

NEW MILFORD BOARD OF EDUCATION

**New Milford Public Schools
50 East Street
New Milford, Connecticut 06776**

**POLICY SUB-COMMITTEE
MEETING NOTICE**

DATE: October 15, 2013
TIME: 6:45 P.M.
PLACE: Lillis Administration Building, Rm. 2

AGENDA

New Milford Public Schools Mission Statement

The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family, and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.

1. Call to Order

2. Public Comment

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of school operations and programs that concern them. 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.

3. Discussion and Possible Action Items

A. Policy Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311:

1. 1140 Distribution of Materials to and by Students

B. Policies Recommended for Revision:

1. 1250 Visits to the Schools
2. 5131.111 Conduct: Camera Surveillance

C. Policy Recommended for Revision after Full Board First Review:

1. 3541 Transportation

D. Policies Reviewed with No Revision Recommended:

1. 1000 Concepts, Goals and Roles
2. 1110 Administration and School Relations with Board
3. 1110.1 Communications with the Public: Parent Involvement
4. 1112 News Media Relationships
5. 1112.5 Media Access to Students
6. 1120 Public Participation at Board of Education Meetings
7. 1146 Recognition of Students, Citizens, Staff Members
8. 1150/1160 Communications with the Public
9. 1212 School Volunteers
10. 1251 Loitering or Causing Disturbance
11. 1312 Public Complaints
12. 1313 Gifts to School Personnel
13. 1321 Public Performances by Students
14. 1322 Contests for Students

GEORGE C. BUCKBEE
TOWN CLERK

2013 OCT 11 P 12:59

NEW MILFORD, CT

15. 1323 Gifts to Students
16. 1324 Fund-Raising by Students
17. 1325 Advertising and Promotion
18. 1326 Solicitations by Staff Members
19. 1330 Use of School Facilities
20. 1331 Smoking
21. 1350 Senior Citizens' Benefits
22. 1411 Relations with Police Authorities
23. 1412 Fire Department
24. 1430/1440 State and Federal Aid
25. 1620/1640 Relations with Private Schools, Colleges and Universities
26. 1700 Otherwise Lawful Possession of Firearms on School Property

4. Adjourn

Sub-Committee Members: Vacant, Chairperson
Mr. David A. Lawson
Mr. David R. Shaffer
Mrs. Daniele Shook

Alternates: Mr. Thomas McSherry
Vacancy

**RECOMMENDED FOR REVISION AND
APPROVAL AT INITIAL BOARD PRESENTATION**

Bold Italicized language constitutes an addition

Commentary 2013: Suggested revisions are in compliance with recent legislation:

1140(a)

Community Relations

Distribution of Materials to and by Students (Use of Students)

The purpose of permitting the distribution of materials to and by students is to provide a convenient and inexpensive method to notify students and parents of extra-curricular activities of a general interest to students in the school district. At the same time this courtesy to the school community has the potential to interfere with the efficient operation of the school district and distract from instructional activities. The Board of Education reserves the right to refuse distribution of any material to the students of the district by individuals or groups not affiliated with the New Milford Public Schools. The Superintendent of Schools (or designee) shall impose reasonable time, place, and manner restrictions on the distribution of materials to prevent disruption and preserve the educational focus of the schools.

Distribution of Materials at Central Locations in the Schools

Members of the school and local community may request approval to distribute non-curricular materials during non-instructional time at central locations in the schools. Such materials must be pre-approved by the Superintendent of Schools and shall comply with the following standards:

1. The materials must relate to youth-oriented activities or events during the school year (e.g., sports, recreational, social or civic activities) of the public schools, parent teacher organizations, town, or other local, non-profit organizations.
2. The materials must explicitly identify the organization(s) distributing the materials and all sources of information contained in the publication.
3. The materials are not in violation of the law or any Board policy and do not encourage violation of the law or any Board policy.

The Superintendent of Schools shall ensure that students are made aware that the materials that are approved for distribution are not necessarily endorsed or sponsored by the school district.

Distribution of Materials Directly to Students

Any distribution of materials to students directly (e.g., flyers given to students in the classroom to be brought home to parents/guardians) shall be limited to those materials that relate to youth-oriented activities or events sponsored by the public schools, parent teacher organizations, the Town of New Milford or the State of Connecticut. Such materials must be pre-approved by the Superintendent of Schools and comport with Board policy and applicable law.

All requests from groups or individuals to have students distribute materials to people in the community, with the exception of requests from school-connected organizations like parent-teacher organizations or Board appointed citizens' ad hoc advisory committees, will be referred to the office of the Superintendent to determine whether the requests comply with overall school purposes and policy.

Community Relations

Distribution of Materials to and by Students (Use of Students)

Use of Students

The Board prohibits the use of students during normal school hours in activities which are not part of the normal educational and planned curriculum process. Permission for use of students in activities of a non-educational nature must be obtained from the Superintendent or his/her designee who will ensure that the student's rights in terms of voluntary activities are maintained and that students are not exploited either knowingly or unknowingly.

The Superintendent or his/her designee shall interpret this policy strictly; the decisions of the Superintendent will be final.

Budget/Referendum Materials

After the date is set for the budget referendum, information concerning a pending referendum *may be disseminated through the students as long as the information is:*

1. ~~limited to, specifying only~~ the time, date, location, and question or proposal to be voted upon;
2. ~~may be disseminated through the students~~ ***approved by the Superintendent of Schools;***
3. ~~This information may not contain~~ ***not supplemented with*** any other information or statements, or be written in a manner which may advocate a position on the referendum question; ***and***
4. ***NOT disseminated by e-mail, texting, or other automated notification systems of the school district.***

Legal Reference:

Connecticut General Statutes

9-369b Explanatory text relating to local questions.

Policy adopted: May 7, 2001
 Policy revised: June 9, 2009
 Policy revised: February 12, 2013

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut

Commentary 2013: Suggested revisions by legal counsel.

1250(a)

Community Relations

Visits to the Schools

The Board of Education and staff of the school district welcome ~~and strongly encourage~~ members of the community and other interested persons to visit the schools.

Board of Education members are expected to visit schools to become acquainted with school personnel and programs; however, Board members have authority only in scheduled meetings of the Board, as members of Board committees or when delegated specific tasks by specific Board action.

Members of the public and individual Board members interested in visiting schools or classrooms will make arrangements for visitations through the administrators of the various schools. Such visits shall be regarded as expressions of interest in school affairs and/or efforts to become informed about school programs and activities.

Subject to the direction and approval of the Board, the Superintendent is authorized to establish such reasonable regulations as will:

1. ~~Encourage~~ **Enable** visitors to observe our schools in operation.
2. Provide for appropriate hospitality for visitors.
3. Require all visitors to register in the office of the Principal upon their arrival at the school.
4. Ensure student safety.
5. Ensure that the orderly process of school activities is not disrupted.
6. Channel expressions of approval as well as constructive criticism to the staff and to the Board of Education.

Since continuity in classrooms is often difficult to achieve and maintain, while visiting in a classroom, a visitor must not interrupt the class in any way, nor speak to (unless invited to do so) or disturb the students or teacher.

The Principal or her/his designee shall have complete authority to exclude from the school premises any persons whom s/he has reason to believe are disrupting the educational programs in the classroom or in the school, are disturbing the teachers or students on the premises, or whom the Principal believes are on the premises for the purpose of committing an illegal act.

Community Relations

Visits to the Schools (continued)

Visitor Registration

It is required that all visitors, including members of the Board of Education, register in the office of the Principal. Staff members should be alert to the presence of unauthorized visitors and report their presence to the Principal promptly.

~~Non-school people~~ *Visitors not associated with the schools* may not initiate, direct, conduct, control or regularly attend the meetings of student groups.

~~School volunteers are required to register in the Volunteer Sign-in book when they are visiting or volunteering in the schools.~~

(cf. 9010 - Responsibilities and Limits of Authority)

Legal Reference: Connecticut General Statutes

10-151b Evaluation by superintendents of certain educational personnel

53a-185 Loitering in or about school grounds: Class C misdemeanor.

RECOMMENDED FOR REVISION

Commentary 2013: Suggested revisions by legal counsel.

5131.111(a)

Students

Conduct

Camera Surveillance

The Board of Education recognizes the district's responsibility to maintain order and discipline on school property and in school vehicles. The Board also desires to afford students and staff privacy in respect to the records maintained by the district. The Board recognizes the value of electronic surveillance systems in monitoring activity on school property and in school vehicles in furtherance of protecting the health, welfare and safety of its students, staff and visitors as well as to safeguard district facilities and equipment.

The Board of Education having carefully weighed and balanced the rights of privacy of students and staff against the district's duty to maintain order and discipline, finds that it is appropriate to provide for the use of camera surveillance in its transportation vehicles and on school grounds as follows:

1. The district shall notify its students and staff on an annual basis that camera surveillance may occur on or in any school property or building or on any transportation vehicle. The district shall incorporate said notice in the student handbook and written notification to staff;
2. The use of camera surveillance equipment on transportation vehicles shall be supervised by the district transportation supervisor. The use of camera surveillance equipment on school grounds and on other district property shall be supervised and controlled by the building administrator or other responsible administrator;
3. The use of recordings from surveillance equipment shall be subject to the other policies of the district including policies concerning the confidentiality of student and personnel records;
4. Camera surveillance shall only be used to promote the health, welfare, safety and security of students, staff and property and safeguard district facilities and equipment. Evidence of student or staff misconduct may be used in disciplinary proceedings and, in appropriate cases, shared with law enforcement officials where there is evidence of criminal activity.
5. Cameras may be located on transportation vehicles or anywhere on school grounds provided that there will be no surveillance in areas where students and school personnel have a reasonable expectation of privacy, such as locker rooms and lavatories.
6. The retention of camera surveillance recordings shall be in accordance with the requirements of state and federal law as well as other district policies.

Students

Conduct

Camera Surveillance

Video recordings from which students may be identified shall be maintained as confidential educational records consistent with the requirements of the Family Educational Rights and Privacy Act and the Individuals with Disabilities Education Act.

As a general rule, video surveillance recordings need not be maintained in excess of two weeks. However, subject to applicable law, video recordings will be preserved for longer periods of time if any of the following circumstances exist:

- 1. The recording becomes an education record;*
- 2. The recording contains information that is relevant to pending litigation for which the school district has received notice;*
- 3. The recording is a public record that is subject to longer retention schedules;*
- 4. The administration has had cause to review the recording as part of an investigation of any alleged accident, misconduct or criminal activity; or*
- 5. As directed by the Superintendent of Schools or designee.*

Legal Reference:

Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*

Family Educational Rights and Privacy Act, sec. 438, 20 U.S.C. sec. 1232g (1988).

Conn. Gen. Laws § 31-48d

Conn. Gen. Laws § 7-109, Records Retention Act

General Records Retention Schedule M01, "General Records Administration"

Policy adopted:

June 12, 2001

NEW MILFORD PUBLIC SCHOOLS

Policy revised:

June 12, 2007

New Milford, Connecticut

Business/Non-Instructional Operations

Transportation Services

Statement of Policy

This policy applies to students enrolled in the New Milford Public Schools and such other schools as the district is mandated to provide pupil transportation services. The Superintendent of Schools shall administer the district's operations in such a manner as to:

1. provide for the reasonable safety of students.
2. supplement and reinforce desirable student behavior patterns.
3. assist handicapped students appropriately.
4. enrich the instructional program through carefully planned field trips as recommended by the staff.

Definitions

1. "Bus stop" means a geographical location designated by the Board of Education or School Administration where pupils can board or disembark from a school bus.
2. "School transportation" means the procedure, program, or fully effective and implemented plan by which a pupil is conveyed to and/or from school from his/her residence or the bus stop at public expense, whether by use of publicly owned equipment or by contract. Such transportation shall be over public roads approved by the municipality or private roads approved pursuant to C.G.S. Section 10-220c.
3. "Walking distance" means the linear measure of a prescribed or authorized pedestrian route between the pupil's residence and his/her school from a point at the curb or edge of a public or private road nearest the pupil's residence to a point at the entrance of the school, or a safe entrance to the school grounds located within one hundred feet of the school building entrance or the bus pick-up area, or route from the point on the public thoroughfare nearest the residence to the school bus vehicle embarkation point established by the New Milford Board of Education.
4. "One mile walking distance" means a reasonable measurement of a route to be traversed extending from the point of measurement up to 5,280 feet.
5. "Grade K" means kindergarten, or a school program appropriate to a beginning pupil.

Business/Non-Instructional Operations

Transportation Services

Definitions (continued)

6. "Hazard" means a thing or condition, as prescribed in this policy under "Hazardous Condition—Transportation Guidelines" that affects the safety of pupils walking to and from school, and/or bus stop.
7. "Sidewalk" means a portion of the landscape right of way approximately three feet wide, usually parallel to the traffic lanes which may be paved or unpaved, distinguished by some elevation above the street pavement level and marked by curbing, drainage ditch, grass area or fencing; apart from and independent of any painted safety markings along the street pavement.
8. "Raised walk area" means a portion of the landscape right of way approximately three feet wide, usually parallel to the traffic lanes which may be paved or unpaved, distinguished by some elevation above the street pavement level and marked by curbing, drainage ditch, grass area or fencing; apart from and independent of any painted safety markings along the street pavement.
9. "Pupil" means any individual of school age enrolled in a public or nonprofit private school located within the school district or contiguous school district as the case may be.
10. *"Backing" of the school bus shall be avoided, if possible. When backing maneuvers cannot be avoided, children shall be retained inside the bus. If there are children outside the bus, no backing maneuvers shall be made unless a competent adult observer is on hand to direct the maneuver.*

Provision of Transportation

Transportation by private carrier may be provided whenever such practice is more economical than using school district-owned/leased facilities.

The Board of Education will furnish transportation to resident public students living outside of the following limits, based on the most direct route from the students' home beginning at a point at the curb or edge of a public road or highway nearest the home to the edge of the school property or bus pickup area:

<u>Grades</u>	<u>Distance</u>
K-3 students	0.5 ± mile
4-8 students	1 mile
9-12 students	1.5 ± miles

Business/Non-Instructional Operations

Transportation Services

Students living within these limits will receive transportation when, in the opinion of the Board, a hazard is present.

Cul-de-Sac/Dead Ends

Except in cases where hazardous conditions exist as defined in this Policy, buses will not enter any Cul-de-Sac or Dead End Road which distance is the same or less than that proscribed for the age group of children being transported.

Riding Time

It is an objective of this policy that students not be required to spend more than one hour, each way, riding on the school bus. It is understood that in some instances this objective may not be achieved due to the following but not limited to road conditions, weather conditions, and the number of stops required on a particular route.

Hazardous Conditions—Transportation Guidelines

1. Any walking route to either the bus stop or the school which is in excess of the previously designated walking distances shall be deemed hazardous.
2. A street or road having an adjacent or parallel sidewalk or raised walk area shall be deemed hazardous when any one of the following conditions exists:
 - (a) For pupils under age ten, or enrolled in grades K through 3, the absence of pedestrian crossing light or crossing guard where three or more streets intersect, and a street crossing where there are no stop signs or cross guards and the traffic count during the time that pupils are walking to or from school exceeds sixty vehicles per hour at the intersection;
 - (b) For pupils age ten or older, or enrolled in grades 4 through 12, the absence of pedestrian crossing light or crossing guard where three or more streets intersect, and a street crossing where there are no stop signs or cross guards and the traffic count during the time that pupils are walking to or from school exceeds ninety vehicles per hour at the intersection;
 - (c) For all pupils, any street, road, or highway with speed limits in excess of forty miles per hour which do not have pedestrian crossing lights or crossing guards or other safety provisions at points where pupils must cross when going to or from school or the bus stop;

Business/Non-Instructional Operations

Transportation Services

Hazardous Conditions – Transportation Guidelines (continued)

- (d) For all pupils, the usual or frequent presence of any nuisance such as open man-holes, construction, loading zones where delivery trucks are permitted to park on walkways, commercial entrances and exits where cars are crossing walking areas at speeds in excess of five miles per hour, and the like, including such nuisance which are hazardous or attractive to children.
 - (e) For all pupils, the usual or frequent presence of snow plowed or piled on the walk area making walkways unusable and the presence of any of the conditions described in Sections 3(a)-(c) immediately hereafter.
3. Any street, road, or highway which has no sidewalks or raised walk areas shall be deemed hazardous if any one of the following conditions exist:
 - (a) For pupils under age ten or enrolled in grades K through 3, any street, road or highway possessing a traffic count of sixty or more vehicles per hour at the time that pupils are walking to or from schools or bus stops;
 - (b) For all pupils, the presence of man-made hazards including attractive nuisances, as described in Section 2(d) 2(e) immediately preceding this section;
 - (c) Any street, road, or highway possessing a speed limit in excess of thirty miles per hour;
 4. ***Any bus stop located on*** any street, road, or highway which has no sidewalks or raised walk areas shall be deemed hazardous when the line-of-sight visibility together with posted speed limits do not permit vehicular braking/stopping in accordance with the ~~Connecticut Department of Motor Vehicles, Connecticut Department of Transportation or other reasonable standard~~ ***American Association of State Highway and Transportation. Due to the rural nature of the New Milford community, it is not possible to apply these line-of-sight requirements to the pedestrian route to and from a bus stop when such pedestrian route is along a road(s) with a speed limit of 25 miles per hour or less. Similarly, these line-of-sight requirements do not apply to bus stops serving a single family at a location adjacent to their property.***
 5. Any walkway, path, or bridge in an area adjacent or parallel to railroad tracks shall be considered hazardous unless a suitable physical barrier along the entire pedestrian route is present and fixed between pupils and the tracks; and any crossing of railroad tracks that carry moving trains during hours that pupils are walking to or from school shall be deemed hazardous unless, (1) a crossing guard is present; or (2) an automatic control bar is present at

Business/Non-Instructional Operations

Transportation Services

Hazardous conditions – Transportation Guidelines (continued)

crossings used by pupils under age ten, or, a bar or red flashing signal light is operational when the crossing is used by pupils.

6. Any walkway, path, or bridge adjacent or parallel to a lake, pond, stream, culvert, water-way, or bridge shall be deemed a hazard for pupils in grades K through 4 in the absence of a fence or other suitable barrier fixed between the pupil and the water.
7. Any area adjacent to a roadway, sidewalk, or bridge having a drop of three or more feet per four feet of travel length on either side of the established lanes, the absence of a fence or other suitable barrier shall be deemed hazardous for pupils in grades K through 4.
8. Any street, road, walkway, sidewalk, or path designated as a walking route for all school pupils that passes through an area which has a history of aggressive acts of molestation resulting in actual or threatened physical harm or moral degradation during the hours when pupils ordinarily walk to or from school shall be deemed hazardous.
9. Walking to or from school or the bus stop at any time prior to one-half hour before sunrise or any time one-half hour after sunset shall be deemed hazardous for pupils in grades K through 8.
10. These guidelines are applicable to private roads approved for passage of school transportation vehicles in accordance with C.G.S. Section 10-220c.
11. Pupils with physical handicaps and/or health conditions rendering them unable to walk to either the bus stop or school, as determined by their physician and the school district's medical advisor, shall receive appropriate transportation.
12. Exception: The New Milford Board of Education may grant an exception to any provision of this guideline where a peculiar condition or combination of conditions renders such condition(s) a hazard based upon reasonable judgment.

Students Receiving Special Education

Any modifications of these transportation services for special education pupils and pupils eligible for services under Section 504 of the Rehabilitation Act shall be determined on an individual basis.

Business/Non-Instructional Operations

Transportation Services

Suspension of Transportation Services

The New Milford Board of Education has the authority to suspend transportation services of any pupil whose conduct, while awaiting or receiving transportation to or from school, endangers persons or property or constitutes a violation of a publicized Board policy. The decision to suspend a student from transportation services for improper conduct is not reviewable under Connecticut General Statutes §10-186. Suspension from school transportation will be carried out in accordance with the Board's Policy on Student Behavior on School Transportation [Policy 5131.1(a-b)]

Transportation Safety—Reporting of Complaints

The Superintendent of Schools will develop and implement procedures for reporting of all complaints relative to school transportation.

Legal Reference: Connecticut General Statutes
 §§10-186
 10-220
 10-220c
 10-221c
 14-275
 14-275a
 14-275b
 14-275c
 14-276a(c)

 Conn. State Agencies Regs.
 §10-76d-19.

Policy adopted: June 11, 2002
 Policy revised: December 12, 2006
 Policy revised: June 10, 2008
 Policy revised: October 11, 2011

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut

**New Milford Board of Education
Policy Sub-Committee Minutes
October 15, 2013
Lillis Administration Building, Room 2**

Present: Mrs. Wendy Faulenbach
Mr. David A. Lawson
Mr. David R. Shaffer
Mrs. Daniele Shook

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Mr. Joshua Smith, Assistant Superintendent of Schools
Mr. Gregg Miller, Director of Fiscal Services
Ms. Ellamae Baldelli, Director of Human Resources

GEORGE C. BUCKBEE
TOWN CLERK

2013 OCT 17 P 12:55

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mrs. Faulenbach acting as chairperson.	Call to Order
2.	Public Comment <ul style="list-style-type: none">None	Public Comment
3.	Discussion and Possible Action	Discussion and Possible Action
A.	Policies Recommended for Revision and Approval at Initial Board Presentation:	A. Policies Recommended for Revision and Approval at Initial Board Presentation:
1.	Policy 1140 Distribution of Materials to and by Students <ul style="list-style-type: none">Mrs. Faulenbach stated this policy had been revised recently. The new revision is for compliance with recent legislation only.Dr. Paddyfote said that is why the policy can be approved at the initial Board presentation.Mrs. Shook asked if she was reading the revision correctly and that paper flyers were still allowed [when a budget referendum was set] but not electronic mailings and Dr. Paddyfote said that was correct. Mrs. Shook said she found it a waste of paper.Mr. Shaffer asked if persons could still post signs in the teacher lounge or other areas of the school and Dr. Paddyfote said it was not	1. Policy 1140 Distribution of Materials to and by Students

	recommended.	
	Mrs. Shook moved to bring Policy 1140 to the full Board for approval. Motion seconded by Mr. Shaffer. Motion passed unanimously.	Motion made and passed unanimously to bring Policy 1140 to the full Board for approval.
B.	Policies Recommended for Revision:	B. Policies Recommended for Revision:
1.	Policy 1250 Visits to the Schools	1. Policy 1250 Visits to the Schools
	<ul style="list-style-type: none"> Mrs. Faulenbach said the policy changes are being recommended by legal counsel. 	
2.	Policy 5131.111 Conduct: Camera Surveillance	2. Policy 5131.111 Conduct: Camera Surveillance
	<ul style="list-style-type: none"> Dr. Paddyfote said the new language was added due to a case currently before the Commission on Human Rights and Opportunities (CHRO) where there was testimony given that administration had looked at a recording. Administration had viewed the recording but did not keep a record of it as it did not show anything helpful. In discussion with the Board counsel, it was suggested that any recording that is viewed should be saved as sometimes what is not seen is as important for the record as what is seen. Mrs. Shook asked for clarification of the State of Connecticut Record Retention Law and Dr. Paddyfote said it governed what records needed to be kept and for how long and the recordkeeping associated with it. 	
	Mrs. Shook moved to bring Policies 1250 and 5131.111 to the full Board for first review. Motion seconded by Mr. Shaffer. Motion passed unanimously.	Motion made and passed unanimously to bring Policies 1250 and 5131.111 to the full Board for first review.
C.	Policy Recommended for Revision after Full Board First Review:	C. Policy Recommended for Revision after Full Board First Review:
1.	Policy 3541 Transportation	1. Policy 3541 Transportation

- Mrs. Faulenbach said this policy was back at sub-committee after questions during first review at the Board. Mrs. Celli Rigdon had questions in two areas. The first question was on page 3541(e) regarding why the change in grades for when walking is considered hazardous. Mr. Miller said this was because of the way the buses run. The middle school buses run on the same early schedule as the high school buses and at certain times of the year may not make the half hour before sunrise requirement by a minute or two. He said the only way to fix this was either a change to the policy or to change the middle school start time.
- Dr. Paddyfote asked if there were any accommodation requirements and Mr. Miller said there were not. He said state guidelines also vary by local Board configurations.
- The consensus of the sub-committee was to leave the change as recommended.
- Mrs. Faulenbach said the other question was on 3541(c) regarding cul-de-sacs. Mr. Miller said if the sentence is read in its entirety, the additional language conforms to the walking distances listed on 3541(b). It clarifies actual practice.
- Mr. Lawson suggested the phrase “as referenced in Provision of Transportation” be added at the end to clarify.
- The sub-committee consensus was to add the phrase.
- Mr. Shaffer asked if many high schoolers walk a mile and a half or if that was just a top limit. Mr. Miller said not many do and that the distance is on the low side in comparison to other districts which may go up to two miles.

Mrs. Shook moved to bring Policy 3541 to the full Board for second review. Motion seconded by Mr. Shaffer.

Motion passed unanimously.

**Motion made and passed
unanimously to bring Policy 3541 to
the full Board for second review.**

<p>D.</p>	<p>Policies Reviewed with No Revision Recommended:</p> <ol style="list-style-type: none"> 1. Policy 1000 Concepts, Goals and Roles 2. Policy 1110 Administration and School Relations with Board 3. Policy 1110.1 Communications with the Public: Parent Involvement 4. Policy 1112 News Media Relationships 5. Policy 1112.5 Media Access to Students 6. Policy 1120 Public Participation at Board of Education Meetings 7. Policy 1146 Recognition of Students, Citizens, Staff Members 8. Policy 1150/1160 Communications with the Public 9. Policy 1212 School Volunteers 10. Policy 1251 Loitering or Causing Disturbance 11. Policy 1312 Public Complaints 12. Policy 1313 Gifts to School Personnel 13. Policy 1321 Public Performances by Students 14. Policy 1322 Contests for Students 15. Policy 1323 Gifts to Students 16. Policy 1324 Fund-Raising by Students 17. Policy 1325 Advertising and Promotion 18. Policy 1326 Solicitations by Staff Members 19. Policy 1330 Use of School Facilities 20. Policy 1331 Smoking 21. Policy 1350 Senior Citizens' Benefits 22. Policy 1411 Relations with Police Authorities 23. Policy 1412 Fire Department 24. Policy 1430/1440 State and Federal Aid 25. Policy 1620/1640 Relations with Private Schools, Colleges and Universities 26. Policy 1700 Otherwise Lawful Possession of Firearms on School Property <ul style="list-style-type: none"> • Mrs. Faulenbach said counsel had reviewed these policies and did not suggest any revisions. The review date would be noted on the policies for distribution for reference purposes. She said she would reference each policy in order in case of questions and for discussion. • Mr. Shaffer had a question on Policy 1110 Administration and School Relations with 	<p>D. Policies Reviewed with No Revision Recommended:</p> <ol style="list-style-type: none"> 1. Policy 1000 Concepts, Goals and Roles 2. Policy 1110 Administration and School Relations with Board 3. Policy 1110.1 Communications with the Public: Parent Involvement 4. Policy 1112 News Media Relationships 5. Policy 1112.5 Media Access to Students 6. Policy 1120 Public Participation at Board of Education Meetings 7. Policy 1146 Recognition of Students, Citizens, Staff Members 8. Policy 1150/1160 Communications with the Public 9. Policy 1212 School Volunteers 10. Policy 1251 Loitering or Causing Disturbance 11. Policy 1312 Public Complaints 12. Policy 1313 Gifts to School Personnel 13. Policy 1321 Public Performances by Students 14. Policy 1322 Contests for Students 15. Policy 1323 Gifts to Students 16. Policy 1324 Fund-Raising by Students 17. Policy 1325 Advertising and Promotion 18. Policy 1326 Solicitations by Staff Members 19. Policy 1330 Use of School Facilities 20. Policy 1331 Smoking 21. Policy 1350 Senior Citizens' Benefits 22. Policy 1411 Relations with Police Authorities 23. Policy 1412 Fire Department
------------------	--	--

	<p>Board. He said many times when he is at an event people will approach him to talk about district personnel. Should he walk away or is he allowed to listen but not comment.</p> <ul style="list-style-type: none"> • Mr. Lawson said the intent of the policy was to prevent issues with a Board quorum. • Dr. Paddyfote said caution should be shown when personnel are being discussed especially if a Board member is on a hearing sub-committee where impartiality must be maintained. • Mrs. Faulenbach said Policy 1150/1160 Communications with the Public is also covered under the roles of a Board member. • Mrs. Faulenbach said Policy 1312 Public Complaints details the chain of command that the Board tries to follow. • Mr. Shaffer asked for clarification regarding Policy 1313 Gifts to School Personnel. Dr. Paddyfote referred to the last sentence of the policy which says that certified staff should decline gifts etc. which might be construed to "impair or influence professional decisions or actions". • Mr. Shaffer asked if the criteria listed in Policy 1322 Contests for Students was considered for ban or approval and Mrs. Faulenbach said yes they were for both. • Mr. Shaffer said Policy 1324 Fund-Raising for Students states the Superintendent will furnish the Board with an up to date listing of fundraisers. Dr. Paddyfote said Mr. Miller's office tracks this and that it will be provided for next month's Operations meeting. • Mr. Shaffer referenced the phrase that an item should not supplant the normal operating budget. He asked about the gift of a SmartBoard last year. Dr. Paddyfote said it was for an Excel classroom at HPS and it was not a budgeted item. • Mr. Lawson said Policy 1325 Advertising and Promotion had been looked at very thoroughly a short time ago. • Mr. Lawson asked if Policy 1326 Solicitations by Staff Members was impacted by the new 	<p>24. Policy 1430/1440 State and Federal Aid</p> <p>25. Policy 1620/1640 Relations with Private Schools, Colleges and Universities</p> <p>26. Policy 1700 Otherwise Lawful Possession of Firearms on School Property</p>
--	--	--

HIPPA regulations in regards to distribution of student information. Dr. Paddyfote said this information is considered directory in nature and was not prohibited.


- Dr. Paddyfote said Policy 1330 Use of School Facilities has an accompanying regulation with a fee schedule which is reviewed annually by the Board.
- Mr. Shaffer asked for clarification on Policy 1331 Smoking. Does it mean that that a student cannot smoke on school grounds at any time? Dr. Paddyfote said that is correct but the issue is with enforcement which is not always easy.
- Mr. Shaffer said Policy 1350 Senior Citizens' Benefits states that the pass is available at central administration offices and asked if it could be available at the senior center as well. Dr. Paddyfote said the staff at the senior center requests passes regularly for distribution and it is coordinated through her office.
- Mr. Lawson asked if the pass was for all school events and Dr. Paddyfote said it was.
- Mr. Shaffer said Policy 1411 Relations with Police Authorities states that students will be treated in a way to minimize embarrassment and that he was aware of cases where students were handcuffed etc. Mr. Lawson said that law enforcement officials have their own procedures to follow.
- Mrs. Shook asked why there were multiple numbers for Policy 1620/1640 Relations with Private Schools, Colleges and Universities. Dr. Paddyfote said one number refers to private schools, one to colleges and universities. Mrs. Faulenbach said it was similar to Policy 1430/1440 State and Federal Aid where one number refers to state and one to federal.
- Mr. Lawson asked if the state statute referenced in Policy 1700 Otherwise Lawful Possession of Firearms on School Property had changed due to the new gun law. Dr. Paddyfote said she would double check with counsel.

New Milford Board of Education
Policy Sub-Committee Minutes
October 15, 2013
Lillis Administration Building, Room 2

Page 7

4.	Adjourn Mrs. Shook moved to adjourn the meeting at 7:27 p.m. seconded by Mr. Lawson and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:27 p.m.
----	---	---

Respectfully submitted:


Wendy Faulenbach, Chairperson
Board of Education