

NEW MILFORD BOARD OF EDUCATION

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

**POLICY SUB-COMMITTEE
MEETING NOTICE**

GEORGE C. BUCKBEE
TOWN CLERK

2012 MAR 16 P 1:51

NEW MILFORD, CT

**DATE: March 20, 2012
TIME: 6:30 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:

1. 5131.81 Electronic Devices
2. 9000 Role of the Board and Member (Powers, Purposes, Duties)
3. 9012 Legal Responsibilities of Boards of Education
4. 9110 Number of Members, Terms of Office, Oath of Office
5. 9121 Role of the Chairperson
6. 9130 Board Committees

4. Item of Information

- A. Regulation 5131.81 Electronic Devices – Bring Your Own Device**

5. Adjourn

**Sub-Committee Members: Mr. Tom Brant, Chairperson
Mr. David Lawson
Mr. David Shaffer
Mrs. Daniele Shook**

**Alternates: Mr. Daniel Nichols
Mr. Tom McSherry**

RECOMMENDED FOR REVISION

Bold Italicized language constitutes an addition

5131.81

Students

Electronic Devices

Use of Beeppers - Paging Devices/Cellular Telephones and Laser Pointers

Students shall not use cellular telephones during the instructional day *except as permitted by the school district's "Bring Your Own Device" ("B.Y.O.D.") guidelines.*

Students shall not possess or use a laser pointer, unless under teacher supervision for instructional purposes, while on school property, on school transportation or while attending a school sponsored activity on or of school property.

The School Principal may grant written permission for possession and use of a ***remotely activated*** paging device by a student if the student or his parent or guardian establishes to the satisfaction of the Principal that a reasonable basis exists for the possession and use of the device.

Nothing in this policy shall be interpreted to prohibit a student with a disability from possessing and using a paging device or cellular telephone in a manner consistent with the student's Individualized Education Plan (IEP) or 504 Plan.

Legal Reference: Connecticut General Statutes:

§ 10-233j Student Possession and Use of Telecommunication Devices
§ 53-206e Limitations on Sale and Use of Laser Pointers

Policy adopted: June 12, 2001
Policy revised: June 24, 2004
Policy revised: June 12, 2007

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

<p style="text-align: center;">RECOMMENDED FOR REVISION <i>Bold Italicized</i> language constitutes an addition</p>

Commentary: With regard to the proposed revision to #7 below – Conn. Gen. Stat. § 10-16 originally required the school days to be at least a minimum of 4 hours, but that requirement was removed from the statute many years ago.

9000(a)

Bylaws of the Board

Role of the Board and Member (Powers, Purposes, Duties)

It is the obligation of the Board to understand the mandatory powers and duties assigned to the New Milford Board of Education.

The Board of Education shall be charged with the care and management of the New Milford Public Schools. The Board shall perform all duties as required by law and as needed to meet the educational needs of the district.

The New Milford Board of Education has the authority and the responsibility to govern the local public schools within the powers granted by the Constitution and the General Statutes of the State of Connecticut; the regulations of the Connecticut State Board of Education, and the pertinent provisions as determined by the Town of New Milford.

The New Milford Board of Education shall govern within an established set of Bylaws. As an elected Board of the community and an agent of the State, the Board shall:

1. Adopt policies for the operation of schools
2. Employ a Superintendent capable of ensuring that the district maintains a position as an outstanding school system and that school personnel carry out the policies of the Board with energy and dedication
3. Hold public meetings, including hearings, as required and in compliance with the Freedom Of Information Act
4. Appoint, promote, demote and discharge all personnel as recommended and/or nominated by the Superintendent
5. Negotiate and authorize all written contracts that relate to the operation of the schools
6. Formulate Board policies which best serve the educational interests of students and provide the Superintendent with sufficient and adequate guidelines for implementation.
7. Ensure with no less than 900 hours of instruction (***or 450 hours for half-day kindergarten***), schools be maintained for at least 180 days each school year, ~~with the length of a school day being no fewer than four (4) hours~~

Bylaws of the Board

Role of the Board and Member (Powers, Purposes, Duties) (continued)

8. Adopt a budget for Town approval and serve as the authority for the funds appropriated; the Board shall be responsible for the disbursement and transference of funds and shall require an accurate accounting for the funds expended
9. Exercise the authority over buildings, lands, apparatus and property used for school purposes; it being the responsibility of the Board to determine the facility needs of the schools and approve plans for construction, maintenance and repair
10. Provide the required and necessary program of services for all New Milford students
11. Promote open communication between the school system and the community to encourage public interest and participation in the operation of the schools
12. Perform any and all other duties which may be deemed necessary and/or required by law

Role of the Board Member

Each individual should have a clear understanding of his/her role as a Board member.

Members of the Board of Education shall represent and balance the educational interests of students, citizens of the Town and the State of Connecticut. The Board of Education exists only when convened to conduct the business of the Board. Individual members of the Board have no authority except when acting as part of the Board legally in session or when discharging an assignment by the Board.

The members of the Board recognize that they hold no authority as individuals unless specified in their role as officers of the Board. They shall at all times maintain the attitudes and actions that will ensure the integrity of the Board of Education. Board members shall accept the responsibilities as dictated by law and abide by the standards as set forth in this policy.

1. Each new Board member shall receive from the Superintendent the materials necessary for the orientation to his/her role as a Board member.
2. Each Board member shall become informed about the New Milford schools and their educational programs and activities; as well as the general nature, value and direction of contemporary education in our society.
3. Each Board member shall understand and follow Board policy and shall become knowledgeable of the Board's authority, constraints and procedures.

Bylaws of the Board

Role of the Board and Member (Powers, Purposes, Duties) (continued)

4. Each Board member shall regularly attend and shall be prepared for all Board meetings, including the meetings of the committees on which he/she serves.
5. Each Board member shall treat fellow members with the respect due their office, demonstrating courtesy and decorum at all public meetings and in all public statements.
6. Each Board member shall not surrender his/her independent judgment to special interest or partisan political groups; or to use the schools for personal gain.
7. Each Board member shall hold confidential all discussions held in executive session, as well as all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools.
8. Each Board member shall refer all complaints and/or concerns to the Superintendent of Schools.
9. A Board member shall not be employed by the New Milford Board of Education.
10. Each Board member shall avoid any situation which may be interpreted as a conflict of interest.

Legal Reference: Connecticut General Statutes

1-200 Definitions

10-16 Length of school year

10-186 Duties of local and regional boards of education

10-220 Duties of boards of education.

10-221 Boards of education to prescribe rules

10-240 Control of schools

10-241 Powers of school districts

Bylaw adopted by the Board: January 9, 2001

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

RECOMMENDED FOR REVISION

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9012(a)

Bylaws of the Board

Legal Responsibilities of Boards of Education

Powers, duties, and responsibilities of Connecticut Boards of Education originate from state statutes. The Board of Education has responsibility for district education and for maintaining good public elementary and secondary schools; implementing the educational interests of the state as defined in Section 10-4a, including efforts to reduce racial, ethnic and economic isolation, and complying with orders from the Commissioner of Education arising from hearings held under 10-4b (on complaints alleging failure or inability of the Board to implement the educational interests of the state); providing all children of the school district as nearly equal advantages as may be practicable; and providing such other educational activities as in its judgment will best serve the interest of the school district. Other specific Board of Education responsibilities enumerated in state statutes include:

1. preparation of an annual budget (10-222);
2. monitoring and directing budget expenditures and prevention of over-expending the total appropriation to the Board by the town (10-222);
3. provisions for each resident child of school age to attend public day school for the period required by law (10-220);
4. insuring that each child five years of age and over and under eighteen years of age attends schools in accordance with state requirements (10-220) (10-184);
5. provision of at least one hundred eighty days of actual school sessions each year; a minimum of nine hundred hours of actual school work in grades 1-12 and at least four hundred fifty hours of actual school work in kindergarten (10-15)(10-16);
6. determination of the number, age, and qualifications of the students to be admitted into each school (10-220);
7. acting as a body corporate with powers to sue and be sued; to purchase, receive, hold, and convey real and personal property for school purposes; to build, equip, purchase and rent schoolhouses and make major repairs on them, and to supply them with fuel, furniture, and other appendages and accommodations; to establish and maintain schools of different grades; to establish and maintain a school library; to make agreements and regulations for

Bylaws of the Board

Legal Responsibilities of Boards of Education (continued)

- establishing and conducting of schools consistent with regulations of the town; to employ teachers in accordance with Section 10-151 or authorize the Superintendent of Schools to employ teachers; as a school district through its Board of Education, the town is authorized to pay taxes and borrow money for educational purposes and to make agreements and regulations (10-241);
8. provision of textbooks, supplemental books, and library books, supplies, materials, and equipment loaned and furnished to students free of charge subject to Board and Superintendent rules of care and use (10-228); change of textbook adoptions requires at least a two-thirds vote of the Board notice of such potential adoption having been given at a meeting at least one week previous to the vote (10-229);
9. establishment of school attendance areas (10-220)
10. participate in a state-wide inter-district public school choice attendance program; (10-4a) (10-266aa,(b)-(g);
11. provisions for reasonable and desirable student transportation to school including students attending charter schools and magnet schools, (10-220)(10-220c); to state vocational and state vocational agricultural schools (10-97), and equivalent transportation for students in grades K-12 attending nonpublic nonprofit schools within school district boundaries when a majority of such students attending the nonprofit nonpublic schools are residents of Connecticut (10-281);
12. employment and dismissal of certified personnel in accordance with state statutes and Board policies (10-220) (10-151d);
13. provision of an appropriate learning environment for students which includes (1) adequate instructional books, supplies, materials, equipment, staffing, facilities and technology, (2) equitable allocation of resources among schools, *proper maintenance of facilities* and a safe school setting. (10-220)
14. continuing study of the need for school facilities and of a long-term school building program and from time to time making recommendations to the town (10-220);
15. care, maintenance, and operation of buildings, lands, apparatus and other property used for school purposes (10-220);
16. insuring all buildings and all capital equipment against loss in an amount not less than eighty percent of replacement cost (10-220);
17. provision of in-service training for certified teachers, administrators, and other personnel (10-220a);

Bylaws of the Board**Legal Responsibilities of Boards of Education** (continued)

18. provision of United States Flags for each schoolroom to be displayed therein each school day, also provide each school with a U.S. Flag of silk or bunting not less than four feet in length and a suitable flagstaff or other arrangement whereby such flag may be displayed on school grounds in good weather and on the inside of the school building in inclement weather (10-230);
19. saving harmless Board members, teachers, or other employees from financial loss and expense, including legal fees and costs, arising from any claim, demand, suit, or judgment by reason of alleged negligence or other act resulting in accidental bodily injury or death of any person or accidental damage or destruction of property including, but not limited to, infringement of a person's civil rights which result in any injury as long as employee actions are not wanton, reckless, or malicious and are, at the time of such acts, acting in the discharge of his or her duties or within the scope of employment or under the direction of the Board (10-235);
20. saving harmless Board members and employees from financial loss and expense, including payment of reasonable medical expenses or other services, as a result of an assault while the employee was acting in the discharge of his or her duties or within the scope or employment or under the direction of the Board, when expenses aren't paid by an employee's insurance, workers' compensation, or any other source not involving an expenditure by the employee (10-236a);
21. conducting a public hearing on any issue specified in a written petition within three weeks of receiving the petition signed by one per cent of district voters, or fifty voters whichever is greater; such public hearing shall be held at a time and place designated by the Board of Education not later than three weeks after receipt by the Board of such petition (10-238);
22. granting the use of rooms, halls, school buildings or grounds, or any other school facilities, for voting, under the provisions of Title 9 whether or not school is in session, subject to reasonable restrictions the Board of Education may impose (10-239);
23. developing and implementing a three year plan to improve the reading skills of students in kindergarten through three (10-221h);
24. submission of required reports to the Commissioner of Education or State Board of Education, including:
 - a. not later than September 1st of each year, of all receipts, expenditures, and statistics required by the Commissioner on such forms, with such documentation and in accordance with instructions of the Commissioner (10-227); such report to be certified not later than December 31st of the same year by an independent public accountant (7-392);

Bylaws of the Board

Legal Responsibilities of Boards of Education (continued)

- b. each five years, in a manner prescribed by the Commissioner, (1) a statement of educational goals for the public schools developed with parents, students, school administrators, teachers, citizens, local elected officials, and any other groups or individuals the Board determines, such goals to be consistent with statewide goals of the State Board of Education (10-220), and (2) a five year plan for the ongoing and systematic assessment and improvement of teacher evaluation and professional development related to student needs (10-151b)(10-220a);
- c. each year at such time and in such manner as the commissioner prescribes, attestation that the district's educational program offerings and instruction are based on stated educational goals previously developed and submitted as described in "b" above (10-220);
- d. by May 1st of each year, in a format as required by the CSDE, strategic school profiles for each school **and for the school district as a whole** (10-220);
- e. prior to each October 1st, the name, address of employment, and contractual annual salary of all certified employees (10-226);
- f. the name and address of a new Superintendent of Schools within seven days after notice of his or her decision to accept a contract offer for employment (10-226);
- g. at such time and in a manner prescribed by the State Board of Education, data on racial minorities in district schools (10-226a);
- h. annually, **not later than June fifteenth**, through enumeration or other means approved by the Commissioner of Education, on the form prescribed, a report of the number of children of compulsory school age (10-249)(**10-250**).
- i. ~~annually~~ **biennially** to the Commissioner of Education on the condition of facilities and the action taken to implement the long term school building program (**including any individual school building project, indoor air quality program and green cleaning program..**) (10-220)
- j. biennially, beginning, ~~October 1st, 1998,~~ **July 1, 2000**, to the regional education service center on the programs and activities undertaken in the district to reduce racial, ethnic and economic isolation **including information on the number and duration of such programs and activities and the number of students and staff involved and evidence of the progress over time in the reduction of racial, ethnic and economic isolation** (10-226h)
- k. **every five years, provide for an inspection and evaluation program in accordance with the law of the indoor air quality within school buildings that are or have been constructed, extended, renovated or replaced on or after January 1, 2003**(10-220)

Bylaws of the Board

Legal Responsibilities of Boards of Education (continued)

25. development of written policies, procedures, rules on:
 - a. management, studies, classification and discipline of the public schools; textbooks, rules for school library media centers, books and educational media; approval of plans for school buildings, and school oversight (10-221);
 - b. student conduct and notification to parents of student suspension and expulsion; and promulgation of rules at least annually to students (10-221)(10-233e);
 - c. homework, attendance, promotion, and retention (10-221); (promotion and graduation policies that foster student achievement and reduce the incidence of social promotion) ~~(10-233a);~~ **(10-223a)**
 - d. student truancy (10-198a);
 - e. ***dealing with the*** use, sale, or possession of alcohol or controlled drugs by students on school property ***and cooperation with law enforcement officials*** (10-221);
 - f. youth suicide prevention and youth suicide attempts (10-221);
 - g. parent-teacher communication/parental involvement(10-221);
 - h. reporting complaints re school transportation safety and reporting of accidents at school bus stops (10-221c);
 - i. ***sanctions against pupils who damage or fail to return textbooks, library materials or other educational materials (10-221)*** ~~school district use of repayments and insurance proceeds in the year of loss from lost or damaged textbooks, library materials, or other materials (net of any costs the Board of Finance incurred, if any, for replacing such lost, damaged or stolen books or materials) (10-222a);~~
 - j. uniform treatment of recruiters, military and non-military (10-221b);
 - k. ~~protection of children from abuse (17a-101—17a-106)~~ **reporting of child abuse and neglect by school employees (17-101i)**
 - l. weighting of grades for honors and advanced placement courses **(10-220g)**;
 - m. pesticide application at schools including maintaining a copy of the record of each pesticide application at a school for five years (10-231c) (22a-66a); ***a green cleaning program that provides for the procurement and use of environmentally preferable cleaning products in school buildings and facilities (10-220)(10-231g)***

Bylaws of the Board

Legal Responsibilities of Boards of Education (continued)

- n. administration of medication (10-212a), management of life threatening allergies (10-212c), prohibition of school personnel recommending psychotropic drugs (10-212b), wellness (42 U.S.C.A. 1751 Richard B. Russell National School Lunch Act) and restraint and seclusion of persons at risk (46a-154);*
 - o. safe school climate plan to address bullying in the schools (10-221d);*
 - p. education records: confidentiality, access and amendment (20 U.S.C.A. 1232g, Family Educational Rights and Privacy Act or FERPA); student privacy, parental access to information about surveys and administration of certain physical exams (20 U.S.C.A. 1232h Pupil Privacy Rights Amendment or PPRA);*
 - q. equal employment opportunity (federal and state civil rights statutes) and equal educational opportunity (10-15c; grievance procedures to provide prompt and equitable resolution of complaints by employees and students alleging discrimination or sexual harassment (34 C.F.R. 106.8 (Regulations of Title IX of the Civil Rights Act of 1972) and 34 C.F.R. 104.7 (Section 504) and 28 C.F.R. 35.107 (ADA));*
 - r. minority staff recruitment (10-220)*
 - s. making time available each day to recite the Pledge of Allegiance (10-230)*
 - t. athletic coaches evaluation and termination (10-222e)*
26. Under permissive powers, the Board of Education is not obligated to, but may at its discretion:
- a. establish and maintain summer schools on a voluntary basis and charge children a reasonable fee not to exceed the cost of programs, provided the Board may waive any charges for good and sufficient reason (10-74a);
 - b. authorize administrators to suspend students, out of school or in-school, and from bus privileges and recommend expulsion of students whose conduct endangers persons or property or is seriously disruptive of the educational process or violative of a publicized Board policy (10-233c);
 - c. insure against liability imposed by Sections 10-220 and 10-235 (10-236);
 - d. upon request, for not less than one semester's use, of nonpublic school students, or their parents/guardians, residing in and attending a nonpublic school in the district, free loans of current district textbooks (10-228a);

Bylaws of the Board

Legal Responsibilities of Boards of Education (continued)

- e. provide inter-group relations teacher training and select a coordinator of inter-group relations, provide for workshops and training in inter-group relations, evaluate and recommend textbooks and curricula materials concerning racial and cultural minorities, and introduce and implement programs of inter-group relations in the schools ~~(10-226&10-227);~~ **(10-226g)**
- f. establish and maintain school activity funds (10-237);
- g. provide for use of any room, hall, schoolhouse, school grounds, or other school facility for nonprofit educational or community purposes (10-239);
- h. appoint and prescribe duties of licensed dental hygienists (10-213);
- i. regardless of whether school is in session grant temporary use of rooms, halls, school buildings, or grounds, or other school facilities for public, educational, or other purposes or, when school is not in session for political discussions (10-239);
- j. contract with a federal governmental agency for funds to establish a demonstration scholarship program for up to five years (10-239a et. seq.);
- k. take by eminent domain, upon approval of the legislative body, land for a site, or addition to a site, for a public school building (10-241a);
- l. provide out of district transportation to a non-profit Connecticut elementary or secondary nonpublic school approved by the State Board of Education (10-280a);
- m. provide services of a school psychologist, remedial speech, school social worker, and special language teachers for non-English speaking students to children attending private nonprofit schools within the town (10-217a, Section 3g)
- n. operate student savings programs with any banks (36a-300);
- ~~o. establish vocational guidance as part of the educational program and employ a vocational counselor (10-21);~~
- p. exchange professional personnel and students with institutions of other states and other countries and conditions for such exchanges (10-27);
- q. offer one half credit in community service if courses are supervised by certified teachers, are of fifty or more hours non-school time, and with at least ten hours of related classroom instruction (10-221a);
- ~~r. provide sanctions against students who damage or fail to return textbooks, library materials, or other educational materials (10-221);~~

Bylaws of the Board

Legal Responsibilities of Boards of Education (continued)

- s. establish firm high school graduation date on or after the 185th school day (10-16L).
 - t. provide transportation to an out-of-district charter school. (10-266m)
27. compliance with all provisions of the ~~following~~ Connecticut General Statutes:-

COMMENTARY: *There is no need to list every education related statute in Connecticut, particularly since the law is ever evolving.*

- ~~a. Sections 1-13 through 1-18 and 1-200 through 1-241—Freedom of Information Act on public records and meetings;~~
- ~~b. Sections 7-391 through 7-396a—Municipal Audits;~~
- ~~c. Section 7-421—political activities of classified municipal employees for elective office. Leaves of absences. Service on governmental bodies of the town in which the employee resides;~~
- ~~d. Sections 7-467 through 7-479—negotiations with non-certified (municipal) employees;~~
- ~~e. Section 7-479—conflicts of interest for Board of Education members;~~
- ~~f. Section 8-24—municipal and school district improvements and municipal planning commissions;~~
- ~~g. Section 9-185 through 9-206a—election of municipal officers and members of Boards of Education;~~
- ~~h. Sections 10-14m through 10-14r—educational evaluation and remedial assistance programs;~~
- ~~i. Section 10-15b—parental or guardian access to student records;~~
- ~~j. Section 10-15c—prohibition of public school discrimination among children;~~
- ~~k. Section 10-16a—silent meditation;~~
- ~~l. Section 10-16b—prescribed courses of study;~~
- ~~m. 10-16c through 10-16f—family life education;~~
- ~~n. Section 10-17—English language as the medium of instruction in all public elementary schools with exceptions made for bilingual programs;~~

Bylaws of the Board

Legal Responsibilities of Boards of Education (continued)

- o. — Sections 10-17 through 10-17g — required bilingual programs and English as a second language and other support services where required;
- p. — Section 10-18 — required courses in United States History, government and duties and responsibilities of citizenship;
- q. — Section 10-18a — multicultural interests in selection of textbooks;
- r. — Section 10-18c — firearm safety programs and exemptions from participation;
- s. — Sections 10-19 through 10-19b — teaching about alcohol, nicotine, or tobacco; drugs and acquired immune deficiency syndrome and training of personnel; substance abuse prevention teams and advisory councils on drug abuse prevention;
- t. — Sections 10-21b through 10-21e — programs offered by employers, programs offered jointly by Boards of Education and business firms, and school business forums;
- u. — Sections 10-29a through 10-29b — school observances of special days proclaimed by the Governor of Connecticut;
- v. — Sections 10-33 through 10-36 — high school operations and tuition;
- w. — Sections 10-39 through 10-63t — regional school districts;
- x. — Sections 10-64 through 10-66 — regional vocational schools;
- y. — Sections 10-66a through 10-66n — regional educational service centers;
- z. — Sections 10-67 through 10-73 — adult education;
- aa. — Sections 10-76a through 10-76ee — special education;
- ab. — Sections 10-94f through 10-94k — surrogate parent programs;
- ac. — Section 10-145 — employment of properly certified professional personnel;
- ad. — Section 10-151a — access of teachers to personnel files;
- ae. — Section 10-151b — evaluation of certified Board of Education employees;

Bylaws of the Board

Legal Responsibilities of Boards of Education (continued)

- af. — Section 151c — confidentiality of teacher evaluations;
- ag. — Section 153 — prohibition of discrimination among professional employees on the basis of marital status;
- ah. — Section 10-153 through 10-153r — certified employee negotiations;
- ai. — Section 10-157 — Superintendents: relationship to local or regional Board of Education; verification of certification status; written contract of employment; evaluation of Superintendent by Board of Education;
- aj. — Section 10-155f — prohibition of residency requirements for teachers;
- ak. — Section 10-156d — reemployment of certified employees after military leave;
- al. — Section 10-158 — cooperative arrangements among towns. “Teacher” defined for purposes of this Section;
- am. — Sections 10-183b through 10-183nn — teacher retirement;
- an. — Section 10-186 through 10-193 — Boards of Education/student attendance;
- ao. — Section 10-203 — school sanitation;
- ap. — Sections 10-204 and 10-204a — vaccination and required student immunizations;
- aq. — Sections 10-205 and 10-207 — appointment and duties of school medical advisers;
- ar. — Sections 10-206, 10-206a, 10-206b, 10-208, 10-208a, 10-209, 10-210 — student health assessments;
- as. — Section 10-212 — appointment of school nurses and nurse practitioners;
- at. — Section 10-212a — administration of medicines by school personnel;
- au. — Section 10-214 — vision, audiometric, and postural screenings: when required; notification of parents re defects; and record of results;
- av. — Section 10-214a — eye protection for students;
- aw. — Section 10-214 b — compliance reports by Boards of Education;

Bylaws of the Board

Legal Responsibilities of Boards of Education (continued)

- ~~ax. Section 10-215 — lunches, breakfasts and other feeding programs for public school children and employees;~~
- ~~ay. Section 10-217a — Boards to provide the same health services for children in private nonprofit schools within the town as for local public school children;~~
- ~~az. Sections 10-217c, 10-217d, 10-217e, 10-217f 10-217g — warning labels — on art or craft materials of toxic substance, carcinogens, and a statement of safe use and storage for such materials; restricting purchases of art or craft materials by local or regional school districts without such labeling;~~
- ~~ba. Sections 10-220 through 220j — duties of a Board of Education;~~
- ~~bb. Sections 10-221, 10-221a through 10-221o — duty to prescribe rules, policies and procedures;~~
- ~~bc. Section 10-222 — appropriations and budget;~~
- ~~bd. Section 10-231 — requirement for monthly fire drills in each building;~~
- ~~be. Sections 10-231a, 10-231b — pesticide application at schools;~~
- ~~bf. Sections 10-233a and 10-233d — suspension and expulsion of pupils;~~
- ~~bg. Sections 10-263 through 10-266w and 10-74d — school district grants;~~
- ~~bh. Sections 10-282 through 10-292 — school building projects;~~
- ~~bi. Sections 14-212 through 14-292 — operation, drivers, markings, etc. of school buses;~~
- ~~bj. Sections 16a-38 — energy utilization and conservation and life cycle cost analyses for new school construction;~~
- ~~bk. Sections 17a-101 through 17a-106 — protection of children from abuse;~~
- ~~bl. Sections 19a-332 through 19a-332d — carcinogens, asbestos abatement;~~
- ~~bm. Section 19a-342 — prohibiting smoking in public buildings;~~
- ~~bn. Sections 20-412a through 20-412e — speech pathologists and audiologists;~~

Bylaws of the Board

Legal Responsibilities of Boards of Education (continued)

- bo. — Section 22a-449h — replacement of underground storage systems;
- bp. — Section 29-313 — regulations and prohibitions on use of certain fire extinguishers on school buses;
- bq. — Sections 29-381 through 29-389 — safety of public buildings;
- br. — Sections 31-23 and 31-24 — protection of employees and certain prohibitions on employment of minors;
- bs. — Sections 46a-58 through 46a-62 — prohibition of discriminatory employment practices;
- bt. — Sections 46b-120 through 46b-150d — juvenile matters, families with service needs, emancipation of minors, etc.;
- bu. — Section 47-47 — prohibition against barbed wire around public buildings;
- bv. — Sections 52-57 through 52-572 — statutory right of action and defenses including the “Good Samaritan Law” as applicable to school personnel;
- bw. — Sections 53-392a through 53-392e — academic crimes;
- bx. — Section 53a-18 — use of reasonable physical force.

(cf. Board of Education Policies Series 1000 through 9000)

Bylaw adopted by the Board: January 9, 2001
 Bylaw revised by the Board: November 14, 2006

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut

<p style="text-align: center;">RECOMMENDED FOR REVISION <i>Bold Italicized</i> language constitutes an addition</p>

Commentary: The proposed revision puts this by-law in conformity with the Town Charter as well as current practice.

9110

Bylaws of the Board

Number of Members, Terms of Office, Oath of Office

The New Milford Board of Education consists of ***nine (9)*** ~~12~~ members. The election of said members is governed by the New Milford Town Charter.

Terms of Office

The term of office of a school Board member shall be for four years. Members shall take office at the first regularly scheduled meeting in December. Before entering upon their official duties, members of the Board of Education shall take the oath of office before the Town Clerk or their designee.

Term of Board Officers

All officers of the Board shall hold office for a term of one year and until their successors are elected and have qualified, except in case of removal as provided in 9222.

Legal Reference: Connecticut General Statutes

9-204b Optional alternative system for town with four-year terms for board of education

Town of New Milford, ***CT Charter Code***
Chapter VIII, Section 802 - Board of Education

Bylaw adopted by the Board: January 9, 2001

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Bylaws of the Board

Role of the Chairperson

The Board of Education shall prescribe certain duties to the Chairperson in addition to those responsibilities imposed by state statute.

The New Milford Board of Education shall elect a Chairperson from its members at the Annual Organizational Meeting to preside at all meetings of the Board. In the absence of the Chairperson, the Vice-Chairperson shall preside. The Chairperson shall perform all duties imposed by state statute, and those prescribed by Board policies and procedures.

The duties prescribed to the Chairperson shall be:

1. To confer with the Superintendent in the planning of Board agendas and on crucial matters which may occur between Board meetings.
2. To sign, on behalf of the Board, the instruments, acts and orders necessary to carry out state requirements and the will of the Board.
3. To appoint Board committees and their respective Chairpersons. Appoint Board representatives to Town Committees as required.
4. To serve as the official public spokesperson for the Board, *expressing the majority opinion.*
5. To be responsible for the orderly conduct at all Board meetings.
6. Call special meetings of the Board as necessary *or when requested in writing to do so by three of the Board's members.*
7. *Serve as an ex-officio member of all Board committees.*
- ~~7.~~ 8. Assume such other duties as may be authorized by the Board.

As presiding officer at all Board meetings, the Chairperson shall:

1. Call the meeting to order at the appointed time.
2. Announce the business to come before the Board as per the agenda.

Bylaws of the Board

Role of the Chairperson (continued)

3. Recognize persons who desire to speak and protect the speaker who has the floor from disturbance or interference.
4. Clarify motions when necessary.
5. Restrict discussion to the question when a motion is before the Board.
6. Answer parliamentary inquiries in accordance with Robert's Rules of Order; referring questions of legality to the Board attorney.
7. Put motions to a vote, stating clearly the vote and result thereof.

The Chairperson shall keep the Vice-Chairperson duly informed on all pertinent matters, in case of absence of the Chairperson.

Legal Reference: Connecticut General Statutes
 10-218 Officers. Meetings.

Bylaw adopted by the Board: January 9, 2001
Bylaw revised by the Board: December 14, 2010

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Bylaws of the Board

Board Committees

In order to better serve the school system, the Board shall establish certain committees to serve in an advisory capacity to the Superintendent and the Board, and to fulfill its responsibilities as required by law.

It is the policy of the Board to maintain certain Standing Committees, namely: Operations, Learning, Facilities and Policy; and to establish certain Ad-Hoc Committees, as needed. The committees shall operate within the standards set forth by this policy.

Standing Committees

Not later than the January regular meeting of the Board, the Standing Committees shall be appointed by the Board Chairperson to serve until the next annual meeting. Each committee shall consist of ***four*** ~~three~~ Board members and two alternates. The alternates will only participate in committee meetings when one or more of the assigned board members are not present at the committee meeting. The Board Chairperson appoints the Chairperson for each committee from the members of the committee. ***The Board Chairperson is an ex-officio member of all standing committees.***

Any member of the Board who is interested in serving on a standing committee shall notify the Chairperson promptly concerning his or her interest.

- A. Each Board member must serve on at least one standing committee.
- B. No Board member may serve on more than three standing committees.
- C. No Board member may chair more than one standing committee.

Any member of the Board may attend standing committee meetings (excluding Executive Session, unless otherwise permitted under the Freedom of Information Act); however, they are not able to participate in any discussion or vote. At all times, the total number of Board members participating in a committee meeting shall be one less than the number that represents a quorum of the Board.

Standing Committee Chairpersons and members on standing committees shall serve for the same term as the Board Chairperson.

(cf. 9132 – Standing Committees)

Bylaws of the Board

Board Committees (continued)

Ad-Hoc (Special/Temporary) Committees

Ad-Hoc (Special/Temporary) committees shall be established by the Board or Board Chairperson, whenever advisable, to address specific problems and projects. These committees shall include a minimum of two and a maximum of three Board members and may include members of the staff and/or community who would be able to provide expertise. Ad-Hoc committees shall be appointed as soon as possible after their establishment and shall be dissolved when their report has been accepted by the Board or at the next annual organizational meeting or upon a motion for dissolution passed by a majority vote, or upon completion of the assigned task whichever comes first. Ad-Hoc Committees supersede any standing committee.

Ad Hoc committee members shall be appointed by the Chairperson. Any Board member interested in serving on an Ad Hoc committee shall notify the Chairperson promptly concerning his/her interest. Any Board member who is interested in attending Ad Hoc committee meetings may do so. Board members who are not members of the Ad Hoc Committee may not 1) attend any executive session of the Ad Hoc Committee, unless otherwise permitted under the Freedom of Information Act, or 2) participate in any discussion or vote.

In the event of vacancies on Ad Hoc committees, the Chairperson shall appoint new committee members. All appointments expire when the committee as a whole expires.

The duties of each Ad Hoc committee shall be outlined at the time the committee is appointed.

Conduct of Committee Business

So that Board Committees shall operate in a consistent and effective manner, the following standards shall apply:

1. Board committee appointments shall be determined by the Board Chairperson as guided by the best interests of the Board. To make this determination, the Board Chairperson shall consider:
 - The requests by Board members to serve on specific committees. Requests to serve on specific Standing Committees shall be submitted by Board members, in the form of a prioritized list, to the Board Chairman at the annual meeting of the Board.

Bylaws of the Board

Board Committees

Conduct of Committee Business (continued)

- The individual background, talents and experiences of Board members.
 - The synergetic quality of the committee as a whole.
2. Standing Committees shall plan to meet once a month. Additional meetings may be called by the Committee Chairperson whenever he/she deems necessary, or upon a request of two committee members.
 3. All committees of the Board of Education shall follow the provisions of the Freedom of Information Act as required by statute.
 4. All Standing Committee meetings shall have a written agenda, prepared by the Committee Chairperson and the Superintendent or his/her designee; and posted at least twenty-four hours before the meeting. The agenda shall include all assignments as may be directed by the Board.
 5. The proceedings of all Standing Committee meetings shall be recorded and distributed to Board members in a timely manner.
 6. Recommendations to be considered for Board action, as determined by a vote of the committee members present, shall be placed on the agenda of a regular Board meeting as a formal motion.
 7. All committee meetings shall be open to the public; however, an executive session may be called in accordance with the provisions of the Freedom of Information Act.
 8. All committees shall post agendas and keep minutes of business conducted at meetings in accordance with the provisions of the Freedom of Information Act. The minutes shall be kept on file in the Superintendent's office and be made available at all times to the Board of Education members.

Legal Reference: Connecticut General Statutes
 1-200 through 1-241 of the Freedom of Information Act.
 1-200 Definitions.
 1-225 Meetings of government agencies to be public.

Bylaw adopted by the Board:	January 9, 2001	NEW MILFORD PUBLIC SCHOOLS
Bylaw revised by the Board:	November 7, 2005	New Milford, Connecticut
Bylaw revised by the Board:	November 14, 2006	
Bylaw revised by the Board:	June 9, 2009	
Bylaw revised by the Board:	December 14, 2010	

Students**Bring Your Own Device (B.Y.O.D.)****Guidelines for the Use of Personal Technology on Campus**

Technology has changed the way we approach education as we prepare our students for future opportunities. We understand the many positive educational benefits of using technology in the classroom and importance of the integration of technology in our curriculum. In an effort to encourage our students and continue to develop their technology skills, students in the New Milford Public Schools may use their own technology at school for educational purposes.

Definition of Personal Technology

For purposes of this policy, “personal technology” means a privately owned, wireless, and portable electronic hand-held equipment that includes, but is not limited to, existing and emerging mobile communication systems and smart technologies, portable internet devices, Personal Digital Assistants (PDAs), hand held entertainment systems or portable information technology systems that can be used for word processing, wireless Internet access, image capture/recording, sound recording and information transmitting/receiving/storing, etc.

Use of Technology for Instructional Purposes

Use of technology in school is a privilege which comes with great responsibility. Students will only be allowed to use their laptops, tablets, cell phones or other electronic devices for educational purposes at school. Checking personal email, socializing via texts or instant messages, or otherwise engaging in personal pursuits is prohibited during the instructional day.

Internet Access on School Grounds

Only the internet gateway provided by the school may be accessed while on campus. Personal technology, including cell phones and cell network adapters are not permitted to be used to access outside internet sources at any time.

Compliance with other Board Policies

When participating in B.Y.O.D., students must adhere to the Student Code of Conduct, as well as all Board policies, particularly the New Milford School District’s Acceptable Use Policy. This means that students who use their personal technology at school must abide by the established policies regarding acceptable use of the Internet, bullying, harassment, cheating, threats, student confidentiality and other misconduct that violates school rules or causes a disruption of educational activities.

Additional Guidelines

- Teachers have the discretion to determine when students may use personal technology in the classroom. Students must immediately comply with their teachers' requests to shut down or put away personal technology.
- All personal technology must be in silent mode.
- Students may not use personal technology during any assessments or tests unless otherwise directed by school personnel.
- Students shall not transmit, post or otherwise publicly share photographs or videos that they have taken of any person on school grounds or in a school vehicle.

Security and Damages

Responsibility to keep a student's personal technology secure rests with the individual owner. New Milford School District, including its staff or employees, is not liable for any device stolen or damaged on campus. If a device is stolen or damaged, it will be handled through the administrative office in a manner similar to other personal property. It is recommended that students personalize their devices for easy identification and utilize protective cases.

The New Milford School District Technology Department will not service any non-district owned technology, which includes troubleshooting, software or hardware issues. Students are responsible for securing their devices and making sure that they have up-to-date anti-virus software installed, if applicable.

Failure to Follow B.Y.O.D. Guidelines

Misuse of personal technology in violation of these guidelines may result in the loss of access privileges, a prohibition on the use or possession of personal technology on school grounds, or other disciplinary consequences up to and including suspension and expulsion.

Regulation approved:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

B.Y.O.D. Agreement

In exchange for the privilege of using personal technology at school, we acknowledge and agree to each of the following:

1. The District's policies on student conduct and Acceptable Use of the Internet apply to the use of personal technology. It is the student's responsibility abide by those policies when using personal technology on school grounds;
2. Only the Internet gateway provided by the school will be accessed on school grounds. The school's network filters will be applied to the student's connection and no attempts will be made to bypass the network restrictions by using personal access to the Internet;
3. There is no expectation of personal privacy in the use of personal technology at school. The District's network administrators have the ability to identify users and monitor all B.Y.O.D. devices logged on to the network;
4. Personal technology may be searched by school personnel if there are reasonable grounds for suspecting that the search will turn up evidence that a student has violated or is violating either the law or the rules of the school;
5. The school district has the right to examine any device that is suspected of causing problems or was the source of an attack or virus infection;
6. Misuse of personal technology may result in the loss of access privileges, a prohibition on the use or possession of personal technology on school grounds, or other disciplinary consequences up to and including suspension and expulsion.

I/We understand and will abide by the above B.Y.O.D. guidelines. As the parent or guardian, I hereby consent to my child's use of personal technology at school. I/We agree to hold the District harmless for any damages suffered by my child or me including those arising from unauthorized use, loss of data, and exposure to potentially harmful or inappropriate material arising from the use of personal technology at school.

Name of Student (please print)

Signature of Student

DATE: _____

Name of Parent or Guardian (please print)

Signature of Parent or Guardian

DATE: _____

**New Milford Board of Education
Policy Sub-Committee Minutes
March 20, 2012
Lillis Administration Building, Room 2**

Present: Mr. Thomas Brant, Chairperson
Mr. David Lawson
Mr. David Shaffer
Mrs. Daniele Shook

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Mr. Daniel DiVito, Director of Technology
Mr. Greg Shugrue, Principal, New Milford High School
Dr. Len Tomasello, Principal, Sarah Noble Intermediate School

GEORGE C. BUCKBEE
TOWN CLERK

2012 MAR 23 A 8:48

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:30 p.m. by Mr. Brant.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> None 	Public Comment
3.	Discussion and Possible Action <ul style="list-style-type: none"> Mr. Brant stated that he would move discussion of Policy 5131.81 Electronic Devices to the end if there was no objection, so that it could be discussed in conjunction with the proposed regulation. 	Discussion and Possible Action
A.	Policies Recommended for Revision	Policies Recommended for Revision
1.	Policy 9000 Role of the Board and Member (Powers, Purposes, Duties) <ul style="list-style-type: none"> Dr. Paddyfote stated that this revision updates the bylaw to current statutory language regarding the length of the school day. 	Policy 9000 Role of the Board and Member (Powers, Purposes, Duties)
2.	Policy 9012 Legal Responsibilities of Boards of Education <ul style="list-style-type: none"> Dr. Paddyfote summarized the changes, which reflect changes in statutory language. Also, it is not necessary to list the various laws at the end because they are already cited individually 	Policy 9012 Legal Responsibilities of Boards of Education

**New Milford Board of Education
Policy Sub-Committee Minutes
March 20, 2012
Lillis Administration Building, Room 2**

	<p>in the by-law.</p> <ul style="list-style-type: none"> • Mr. Shaffer asked how item #10 on 9012(b) related to magnet school participation. • Dr. Paddyfote stated that if a district does not participate with a magnet school, then through school choice a parent can enter the child's name in the lottery for a spot. If chosen, the district must pay tuition but not transportation. • Mr. Shaffer asked if item q on 9012(g) related to the marketing work credit at the high school. • Mr. Lawson said if it did, it was not an issue, as the by-law allows for at least a ½ credit. • Mr. Shaffer asked if item 26b reflected the OSS changes which have been talked about as coming soon. • Dr. Paddyfote said that change would be handled in a different policy section and there was no change to the by-law. 	
3.	<p>Policy 9110 Number of Members, Terms of Office, Oath of Office</p> <ul style="list-style-type: none"> • Dr. Paddyfote stated these changes were made to reflect the current make up of the Board and clean up wording. 	<p>Policy 9110 Number of Members, Terms of Office, Oath of Office</p>
4.	<p>Policy 9121 Role of the Chairperson</p> <ul style="list-style-type: none"> • Dr. Paddyfote stated these changes were made to reflect state law. 	<p>Policy 9121 Role of the Chairperson</p>
5.	<p>Policy 9130 Board Committees</p> <ul style="list-style-type: none"> • Dr. Paddyfote stated these changes were made to provide consistency with Policy 9121. • Mr. Shaffer asked for clarification on item #2 on 9130(c). • Mr. Lawson stated that the Board can meet up to once a month. • Mr. Brant deferred to Mrs. Faulenbach who was in the audience. She stated that the policy provides a basic outline and the opportunity to 	<p>Policy 9130 Board Committees</p>

**New Milford Board of Education
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	<p>meet in the summer if necessary.</p> <p>Mr. Lawson moved to bring Policies 9000, 9012, 9110, 9121, and 9130 to the full Board for approval in April. Motion seconded by Mr. Shaffer.</p> <ul style="list-style-type: none"> • Dr. Paddyfote clarified that these by-laws had been reviewed by the Board attorney, and changes were for statutory requirement only, so they could be approved at first review. <p>Motion passed unanimously.</p> <p>6. Policy 5131.81 Electronic Devices</p> <ul style="list-style-type: none"> • Dr. Paddyfote stated that this policy needs to be revised to allow for the adoption of the regulation which will be discussed next. <p>Mr. Lawson moved to bring Policy 5131.81 Electronic Devices to the full Board for first review in April. Motion seconded by Mrs. Shook and passed unanimously.</p>	<p>Motion made and passed unanimously to bring Policies 9000, 9012, 9110, 9121, and 9130 to the full Board for approval in April.</p> <p>Policy 5131.81 Electronic Devices</p> <p>Motion made and passed unanimously to bring Policy 5131.81 Electronic Devices to the full Board for first review in April.</p>
4.	Item of Information	Item of Information
A.	<p>Regulation 5131.81 Electronic Devices - Bring Your Own Device</p> <ul style="list-style-type: none"> • Mr. Shaffer expressed concern about student misuse of electronic devices under this new regulation. • Mr. DiVito pointed out that the regulation gives teachers a lot of discretion in how much they allow the use of devices in their classrooms from day to day. • Dr. Tomasello said he is very supportive of this regulation; he would rather monitor usage than prohibit what can be very helpful technology. • Mr. Shugrue agreed, stating he would rather promote proper, safe use than combat it. • Mr. Lawson concurred, stating that the devices are a given, are ever-evolving, and must be 	<p>Regulation 5131.81 Electronic Devices - Bring Your Own Device</p>

**New Milford Board of Education
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Lillis Administration Building, Room 2**

	<p>dealt with appropriately.</p> <ul style="list-style-type: none">• Mrs. Shook expressed concerns about students getting past the firewall and going to inappropriate sites.• Mr. DiVito stated that when the district went wireless, they specifically chose a vendor with robust security protection to combat this issue.	
5.	<p>Adjourn</p> <p>Mrs. Shook moved to adjourn the meeting at 6:57 p.m. seconded by Mr. Shaffer and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 6:57 p.m.</p>

Respectfully submitted:

A handwritten signature in black ink, appearing to read 'H 2 R' with a long horizontal stroke extending to the right.

Thomas Brant, Chairperson
Policy Sub-Committee