	4/12/10	60	2	SNIS & NES - New Milford, CT	Yes - 1	\$0.00
NMHS	4/14/10	25-30	2	Naugatuck Valley Community College - Waterbury, CT	No	\$15.00
NMHS	4/14-18/10	140	17	Festivals of Music - Chicago, IL	Yes-3	\$545.00
NMHS - 9	4/15/10	3	1	Bethel High School - Bethel, CT	No	\$0.00
NMHS - 12	4/24-28/10	4	1	DECA Conference Nationals - Louisville, KY	Yes-1	\$1,475.00
NMHS - 11	4/27/10	45	3	Smart Living Center - Orange, CT	Yes-2	\$5.00
HPS - 3	4/28/10	105	40	New Britain Rock Cats - New Britain, CT	No	\$15.00
NMHS 9-12	4/28/10	20	3	Danbury High School - Danbury, CT	Yes-3	\$20.00
NMHS	5/4/10	50	4	Frick Art Museum & Guggenheim Museum - New York, NY	Yes-2	\$50.00
NMHS	5/6/10	15	2	Charter Communications - Newtown, CT	Yes-2	\$0.00
NMHS - 9	5/7/10	3	1	Connecticut Student Film Festival - Danbury, CT	No	\$0.00
NMHS 9-12	5/7/10	20	2	Smart Living Center - Orange, CT	Yes-2	\$10.00
LHTC	5/8/10	7	5	CitiField - Flushing, New York	No	\$40.00
HPS - 3	5/11/10	40	3	New Milford Historical Society - New Milford, CT	No	\$2.00
NMHS	5/12/10	50	3	Great Hollow Wilderness School - New Fairfield, CT	Yes-2	\$0.00
NMHS	5/12/10	45	4	The Majestic Theater - New York, NY	Yes-2	\$126.00
SMS - 7	5/12/10	95	5	Bank Street Theater & Holiday Restaurant - New Milford, CT	No	\$20.44
NES - 3	5/13/10	107	6	Berkshire Theater - Danbury, CT	No	\$10.16
NMHS 11-12	5/13/10	40	7	National Baseball Hall of Fame - Cooperstown, NY	Yes-2	\$0.00
SMS - 7	5/14/10	95	5	Bank Street Theater & Holiday Restaurant - New Milford, CT	No	\$20.44
HPS - 3	5/19/10	60	5	New Milford Historical Society - New Milford, CT	No	\$2.00
SMS - 8	5/19/10	85	3	New Britain Museum of Art - New Britain, CT	No	\$18.00
NMHS 11-12	5/19/10	15	1	Bethel Fire Station - Bethel, CT	Yes-1	\$14.00
NMHS - 12	5/21/10	250	9	Lake Compounce - Bristol, CT	Yes-4	\$32.00
NMHS - 12	5/21/10	32	4	Brighton Beach - Brooklyn, NY	Yes-3	\$30.00
HPS - 3	5/24/10	105	10	Sarah Noble Intermediate School - New Milford, CT	No	\$0.00
NMHS 9-12	5/24/10	20	2	WCSU - Danbury, CT	Yes - 2	\$0.00



Office of the
Assistant Superintendent

MEMORANDUM

TO: Dr. JeanAnn Paddyfote, Superintendent
FROM: Dr. Maureen E. McLaughlin, Assistant Superintendent
DATE: 4/8/2010
SUBJECT: **Textbook Preview – Grade 12**

The textbook listed below will be brought before the Board of Education for adoption at the May meeting. Board members may review this book, which is located in the Assistant Superintendent's office, between the hours of 8:00 a.m. and 4:00 p.m.

The Science Fiction Hall of Fame – Robert Silverberg – Orb Books – 2005

This book is a collection of twenty-six of the greatest science fiction stories. This anthology features the themes of the class: artificial intelligence, alien life, post-apocalyptic literature, etc.

**New Milford Board of Education
Policy Subcommittee Minutes
March 16, 2010
Lillis Administration Building, Rm. 2**

GEORGE C. BUCKBEE
TOWN CLERK
JM

2010 MAR 18 P 2:29

NEW MILFORD, CT

Present:	Mrs. Nancy C. Tarascio-Latour, Chairperson Mr. David Lawson Mrs. Alexandra Thomas Mrs. Lynette Celli Rigdon
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Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools Dr. Maureen McLaughlin, Assistant Superintendent Mrs. Adele Johnson, Director of Student Services
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1.	Call to Order The meeting of the New Milford Board of Education Policy Subcommittee was called to order at 6:31 pm.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action Items	Discussion and Possible Action Items
A.	Policy 6142.1 Family Life and Sex Education • Firearms safety deleted because New Milford does not provide instruction. • This policy addresses how a parent can remove a child from instruction in several areas. • The policy will be renamed to Exemption from Instruction.	Policy 6142.1 Family Life and Sex Education
B.	Policy 6145.2 Interscholastic/Intramural Athletics • Revision improves clarity and states that athletics is a privilege and not an entitlement. • Mrs. Tarascio-Latour asked if this had been reviewed by the athletic director and Dr. Paddyfote said that Mrs. Ford, and Mr. Shugrue reviewed the proposed policy.	Policy 6145.2 Interscholastic/ Intramural Athletics
C.	Policy 6145.22 Interscholastic/Intramural Athletics - Sportsmanship • Dr. Paddyfote noted that the code would be developed by the Superintendent or designee. • Mrs. Thomas said this policy needs to be verbally	Policy 6145.22 Interscholastic/Intramural Athletics - Sportsmanship

	<p>emphasized and Dr. Paddyfote said there is a pre-season meeting with coaches and the athletic director to stress this policy.</p> <ul style="list-style-type: none"> • Mrs. Thomas said she is concerned people will sign and acknowledge receipt of the sportsmanship policy, but not pay attention and she felt this should be more public. 	
<p>D.</p>	<p>Policy 6146.2 Statewide Proficiency/Mastery Examinations</p> <ul style="list-style-type: none"> • Dr. Paddyfote said this policy spells out more specifically the mastery examinations. • Mr. Lawson asked why this is a policy since it is part of No Child Left Behind. Dr. Paddyfote said it is a required policy. • Dr. Paddyfote stated that the rule of thumb is that a policy is required when there is a statutory reference. 	<p>Policy 6146.2 Statewide Proficiency/Mastery Examinations</p>
<p>E.</p>	<p>Policy 6153 Field Trips</p> <ul style="list-style-type: none"> • Mrs. Rigdon asked if the insurance carrier were contacted as the commentary had recommended. Dr. McLaughlin said she did check with CIRMA and the students are covered for the upcoming trip. • Dr. Paddyfote said she recommends to teachers that it is not a good practice to transport students in their vehicles because if there is an accident, the teacher's insurance will be tapped first. • Mrs. Tarascio-Latour asked if the insurance covers these field trips and Dr. Paddyfote said they are only covered if all requirements in the policy are met. • Mrs. Thomas said the vehicle requires a special inspection and there is a special endorsement required on the license. 	<p>Policy 6153 Field Trips</p>
<p>F.</p>	<p>Policy 6153.1 Educational Tours</p> <ul style="list-style-type: none"> • Dr. Paddyfote said this was primarily for travel outside the country and the Board's insurance carrier must be notified. • Mrs. Rigdon asked if a trip could be school 	<p>Policy 6153.1 Educational Tours</p>

sponsored if the Board did not approve it. Dr Paddyfote noted the Board does not approve these trips. They are placed on the Board agenda as an item of information.

- Mrs. Thomas said that sponsor meant financially support.
- Mr. Lawson asked if a faculty member arranges all the trips. Dr. Paddyfote noted that these tours are typically arranged through a third party provider.
- Dr. Paddyfote said educational tours are usually done outside of the school day and the out of school misconduct policy applies.
- Mrs. Thomas asked if that was the difference with this policy versus the field trips. Dr. Paddyfote said a field trip is very clearly school sponsored and policies pertain during the day because it is connected to curriculum. Educational tours generally do not happen when school is in session.
- Mrs. Tarascio-Latour asked if the Board was supposed to be governing these educational tours and wondered who was liable if something happens to the child or teacher. Dr Paddyfote said that the parents of the student sign a form that they are responsible for expenses incurred should the trip be cancelled or if the student must return home prior to the end of the trip.
- Mrs. Thomas asked if regular behavior guidelines were used on these trips. Dr. Paddyfote stated that staff review the behavior expectations of students participating in these trips.

G. Policy 6159 Individualized Education Program/Special Education Program

- Mrs. Johnson said this policy streamlines the key issues and highlights the essence of the law. A new first page was passed out at the meeting and the new pages expands the Child Find section where the school system is responsible for identifying students within the boundary of New Milford.
- Mrs. Tarascio-Latour asked how students were identified, located and evaluated. Mrs. Johnson said the law asks the school to make a fair effort and so physicians can make referrals as well as pre-school providers.

Policy 6159 Individualized Education Program/Special Education Program

	<ul style="list-style-type: none"> Mrs. Johnson said the school does not deal with the Birth to Three referrals because the state has its own program. 	
H.	<p>Policy 6161 Textbooks</p> <ul style="list-style-type: none"> Mrs. Thomas noted that the books can be previewed in the Assistant Superintendent's office. She added that there is a synopsis of the book, and that it is very helpful to read the write-up when reviewing the book. 	<p>Policy 6161 Textbooks</p>
I.	<p>Policy 6162.51 Survey of Students (Student Privacy)</p> <ul style="list-style-type: none"> Dr. Paddyfote said this policy refers to the Protection of Pupil Rights Amendment (PPRA). Mrs. Rigdon noted that the policy says that the information can be sold and asked if that was happening. Dr. Paddyfote said she was not aware of that happening. She said when NCLB was written, the law said that student information could be given to military recruiters. Parents have to opt out of allowing that information to be shared with military recruiters. Mrs. Tarascio-Latour asked how the schools know who a guardian might be for a child and Mrs. Johnson said the district usually receives notification when there is a change of guardianship. 	<p>Policy 6162.51 Survey of Students (Student Privacy)</p>
J.	<p>Policy 6162.6 Use of Copying Devices</p> <ul style="list-style-type: none"> Dr. Paddyfote said this is basically the updated copyright law. 	<p>Policy 6162.6 Use of Copying Devices</p>
K.	<p>Policy 6172.41 Title I Programs</p> <ul style="list-style-type: none"> Dr. Paddyfote said this policy allows the Board to eliminate 6161.3. 	<p>Policy 6172.41 Title I Programs</p>
L.	<p>Policy 6173 Homebound Instruction</p> <ul style="list-style-type: none"> Mrs. Johnson said this is a clarification of language changes. 	<p>Policy 6173 Homebound Instruction</p>

<p>M.</p>	<p>Policy 6200 Adult Education</p> <ul style="list-style-type: none"> • Dr. Paddyfote said the revisions bring this policy in alignment with changes in the law. 	<p>Policy 6200 Adult Education</p>
<p>N.</p>	<p>Policy 5121 Examination/Grading/Rating</p> <ul style="list-style-type: none"> • Dr. Paddyfote said this policy is included because of the deletion of 6146.1. A part of 6146.1 was put in this policy. • Dr. McLaughlin asked if the policy should be for grades “3 through 10” versus “2 through 10.” Dr. Paddyfote said the policy should be corrected as follows “grades 3 through 8 inclusive and grade 10.” 	<p>Policy 5121 Examination/Grading/Rating</p>
	<p>Meeting Recess</p> <p>Mr. Lawson moved to adjourn the meeting at 7:30 pm to reconvene later.</p> <p>Mrs. Thomas suggested that the meeting should be recessed until after the Committee on Learning meeting and then reconvened.</p> <p>Mr. Lawson withdrew his motion.</p> <p>Mrs. Tarascio-Latour recessed the meeting at 7:33 pm.</p> <p>The meeting was reconvened by Mrs. Tarascio-Latour at 8:37 pm.</p>	<p>Meeting recess</p>
<p>O.</p>	<p>Discussion and Possible Action Items (cont.)</p> <p>Policy 5123 Promotion/Acceleration/Retention</p> <ul style="list-style-type: none"> • Dr. Paddyfote said this has been revised for clarity. • Mrs. Rigdon asked why relative physical size was considered. Dr. Paddyfote said these items are given consideration when determining if a student should be promoted, retained or accelerated. An example of physical size was given. For example, a child whose parents kept their daughter out of kindergarten the year she was eligible to attend. The child, now a year older than her peers, is quite tall for her age and she looks like a second grader, not a kindergartener. In the future, if that child was being considered for retention, the fact that the 	<p>Discussion and Possible Action Items (cont.)</p> <p>Policy 5123 Promotion/Acceleration/Retention</p>

	<p>child appears much older than her peers would be taken into consideration.</p> <ul style="list-style-type: none"> • Mrs. Tarascio-Latour said you don't want a child to be picked on and getting hurt. 	
4.	Discussion and Possible Action Items – Recommended for Deletion	Discussion and Possible Action Items – Recommended for Deletion
A.	Policy 6145.71 Social Events/Meetings	Policy 6145.71 Social Events/Meetings
B.	Policy 6146.1 Grading/Assessment Systems	Policy 6146.1 Grading/Assessment Systems
C.	Policy 6161.3 Comparability of Services <ul style="list-style-type: none"> • Dr. Paddyfote said this was consolidated with 6172.41 	Policy 6161.3 Comparability of Services
D.	Policy 6162.4 School Volunteers <ul style="list-style-type: none"> • Dr. Paddyfote noted this was now in the 1000 series. 	Policy 6162.4 School Volunteers
E.	Policy 6164 Individual Services & Diagnostic Counseling <ul style="list-style-type: none"> • Dr. Paddyfote said there is no legal reason to have this policy. 	Policy 6164 Individual Services & Diagnostic Counseling
F.	Policy 6164.11 Drugs, Tobacco, Alcohol <ul style="list-style-type: none"> • Dr. Paddyfote noted this is now addressed in the 5000 series. 	Policy 6164.11 Drugs, Tobacco, Alcohol
G.	Policy 6164.2 Guidance Services <ul style="list-style-type: none"> • Dr. Paddyfote said the legislation was repealed and this policy is no longer necessary. 	Policy 6164.2 Guidance Services
H.	Policy 6164.4 Identification of Special Needs & Abilities <ul style="list-style-type: none"> • Dr. Paddyfote said this was replaced with 6159. 	Policy 6164.4 Identification of Special Needs & Abilities
5.	Items of Information	Items of Information
A.	6159 Suggested Revisions — Model Special Education Policies and Procedures Manual	6159 Suggested Revisions — Model Special Education Policies and Procedures Manual
B.	6161 Regulation Book Selection	6161 Regulation Book Selection

C.	6161 Forms for Book Selection & Materials	6161 Forms for Book Selection & Materials
D.	6162.51 Protection of Pupil Rights Amendment	6162.51 Protection of Pupil Rights Amendment
E.	6162.6 Regulation Use of Copying Devices and Copied Materials	6162.6 Regulation Use of Copying Devices and Copied Materials
F.	6162.6 Appendix A Copyright and Fair Use Guidelines for Educators	6162.6 Appendix A Copyright and Fair Use Guidelines for Educators
G.	6162.6 Appendix B Copyright Resources	6162.6 Appendix B Copyright Resources
H.	6164.12 Regulation Acquired Immune Deficiency Syndrome (AIDS)—Deleted	6164.12 Regulation Acquired Immune Deficiency Syndrome (AIDS)—Deleted
I.	6142.1 Regulation Exemption from Instruction	6142.2 Regulation Exemption from Instruction
J.	6172.3 Regulation Home Schooling	6172.3 Regulation Home Schooling
<p>Mrs. Thomas moved to send to the full Board for first review in April policies:</p> <ul style="list-style-type: none"> • Policy 6142.1 Family Life and Sex Education • Policy 6145.2 Interscholastic/Intramural Athletics, • Policy 6145.22 Interscholastic/Intramural Athletics – Sportsmanship, • Policy 6146.2 Statewide Proficiency/Mastery Examinations, • Policy 6153 Field Trips, • Policy 6153.1 Educational Tours, • Policy 6159 Individualized Education Program/Special Education Program, • Policy 6161 Textbooks, • Policy 6162.51 Survey of Students (Student Privacy), • Policy 6162.6 Use of Copying Devices, • Policy 6172.41 Title I Programs, • Policy 6173 Homebound Instruction, • Policy 6200 Adult Education, • Policy 5121 Examination/Grading/Rating, 		<p>Motion made and passed unanimously to send to the full Board for first review in April policies:</p> <p>Policy 6142.1 Family Life and Sex Education, Policy 6145.2 Interscholastic/Intramural Athletics, Policy 6145.22 Interscholastic/Intramural Athletics – Sportsmanship, Policy 6146.2 Statewide Proficiency/Mastery Examinations, Policy 6153 Field Trips, Policy 6153.1 Educational Tours, Policy 6159 Individualized Education Program/Special Education Program,</p>

	<ul style="list-style-type: none"> • Policy 5123 Promotion/Acceleration/Retention, seconded by Mrs. Rigdon and passed unanimously. <p>Mrs. Thomas moved to send to the full Board for first review in April and to recommend for deletion:</p> <ul style="list-style-type: none"> • Policy 6145.71 Social Events/Meetings, • Policy 6146.1 Grading/Assessment Systems, • Policy 6161.3 Comparability of Services, • Policy 6162.4 School Volunteers, • Policy 6164 Individual Services & Diagnostic Counseling, • Policy 6164.11 Drugs, Tobacco, Alcohol, • Policy 6164.2 Guidance Services, • Policy 6164.4 Identification of Special Needs & Abilities, <p>seconded by Mr. Lawson and passed unanimously.</p>	<p>Policy 6161 Textbooks, Policy 6162.51 Survey of Students (Student Privacy), Policy 6162.6 Use of Copying Devices, Policy 6172.41 Title I Programs, Policy 6173 Homebound Instruction, Policy 6200 Adult Education, Policy 5121 Examination/Grading/Rating, Policy 5123 Promotion/Acceleration/Retention</p> <p>Motion made and passed unanimously to send to the full Board for first review in April and to recommend for deletion: Policy 6145.71 Social Events/Meetings, Policy 6146.1 Grading/Assessment Systems, Policy 6161.3 Comparability of Services, Policy 6162.4 School Volunteers, Policy 6164 Individual Services & Diagnostic Counseling, Policy 6164.11 Drugs, Tobacco, Alcohol, Policy 6164.2 Guidance Services, Policy 6164.4 Identification of Special Needs & Abilities</p>
6.	<p>Adjourn</p> <p>Mrs. Thomas moved to adjourn the meeting at 8:52 p.m. seconded by Mrs. Rigdon and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:52 p.m.</p>

Respectfully submitted,



Mrs. Nancy C. Tarascio-Latour, Chair
 Policy Sub-Committee

CMT results, 3rd period marking grades, and maybe a couple of other objective measures could be used to determine where students would be most successful in high school.

5. Curriculum Update

Dr. McLaughlin said she is working on compiling a complete list of curricula and when they were last revised. The list she handed out at this meeting was not complete but it is a good start.

- Mrs. Rigdon asked what it meant when a curriculum has no date listed. Dr. McLaughlin said that some curricula was found, but had no date of approval on the cover.
- Dr. McLaughlin said the five-year plan allows curricula to be revisited every five years. We plan to start with language arts K-12. Some pieces are currently in place and will just need to be revised to meet the CSDE guidelines.
- Mrs. Rigdon asked how long it took to write curriculum. Dr. McLaughlin said the language arts can take all year, but some electives can be done more quickly.
- Mr. Lawson noted that there are usually several authors contracted to do the work. The final draft is reviewed by department chairs, principals, and the Assistant Superintendent.
- Mrs. Rigdon said she has a hard time understanding why some of the curricula have not been addressed in almost 15 years. Dr. Paddyfote said this budget item has been cut for many years.
- Mrs. Tarascio-Latour asked if each teacher will get a contract to write curriculum. Dr. McLaughlin said only those teachers interested in writing curricula will be involved. In a few cases, such as an elective, only one or two teachers might be the authors.
- Dr. Paddyfote noted that the school district lost the K-12 perspective when the coordinators were cut from the budget.

Curriculum Update

<p>D.</p>	<p>Item for Discussion and Possible Action</p> <p>1. English Language Learner (ELL) Plan of Improvement</p> <p>Dr. McLaughlin said because the district has not made AYP for two years in a row, a plan has to be sent to the State for approval. She said when one looks at the CMT's, the area that is suffering is reading because the students who are not proficient in English have difficulty reading English. She said the plan calls for PD for general classroom teachers and getting materials out to the parents of those students who are ELL. She said the plan has been submitted to the State and she anticipates its approval.</p> <ul style="list-style-type: none">• Mr. Lawson said it was a comprehensive plan, but he said to get 50% of the kids to be reading English in ten months takes a lot of action.• Mrs. Rigdon asked if a child was always ELL once s/he was designated to be that. Dr. McLaughlin said that once students achieve a certain score on the CMT and the LAS Links, they are no longer ELL.• Mrs. Thomas noted that once that happens, it can become more difficult for children because previously they were receiving extra help.• Mrs. Tarascio-Latour asked what happened if the school did not make goal. Dr. McLaughlin said that by 2014 the federal government wants 100% proficiency for all students, which is unrealistic. Each state determines its own level of proficiency. CT's standard is high.• Mr. Lawson said this law will probably change once all districts are not able to meet the goal.• Mrs. Tarascio-Latour asked what would happen if goal were not met, and Dr. Paddyfote said there could be sanctions. For example, the government could come in and say that the administration and staff need to be changed. <p>Mr. Lawson moved to accept the English Language Learner Plan of Improvement and to forward to the</p>	<p>Item for Discussion and Possible Action</p> <p>1. English Language Learner (ELL) Plan of Improvement</p> <p>Motion made and passed unanimously to accept the</p>
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	full Board for approval; Mrs. Tarascio-Latour seconded and the motion passed unanimously.	English Language Learner Plan of Improvement and to forward it to the full Board for approval.
E.	Adjourn Mr. Lawson moved to adjourn the meeting at 8:30 p.m., seconded by Mrs. Rigdon and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:30 p.m.

Respectfully submitted,



David A. Lawson, Board Secretary
Committee on Learning Member

**New Milford Board of Education
 Facilities Sub-Committee
 April 6, 2010
 Lillis Administration Building, Room 2**

Present:	Mr. Daniel Nichols, Chairman
	Mr. Tom McSherry
	Mr. Bill Wellman
	Mr. Rod Weinberg

Also Present	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Mr. John Calhoun, Facilities Manager
	Mr. Leo Rogozza, Assistant Facilities Manager
	Mr. Greg Miller, Accounting Manager
	Ms. Ellamae Baldelli, Director of Human Resources

GEORGE C. BUCKBEE
 TOWN CLERK
 2010 APR - 9 A 8:45
 JM

NEW MILFORD, CT

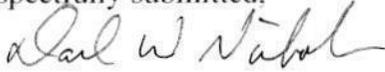
1.	The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:30 p.m. by Mr. Nichols.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> No public comment. 	Public Comment
3.	Discussion and Possible Action:	Discussion and Possible Action
3.A	<p>Joint Purchase of Articulating Boom Lift</p> <ul style="list-style-type: none"> Mr. Calhoun explained that in discussions with Mr. Zarba, Director of Public Works, it became evident that Public Works, Parks and Rec and the Board of Education all had use for an articulating boom lift. The parties agreed that a purchase rather than continuously renting should be considered. Mr. Zarba had contact with the private owner of the used boom lift (a 45' lift) priced at \$17,500. After comparisons it was decided this to be a fair price – purchase to be shared: Public Works and Board each pay \$7500 and Park and Rec \$2500. Public Works will store the equipment and their mechanics will perform light maintenance. A schedule for use will be set up; emergency use on request. Trucking will be required for long distances. The Board's use will be for light poles; roof work; gutters; flashing on building sides and flag poles, etc. Mr. Wellman asked if the equipment has a warranty. Mr. Calhoun replied while there is no warranty from the private owner. However, the mechanics in the public works department inspected it as well as Mr. Calhoun and his staff. Mr. Wellman asked about money left in the current year's budget for this item. Mr. Calhoun explained 	<p>Joint Purchase of Articulating Boom Lift</p>

	<p>that due to other expenses there will not be much money left in this year's budget.</p> <ul style="list-style-type: none"> • Mr. Weinberg asked about the age or time factor for this equipment. The equipment has 140 hours which is low replied Mr. Calhoun. • Mr. Calhoun further noted that the trucking associated with rental costs account for a large portion of the budget. Also, when renting it is important to have several items that need to be fixed before the rental is warranted. In the future that will not be necessary. • Mr. Weinberg asked about the brand and was told by Mr. McSherry that it was one of the top brands. <p>Mr. McSherry moved to bring the joint purchase of the articulating boom lift to the Board for approval. Motion seconded by Mr. Wellman and passed unanimously.</p>	<p>Motion made and passed unanimously to bring the joint purchase of the articulating boom lift to the full Board for approval.</p>
<p>3.B.</p>	<p>Observatory Garden Project Update</p> <ul style="list-style-type: none"> • Mr. Nichols remarked on the impressive tour he had of the observatory. • Mr. Calhoun had been contacted by Mr. Robson from the Observatory to review the prints for the garden project. The plans call for plantings around the solar system installation. There will be a paved walkway, plantings and granite seating. • The committee members commented that everything being done will enhance the site. 	<p>Observatory Garden Project Update</p>
<p>3.C.</p>	<p>Booster Barn Restroom Project Update</p> <ul style="list-style-type: none"> • Mr. Calhoun reported on his tour of the project; volunteers are raising money and performing labor. Mr. Calhoun will assist by securing permits. The 'green' project will use waterless urinals, a new technology. The sewer pipe will run along the driveway with less disruption to the fields. 	<p>Booster Barn Restroom Project Update</p>
<p>3.D.</p>	<p>PTO Projects at Hill & Plain Elementary and Schaghticoke Middle Schools</p> <ul style="list-style-type: none"> • Mr. Calhoun explained that last year volunteers had started a garden project at Hill & Plain on an unused parcel of land. This year they want to expand for 'gardening by the square foot' being more user friendly for students. • Volunteers perform all the work; volunteers have enthusiastically continued with this project over the 	<p>PTO Projects at Hill & Plain Elementary and Schaghticoke Middle Schools</p>

**New Milford Board of Education
Facilities Sub-Committee
April 6, 2010
Lillis Administration Building, Room 2**

	<p>last year. Students are involved in this interactive project.</p> <ul style="list-style-type: none">• At Schaghticoke the PTO has asked to put in a small courtyard outside of the cafeteria, where students can eat outdoors. Plans are available showing benches, and landscaped areas. Mr. Calhoun stressed that his staff must not be expected to do anything other than minimal work. This courtyard will be much like the one established at the high school with students policing the area themselves.• The PTO has consulted with a professional landscaping company.	
4.	<p>Adjourn</p> <p>Mr. McSherry moved to adjourn the meeting at 6:51 p.m., seconded by Mr. Weinberg. Motion passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 6:51 p.m.</p>

Respectfully submitted,



Mr. Daniel Nichols, Chairman
Facilities Sub-Committee

**New Milford Board of Education
 Operations Sub-Committee
 April 6, 2010
 Lillis Administration Building, Room 2**

Present:	Mr. Tom McSherry, Committee Chairperson
	Mrs. Alex Thomas
	Mr. Bill Wellman
	Mr. Rod Weinberg

Also Present	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Mr. Greg Miller, Accounting Manager
	Mr. David Elmore, Director of Technology
	Ms. EllaMae Baldelli, Director of Human Resources
	Mrs. Adele Johnson, Director of Pupil Personnel & Special Services
	Mr. John Lee, Director of Adult Education
	Dr. Maureen McLaughlin, Assistant Superintendent

GEORGE C. DUCKBEE
 TOWN CLERK
 2010 APR - 9 A 8:45
gm

NEW MILFORD, CT

1.	<p>Call to Order</p> <p>The meeting of the New Milford Board of Education Operations Sub- Committee was called to order at 7:30 p.m. by Mr. McSherry.</p>	<p>Call to Order</p>
2.	<p>Public Comment</p> <ul style="list-style-type: none"> There was no public comment. 	<p>Public Comment</p>
3. 3.A.	<p>Discussion and Possible Action:</p> <p>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> <ul style="list-style-type: none"> Ms. Baldelli reported the resignations. Mrs. Thomas asked if the nurse’s position would be filled. Ms. Baldelli replied that the position will be filled with a long term substitute. <p>Mrs. Thomas moved to bring Exhibit A to the Board for approval. Mr. Wellman seconded the motion which passed unanimously.</p>	<p>Discussion and Possible Action</p> <p>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> <p>Motion made and passed unanimously to bring Exhibit A to the Board for approval.</p>
3.B.	<p>Monthly Reports</p> <p>1. Purchase resolution D-626</p> <p>2. Request for Budget Transfers</p> <p>3. Budget Position as of 3/31/10</p> <ul style="list-style-type: none"> Mrs. Thomas inquired about the \$7500 listed for repair of cameras. Mr. Calhoun explained that budget item covers enhancements to the original cameras and purchase of additional cameras. Mr. Wellman asked for an explanation of ‘American encumbrances’. Mr. Miller noted that the item is for refurbishing athletic equipment. Mr. Wellman questioned the word ‘encumbrance’. 	<p>Monthly Reports</p> <p>Purchase resolution D-626</p> <p>Request for Budget Transfers</p> <p>Budget Position as of 3/31/10</p>

	<ul style="list-style-type: none"> Mr. Miller will have an explanation for the Board meeting next week. Mr. Weinberg inquired if an item was intended for the doors at East Street for more security. Mr. Calhoun replied in the affirmative. <p>Mrs. Thomas moved to bring monthly reports to the full Board for approval. Mr. Weinberg seconded the motion which passed unanimously.</p>	<p>Motion made and passed unanimously to bring monthly reports to the Board for approval.</p>
3.C.	<p>Grants – EL Civics and Community Learning Grant Application</p> <ul style="list-style-type: none"> Mr. John Lee commented that the State of Connecticut has requested that New Milford and other communities who received the original grant re-apply for another \$20,000 to allow for real life instructional-type activities for a longer period of time. Mr. Lee stated that this money is available because not enough districts signed up for the original grant; the money cannot be supplanted; it has to be used for innovative types of programs. Mr. Wellman asked about signing the letter of assurances. The letter's signing states that New Milford will do what it stated in the grant. <p>Mrs. Thomas moved to bring EL Civics and Community Learning Grant Application to the Board for approval. Mr. Wellman seconded the motion which passed unanimously.</p>	<p>Discussion and possible action: EL Civics and Community Learning Grant Application.</p> <p>Motion made and passed unanimously to bring the EL Civics and Community Learning Grant Application to the Board for approval.</p>
3.D.	<p>Gifts and Donations 1. Exhibit B: PTO gifts & Donations</p> <p>Mrs. Thomas moved to bring Exhibit B PTO gifts and donations to the Board for approval. Mr. Wellman seconded the motion which passed unanimously.</p>	<p>Exhibit B: PTO Gifts & Donations</p> <p>Motion made and passed unanimously to bring Exhibit B PTO gifts & donations to the Board for approval.</p>
3.E.	<p>Award Data Projector Bid</p> <ul style="list-style-type: none"> Mr. Elmore distributed a memorandum dated April 5, 2010 regarding a bid issued for data projectors to be purchased with ARRA and district funds. It is anticipated the district will purchase 90 units. 	<p>Award Data Projector Bid</p>

	<ul style="list-style-type: none"> • Ten bidders submitted bids with 17 different models. Prices range from \$485 to \$1747, with most being in the range of \$550 to \$750. • Mr. Elmore is recommending one projector with a unit price of \$539.00 manufactured by Hitachi. This unit is an LCD projector; has more than one computer hook-up; the unit has a three-year warranty. While this unit doesn't have all the features on the bid specs, it meets the minimum requirements. The unit has 16 watt audio capabilities more than might be needed. • Mr. Weinberg asked what features had been given up: Mr. Elmore had listed bids on DLP projectors with the ability to use close captioning. However, in order to use that feature there has to be a source where audio has been close captioned. Also, Mr. Elmore explained the mechanical make-up of the DLP might require costly repairs. • Mr. Elmore is coordinating with the high school for their purchase of projectors to allow them to take advantage of the bid price received. <p>Mrs. Thomas moved to bring the recommendation of Mr. Elmore to award the data projector bid to AV Presentations to the Board for approval. Mr. Weinberg seconded the motion which passed unanimously.</p>	<p>Motion made and passed unanimously to bring Mr. Elmore's recommendation to award the data projector bid to AV Presentations to the Board for approval.</p>
4.	<p>Adjourn</p> <p>Motion by Mrs. Thomas to adjourn the meeting at 7:54 p.m. was seconded by Mr. Wellman and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:54 p.m.</p>

Respectfully submitted,



Mr. Thomas McSherry, Chairman
 Operations Sub-Committee

**New Milford Board of Education
 Regular Meeting Minutes
 April 13, 2010
 Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Wendy Faulenbach, Chairperson Ms. Lynette Rigdon Mr. David Lawson Mr. Thomas McSherry Mr. William Wellman Mrs. Nancy Tarascio-Latour Mr. Rodney Weinberg Mr. Daniel Nichols	GEORGE C. BUCKBEE TOWN CLERK <i>gmc</i> 2010 APR 15 P 2:47
Absent:	Ms. Alexandra Thomas	

NEW MILFORD, CT

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools Dr. Maureen McLaughlin, Assistant Superintendent Mrs. Adele Johnson, Director of Pupil Personnel & Special Services Mr. Gregg Miller, Accounting Manager Mr. John Calhoun, Facilities Manager Mr. David Elmore, Director of Information Technology Ms. Ellamae Baldelli, Director of Human Resources Mrs. Dana Ford, Principal, Schaghticoke Middle School Mr. Les Weintraub, Principal, Sarah Noble Intermediate School Josh Jugler, Student Representative Daniel Holland, Student Representative
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1.	Call to Order A. Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:30 pm. The Pledge of Allegiance immediately followed the call to order.	Call to Order Pledge of Allegiance
2.	Staff & Student Recognition A. Schaghticoke Middle School Students and Staff, Mrs. Iffland and Mrs. Lewis: Northern Regional Middle School Music Festival <ul style="list-style-type: none"> • Mrs. Ford introduced Mrs. Iffland and Mrs. Lewis who acknowledged the students from Schaghticoke. B. Sarah Noble Intermediate School Students and Staff, Ms. Capone: Northern Regional Middle School Music Festival <ul style="list-style-type: none"> • Mr. Weintraub introduced Ms. Capone who acknowledged the students from Sarah Noble. 	Staff & Student Recognition

	<p>Reception and Recognition</p> <p>A brief recess started at 7:47 pm for a reception honoring the award recipients.</p> <p>The meeting reconvened at 8:04 pm.</p>	
3.	<p>Public Comment</p> <p>There was none.</p>	Public Comment
4.	<p>PTO Report</p> <p>Cynthia Nabozny thanked the Board, on behalf of the PTO, for its continuing efforts on behalf of the students and parents. She said this week is literacy week and May 3rd will be bus driver appreciation day.</p>	PTO Report
5.	<p>Student Representatives' Report</p> <ul style="list-style-type: none"> • April 9 was the wind ensemble at the Connecticut Convention Center. • This week is poetry week. • April 19-23 is school break. • April 24 is the DECA National Conference. 	Student Representatives' Report
6.	<p>APPROVAL OF MINUTES</p> <p>A. Approval of the following Board of Education Meeting Minutes</p> <ol style="list-style-type: none"> 1. Regular Meeting Minutes — March 9, 2010 2. Special Meeting Minutes — March 23, 2010 3. Special Meeting Minutes — March 30, 2010 <p>Mr. Nichols moved to approve the Regular Meeting Minutes of the New Milford Board of Education of March 9, 2010, Special Meeting of March 23, 2010, and Special Meeting of March 30, 2010, seconded by Mr. McSherry and passed unanimously.</p>	<p>Approval of Minutes</p> <p>Motion made and passed to approve the Regular Meeting Minutes of the NMBOE of March 9, 2010, Special Meeting of March 23, 2010, and Special Meeting of March 30, 2010</p>
7.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Dr. Paddyfote saw the all-school musical Seussical on March 27th and encouraged people to get their tickets early for next year's 30th anniversary production of the musical. • The Strategic Plan update team will meet April 29th with 26 people on the team to get info on the communications strategy and the curriculum strategy. • School vacation is next week from the 19th to the 23rd. 	Superintendent's Report
8.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> • Mrs. Faulenbach noted that the Board had requested that the end-of-year balance go to Capital Reserve and the Town Council agreed – the next step is the Board of Finance. 	Board Chairman's Report

	<ul style="list-style-type: none"> • The Board of Finance will meet tomorrow at 7:30 pm to vote on the Board of Education and Town Budget at the Town Hall. • May 4th is the town meeting at 8 pm at the high school with the referendum set for May 18th. • There may be some extra end of year Board meetings scheduled to wrap up the year. 	
<p>9.</p>	<p>Committee Reports</p> <p>A. Facilities Sub-Committee Mr. Nichols said the Facilities committee heard about the observatory garden project update; the Booster barn restroom update; and the PTO projects for Hill & Plain and Schaghticoke gardens. They all discussed the joint purchase of the boom lift with the Town.</p> <p>B. Operations Sub-Committee Mr. McSherry said most of the items discussed at Operations are on the agenda for tonight's meeting.</p> <p>C. Policy Sub-Committee Mrs. Tarascio-Latour said the Policy committee is reviewing the 6000 series for revisions and deletions. Tonight is the first review of these policies for the Board.</p> <p>D. Committee on Learning Mr. Lawson said the Committee on Learning discussed curriculum and other items of information. Dr. McLaughlin said the committee also discussed the kindergarten orientation and professional development day.</p>	<p>Committee Reports Facilities Sub-Committee</p> <p>Operations Sub-Committee</p> <p>Policy Sub-Committee</p> <p>Committee on Learning</p>
<p>10. 10.A.</p>	<p>DISCUSSION AND POSSIBLE ACTION</p> <p>A. Revised Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> <p>Mrs. Rigdon moved to approve Revised Exhibit A: Personnel – Certified and Non-Certified Appointments, Resignations and Leaves of Absence as recommended by the Superintendent, seconded by Mr. McSherry.</p> <ul style="list-style-type: none"> • Mr. Lawson recused himself from the vote. • Mr. McSherry noted the loss of some great teachers especially Mr. Shaffer. <p>The motion passed 7 – 0 – 1. Aye: McSherry, Weinberg, Nichols, Faulenbach, Rigdon, Tarascio-Latour, Wellman Abstain: Lawson</p>	<p>Discussion and Possible Action Revised Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> <p>Motion made and approved to approve Revised Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p>

<p>10.B.</p>	<p>B. Monthly Reports</p> <ol style="list-style-type: none">1. Request for Budget Transfers2. Purchase Resolution D-6263. Budget Position 3/31/10 <p>Mr. Nichols moved to approve the monthly reports: Request for Budget Transfers, Purchase Resolution D-626 and Budget Position as of 3/31/10, seconded by Mrs. Tarascio-Latour.</p> <ul style="list-style-type: none">• Mr. Lawson asked for a report on the current budget. Mr. Miller said 3/31 this year to 3/31 last year the Board is under \$460,000 favorable to this year. They have begun a proforma close to get the best guesstimate for where the budget will be at year's end.• Mr. Lawson asked with the end of year getting close, were there any issues. Mr. Miller said there was nothing unexpected at this point.• Mr. Lawson asked about the state reimbursements. Mr. Miller said the first installment had been received and the second was due in June. There is no way to quantify what that second installment will be.• Mrs. Faulenbach asked what would draw the School Board's budget down and Mr. Miller said things like substitute spending where there is no encumbrance and no average of what has typically happened.• Mr. Wellman said in a review of the budget numbers there are several lines that are below budget, for instance Career Education is at 54% to date, Homebound Instruction is at 39.5%, Staff Development is 27.1% and asked if things were being over budgeted. Mr. Miller said the Homebound Instruction is not encumbered and will draw down over the remaining school year. Mrs. Johnson said that typically the Homebound Instruction is used more towards the end of the year, as the instruction gets harder and students have a harder time keeping up.• Mr. Wellman said there are also categories that are well over budget and he wondered if a freeze should be put in place to help pay for those over budgeted items. Mr. Miller said he would have more information at the next Board meeting.	<p>Motion made and approved to approve monthly reports: Request for Budget Transfers, Purchase Resolution D-626, and Budget Position as of 3/31/10.</p>
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<p>10.C.</p>	<p>The motion passed 7-1. Aye: McSherry, Weinberg, Nichols, Lawson, Faulenbach, Rigdon, Tarascio-Latour. No: Wellman</p> <p>C. Gifts & Donations</p> <ol style="list-style-type: none"> 1. Exhibit B: PTO Gifts & Donations <p>Mr. Lawson moved to accept Exhibit B: PTO Gifts & Donations, seconded by Mr. Nichols.</p> <ul style="list-style-type: none"> • Mr. Lawson thanked the PTO for all their support for all grade levels and noted that the students enjoy all the programs. <p>The motion passed unanimously.</p>	<p>Motion made and approved to accept Exhibit B: PTO Gifts & Donations</p>
<p>10.D.</p>	<p>D. First Review of Policies Recommended for Revision:</p> <ol style="list-style-type: none"> 1. 5121 Examination/Grading/Rating 2. 5123 Promotion/Acceleration/Retention 3. 6000 Concepts & Roles in Instruction 4. 6010 Goals & Objectives 5. 6111 School Calendar 6. 6114.1 Fire and Crisis Response Drills 7. 6121.1 Educational Opportunities to Promote Awareness of Diversity 8. 6140 Curriculum 9. 6141.11 Curriculum Research/Experimental Projects 10. 6141.42 Student Volunteers and Community Service 11. 6142.1 Exemption from Instruction 12. 6145.2 Interscholastic/Intramural Athletics 13. 6145.22 Interscholastic/Intramural Athletics – Sportsmanship 14. 6145.5 Organizations/Associations 15. 6146 Graduation Requirements 16. 6146.2 Statewide Mastery Examinations 17. 6153 Field Trips 18. 6153.1 Educational Tours 19. 6159 Special Education 20. 6161 Textbooks and other Learning Resource Materials - Selection and Adoption 21. 6161.7 Use of Proprietary Software Products 	<p>First Review of Policies Recommended for Revision</p>

<p>10.E.</p>	<p>22. 6162.51 Protection of Student Privacy - Surveys, Certain Physical Examinations, and Parental Access to Information 23. 6162.6 Use of Copying Devices 24. 6172.41 Title I Programs 25. 6173 Homebound Instruction 26. 6174 Summer School 27. 6200 Adult Education</p> <p>Mrs. Faulenbach noted that this was the Board's first review of these policies.</p> <ul style="list-style-type: none"> • Mr. Wellman said the Board is inundated with policies. He said he hoped the Policy Committee looked at whether each policy is necessary because a huge bureaucracy is being created with all the policies. • Mr. Lawson noted there are several to be deleted as well. • Mrs. Faulenbach said while she agrees that there are a lot of policies, the Board reviews them on a regular basis and the policies drive the system. • Mr. McSherry said an effort has been made to eliminate policies but many are a result of this litigious society. <p>E. First Review of Policies Recommended for Deletion</p> <ol style="list-style-type: none"> 1. 6114 Emergencies and Disaster Preparedness 2. 6114.7 Safe Schools 3. 6145.71 Social Events/Meetings 4. 6146.1 Grading/Assessment Systems 5. 6146.13 Early Graduation 6. 6161.3 Comparability of Services 7. 6162.4 School Volunteers 8. 6164 Individual Services & Diagnostic Counseling 9. 6164.11 Drugs, Tobacco, Alcohol 10. 6164.2 Guidance Services 11. 6164.4 Identification of Special Needs & Abilities <ul style="list-style-type: none"> • Mr. Wellman said he was pleased to see so many policies recommended for deletion, but wondered if they were being consolidated or incorporated with another policy. 	<p>First Review of Policies Recommended for Deletion</p>
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<p>10.F.</p>	<p>F. English Language Learners Plan of Improvement</p> <p>Mr. Lawson moved to approve the English Language Learners Plan of Improvement as recommended by the Committee on Learning, seconded by Mr. McSherry and passed unanimously.</p>	<p>Motion made and approved to approve the English Language Learners Plan of Improvement as recommended by the Committee on Learning</p>
<p>10.G.</p>	<p>G. New Milford High School Graduation Date for June 2011</p> <p>Mr. Nichols moved to approve the graduation date for New Milford High School for next year as June 18, 2011, seconded by Mr. McSherry.</p> <ul style="list-style-type: none"> • Dr. Paddyfote said the Board usually does this in September or October but she thought it could be set now so parents can make plans for travel and the like. She said the Board policy on setting the graduation date, which is required by state mandate, does not allow for graduation to be set earlier than 5 days after the last day of school. This year's graduation date is June 19th. 	<p>Motion made and approved to approve the graduation date for New Milford High School for next year as of June 18, 2011</p>
<p>10.H.</p>	<p>H. EL Civics and Community Grant Application</p> <p>Mr. McSherry moved to approve the EL Civics and Community Grant Application, seconded by Mr. Lawson and passed 7-0-1.</p> <p>Aye: McSherry, Weinberg, Nichols, Lawson, Faulenbach, Rigdon, Tarascio-Latour Abstain: Wellman</p>	<p>Motion made and approved to approve the EL Civics and Community Grant Application</p>
<p>10.I.</p>	<p>I. Award Data Projector Bid</p> <p>Mr. Nichols moved to approve the projector bid award to AV Presentation, Inc., seconded by Mrs. Rigdon and passed unanimously.</p>	<p>Motion made and approved to approve the projector bid award to AV Presentation, Inc.</p>
<p>10.J.</p>	<p>J. Textbook Approvals for Grade 12</p> <p>Mr. Lawson moved to approve Textbook Approvals for Grade 12, seconded by Mr. McSherry and passed unanimously.</p>	<p>Motion made and approved to approve Textbook Approvals for Grade 12</p>

11.	<p>Items for Discussion</p> <ol style="list-style-type: none"> 1. Field Trip Report – April 2010 <ul style="list-style-type: none"> • Mr. Wellman questioned the educational justification of some field trips as well as costs of all field trips. • Mrs. Faulenbach reminded the Board that the Board of Education does not pay for any field trips, as they are a responsibility of the parent/guardian. • Dr. Paddyfote said the school does not fund the field trips rather the PTO writes some grants to assist families; and others are funded by the students and parents. • Mr. Weinberg asked what the liability was to the Board and Dr. Paddyfote said anytime there is an activity for the school, liability is incurred. • Mr. Holland said there is educational value in the field trips, in particular the Broadway trips. He said an English class can read a script from a play and then go see it in action. It helps students who might be interested in dramatic arts or English. 2. Textbook Preview 	<p>Items for Discussion</p>
12.	<p>Items of Information</p> <ol style="list-style-type: none"> 1. Education Connection Board Liaison Report Mrs. Rigdon said she missed the April 1st meeting but the next meeting will be May 6th and there will be a discussion of the cost of Irving raises for the Education Connection staff. 	<p>Items of Information</p>
13.	<p>Adjourn</p> <p>Mr. Nichols moved to adjourn the meeting at 8:40 pm, seconded by Mrs. Rigdon and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and approved to adjourn the meeting at 8:40 pm.</p>

Respectfully submitted:



David A. Lawson
 Secretary, New Milford Board of Education