

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

BOARD OF EDUCATION
MEETING NOTICE

DATE:	October 11, 2011
TIME:	7:30 P.M.
PLACE:	Sarah Noble Intermediate School – Library Media Center

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 items on this agenda. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

3. PTO REPORT

4. STUDENT REPRESENTATIVES' REPORT

5. APPROVAL OF MINUTES

- A. Approval of the following Board of Education Meeting Minutes
 - 1. Regular Meeting Minutes September 13, 2011

6. SUPERINTENDENT'S REPORT

7. BOARD CHAIRMAN'S REPORT

- A. 2010-2011 Annual Report of the New Milford Board of Education

8. COMMITTEE REPORTS

- A. Facilities Sub-Committee—Mr. Nichols
- B. Operations Sub-Committee—Mr. McSherry
- C. Policy-Sub-Committee—Mrs. Latour
- D. Committee on Learning—Mrs. Thomas
- E. Education Connection – Possible Vacancy
- F. CABE—Mrs. Thomas

9. DISCUSSION AND POSSIBLE ACTION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of October 11, 2011
- B. Monthly Reports
 - 1. Purchase Resolution D-639
 - 2. Budget Position as of September 30, 2011
 - 3. Request for Budget Transfers

GEORGE C. BUCKBEE
TOWN CLERK

2011 OCT -7 P 2:54

NEW MILFORD, CT

C. Memorandum of Understanding with the Town of New Milford Health Department

1. Memorandum of Understanding Regarding the Planning and Implementation of Emergency Vaccination and/or Dispensing Countermeasures
2. Memorandum of Understanding Regarding the Food Services for Health Department Staff and Volunteers during a Public Health Emergency

D. Policies for Approval

1. 4111.1/4211.1 Equal Employment Opportunity
2. 4118.112/4218.112 Sexual and Other Unlawful Harassment
3. 5000 Equal Educational Opportunity
4. 5113 Admissions/Excuses/Dismissal/Truancy
5. 5114 Removal/Suspension/Expulsion
6. 5141 Student Health Services
7. 5141.3 Health Assessments and Immunizations
8. 5145.5 Sexual and Other Unlawful Harassment of Students
9. 6146 Graduation Requirements
10. 3541 Transportation Services

E. Textbook Approval for Grades 11 and 12

F. Approval of the Following Curricula

1. AP French Language and Culture
2. Early Childhood
3. Marketing I

G. Grants

1. Consolidated Grant Application
2. Fuel Up to Play 60 Funds
3. Bilingual Education Program Grant

H. Bid Award

1. Point of Sale/Accountability System – Food and Nutrition Services

I. Gifts & Donations

1. Exhibit B: PTO Gifts & Donations
2. Exhibit C: Walmart

10. ITEMS FOR INFORMATION AND DISCUSSION

- A. Textbook Preview – Grade 11
- B. Field Trip Report - October 2011

11. ADJOURN

ITEMS OF INFORMATION

Policy Sub-Committee Minutes - September 20, 2011

Committee on Learning Sub-Committee Minutes - September 20, 2011

Facilities Sub-Committee Minutes - October 4, 2011

Operations Sub-Committee Minutes - October 4, 2011

Policy Sub-Committee Meeting October 18, 2011 - 6:30 p.m. Lillis Administration Bldg., Room 2	Board of Education Meeting November 8, 2011 - 7:30 p.m. Sarah Noble Intermediate School – LMC
Committee on Learning October 18, 2011 - 7:30 p.m. Lillis Administration Bldg., Room 2	Policy Sub-Committee Meeting November 15, 2011 - 6:30 p.m. Lillis Administration Bldg., Room 2
Facilities Sub-Committee Meeting November 1, 2011 - 6:30 p.m. Lillis Administration Bldg., Room 2	Committee on Learning November 15, 2011 - 7:30 p.m. Lillis Administration Bldg., Room 2
Operations Sub-Committee Meeting November 1, 2011 - 7:30 p.m. Lillis Administration Bldg., Room 2	

**New Milford Board of Education
Regular Meeting Minutes
September 13, 2011
Sarah Noble Intermediate School Library Media Center**

GEORGE C. BUCKBEE
TOWN CLERK

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2011 SEP 16 A 11:31

NEW MILFORD, CT

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

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools Dr. Maureen McLaughlin, Assistant Superintendent of Schools Mr. Daniel DiVito, Director of Information Technology Ms. Ellamae Baldelli, Director of Human Resources Mr. Gregg Miller, Director of Fiscal Services Mr. John Calhoun, Director of Facilities Mrs. Dana Ford, Principal Schaghticoke Middle School Mrs. Adele Johnson, Director of Pupil Personnel Services Liam Lynch, Student Representative Daniel Winter, Student Representative
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1.	Call to Order A. Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:30 pm. The Pledge of Allegiance immediately followed the call to order.	Call to Order Pledge of Allegiance
2.	Teacher Of The Year Recognition A. Teacher of the Year for 2012—Mrs. Tracy Nevins Dr. JeanAnn Paddyfote introduced Mrs. Tracy Nevins as the 2012 Teacher of the year. The meeting recessed at 7:35 pm and reconvened at 7:45 pm.	Teacher Of The Year Recognition A. Teacher of the Year for 2012—Mrs. Tracy Nevins
3.	Public Comment There was none.	Public Comment

4.	PTO Report <ul style="list-style-type: none"> Memberships are not coming in as fast as last year but that could be caused by the poor weather of late. Fall fundraisers are underway at the lower grades. PTO will host a meet the candidates night for Board of Education candidates on Thursday, October 13th at 7 pm at Sarah Noble. 	PTO Report
5.	Student Representatives Report <p>A. Welcome Representatives – Liam Lynch and Daniel Winter</p> <p>Mrs. Faulenbach welcomed the new student representatives.</p> <ul style="list-style-type: none"> School is off to a good start with Freshman Orientation held on August 15th. An open house will be September 15th at the high school. Summer reading programs will be held September 16th. Senior parent night will be October 12th. Fall sports have started. 	Student Representatives Report <p>A. Welcome Representatives – Liam Lynch and Daniel Winter</p>
6. A.	Approval of Minutes <p>A. Approval of the following Board of Education Meeting Minutes</p> <p>1. Regular Meeting Minutes June 14, 2011</p> <p>Mr. Nichols moved to approve the Regular Meeting Minutes of June 14, 2011, seconded by Mr. McSherry and passed 7-0-1.</p> <p>Aye: McSherry, Weinberg, Rigdon, Lawson, Faulenbach, Nichols, Wellman Abstain: Thomas</p>	Approval of Minutes <p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes</p> <p>1. Regular Meeting Minutes June 14, 2011</p> <p>Motion made and passed to approve the Regular Meeting Minutes of June 14, 2011.</p>
7.	Superintendent's Report <ul style="list-style-type: none"> Dr. Paddyfote noted that school started well though two days late due to Tropical Storm 	Superintendent's Report

	<p>Irene.</p> <ul style="list-style-type: none"> • Schools welcomed approximately 4,690 students. • Dr. Paddyfote commended the police and public works for getting the roads ready and keeping traffic flowing smoothly for the beginning of school. • This past summer break was only 59 days which is shorter than normal and the Facilities crew did a great job of cleaning the schools and getting them ready for this school year. • There were two professional development days prior to the start of school, with two keynote speakers, Rick Levay and Michele Lebraun-Griffin. • Over the summer the State Department of Education gave New Milford School district its highest rating for IDEA compliance. 	
8.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> • The October meeting will include the Board's annual report. 	Board Chairman's Report
9.	<p>Committee/Liaison Reports</p>	Committee Liaison Reports
A.	<p>Facilities Sub-Committee – Mr. Nichols</p> <p>Mr. Nichols said Mr. Calhoun gave a report of the summer maintenance projects which were impressive given the brief summer break.</p>	A. Facilities Sub-Committee
B.	<p>Operations Sub-Committee – Mr. McSherry</p> <p>Mr. McSherry noted that almost everything that was on the Operations agenda is on the Board agenda this evening. He said the only thing that was not on the agenda was the end of year balance.</p> <p>Mr. Miller noted that the end of year balance was about \$3,000 which was far less than he would have liked but over time, with some research, he determined that in 2004-05 the balance was under \$1,000 and in 2008-09, the balance was under \$50,000. He suggested that balances from now on will be relatively low given the lean budgets that have been or will be passed.</p>	B. Operations Sub-Committee

C.	Policy Sub-Committee – Mrs. Tarascio-Latour Mrs. Faulenbach noted that the next meeting would be next Tuesday.	C. Policy Sub-Committee
D.	Committee on Learning – Mrs. Thomas Mrs. Thomas said the next Committee on Learning meeting will be next Tuesday at 7:30 pm at the Lillis Administration Building and AP French, Early Childhood and Marketing 1 will be discussed as well as Windows on New Milford and a NEASC update.	D. Committee on Learning
E.	Education Connection – Possible Vacancy No Report.	E. Education Connection
F.	Connecticut Boards of Education – Mrs. Thomas No Report.	F. Connecticut Boards of Education
10. A.	Discussion and Possible Action Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absences as of September 13, 2011 Mr. McSherry moved to approve Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absences as of September 13, 2011, seconded by Mr. Lawson. <ul style="list-style-type: none"> • Mrs. Thomas asked if the schools were in good shape personnel-wise and Mrs. Baldelli said the schools were fully staffed as of today. She said the athletic director just submitted his resignation and there were some additions of teachers and paras on the new Exhibit. • Mr. Lawson said he was concerned with staff leaving the district and taking positions elsewhere. As a district we invest a lot in professional development. • Ms. Baldelli said many of the people leaving were doing so because they were moving and not just to another district. • Mrs. Thomas asked about the number of new staff versus prior years and Ms. Baldelli said 	Discussion and Possible Action Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absences as of September 13, 2011 Motion made and passed to approve Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absences

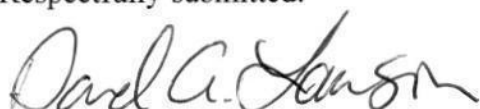
	<p>this year the system hired 28 new teachers of which seven were returning in some capacity. She said this was not an unusual number.</p> <ul style="list-style-type: none"> • Mrs. Rigdon asked what would happen with the departure of the athletic director and Dr. Paddyfote said most likely a substitute would be brought in until she brought forward recommendations for the Board to interview. <p>The motion passed 7-0-1.</p> <p>Aye: McSherry, Weinberg, Lawson, Faulenbach, Nichols, Thomas, Wellman Abstain: Rigdon</p> <p>The motion passed.</p>	
B.	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-638 2. Budget Position as of 8/31/11 3. Budget Transfers <p>Mr. Nichols moved to approve Monthly Reports: Purchase Resolution D-638, Budget Position as of 8/31/11, and Budget Transfers seconded by Mrs. Thomas and passed unanimously.</p>	<p>Monthly Report</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-638 2. Budget Position as of 8/31/11 3. Request for Budget Transfers <p>Motion made and passed to approve monthly reports: Purchase Resolution D-638, budget position as of 8/31/11, and Budget Transfers</p>
C.	<p>Signatory on SNIS Activity Account</p> <p>Mr. Nichols moved to delete Les Weintraub as signatory from the SNIS account and to approve the addition of Len Tomasello as signatory on the SNIS District Account, seconded by Mr. Weinberg and passed unanimously.</p>	<p>Signatory on SNIS Activity Account</p> <p>Motion made and passed to delete Les Weintraub as signatory from the SNIS account and to approve the addition of Len Tomasello as signatory on the SNIS District Account</p>
D.	<p>Addition of Extra-Curricular Activity at SNIS</p> <ol style="list-style-type: none"> 1. Running Program for Grades 4-6 <p>Mr. Nichols moved to approve the addition of the running program for grades 4 – 6, an extra curricular activity at SNIS, seconded by Mr. McSherry and passed unanimously.</p>	<p>Addition of Extra-Curricular Activity at SNIS</p> <ol style="list-style-type: none"> 1. Running Program for Grades 4-6 <p>Motion made and passed to approve the addition of the running</p>

<p>E.</p>	<p>Tuition Rates for 2011-2012</p> <p>Mr. Nichols moved to approve the 2011-2012 tuition rates as follows: New Milford High School - \$10,956.07; Schaghticoke Middle School - \$10,594.59; and Sarah Noble Intermediate School and Elementary Schools - \$9,271.69, seconded by Mr. McSherry.</p> <ul style="list-style-type: none"> • Mr. Lawson asked how the numbers were arrived at and Mr. Miller said they extract the special education costs and out of district costs and include regular education and debt service costs. He said the reason the number varies year to year is the number of students which has been dropping. • Mr. Lawson asked if this number included state and federal aid and Mr. Miller said it did not. <p>The motion passed unanimously.</p>	<p>program for grades 4 – 6, an extra curricular activity at SNIS</p> <p>Tuition Rates for 2011-2012</p> <p>Motion made and passed to approve the 2011-2012 tuition rates as follows: New Milford High School - \$10,956.07; Schaghticoke Middle School - \$10,594.59; and Sarah Noble Intermediate School and Elementary Schools - \$9,271.69.</p>
<p>F. 1.</p>	<p>Retirement Incentive Program 1. Teachers</p> <p>Mr. Nichols moved to execute the Memorandum of Agreement with the New Milford Education Association to implement an early retirement incentive program, seconded by Mr. Weinberg.</p> <ul style="list-style-type: none"> • Mrs. Rigdon asked what the savings could be and Mr. Miller said it would depend on the number of people taking the offer. He said if 10 people take the offer the savings after payout, in year one, could be \$166,000. If 20 people took the offer the savings could be \$333,000. In years two and three the numbers would be \$186,000 and \$373,000. • Mr. Wellman said it seemed this offer meant the loss of a number of experienced teachers and asked if there was any reason, other than financial, to offer this program. • Mr. Lawson said he had confidence in New 	<p>Retirement Incentive Program Teachers</p> <p>Motion made and passed to execute the Memorandum of Agreement with the New Milford Education Association to implement an early retirement incentive program.</p>

	<p>Milford's teachers that this would not be an issue.</p> <ul style="list-style-type: none"> • Mr. McSherry said there are 58 teachers eligible but only 20 can apply. • Mrs. Thomas noted that it did not seem like one school would be affected more than any other with this offer. <p>Motion passed 7-1.</p> <p>Aye: McSherry, Weinberg, Rigdon, Lawson, Faulenbach, Nichols, Thomas No: Wellman</p> <p>Mr. Nichols moved to authorize the Board Chair to execute, on the Board's behalf, the individual teacher's Election, Agreement, Release and Waiver Forms when returned to the Superintendent's office, seconded by Mr. McSherry and passed unanimously.</p>	
2.	<p>2. Administrators</p> <p>Mr. Nichols moved to execute the Memorandum of Agreement with the New Milford School Administrators' Association to implement an early retirement incentive program, seconded by Mr. McSherry.</p> <ul style="list-style-type: none"> • Ms. Baldelli said there are seven administrators who are eligible but the maximum number allowed would be four. The lowest savings would be \$2,000 and could be as high as \$11,000 depending on the position that actually became vacant. • Mr. Wellman asked if all these documents were reviewed by counsel and Dr. Paddyfote said they had. • Mrs. Thomas said administrators leaving was more worrisome to her than teachers because of the shift in leadership. <p>The motion passed unanimously.</p>	<p>Motion made and passed to move to authorize the Board Chair to execute, on the Board's behalf, the individual teacher's Election, Agreement, Release and Waiver Forms when returned to the Superintendent's office.</p> <p>Administrators</p> <p>Motion made and passed to execute the Memorandum of Agreement with the New Milford School Administrators' Association to implement an early retirement incentive program.</p> <p>Motion made and passed to</p>

<p>G.</p>	<p>Mr. Nichols moved to authorize the Board Chair to execute, on the Board's behalf, the individual administrator's Election, Agreement, Release and Waiver Forms when returned to the Superintendent's office, seconded by Mr. Lawson and passed unanimously.</p> <p>Textbook Approval for Grade 9</p> <p>Mr. Nichols moved to approve the Grade 9 textbook, <u>World History</u>, seconded by Mr. Weinberg.</p> <ul style="list-style-type: none"> Mr. Lawson said this was an excellent book. <p>The motion passed unanimously.</p>	<p>authorize the Board Chair to execute, on the Board's behalf, the individual administrator's Election, Agreement, Release and Waiver Forms when returned to the Superintendent's office.</p> <p>Textbook Approval for Grade 9</p> <p>Motion made and passed to approve the Grade 9 textbook, <u>World History</u>.</p>
<p>11.</p> <p>A.</p> <p>B.</p>	<p>Item for Discussion</p> <p>Textbook Previews — Grades 11 and 12</p> <p>Field Trip Report</p>	<p>Item for Discussion</p> <p>Textbook Previews — Grades 11 and 12</p> <p>Field Trip Report</p>
<p>12.</p>	<p>Adjourn</p> <p>Mr. Nichols moved to adjourn the meeting at 8:20 pm seconded by Mr. McSherry and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed to adjourn the meeting at 8:20 pm.</p>

Respectfully submitted:



David A. Lawson
Secretary
New Milford Board of Education

NEW MILFORD BOARD OF EDUCATION



ANNUAL REPORT **2010 – 2011**

NEW MILFORD PUBLIC SCHOOLS
50 East Street
New Milford, Connecticut 06776

Submitted by: JeanAnn C. Paddyfote, Ph.D., Superintendent of Schools

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

Mrs. Wendy Faulenbach, Chairman

Mr. Daniel Nichols, Vice Chairman

Mr. David Lawson, Secretary

Mrs. Nancy Tarascio-Latour, Asst. Secretary

Mrs. Lynette Celli-Rigdon

Mr. Thomas McSherry

Mrs. Alexandra Thomas

Mr. Rodney Weinberg

Mr. William Wellman

Board of Education Annual Report 2010 – 2011

The New Milford Public Schools served 4,728 students in kindergarten through grade 12 during the 2010-11 academic year with a staff of 370.42 teachers, 19.01 administrators, and 227.49 support staff (non-certified staff). The operating budget for the New Milford Public Schools for 2010-2011 totaled \$56,945.211.

August 2010

- The All Staff Convocation was held at New Milford High School on August 30th and the Teacher of the Year, **Joy Gaiser**, was announced.
- Schools opened on August 31st.

September 2010

- **Ashlyn Pacific** was welcomed by the Board of Education as Student Representative.
- Dr. D'Isodori presented the Sarah Noble Walking Project.
- The Facilities Manager updated the Board on summer projects and the Hill & Plain Parking Lot Project, at the Facilities meeting.
- Tuition Rates were established and approved for the 2010-2011 school year.
- The Board approved the Collective Bargaining Agreement with the New Milford Education Association for 2011-2012.
- The Board approved an Independent Study Course for a student.
- The Board approved a textbook for Grade 12, China's Son: Growing Up in the Cultural Revolution.

October 2010

- **Mrs. Joy Gaiser** was recognized as New Milford's 2011 Teacher of the Year.
- Dr. Paddyfote updated the Board on the professional development day held October 8th.
- The Board approved a Table of Organization.
- The 2010-2011 District Consolidated Application, as part of the ESEA Federal Grant funds, in the amount of \$243,783, was approved by the Board.
- One math coach and two literacy coach positions were approved and will be funded by the Education Jobs Fund Grant.
- The following bids were awarded:
 - Smartboards to Valley Communications
 - Data Projector/White Board Installation to Given & Given Enterprises
 - Short Throw Projectors to R&B Enterprises
- The Board of Education accepted the following PTO donation:
 - Sarah Noble Intermediate School - \$1,150.00
- The Board approved a textbook for grades 10-12, The Other Wes Moore: One Name, Two Fates.
- The Windows on New Milford report of the 2009-10 test results was discussed at the Board's Committee on Learning meeting.

- The Board was brought up-to-date on the Hill & Plain Parking Lot Project and the Proposed PTO Courtyard Beautification Project at Schaghticoke Middle School at the Board's Facilities meeting.

November 2010

- The Board of Education recognized **Mr. David Elmore** on his retirement as Director of Technology.
- The Board of Education recognized **Dr. Eileen Cooper**, Teacher of the Gifted & Talented regarding her Tanzania Grant.
- The Board of Education recognized the following:
 - 2011 National Merit Scholarship Program Semi-finalist: **Nicholas Ortiz**
 - 2011 National Merit Scholarship Program Commended Students: **Matthew Coshal, Isabel Mader, Kathleen Norell, Jessica Rehaag, Nathaniel Tower, Eric Zhu, and Ananya Zutshi.**
- The Board approved the appointment of **Mr. Daniel DiVito** to the position of Director of Technology.
- The Board received an update on the Sarah Noble Walking Project.
- The Board of Education approved the PTO Courtyard Beautification Project at Schaghticoke Middle School.

December 2010

- The Board received an update on the Green Cleaning Program at its Facilities meeting.
- The Board received an update from the NMPS Health & Safety Committee at its Facilities meeting.
- The Facilities Manager reviewed the Five-Year Capital Plan projects that had been completed or were in the process of being completed.
- The Board received information on the United Way Childhood Obesity Grant and the Mobile Dental Unit at its Operations meeting.
- The Board held its Annual meeting and elected the following officers:
 - Chairperson – Mrs. Wendy Faulenbach,
 - Vice Chairman – Mr. Daniel Nichols,
 - Secretary – Mr. David A. Lawson, and
 - Assistant Secretary – Mrs. Nancy LaTour.
- At the Board of Education Regular meeting, the Board recognized the New Milford High School students who earned Advanced Level on all four subtests of the Connecticut Academic Performance Test (CAPT). They are:
 - **Laurel Byrnes, Sarah Chauvin, Samantha Cole, Ian Curtis, Ciara Delehanty, Theresa DiMascio, Faith Eherts, Kathryn Flanagan, Katrina Haught, Erin Kersten, Tara Larkin, Nina Maniscalco, Annie Mao, Roger Mao, Dustin Martin, Briana Morrissey, Erika Prevost, Rachael Ranno, Erica Sadowski, Mackenzie Schultz, Anna Scillitoe, Alexandra Scorza, Jacob Scott, John Silk, Carlie Silva, Rebecca Smith, Jane Thompson, Gwendolyn Trott, Robertson Tuomala, Tyler Valzania, Ana Vargas, Toni-Sue Viola, Moe Uddin, Kristina Wagner, Matthew Watrous, Candice Weiss, John Wells, Richard Yan, and Johnny Zheng.**

- The Board of Education approved the following policies:
 - Policy 5114 - Removal/Suspension/Expulsion
 - Policy 5141.27 - First Aid/Emergency Medical Care
 - Policy 5141.123 - Search and Seizure (Use of Metal Detectors)
 - Policy 9121 - Role of the Chairperson
 - Policy 9130 - Board Committees
- The Board of Education approved the Five-Year Curriculum Plan.
- The Board of Education approved the Tentative Agreement with Teamster's Local 677-Food and Nutrition Services.
- The Board of Education approved a textbook for grades 11/12, Psychology in Action.

January 2011

- The Board of Education accepted the following PTO Donations:
 - Northville Elementary School - \$3,215
 - John Pettibone Elementary School - \$1,300
 - Sarah Noble Intermediate School - \$12,391
 - Schaghticoke Middle School - \$3,750
- The Board of Education conducted three evenings of hearings and adopted a budget on the fourth night for the 2011-2012 school year in the amount of \$58,194,266.

February 2011

- The Board received energy updates and snow removal updates from the Facilities Manager.
- The Board recognized the following staff and students at their February meeting:
 - 2011 Veterans of Foreign Wars Patriot's Pen Essay Contest Winner – **Sarah Dengler**
 - Constitution Day Essay Contest – Placed Second in the State – **Andrea Conrad**
 - Constitution Day Essay Contest – Placed Third in the State – **Alyssa Law**
 - American History Contest Winner – **Marlene Berke**
 - Career Development & Transition Regional Conference Panel Member – **Andy Sterry**
 - Career Development & Transition Regional Conference Panel Member – **Tyler Sartwell**
 - Career Development & Transition Regional Conference Student Panel Facilitator – **Mr. David Hawthorne**.
- The Board approved the elimination of the Driver's Ed Program as of June 30, 2011.
- The Building Use Fee Schedule, effective July 1, 2011, was approved by the Board.
- The Board of Education approved the change in date for high school graduation to June 25, 2011.

March 2011

- Board of Education Appreciation was recognized, noting Board's member's tenure ranging from one year to sixteen years.
- The Board approved the Five Year Capital Plan for 2011-2016.

- The following curricula/competencies were approved by the Board:
 - Social and Emotional Thinking
 - Technology Competencies
- The Board approved the following policies:
 - 3110 - Budget Planning
 - 3240 - Tuition Fees
 - 3280 - Gifts to the School
 - 3300 - Purchasing
 - 3451 - Petty Cash Funds
 - 3453.1 - Unexpended Class Funds
 - 3514 - Equipment: Authorized Use of School-Owned Equipment
 - 3516.4 - Safety: Sex Offender Notification
 - 3524 - Hazardous Materials Communication/Green Cleaning Program
 - 3524.1 - Hazardous Material in School
 - 3541.23 - Bus Contractor
 - 3541.313 - Routes and Services/Transportation
 - 3541.44 - Use of Private Automobiles on School Trips
 - 3542.42 - Cafeterias – Handling of School Lunch Funds
 - 5145.45 - Section 504 Procedural Safeguards
- The Board was updated on curriculum development, Connecticut Mastery Test/Connecticut Academic Performance Test, block scheduling at the high school, Smartboard training, and the Teacher Education And Mentoring Program, at its Committee on Learning meeting.
- The Board reviewed the process of evaluating the Superintendent.

April 2011

- The Board recognized Mr. McBreairty and the following students:
 - **Mr. McBreairty** read a resolution thanking the students, staff, and administration of JPS, H&P, NES and SNIS for holding veterans ceremonies throughout the years.
 - **Carleen Thompson** – SNIS – Winner of the Fire Prevention Poster Contest for New Milford
 - **Iman Dervisevic** – SMS – Geography Bee Winner – First Place
 - **Jarod Riedl** – SMS – Geography Bee Winner – Second Place
 - The New Milford High School Wrestling Team:
John Burns, Karl Bradshaw, Kameron Bradshaw, Ian Curtis, Jacob Silva, Andrew Golden, Tyler Monroe, Timothy Pullen, Evan Renner, Kyle Roman, Alexander Thalassinios, Matthew Arnold, Bretburton Clark, Jordan Borek, Sean Doenias, Jesse Kimberly, Keenan Owens, Michael Schulz, Anthony Terlizzi, Dustin Wilson, Louis Alhage, Ryan Clarke, Robert Tozzi, Halim Bourjeili, Thomas McIlveen, Patrick Richardson, Christian Rojas, Niko Stefanatos, Conor Kirkegard, and Nick Amarando.
- A newsletter spotlighting New Milford Schools is now online and citizens can sign up to receive it.
- The Board was brought up-to-date on the Town's Insurance Bid request.

- The Board was advised that the Booster Barn Project had its official opening on April 13th.
- The Board was brought up-to-date on the Observatory Garden Project.
- Board Representative, Mrs. Alexandra Thomas, reported that a local legislative forum was held in New Milford.
- The Board of Education accepted the following PTO donations:
 - Northville Elementary School - \$1,600
 - John Pettibone Elementary School - \$3,595.50
 - Hill & Plain Elementary School - \$3,577
 - Sarah Noble Intermediate School - \$9,510
- The Board approved the Memorandum of Agreement with the Secretaries Union for a Retirement Incentive Program.
- The Board reviewed the 2009-2010 Strategic School Profile.
- The Board approved the Successor Collective Bargaining Agreement (New Milford Paraeducators' Union, Chapter 136-09, Local 136, I.F.P.T.E.

May 2011

- The Board of Education recognized the following staff and students:
 - New Milford High School Students who participated in the Northern Region Music Festival:

Stephen Anderson, Holly Brown, Thomas Barkal, Juliann Booth, Kristina Chamberlin, Lawrence Davis, Jessica Murphy, John Perrino, William Speede, Emily Sterk, Chris Thomas, Evrett Thompson, Brianna Walker, Gina Carrozza, Kristina Wagner, Justin Brelling, Mia Carlone, Ryan DelMastro, Abigail Heydenburg, Ryan Kauer, Howard Luo, Timothy Mondonedo, Michelle Pitcher, Rachel Seigel, Tyler Swanson, John Wells, Benjamin Bayers, Jessica Bradley, Daniel Malkin, Brianna McNally, Jaclyn Mercer, Brendan Nabozny, Abby Nissenbaum, Emily O'Connor, Erin Stolz, and Gwendolyn Trott.
 - Schaghticoke Middle School students who participated in the Northern Region Music Festival:

Heather Adams, Zachary Arnold, Jonathan Davis, Brandon Halberg, Christian Scillitoe, Sabrina Benedicto, Marlene Berke, Andre Cardenas, Angus Li, Leah Wells, Cassandra Ferrante, Maria Galletta, Abigail Hambidge, Allegra Peery, Francine Luo, Courtney Savino, Lucinda Sowerby, and Sara Wilton.
 - Sarah Noble Intermediate School students who participated in the Northern Region Music Festival:

Holly Barkal, and Alec Cardenas.
- The Board accepted the following PTO donations:
 - Northville Elementary School - \$2,000
 - Sarah Noble Intermediate School - \$4,000
- The Board approved Policy 3160 – Budget and Transfer of Funds.
- The Board approved the CT Community Foundation Grant in the amount of \$3,996.70 for the Pre K-K Transition Program.

- The Board passed a motion to allow the administration to hire nine kindergarten teachers from the Education Jobs Fund.
- The Board approved a Grade 12 textbook: Physics Fundamentals.
- The Board discussed the Superintendent's performance, evaluation, employment and contract in executive session with Dr. Paddyfote.
- The Board approved the Superintendent's evaluation summary for the 2010-2011 school year, and authorized the Board Chair and its legal counsel to negotiate with the Superintendent, a new three year contract.
- The Board interviewed and discussed a candidate for the position of Interim Principal at Sarah Noble Intermediate School and unanimously appointed **Dr. Len Tomassello**, effective July 1, 2011.
- The Board received the 2011-2012 school calendar.

June 2011

- The Board held a reception to recognize the following staff and students:
Retirees:
Sheila Brooks, Carol Fogel, Elaine O'Connor, Chalice Racey, Alice Cherniske, Denis Dolan, and Barbara Halleck.
Pellerin Classroom Teacher Award – **Mr. Scott Hoffman** – SMS
Earth Day Poster Contest Winners:
Kayla Burkey – HS, **Kati Som** – HS, **Sophia Rago** – SNIS, and **Alyssa Law** – SNIS.
Distributive Education Clubs of America
Lance Graziano – Principles in Marketing Event
Connecticut Association of Boards of Education Leadership Awards
Cassandra Ferrante – SMS, **Jack O'Marra** – SMS, **Allison Mandeville** – HS, and **Joshua Jugler** – HS.
Western Connecticut Superintendents Association Awards
Emilyn Tuomala – SMS, **Akhil Chedalavada** – SMS, **Lydia Morales** – HS, and **Nicholas Grudev** – HS.
Connecticut Council Of Language Teachers Award (HS)
Chantal Barksdale – French, **Kathryn Flanagan** – French, **Annie Mao** – French, **Kristina Wagner** – French, **Ananya Zutshi** – French & Russian, **Diana Habjan** – German, **LiShan Lin** – German, **Greg Ostner** – German, **Krista Pullen** – German, **Eric Zhu** – German, **Jay Humphreys** – Spanish, **Nevan Swanson** – Spanish, **Despina Tropalis** – Russian, and **Jessica Lin** – Russian & Outstanding Senior in French.
Connecticut Council Of Language Teachers - Staff
Barbara Polley – French, **Mike Crotta** – German, **John Rook** – Spanish & Russian, and **Jim Matranga** – Department Chair.
Connecticut Association of Superintendents
Iman Dervisevic, and **Gregory Hansell**.
Connecticut Higher Education Trust
Micayla Flynn
Connecticut Higher Education Trust - Staff
Mrs. Montemurro

Student Representative to the New Milford Board of Education

Josh Jugler

- The Board was advised that the PTO will be providing thirteen, \$1,000 scholarships.
- The Board was advised that the Hill & Plain playground equipment has been installed and children have already started playing on it.
- The Board received an update on the Hill & Plain boiler project.
- The Board approved the following policies:
 - 4111/4211 – Recruitment and Selection
 - 4111.1/4211.1 – Equal Employment Opportunity
 - 4112.4/4211.4 – Physical Examinations
 - 4112.5/4212.5 – Criminal History Checks
 - 4112.8/4212.8 – Nepotism
 - 4115 – Certified Evaluations
 - 4118.112/4218.112 – Sexual and Other Unlawful Harassment
 - 4118.13/4218.13 – Electronic Monitoring
 - 4121 – Substitute Teachers
 - 4131 – Professional Development
 - 4147.1/4247.1 – Occupational Exposure to Bloodborne Pathogens
 - 4148/4248 – Employee Protection
 - 5145.5 – Sexual and Other Unlawful Harassment of Students
 - 5141.21 – Administration of Medication
 - 5121.2 – Eligibility for Honor Rolls
 - 6141.4 – Independent Study
- The Board approved the following policies for deletion:
 - 5145.5 – Nondiscrimination: Americans with Disabilities Act
 - 5145.51 – Sexual Harassment: Peer Sexual Harassment
- the Board approved the following curricula:
 - Child Development
 - Introduction to Psychology
 - Ceramics I
- The New Milford Board of Education voted to continue its participation in the National School Lunch Program and filed the Healthy Food Certificate for 2011-2012.
- The following bids were approved and award by the Board of Education:
 - Security at the High School to U.S. Security Associates, Inc.
 - Life, Accidental Death & Dismemberment, and Long Term Disability Insurance to Sun Life
 - Waste Disposal to Winter Brothers
 - Windows Bid to Action Glass
 - Milk to Wade Dairy
- The following Grants were approved by the Board of Education:
 - Carl D. Perkins Vocational & Applied Technology Education Act Grant
 - IDEA Grant
 - Adult Ed Grant – Transition to the future/ESL language and community learning
 - English Language Civics Grant
 - CT Community Foundation Grant
 - Investing and Personal Finance Grant

- The Board approved the Memorandum with the Non-Bargaining Unit Employees for a Retirement Incentive Program.
- The Board appointed Sullivan, Schoen, Campana & Connon, LLC as New Milford's Board of Education legal counsel for the 2011-2012 school year.
- The Board approved the End-of-Year Projects.
- The Board approved authorizing the Board Chair to request the Board's end-of-year balance be put in the Capital Reserve Account.
- The Board approved the centralized transportation of the Magnet School.
- The Board approved the revised pay-to-play fee for hockey and a refund of \$322 per family of hockey players.
- The Board approved the 2011-2012 budget adjustments as recommended by the Operations Sub-Committee.
- The Board approved authorization for the Superintendent to accept resignations and make appointments from June 23, 2011 through September 13, 2011.
- The Board approved authorization for the Superintendent to purchase budgeted instructional materials, equipment and services from June 23, 2011 through September 13, 2011.
- The Board approved a new three year contract for the Superintendent of Schools, effective July 1, 2011.
- The Board approved the Addendum to the Collective Bargaining Agreement between the New Milford Board of Education and Teamster's Local Union No. 677, International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America (Custodial & Maintenance Employees) through June 30, 2011.
- The Board approved the settlement agreement between the New Milford Board of Education and Teamster's Local 677-Food & Nutrition Service Employees.
- The Board approved the Addendum to the Collective Bargaining Agreement between the New Milford Board of Education and the New Milford Educational Secretaries Association Chapter of Local 136, I.F.P.T.E. through June 30, 2011.
- The Board approved the Non-Bargaining Unit Personnel salaries for 2011-12.
- The Board received the following annual reports at its sub-committee meetings:
 - The John J. McCarthy Observatory Annual Report
 - The Annual Wellness Report
 - The Annual Emergency Preparedness Report
 - The Voluntary Correction Action Plan – Office of Civil Rights
 - The Food & Nutrition Service Update
 - The Energy Education Update

Summary of 2011 Test Results

Connecticut Mastery Test

Students in grades three through eight took the Connecticut Mastery Test (CMT) in March 2011. Students in grades three, four, five, and seven had more students reach proficiency than the state in all areas measured: mathematics, reading, writing, and science (grade 5). Grades six and eight were above the state in proficiency in all areas except writing.

The goal of No Child Left Behind (NCLB) is to have 100% of all students be proficient by 2014. Except for third grade reading and eighth grade writing, New Milford students had more than 80% proficient in all areas.

Grades three through seven had more students at goal in reading than the state. Grades four, five, and seven had more students at goal in writing than the state. New Milford students in grades three, seven, and eight had more students make goal in mathematics than the state.

The realignment of the mathematics program may explain why students in grades four through six did not do well. Those students who had previously been using Saxon Math may have had difficulty transitioning into Every Day Math as the two programs are quite different.

Connecticut Academic Performance Test

Students in grade ten took the Connecticut Academic Performance Test (CAPT) in March 2011. New Milford had significantly more students at or above goal than the state in all four areas: mathematics, reading, writing, and science. Like the CMT, the goal of NCLB is to have 100% of all students be proficient by 2014. New Milford currently has over 90% of its students at/above proficiency in all areas except mathematics, which dipped this year to 88.5%.

The number of students at/above goal in mathematics and reading is below what was achieved in 2010; however, the number of students at/above goal in writing and science is greater than last year.

New Milford students fell into the middle of the pack with the twenty-three other districts in their reference group for mathematics, reading, and writing. They continued to rank third in science.

Advanced Placement

One hundred fifty-two students took 243 Advanced Placement (AP) exams this year in thirteen different subjects. The four subjects with the highest number of student participants were US history, statistics, calculus AB, and biology. Scores can range from one to five with five being the best. The average score in biology, calculus AB, calculus BC, psychology, and Spanish was above four. The average score fell below three in art history, statistics, and US history. In New Milford 78.9% of students scored 3+ while in CT, there were 74.2% with a 3+.

Scholastic Aptitude Test

The results of the Scholastic Aptitude Test (SAT) were not available at the time of this report.

Summary

The Board of Education routinely recognizes the talent and accomplishments of students and staff at its meetings and end-of-the-year reception. During the 2010-2011 school year the Board recognized 173 students and 17 staff members for outstanding achievement in the arts, athletics, academics, and music. Several students and staff members were also recognized for their humanitarian contributions.

The first year of the 2010-2015 Strategic Plan was implemented. Highlights of accomplishments in this area include the following. Communication: monthly electronic newsletters to staff, parents and community subscribers; updating of the school district's website; and continuation of a comprehensive volunteer program in our schools. Character education: each school promoted the same character attribute monthly through morning announcements, bulletin boards, the district website, and parent information. A character attribute is integrated into each new curriculum guide and revised curriculum guides. Goal setting: students and families in grades 4-12 are involved in setting, pursuing, and achieving goals. At the kindergarten through third grade level students and parents are beginning the process. Technology: every school in the district has received electronic whiteboards; a significant number of staff have been trained to use electronic whiteboards and other forms of technology; and the technology scope and sequence was approved by the Board in March 2011. Curricula: the district's curriculum handbook was revised and five curriculum guides were approved. The Committee on Learning approved a new Five-Year Curriculum Plan in November 2010 and the full Board approved the plan in December 2010. Attract, develop, evaluate, and retain highly qualified staff: school schedules are developed and adjusted to provide collaborative planning time for staff; and the teacher evaluation document is reviewed annually by a group of administrators and teachers. Identify and utilize the support and resources available in the community: the high school held an information fair; the elementary school sponsored a community health fair; and a community resource guide is available online on the high school server.

The Board was awarded \$6,044,841 in grants. The majority of funds were obtained through entitlement grants from the State Department of Education and the federal government. It should be noted that most grants cover a two-year period.

The Board of Education continued to spend taxpayer dollars wisely to educate the students of New Milford with the budget approved by the taxpayers. The district initiated several cost-saving and cost-avoidance measures to curb expenses associated with the rising cost of fuel, electricity, and student transportation. Those measures included, but were not limited to the following: conversion from oil to natural gas at three of the district's schools that could accommodate the switch in fuel; procurement and assignment of bid awards for special education transportation; and continuation of the Energy Education Program.

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
October 11, 2011

** As of October 11, 2011

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. ****Dr. Maureen McLaughlin**, Assistant Superintendent of Schools

Move that the Board of Education accept the resignation of **Dr. Maureen McLaughlin** as Assistant Superintendent of Schools effective June 30, 2012.

Personal Reasons

2. CERTIFIED STAFF

b. APPOINTMENTS

1. **Mrs. Megan Dey**, Social Studies Teacher, New Milford High School

Move that the Board of Education appoint **Mrs. Megan Dey** as a Social Studies Teacher at New Milford High School effective August 23, 2011.

2011-12 salary - \$49,919 (step 1G)

Note: Was approved at September BOE meeting, however, additional information, at the right in bold, was left off September's Exhibit A.

Education History:

BA: New England College

Major: Kinesiology

MS: Univ. of New Hampshire

Major: Exercise Science

M.Ed: Keene State College

Major: Curriculum &

Instruction – **History & Social Studies Gr. 7-12**

Work Experience:

Long term sub Fairfield HS

Replacing L. Meyer

Education History:

BS: Springfield College

Major: Management & Sport Studies

MS: Springfield College

Major: Health Studies

6th Year Degree: CCSU

Major: Educational Leadership

Replacing T. Oczkowski's salary of \$102,634 at a pro-rated salary of \$89,268

3. NON-CERTIFIED STAFF

a. RESIGNATIONS

1. **Mrs. Elsie Strobino**, Food Service Worker, Hill and Plain School

Move that the Board of Education accept the resignation, due to retirement, of **Mrs. Elsie Strobino** as a Food Service Worker at Hill and Plain School effective September 28, 2011.

Retirement

4. NON-CERTIFIED STAFF

b. APPOINTMENTS

1. None

5. SUBSTITUTES

a. APPOINTMENTS

1. **Ms. Michelle Borsavage**, Substitute Teacher
Move that the Board of Education appoint **Ms. Michelle Borsavage** as a Substitute Teacher effective October 12, 2011.

Education History:
BS: Univ. of Vermont
Major: Secondary Education

2. **Mrs. Nicole Buono**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Nicole Buono** as a Substitute Teacher effective October 12, 2011.

Education History:
BS: Mt. St. Mary's Univ.
Major: Elementary Education

3. **Mrs. Alice Cherniske**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Alice Cherniske** as a Substitute Teacher effective October 12, 2011.

Education History:
BS: WCSU
Major: Elementary Education
MS: WCSU
Major: Elementary Ed./Reading

4. **Mr. Robert Coppola**, Substitute Teacher
Move that the Board of Education appoint **Mr. Robert Coppola** as a Substitute Teacher effective October 12, 2011.

Education History:
BA: North Adams St. College
Major: Social Studies
MS: SCSU
Major: Special Education

5. **Mrs. Suzan Dahl**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Suzan Dahl** as a Substitute Teacher effective October 12, 2011.

Education History:
BA: Queens College
Major: Physical Education

6. **** Mrs. Patricia D'Ascoli**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Patricia D'Ascoli** as a Substitute Teacher effective October 12, 2011.

Education History:
BA: Purchase College
Major: Literature
MS: SCSU
Major: English

7. **Mrs. Daniela Esposito**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Daniela Esposito** as a Substitute Teacher effective October 12, 2011.

Education History:
BS: Rochester Inst. of Tech
Major: Electrical Engineering
MS: Long Island Univ.
Major: Adolescent Ed.

8. **Mrs. Celia Garrett**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Celia Garrett** as a Substitute Teacher effective October 12, 2011.

Education History:
BA: Texas A & M Univ.
Major: Management
MA: Univ. of Bridgeport
Major: Elementary Education

9. **Ms. Randi Gottfried**, Substitute Teacher
Move that the Board of Education appoint **Ms. Randi Gottfried** as a Substitute Teacher effective October 12, 2011.

Education History:
BA: WCSU
Major: Psychology
MA: Univ. of Phoenix
Major: Elementary Education
MA: Teachers College/Columbia Univ.
Major: Developmental Psych.

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| <p>10. Mr. Joseph Hall, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Joseph Hall as a Substitute Teacher effective October 12, 2011.</p> | <p><i>Education History:</i>
BS: UConn
Major: English
MA: UConn
Major: Curriculum & Instruction-Education</p> |
| <p>11. Mr. Richard Harrison, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Richard Harrison as a Substitute Teacher effective October 12, 2011.</p> | <p><i>Education History:</i>
BA: Univ. of Rhode Island
Major: Secondary Ed. & Math
BA: UConn
Major: Mathematics
MA: Mercy College
Major: Secondary Education</p> |
| <p>12. Mr. Carl Hatt, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Carl Hatt as a Substitute Teacher effective October 12, 2011.</p> | <p><i>Education History:</i>
BS: SUNY
Major: Physical Education
MS: SUNY
Major: Health Education</p> |
| <p>13. Mr. Kevin Hutson, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Kevin Hutson as a Substitute Teacher effective October 12, 2011.</p> | <p><i>Education History:</i>
BA: UConn
Major: Journalism
MA: Univ. of Bridgeport
Major: Education</p> |
| <p>14. Mr. Mark Keyser, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Mark Keyser as a Substitute Teacher effective October 12, 2011.</p> | <p><i>Education History:</i>
BS: Fitchburg State Univ.
Major: Industrial Arts</p> |
| <p>15. Mr. Michael Kinnicutt, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Michael Kinnicutt as a Substitute Teacher effective October 12, 2011.</p> | <p><i>Education History:</i>
BA: Harvard College
Major: History</p> |
| <p>16. Mrs. Rosalyn Koch, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mrs. Rosalyn Koch as a Substitute Teacher effective October 12, 2011.</p> | <p><i>Education History:</i>
BA: Univ. of Michigan
Major: English
MA: Jewish Theological Seminary
Major: Jewish Education</p> |
| <p>17. Mr. Justin Krul, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Justin Krul as a Substitute Teacher effective October 12, 2011.</p> | <p><i>Education History:</i>
BS: Scranton/Kania School of Management
Major: International Business</p> |
| <p>18. Mr. Matthew Lieberman, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Matthew Lieberman as a Substitute Teacher effective October 12, 2011.</p> | <p><i>Education History:</i>
BM: Univ. of New Hampshire
Major: Music Education
MM: Univ. of Northern Iowa
Major: Performance Trombone</p> |
| <p>19. Ms. Bernadette Parisi, Substitute Teacher
<u>Move</u> that the Board of Education appoint Ms. Bernadette Parisi as a Substitute Teacher effective October 12, 2011.</p> | <p><i>Education History:</i>
BA: Molloy College
Major: Elementary Education</p> |

20. **Ms. Jennifer Peltz**, Substitute Teacher, STEM exchange program with Danbury Schools, John Pettibone School
Move that the Board of Education appoint **Ms. Jennifer Peltz** as a Substitute Teacher effective October 12, 2011.
- Education History:*
BS: WCSU
Major: Psychology/Elementary Education
21. **Mr. Jermol Proctor-Floyd**, Substitute Teacher
Move that the Board of Education appoint **Mr. Jermol Proctor-Floyd** as a Substitute Teacher effective October 12, 2011.
- Education History:*
BA: WCSU
Major: History
MA: Univ. of Bridgeport
Major: Education
22. **Mrs. Lisa Prontelli**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Lisa Prontelli** as a Substitute Teacher effective October 12, 2011.
- Education History:*
BA: Brooklyn College
Major: Television/Radio Production
MS: Iona College
Major: Childhood Education
23. **Mrs. Cynthia Radtke**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Cynthia Radtke** as a Substitute Teacher effective October 12, 2011.
- Education History:*
BS: Univ. of Nebraska
Major: Elementary Education
MS: WCSU
Major: Curriculum
24. **Ms. Amanda Sacridier**, Substitute Teacher
Move that the Board of Education appoint **Ms. Amanda Sacridier** as a Substitute Teacher effective October 12, 2011.
- Education History:*
BS: WCSU
Major: Elementary Education
25. ****Mrs. Laura Schechter**, Substitute Teacher, STEM exchange program with Danbury Schools, Sarah Noble Intermediate School
Move that the Board of Education appoint **Mrs. Laura Schechter** as a Substitute Teacher effective October 12, 2011.
- Education History:*
BS: WCSU
Major: Elementary Education
MS: WCSU
Major: Early Childhood Ed.
26. **Mrs. Jennie Schell**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Jennie Schell** as a Substitute Teacher effective October 12, 2011.
- Education History:*
BA: Univ. of Phoenix
Major: Human Services
27. **Ms. Mary Stone**, Substitute Teacher
Move that the Board of Education appoint **Ms. Mary Stone** as a Substitute Teacher effective October 12, 2011.
- Education History:*
BA: Univ. of South Carolina
Major: English
MS: Univ. of North Florida
Major: Special Education
28. **Mrs. Kathy Weaver-Patzig**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Kathy Weaver-Patzig** as a Substitute Teacher effective October 12, 2011.
- Education History:*
BA: Sam Houston St. Univ.
Major: Business Management
29. **Mr. Thomas Weth**, Substitute Teacher
Move that the Board of Education appoint **Mr. Thomas Weth** as a Substitute Teacher effective October 12, 2011.
- Education History:*
BA: Stonehill College
Major: Political Science
MA: Univ. of Bridgeport
Major: Elementary Education

6. ADULT EDUCATION STAFF

a. APPOINTMENTS

1. None

7. ADULT EDUCATION STAFF

b. RESIGNATIONS

1. **Mr. Henry Bessel**, Data Entry, Adult Education Program
Move that the Board of Education accept the resignation of **Mr. Henry Bessel** as Data Entry for the Adult Education Program effective September 23, 2011.

Personal Reasons

8. BAND STAFF

a. RESIGNATIONS

1. None

b. APPOINTMENTS

1. **Mr. David Paradis**, Pit Instructor/Arranger, Band, New Milford High School
Move that the Board of Education appoint **Mr. David Paradis** as Pit Instructor/Arranger for Band at New Milford High School effective October 12, 2011.

2011-2012 Stipend: \$1419

2. **Mr. Timothy Polhemus**, Guard Tech - Fall, Band, New Milford High School
Move that the Board of Education appoint **Mr. Timothy Polhemus** as Guard Tech – Fall for Band at New Milford High School effective September 26, 2011.

2011-2012 Stipend: \$1419

9. COACHING STAFF

a. RESIGNATIONS

1. ****Mr. Tim Luchsinger**, JV Boys' Basketball Coach, New Milford High School
Move that the Board of Education accept the resignation of **Mr. Tim Luchsinger** as JV Boys' Basketball Coach at New Milford High School effective October 4, 2011.

Personal Reasons

10. COACHING STAFF

b. APPOINTMENTS

1. **Mr. Gary Bellagamba**, Boys' JV Football Coach, New Milford High School
Move that the Board of Education appoint **Mr. Gary Bellagamba** as Boys' JV Football Coach at New Milford High School effective September 30, 2011.

2011-2012 Stipend: \$3785

2. **Ms. Emma Crowcroft**, Volunteer Girls' Varsity Volleyball Coach, New Milford High School
Move that the Board of Education appoint **Ms. Emma Crowcroft** as Volunteer Girls' Varsity Volleyball Coach at New Milford High School effective September 27, 2011.

Volunteer

<p>3. Mr. Terry Flynn, Volunteer Boys' Freshmen Football Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Terry Flynn as Volunteer Boys' Freshmen Football Coach at New Milford High School effective September 23, 2011.</p>	<p>Volunteer</p>
<p>4. Mr. Rob Hibbard, Boys' & Girls' Interscholastic Sports Coordinator, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Mr. Rob Hibbard as Boys' & Girls' Interscholastic Sports Coordinator at Schaghticoke Middle School effective September 1, 2011.</p>	<p>2011-2012 Stipend: \$4265</p>
<p>5. Mr. Rob Hibbard, Boys' & Girls' Intramural Sports Coordinator, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Mr. Rob Hibbard as Boys' & Girls' Intramural Sports Coordinator at Schaghticoke Middle School effective September 1, 2011.</p>	<p>2011-2012 Stipend: \$947</p>
<p>6. Mr. Michael Madden, Volunteer Boys' Freshmen Football Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Michael Madden as Volunteer Boys' Freshmen Football Coach at New Milford High School effective September 23, 2011.</p>	<p>Volunteer</p>
<p>7. **Ms. Michaela McCrain, Girls' JV Soccer Coach, New Milford High School <u>Move</u> that the Board of Education appoint Ms. Michaela McCrain as Girls' JV Soccer Coach at New Milford High School effective October 4, 2011.</p>	<p>2011-2012 Stipend: \$3006</p>
<p>8. Mr. Matt Wall, Boys' & Girls' Intramural Flag Football Coach, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Mr. Matt Wall as Boys' & Girls' Intramural Flag Football Coach at Schaghticoke Middle School effective September 1, 2011.</p>	<p>2011-2012 Stipend: \$947</p>
<p>11. LEAVES OF ABSENCE</p>	
<p>1. **Mrs. Kristie Soucie, Art Teacher, New Milford High School <u>Move</u> that the Board of Education approve the request of Mrs. Kristie Soucie for a medical leave of absence beginning October 4, 2011 and continuing through October 28, 2011.</p>	<p>Paid leave of absence 10/4-28/11</p>
<p>2. **Mrs. Marcella Walsh, Paraeducator, John Pettibone School <u>Move</u> that the Board of Education approve the request of Mrs. Marcella Walsh for a medical leave of absence beginning October 11, 2011 and continuing for approximately two weeks.</p>	<p>Paid leave of absence 10/11-21/11</p>

FOR APPROVAL

4111.1(a)

4211.1(a)

Personnel – Certified/Non-Certified

Equal Employment Opportunity

The New Milford Board of Education provides equal employment opportunities for all employees and applicants for employment. All employment decisions are made without regard to race, color, sex, religion, national origin, sexual orientation, gender identity or expression, disability, marital status, age, ancestry, genetic information, veteran status, or any other basis prohibited by local, state and federal laws. Employment decisions include, but are not limited to, recruitment, hiring, promotion, transfer, compensation, benefits, training, layoff and termination.

The school district hires people based on their qualifications for the position being filled by virtue of job related standards of suitability. Unless provided otherwise by contract, the school district's promotional decisions are based upon an employee's performance and qualifications as they relate to the new responsibilities.

Reasonable accommodations shall be available to disabled employees in a manner consistent with state and federal law. Pre-employment inquiries shall be made only regarding an applicant's ability to perform job-related functions. Medical records shall be kept separate from other employee information and shall be treated confidentially in accordance with applicable state and federal law.

Any employee or applicant who feels there has been a violation of this policy should bring the matter to the immediate attention of the Building Principal or the Title IX Coordinator, unless the Title IX Coordinator is the subject of the complaint, in which case it should be brought to the Superintendent. Any staff member or administrator who receives a complaint should bring the matter to the immediate attention of the Title IX Coordinator, unless he or she feels the Title IX Coordinator is the inappropriate person to handle the matter under the particular circumstances, in which case, it should be brought to the attention of the Superintendent of Schools. The Title IX Coordinator, the Director of Human Resources, may be reached at 50 East Street, New Milford, CT 06776, 860-210-2200.

The Superintendent of Schools is authorized to develop administrative regulations to establish a complaint procedure for reporting violations of this policy. The Title IX Coordinator shall have responsibility for coordinating compliance with this policy and investigating or supervising the investigation of complaints.

A copy of this policy shall be distributed to all present and future employees.

4111.1(b)
4211.1(b)

Personnel – Certified/Non-Certified

Legal Reference:

Connecticut General Statutes

10-153 (Discrimination Based on Marital Status)
46a-60(a) (Connecticut Fair Employment Practices Act)
46a-81c (Sexual Orientation Discrimination- Employment)
R.S.C.A. 46a-54-200 through 46a-54-207

United States Code

20 U.S.C. 1681 (Title IX of the Education Amendments of 1972)
29 U.S.C. 623 (Age Discrimination in Employment Act)
29 U.S.C. 794 (Section 504 of the Rehabilitation Act of 1973)
38 U.S.C. 4301 (Uniformed Services Employment and Re-employment Rights Act)
42 U.S.C. 2000ff Genetic Information Nondiscrimination Act of 2008
42 U.S.C. 2000d and 2000e (Titles VI and VII of the Civil Rights Act of 1964)
42 U.S.C. 12101 (Americans with Disabilities Act)
29 C.F.R. 1604.11 (EEOC Guidelines on Sexual Harassment)

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NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

It is the policy of the New Milford Board of Education to maintain a working and learning environment that is free from sexual and other unlawful harassment. The Board will not tolerate the harassment of any applicant, employee, independent contractor, volunteer, student or visitor based on sex, sexual orientation, gender identity or expression, race, color, religion, national origin, ancestry, marital status, age, disability or genetic information. All forms of harassment are prohibited whether verbal, physical or visual, and regardless of the medium through which it occurs. Such harassment violates Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and the Connecticut Fair Employment Practices Act.

This policy prohibits sexual and other unlawful harassment by employees, teachers, administrators, Board members, volunteers, and others contractually or otherwise under the control of the school system. It also protects against harassment by any third person who is on school premises, at a school workplace or who otherwise comes in contact with school personnel in connection with their employment at the school system.

Definition of Unlawful Harassment

Unlawful harassment means unwelcome and offensive conduct that has the purpose or effect of unreasonably interfering with an employee's performance and/or employment opportunities or that is sufficiently severe, pervasive or persistent so as to create an intimidating, hostile or offensive working environment. All forms of harassment are prohibited whether verbal, written, visual or physical and regardless of the medium through which it occurs.

Definition of Sexual Harassment

Unwelcome sexual advances, requests for sexual favors and other inappropriate verbal, non-verbal or physical conduct of a sexual nature constitute sexual harassment when:

- Submission to the conduct is made either explicitly or implicitly a term or condition of an individual's employment;
- Submission to or rejection of the conduct by an individual is used as the basis of employment decisions affecting the individual;

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

Definition of Sexual Harassment (continued)

- The conduct has the purpose or effect of substantially interfering with an individual's work performance, and/or is sufficiently severe, pervasive or persistent that it creates an intimidating, hostile or offensive work environment; or

Such conduct constitutes sexual harassment whether or not a threat of adverse job consequences is carried out and whether or not the employee actually suffers any tangible adverse job consequences.

Sexual harassment includes a wide range of behaviors – from pressure or requests for sexual activities to unwelcome sexual comments and innuendo to verbal abuse of a sexual nature. Unwelcome sexual flirtations and advances, offensive touching of an individual, graphic or verbal commentaries about an individual's body, sexually degrading words used to describe an individual, and displays in the work place of sexually suggestive objects or pictures are some of the additional behaviors that constitute sexual harassment. Behavior appropriate in a school setting may not be appropriate in the workplace. Sexual harassment may be subtle and even unintentional. It may be directed towards members of the opposite or same sex.

Examples of Sexual Harassment

While an exhaustive list is not possible, the following are examples of specific conduct that violate the law and policy and which, if severe and pervasive, constitute sexual harassment. In each case, such a determination will depend upon the totality of the circumstances, including the severity of the conduct and its pervasiveness. Sexual harassment includes, but is not limited to:

- Suggestive or obscene letters, notes, all electronic messages, voice mail messages, invitations, derogatory comments, slurs, jokes, epithets, touching, impeding or blocking movement, leering, gestures, noises, pulling at clothes, display of sexually suggestive objects, pictures or cartoons, sexual assault, attempted sexual assault;
- Continuing to express sexual interest after learning of or being informed that the interest is unwelcome;
- Coercive sexual behavior used to control, influence, or affect the career, salary and/or work environment of another employee, such as threats of reprisal, implying or withholding support for an appointment, promotion, transfer, or change of assignment;
- Discussion of one's own sexual activities or inquiries into others' sexual experiences;

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

Examples of Sexual Harassment

- Suggesting a poor performance evaluation will be prepared or that a probationary period of employment will not be completed successfully;
- The creation of an atmosphere of sexual harassment or intimidation, or a hostile or offensive working environment; and
- Inappropriate attention of a sexual nature.

Relationships at the Workplace

Sexual or romantic relationships between employees and students are unacceptable whether or not they constitute sexual harassment as defined in this policy. In addition, those working for the school system, and especially those in position of authority, should be sensitive to the questions about mutuality of consent that may be raised, and to the conflicts of interest that may exist, in personal relationships with other school personnel.

Examples of Other Unlawful Harassment

Unwelcome speech or conduct of an offensive or hostile nature based on an individual's race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, or genetic information is also prohibited by this policy. Examples of such unlawful harassment include, but are not limited to, the following:

- Intimidation and implied or overt threats of physical violence or physical acts of aggression or assault upon another or damage to another's property that is motivated by race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, or genetic information or any other basis prohibited by local, state and federal law;
- Depending upon the circumstances and context, demeaning jokes, taunting, slurs, derogatory nicknames, innuendos or other negative or offensive remarks relating to an individual's race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, or genetic information or any other basis prohibited by local, state and federal law;
- Depending upon the circumstances and context, graffiti, slogans, or visual displays such as cartoons, graphics or posters depicting slurs or derogatory sentiments relating to an individual's race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, or genetic information or any other basis prohibited by local, state and federal law.

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

Complaint Procedure

All members of the school community are responsible for helping to assure that sexual and other unlawful harassment is avoided. Any person who has observed or otherwise become aware of the conduct prohibited by this policy should bring the matter to the immediate attention of the Title IX Coordinator. The District's Title IX Coordinator is:

Director of Human Resources
50 East Street
New Milford, CT 06776
860-210-2200

Supervisors and administrators who become aware of possible violations of this policy and fail to report them may be subject to discipline.

The Superintendent of Schools is authorized to develop and maintain regulations establishing a complaint procedure for reporting violations of this policy. Any person who feels he or she has been harassed or victimized in violation of this policy should process a complaint in accordance with the Complaint Procedure described in the accompanying regulations.

All complaints will be promptly investigated in as confidential a manner as practical and appropriate corrective action will be taken when warranted. Any employee, volunteer or other individual under the control of the school system who is determined after an investigation to have engaged in harassment in violation of this policy will be subject to discipline, including possible dismissal. He or she may also be personally liable in any legal action brought against him or her.

Retaliation

Retaliation against an individual because she or he has reported harassment or has cooperated in an investigation of alleged harassment is a violation of Board policy and state and federal law. Such retaliation is a form of harassment and will be handled in the same manner as other forms of unlawful harassment.

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

Responsibilities of the Title IX Coordinator

The Title IX Coordinator is responsible for the following:

1. Ensuring that all complaints of unlawful harassment are investigated in a prompt and objective manner;
2. Ensuring the school district's compliance with various statutory record keeping, notice and training requirements in the area of harassment. This includes the requirement of posting in a prominent and accessible location information concerning the illegality of sexual harassment and remedies available to victims of sexual harassment;
3. Reviewing the Board's policy on harassment and these accompanying administrative regulations periodically for appropriate updating, and monitors them on an on-going basis for effective implementation;
4. Ensures that the Board's policy and administrative regulations are distributed to all employees annually;
5. Ensuring that the definition of "harassment" as well as the process by which any person may make a complaint of sexual, racial or other unlawful harassment is part of the orientation for all employees at the start of the school year and new employees during the school year;
6. Ensuring employees are aware of who is serving as Title IX Coordinator for personnel for the District and how he or she may be reached.

Sexual Harassment Training for Administrators and Supervisory Employees

Administrators and others with supervisory responsibilities must attend a school-sponsored sexual harassment training program within six months of assuming such position with the school district and thereafter when required by the school district. Such training shall include, at minimum, a description of the state and federal laws prohibiting sexual harassment, the definition of sexual harassment, a discussion of the types of conduct that may constitute sexual harassment, a description of the remedies available in such cases, a discussion of strategies to prevent sexual harassment and the warning that individuals who commit acts of sexual harassment may be subject to civil and criminal penalties.

A copy of this policy or appropriate summary shall be periodically distributed to all employees.

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

Legal References:

Connecticut General Statutes

10-153 Discrimination Based on Marital Status
46a-54(15) Commission powers
46a-60(a) Connecticut Fair Employment Practices Act
46a-81c Sexual Orientation Discrimination- Employment
R.S.C.A. 46a-54-200 through 46a-54-207

United States Code

20 U.S.C. 1681 Title IX of the Education Amendments of 1972
29 U.S.C. 623 Age Discrimination in Employment Act
29 U.S.C. 794 Section 504 of the Rehabilitation Act of 1973
42 U.S.C. 2000d and 2000e Titles VI and VII of the Civil Rights Act of 1964
42 U.S.C. 2000ff Genetic Information Nondiscrimination Act of 2008
42 U.S.C. 6101 Age Discrimination Act of 1975
42 U.S.C. 12101 Americans with Disabilities Act
29 C.F.R. 1604.11 EEOC Guidelines on Sexual Harassment

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NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Students

Equal Educational Opportunity

It is the policy of the New Milford Board of Education that students shall be provided an equal opportunity to participate in and benefit from the activities, programs, and courses of study offered by the school district without discrimination on account of race, color, national origin, sex, disability, religion, sexual orientation, gender identity or expression, marital status, parenthood, pregnancy, alienage or any other basis prohibited by local, state and federal law. Additionally, pursuant to Title IX and relevant state law, no individual shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

The New Milford Board of Education complies with all laws pertaining to student disabilities, including but not limited to Section 504 and the Rehabilitation Act of 1973, as amended from time to time, and the Individuals with Disabilities Educational Act, as amended from time to time (IDEA), and applicable state laws and federal and state regulations.

Any student or other individual who feels he or she has been denied an equal opportunity in violation of this policy should immediately bring his or her complaint to the attention of the Building Principal or Assistant Principal, Guidance Counselor or the Title IX Coordinator, unless the Title IX Coordinator is the subject of the complaint in which case it may be brought to the Superintendent of Schools. The Title IX Coordinator may be reached at the Office of the Assistant Superintendent, 50 East Street, New Milford, CT 06776, 860-354-3235.

Legal References: Connecticut General Statutes
 10-15c (Discrimination in public schools prohibited)
 46a-58 (Deprivation of rights)
 United States Code
 20 U.S.C. 1400 (Individuals with Disabilities Education Act)
 20 U.S.C. 1681 (Title IX of the Education Amendments of 1972)
 29 U.S.C. 794 (Section 504 of the Rehabilitation Act of 1973)
 42 U.S.C. 2000d (Title VI of the Civil Rights Act of 1964)
 42 U.S.C. 12101 (Americans with Disabilities Act)

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Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Students

Admission/Excuses/Dismissal/Truancy

Attendance

Classroom learning experiences are the basis for public school education. Time lost from class is lost instructional opportunity. The attendance policy is intended to promote student success.

The New Milford Board of Education requires parents to ensure that their children attend school regularly during the hours and terms the public schools are in session.

Regular attendance at school is not only required by state law, but is an integral component in student success and a matter of self-discipline which will prove important later in life. Class time is an invaluable opportunity for students and teachers to interact with each other and exchange ideas. It is also the forum for a wide range of learning opportunities which cannot be duplicated outside of the classroom. Therefore, in order to avail themselves of the maximum opportunity for learning, students need to be present in each and every class.

The success of a student is determined by the cooperative effort of the student, parents, school, and the community. Failure of these groups to live up to their responsibilities can result in failure for the student. For this reason, responsibilities must be clearly defined and followed.

The procedures and regulations shall be in accordance with Board policy and Connecticut State law. The Superintendent shall insure that administrative procedures and disciplinary actions for student attendance will be contained in each student/parent handbook.

Procedures and regulations shall be maintained and implemented for the schools to provide age-appropriate measures which promote regular and punctual attendance. Schools that share the same grade levels shall have the same procedures and regulations. The procedures and regulations shall clearly define the responsibilities of parents and students regarding attendance in class and school, tardiness, early dismissal, completion of missed work, and other areas which affect the classroom learning experience.

The Principal will give annual written notice to parents/guardian of their obligations according to Connecticut General Statute 10-184. At the beginning of each academic year -- or, in the case of students who enroll during the school year, at the time of enrollment -- the school district will require from the parents/guardians a telephone number where they can be contacted during the school day (i.e. from first bell to dismissal).

The official school day, during which all students are the responsibility of the high school, begins when the student either boards a school bus to come to school or otherwise when the student arrives on campus for the day. Students may neither get off the bus prior to arrival at school nor may they leave campus once they have arrived, without prior approval of the Principal or the Principal's designee.

Students

Admission/Excuses/Dismissal/Truancy

Standards

A. Student Responsibilities

1. To attend all classes except for reasons stated under “Excused Absence” and to be punctual.
2. To report directly to the Attendance Office or School Office when tardy to school, in accordance with school procedures.
3. To notify teachers of anticipated absence and to make arrangements to make up work promptly upon return from an excused absence. In the case of an extended absence, to seek faculty assistance if needed and to make up work in a reasonable time frame.
4. To communicate with parents, teachers, and/or school administrators any problems related to lack of attendance and/or tardiness to school or any class.
5. To report one’s own absences from school or class in accordance with school procedures if one is legally emancipated.

B. Parent Responsibilities:

1. To communicate and work cooperatively with the school for the benefit of the student.
2. To emphasize the importance of regular attendance and punctuality. To authorize only those absences that are included under “Excused Absence.” Also, to make every effort to schedule appointments and vacations outside of school hours.
3. To contact the school regarding an absence or tardy the morning of that absence or tardy.
4. To assist students with arrangements to seek faculty assistance and make up missed work resulting from an absence.

C. School Responsibilities:

1. To take all actions necessary to ensure the success of the student, including parent conferences, counseling, and interaction with the community in making use of community services.
2. To keep accurate attendance records.
3. To notify parents promptly (when parents have not called the school) of all absences whether, for one class or the entire school day.
4. To arrange opportunities for the students to make up missed tests, quizzes and assignments resulting from absences, upon their return to school. In the case of extended absence, to prepare with the student a plan for faculty assistance and an opportunity to make up work in a reasonable time frame.

Students

Admission/Excuses/Dismissal/Truancy

Standards (continued)

D. Community Responsibilities:

1. To realize that the success of students contributes to the success of the community.
2. To encourage regular school attendance as a prerequisite for student employment.
3. To encourage area businesses to refrain from allowing students to congregate during school hours.
4. To encourage medical and dental offices to arrange student appointments outside of school hours.
5. To do all that is possible under current state law to ensure that all students attend school regularly.

Definitions

1. **Truant** - Shall mean a student age 5 – 18 inclusive who has four unexcused absences in any one month or ten unexcused absences in once school year.
2. **Tardy** - A student shall be considered tardy if he/she arrives at class after classes have begun.
3. **Excused Absences** - An absence shall be considered “excused” when a child does not attend school due to illness or injury, death in the immediate family, religious obligation, court appearance, school-related activity, an emergency, or other exceptional circumstances. Written excuse for such absences should be submitted to school officials by the child’s parent or guardian. All other absences, with or without written explanation, shall be considered unexcused.

Students who plan to be absent for reasons other than those listed above, should seek approval by presenting a note from home to the Principal. Responsibility for completion of missed class work lies with the student, not the teacher. Unless a student has an extended illness, all make-up work will be complete within five days after the student returns to school.

4. **Dismissal** - No school, grade, or class may be dismissed before the regularly scheduled dismissal time without the approval of the Superintendent or his/her designee.

No teacher may permit any individual student to leave school prior to the regular hour of dismissal without the permission of the Principal.

Students**Admission/Excuses/Dismissal/Truancy****Definitions** (continued)

No student may be permitted to leave school at any time other than at regular dismissal without the approval of the student's parent/guardian. If a court official with legal permission to take custody of a child, or if a police officer arrests a student, the parent/guardian should be notified of these situations by the administration.

Attendance

Connecticut state law requires parents to cause their children, ages five through eighteen inclusive, to attend school regularly during the hours and terms the public school is in session. Parents or persons having control of a child five years of age have the option of not sending the child to school until age six or seven. The parent or person having control of a child of age five or six shall exercise such option by personally appearing at the school district office and signing an option form. At such time, school personnel shall provide the parent or person with information on the educational opportunities available in the school system. Mandatory attendance terminates upon graduation or withdrawal with written parent/guardian consent at age sixteen or seventeen.

Classroom learning experiences are the basis for public school education. Time lost from class is lost instructional opportunity. The Board of Education requires that accurate records be kept of the attendance of each child, and students should not be absent from school without parental knowledge and consent.

Excessive Absences/Truancy

It is the policy of the Board of Education to monitor school attendance so as to identify students who are truant, and to enlist the cooperation of parents and, when necessary, the juvenile justice system, in order to address the problem when it arises. The following truancy procedures are hereby adopted:

For purpose of these procedures, "Parent" means the parent, guardian or other person having control of a child.

1. Whenever a student in grade K-8 is absent from school on a regularly scheduled school day and no indication has been received by school personnel that the parent or other person having control of the child is aware of the student's absence, school personnel or volunteers under the direction of the building principal shall make a reasonable effort to notify the parent of the student's absence. Notification shall be by telephone and by mail. The mailed notice shall include a warning that two unexcused absences from school in a month or five unexcused absences in a year may result in a complaint filed with the Superior Court that the child's family is a family with service needs.

Students

Admission/Excuses/Dismissal/Truancy

Excessive Absences/Truancy (continued)

2. When a student is identified as a truant, the Superintendent or his/her designee will conduct a meeting with the parent, the student, if appropriate, and with such school personnel where involvement is determined appropriate. The meeting will occur not later than ten (10) school days after the child's fourth (4th) unexcused absence in a month or the tenth (10th) unexcused absences in a school year and will be for the purpose of reviewing and evaluating the reasons for truancy.
3. If the parent of a child who is a truant fails to attend the meeting held pursuant to paragraph 2 above, or fails to otherwise cooperate with the school in attempting to solve the truancy problem, the Superintendent will file not later than fifteen (15) calendar days after such failure to attend or failure to cooperate, a written complaint with the Superior Court pursuant to Connecticut General Statutes §46b-149, alleging that the acts or omissions of the child are such that his/her family is a family with service needs.

Legal Reference: Connecticut General Statutes
 10-184 Duties of parents
 10-185 Penalty
 10-198a through 10-202 Attendance, truancy - in general

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NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

ANNUAL NOTIFICATION OF PARENTAL OBLIGATIONS
UNDER C.G.S. 10-184

Dear (Parent Name),

Connecticut law requires that annually the school district provide you a written notice of your obligations under Connecticut General Statute 10-184. This law requires each parent or guardian of a child five years of age and older and under eighteen years of age to ensure that the child attends school regularly when school is in session — unless such parent or other person shows that the child is receiving equivalent instruction elsewhere, or that the child has graduated from high school. Parents or persons having control of a child five or six years of age have the option of not sending the child to school until age six or seven by personally appearing at the school district office and signing an option form. The parent or person having control of a child sixteen or seventeen years of age may consent to such child's withdrawal from school by signing a withdrawal form at the school district office.

Regular student attendance is essential to the educational process. So that we can inform you if your child is absent without a previous explanation, Connecticut laws also require that we obtain from you a telephone number or other means of contacting you during the school day. Please complete and return the form attached.

Thanks for your cooperation.

Sincerely,

Principal

Students

Removal/Suspension/Expulsion

SECTION I DEFINITIONS

- A. **“Bullying”** is defined as (A) the repeated use by one or more students of a written, oral or electronic communication directed at or referring to another student in the school district; or (B) a physical act or gesture by one or more students repeatedly directed at another student in the school district that (1) causes physical or emotional harm to such student or damage to the student’s property; (2) places such student in reasonable fear of harm to himself/herself or of damage to his/her property; (3) creates a hostile environment at school for such student; (4) infringes on the rights of such student at school; or (5) substantially disrupts the educational process or the orderly operation of the school. Bullying shall include but not be limited to a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socio-economic status, academic status, physical appearance, or mental, physical developmental or sensory disability or by association with an individual or group who has or is perceived to have one or more of such characteristics.
- B. **“Cyberbullying”** is defined as any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.
- C. **“Dangerous instrument”** means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a motor vehicle and a dog that has been commanded to attack.
- D. **“Days”** is defined as days when school is in session.
- E. **“Deadly weapon”** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon, or metal knuckles.
- F. **“Emergency”** is defined as a situation under which the continued presence of the student in the school imposes such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.

Students

Removal/Suspension/Expulsion

SECTION I DEFINITIONS (continued)

- G. **“Exclusion”** is defined as any denial of public school privileges to a student for disciplinary purposes.
- H. **“Expulsion”** is defined as an exclusion from school privileges for more than ten (10) consecutive school days and shall be deemed to include, but not be limited to, exclusion from the school to which such student was assigned at the time such disciplinary action was taken, provided such exclusion shall not extend beyond a period of one (1) calendar year. Such period of exclusion may extend to the school year following the school year in which such exclusion was imposed.
- I. **“Firearm”** means 1) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; 2) the frame or receiver of any such weapon; 3) any firearm muffler or firearm silencer; or 4) any destructive device. Firearm does not include any antique firearm. For purposes of this definition "destructive device" means any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, missile having an explosive or incendiary charge of more than 1/4 ounce, mine, or device similar to any of the weapons described herein.
- J. **“In-school suspension”** is defined as an exclusion from regular classroom activity for not more than ten (10) consecutive school days, but not an exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. An in-school suspension may be served in the school that the pupil attends, or in any school building under the jurisdiction of the board of education, as determined by such board. An in-school suspension may include reassignment to a regular classroom program in a different school in the school district; such reassignment shall not constitute a "suspension" or "expulsion" under this policy.
- K. **“Martial arts weapon”** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.
- L. **“Possess”** means to have physical possession or otherwise to exercise dominion or control over tangible property.
- M. **“Removal”** is defined as an exclusion from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond 90 minutes.

Students

Removal/Suspension/Expulsion

SECTION I DEFINITIONS (continued).

- N. **“School sponsored activity”** is defined as any activity sponsored, recognized or authorized by the board of education and includes activities conducted on or off school property.
- O. **“Suspension”** is defined as an exclusion from school privileges and/or from transportation services for not more than ten (10) consecutive school days, provided such exclusion shall not extend beyond the end of the school year in which such suspension was imposed. Suspensions shall be in-school suspensions unless during the suspension hearing, (1) the administration determines that the pupil being suspended poses such a danger to persons or property or such a disruption of the educational process that the pupil shall be excluded from school during the period of suspension, or (2) the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence of (A) previous disciplinary problems that have led to suspensions or expulsion of such pupil, and (B) efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies.
- P. **“Vehicle”** means a "motor vehicle" as defined in Section 14-1 of the Connecticut General Statutes, snow mobile, any aircraft, or any vessel equipped for propulsion by mechanical means or sail.

SECTION II REMOVAL FROM CLASS

- A. Each teacher shall have the authority to remove a student from class when such student deliberately causes a serious disruption of the educational process within the classroom, provided that no student shall be removed from class more than six times in any year, nor more than twice in one week unless such student is referred to the building principal, or his/her designee, and granted an informal hearing as set forth in section IV C of this policy.
- B. Whenever any teacher removes a student from the classroom, such teacher shall send the student to a designated area and shall immediately inform the building principal or his/her designee as to the name of the student against whom such disciplinary action was taken and the reason therefore.

SECTION III STANDARDS GOVERNING SUSPENSION AND EXPULSION

- A. Conduct on school grounds or at a school sponsored activity as set forth in Section C below will be cause for suspension and/or expulsion when such conduct:

Students

Removal/Suspension/Expulsion

SECTION III STANDARDS GOVERNING SUSPENSION AND EXPULSION (continued)

1. Violates a publicized policy or code of student conduct in effect in the schools; or
 2. Seriously disrupts the educational process; or
 3. Endangers persons or property
- B. Conduct off school grounds as described in paragraph C below will be cause for suspension and/or expulsion when such conduct:
1. Violates a publicized policy of the Board and
 2. Seriously disrupts the educational process
- C. The following conduct is prohibited and will be considered cause for suspension and/or expulsion:
1. Threatening in any manner, including orally, in writing, or via electronic communication, injury to a member of the school community, including any teacher, member of the school administration or any other employee, or a fellow student;
 2. Use of physical force against another person which is not reasonably necessary for self-defense;
 3. Theft of personal or school property, or taking or attempting to take personal property or money from another person, or from his/her presence, by means of force or fear;
 4. Willfully causing, or attempting to cause, damage to school property;
 5. Possession, use, transmission or being under the influence of any narcotic drug, hallucinogenic drug, performance enhancing drug, amphetamine, barbiturate, marijuana, cocaine, alcoholic beverage, or intoxicant of any kind including prescription drugs for which the possessor, user or transmitter has no legal prescription, or drug paraphernalia;
 6. Possession or transmission of a facsimile of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, or marijuana;

Students

Removal/Suspension/Expulsion

SECTION III STANDARDS GOVERNING SUSPENSION AND EXPULSION (continued)

7. Knowingly being in the presence of those who are in possession of, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind;
8. Possession or transmission of any firearm, deadly weapon, dangerous instrument, martial arts weapon, knife, box cutter, razor, blade, chemical sprays, electroshock weapons or facsimile of any weapon or instrument;
9. Using or copying the academic work of another and presenting it as his/her own without proper attribution;
10. Possessing or consuming tobacco products if other than a high school student, or consuming such products if a high school student;
11. Open defiance of the authority of any teacher or person having authority over the student, including verbal abuse;
12. Intentional and successful incitement of truancy by other students;
13. Bullying or cyberbullying, including such conduct that may occur outside of the school setting if such bullying (1) creates a hostile environment at school for the victim; (2) infringes on the rights of the victim at school; or (3) substantially disrupts the education process or the orderly operation of a school.
14. Any violation of the Board's policies prohibiting sexual, racial and other unlawful harassment including any act of harassment based on an individuals' race, color, national origin, sex, age, disability, sexual orientation, gender identity or expression or religion;
15. Intentional incitement which results in an unauthorized occupation of any part of a school or other facility owned by any school district;
16. Participation in an unauthorized occupancy of any part of any school or school premises or other building owned by any school district and failure to leave such school premises or other facility promptly after having been directed to do so by the principal or other person in charge of such building or facility;

Students

Removal/Suspension/Expulsion

SECTION III STANDARDS GOVERNING SUSPENSION AND EXPULSION (continued)

17. Making false bomb threats or other threats to the safety of students, staff members and/or other persons;
18. Unauthorized use of any school computer, computer system, computer software, Internet connection or similar school property system or the use of such property or system for unauthorized or non-school related purposes;
19. Violation of any other board policy, rule, agreement, or directive dealing with student conduct, including that dealing with conduct on school buses and the use of school district equipment and;
20. Violation of any federal or state law which would indicate that the violator presents a danger to any person in the school community or to school property.

Expulsion proceedings pursuant to section V, shall be required whenever there is reason to believe that any student 1) was in possession of a firearm, deadly weapon, dangerous instrument or martial arts weapon, on school grounds or at a school-sponsored activity; 2) off school grounds, did possess a firearm in violation of Connecticut General Statutes §29-35, or did possess and use such a firearm, dangerous instrument, deadly weapon or martial arts weapon in the commission of a crime; or 3) on or off school grounds, offered for sale or distribution a controlled substance as defined in Connecticut General Statutes, §21a-240(9), whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under §§21a-277 and 21a-278. A student shall be expelled for a period of one calendar year if the Board of Education finds that the student engaged in any of the conduct described herein, provided the period of expulsion may be modified on a case-by-case basis.

In the event it is determined by the Superintendent that a student issued a threat against a member of the school community as described in paragraph C.1, above, the matter shall be referred to law enforcement officials for possible criminal prosecution and the Superintendent shall take all available measures to ensure the safety of persons in the school community in the event of the student's return to school.

Students

Removal/Suspension/Expulsion

SECTION IV SUSPENSION PROCEDURE

- A. The administration of each school is authorized to invoke suspension for a period of up to ten (10) days, or to invoke in-school suspension for a period of up to ten (10) days, of any student for one or more of the reasons stated in section III, above, in accordance with the procedure outlined in Paragraph C of this section. Moreover, the administration is authorized to suspend a student from transportation services whose conduct while receiving transportation violates the standards set forth in section III, above. The school administration is authorized to immediately suspend any student when there is an emergency as defined in section I, above. Suspensions shall be in-school suspensions unless during the suspension hearing, (1) the administration determines that the pupil being suspended poses such a danger to persons or property or such a disruption of the educational process that the pupil shall be excluded from school during the period of suspension, or (2) the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence of (A) previous disciplinary problems that have led to suspensions or expulsion of such pupil, and (B) efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies.

If an emergency exists, the hearing outlined in Paragraph C of this section shall be held as soon as possible after the suspension.

- B. In the case of suspension, the school administration shall notify the Superintendent of schools within twenty-four (24) hours of the suspension as to the name of the student who has been suspended and the reason for suspension. Any student who is suspended shall be given an opportunity to complete any class work including but not limited to examinations missed during the period of his/her suspension.
- C. Except in the case of an emergency as defined in section I, above, a student shall be afforded the opportunity to meet with the a member of the administration and to discuss the stated charges prior to the effectuation of any period of suspension or in-school suspension. If at such a meeting the student denies the stated charges he/she may at that time present his/her version of the incident(s) upon which the proposed suspension is based. The school administration shall then determine whether or not suspension or in-school suspension is warranted. In determining the length of a suspension period, the school administration may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, in-school suspension, suspension or expulsion.

Students

Removal/Suspension/Expulsion

SECTION IV SUSPENSION PROCEDURE (continued)

- D. No student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless a hearing as provided in section V B. of this policy is first granted.
- E. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless a hearing as provided in Section V(B) of this policy is first granted.
- F. Whenever a student is suspended, notice of the suspension and the conduct for which the student was suspended shall be included on the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school.
- G. The administration may shorten or waive the suspension period of a student who is suspended for the first time and who has never been expelled if the student successfully completes a program and any other conditions specified by the administration. Any such program shall be at no expense to the student or his/her parents/guardians. For a student whose suspension period is shortened or waived, the notice of the disciplinary action must be expunged from the cumulative education record if the student graduates from high school or, if the administration chooses, at the time the student completes the specified program and any other conditions required by the administration, whichever is earlier.

SECTION V EXPULSION PROCEDURES

The Board of Education may expel any student for one or more of the reasons stated in section III if, in the Superintendent's judgment, such disciplinary action is in the best interests of the school system. An expulsion hearing is required in any instance in which the superintendent has reason to believe a student has engaged in the conduct described in section III D. The procedures outlined in Paragraphs A and B, below, shall be followed prior to the effectuation of any expulsion unless an "emergency" as defined in section I, above, exists. If an emergency exists, such a hearing shall be held as soon after the expulsion as possible.

- A. The Board of Education shall notify the student concerned and his/her parents, or the student if he/she has attained the age of eighteen (18), that expulsion is under consideration. Such notice shall contain the information required under Paragraph B of this section. Three members of the Board of Education shall constitute a quorum for an expulsion hearing. A student may be expelled if a majority of the Board members sitting in the expulsion hearing

Students

Removal/Suspension/Expulsion

SECTION V EXPULSION PROCEDURES (continued)

vote to expel, except that when only three Board members are presiding at the hearing, a unanimous vote shall be required for expulsion.

- B. The procedure for any hearing conducted under this section shall be determined by the hearing officer or board chairperson, as appropriate, but shall include the right to:
1. Notice of the proposed hearing which shall include:
 - a. a statement of the time, place, and nature of the hearing;
 - b. a statement of the legal authority and jurisdiction under which the hearing is to be held;
 - c. reference to the particular sections of the Connecticut General Statutes or school policies involved;
 - d. a short and plain statement of the matters asserted, if such matters have not already been provided in a statement of reasons requested by the student; the statement so provided may be limited to a statement of the issues involved if it is not possible to state the issues in detail at the time such notice is served. Upon request from the student concerned a more definite and detailed statement of the issues shall be furnished;
 - e. a statement, where appropriate, that the Board is not required to offer an alternative educational opportunity to any student between the ages of sixteen and eighteen who (1) has been expelled previously or (2) is found to have engaged in conduct which endangered persons and involved (a) possession on school property or at a school-sponsored activity of a firearm, deadly weapon, dangerous instrument or martial arts weapon, or (b) offering for sale or distribution on school property or at a school sponsored activity a controlled substance as defined by law. (See section VII on Alternative Educational Opportunity);
 - f. information concerning legal services provided free of charge or at a reduced rate that are available locally and how to access such services.
 2. The opportunity to be heard;

Students

Removal/Suspension/Expulsion

SECTION V EXPULSION PROCEDURES (continued)

3. The opportunity to present witnesses and introduce documentary evidence;
 4. The opportunity to cross-examine adverse witnesses and challenge the introduction of documentary evidence;
 5. The opportunity to be represented by counsel; and
 6. Prompt notification of the decision of the Board of Education which decision shall be in writing if adverse to the student concerned.
- C. The record of any hearing held in an expulsion case shall include the following:
1. All evidence received or considered by the Board of Education, including a copy of the initial letter of notice of proposed expulsion, if any, and a copy of all notices of hearing;
 2. Questions and offers of proof, objections and rulings on such objections;
 3. The decision of the Board of Education rendered after such hearing; and
 4. The official transcript, if any, of proceedings relating to the case or, if these are not transcribed, any recording or stenographic record of the proceedings.
- D. Rules of evidence at expulsion hearings shall include the following:
1. Any oral or documentary evidence may be received by the Board of Education, but as a matter of policy irrelevant, immaterial or unduly repetitious evidence shall be excluded;
 2. The Board of Education shall give effect to the rules of privilege recognized by law;
 3. In order to expedite a hearing, evidence may be received in written form, provided the interest of any party is not substantially prejudiced thereby;
 4. Documentary evidence may be received in the form of copies or excerpts if the original is not readily available provided, however, that any party to a hearing shall be given an opportunity to compare the copy with the original;

Students

Removal/Suspension/Expulsion

SECTION V EXPULSION PROCEDURES (continued)

5. A party to an expulsion hearing may conduct cross-examination of witnesses where examination is required for a full and accurate disclosure of the facts;
 6. The Board of Education may take notice of judicially cognizable facts in addition to facts within the board's specialized knowledge provided, however, the parties shall be notified either before or during the hearing of material noticed, including any staff memoranda or data, and an opportunity shall be afforded to any party to contest the material so noted;
 7. A record of any oral proceedings before the Board of Education at an expulsion hearing shall be made. A transcript of such proceedings shall be furnished upon request of a party with the cost of such transcript to be paid by the requesting party.
- E. In determining the length of an expulsion, the Board of Education may receive and consider evidence of past disciplinary problems, which have led to removal from a classroom, in-school suspension, suspension, or expulsion.
- F. Decisions shall be in writing if adverse to the student and shall include findings of fact and conclusions necessary for the decision. Findings of fact made by the board after an expulsion hearing shall be based exclusively upon the evidence adduced at the hearing.
- G. Except as provided for in Section VII, any student who is expelled shall be offered an alternative educational opportunity consistent with the requirements of state law.
- H. Whenever a student is expelled pursuant to the provisions of this policy, notice of the expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice, except for notice of an expulsion based upon possession of a firearm or deadly weapon, shall be expunged from the cumulative educational record if the student graduates from high school.
- I. Whenever a student against whom an expulsion hearing is pending withdraws from school after notification of such hearing but before the hearing is completed and a decision rendered, notice of the pending expulsion hearing shall be included on the student's cumulative educational record and the board of education shall complete the expulsion hearing and render a decision.

Students

Removal/Suspension/Expulsion

SECTION V EXPULSION PROCEDURES (continued)

- J. The Board of Education may shorten the length of or waive the expulsion period of a student who is expelled for the first time and who has never been suspended if the student successfully completes a program and any other conditions specified by the Board. Any such program shall be at no expense to the student or his/her parents/guardians. For a student whose expulsion period is shortened or waived, the notice of the disciplinary action must be expunged from the cumulative education record if the student graduates from high school or, if the Board chooses, at the time the student completes the specified program and any other conditions required by the administration, whichever is earlier. Nothing herein shall be deemed to restrict the ability of the Board to shorten or waive the expulsion period, based upon completion of any program or meeting of conditions, for students who have been previously suspended or expelled, as may be permitted by law and as provided in Subsection L, below.
- K. The Board of Education may adopt the decision of a student expulsion hearing conducted by another school district, provided that the board shall hold a hearing pursuant to this policy which shall be limited to a determination of whether the conduct which was the basis for the expulsion would also warrant expulsion under the policies of the board of education. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative educational opportunity in accordance with statutory requirements and this policy.
- L. In addition to such rights specified in Section J, above, an expelled pupil may apply for early readmission to school. Such readmission shall be at the discretion of the Board of Education; however, the Board may delegate authority for readmission decisions to the Superintendent. If the Board delegates such authority, readmission shall be at the discretion of the Superintendent. The Board or Superintendent, as appropriate, may condition such readmission on specified criteria.
- M. A student requiring special education and related services as described in Connecticut General Statutes §10-76a(5)(A) shall not be referred to an expulsion hearing until a planning and placement team is convened to determine whether the misconduct was caused by the student's disability. If it is determined that the misconduct was caused by the child's disability, the child shall not be referred to an expulsion hearing and shall not be expelled. The planning and placement team shall reevaluate the child for the purpose of modifying the child's individualized education program to address the misconduct and to ensure the safety of other children and staff in the school. If it is determined that the misconduct was not caused by the student's disability, the student may be expelled in accordance with the provisions of this section applicable to children who do not require special education and

Students

Removal/Suspension/Expulsion

SECTION V EXPULSION PROCEDURES (continued)

related services. Notwithstanding the provisions of Section VII, below, whenever a student requiring such special education and related services is expelled, an alternative educational opportunity, consistent with such child's educational needs shall be provided during the period of expulsion.

- N. Any student who commits an expellable offense and is subsequently committed to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement for such offense may be expelled using the procedures of this policy. The period of expulsion shall run concurrent with the period of commitment. If a student who committed an expellable offense seeks to return to the school district after having been in a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement and the student has not been expelled for such offense, the district shall allow such student to return and may not expel the student for additional time for such offense.
- O. A student who has been identified as eligible for school accommodations pursuant to Section 504 of the Rehabilitation Act, shall not be referred to an expulsion hearing until the student's Section 504 Team is convened to determine whether the misconduct was caused by the student's disability. If it is determined that the misconduct was caused by the child's disability, the child shall not be referred to an expulsion hearing and shall not be expelled. Where appropriate, the Section 504 Team shall modify and otherwise review the student's accommodations plan to address the misconduct and to ensure the safety of other children and staff in the school. If it is determined that the misconduct was not caused by the student's disability, the student may be expelled in accordance with the provisions of this section applicable to non-disabled students.

SECTION VI NOTIFICATION TO PARENTS OR GUARDIAN

The parents or guardian of any minor student against whom disciplinary action is taken under this policy shall be given notice of such disciplinary action within twenty-four (24) hours of the time the student was excluded.

SECTION VII ALTERNATIVE EDUCATIONAL OPPORTUNITY

The Board of Education recognizes its obligation to offer any student under the age of sixteen (16) who is expelled an alternative educational opportunity during the period of expulsion. Any parent or guardian of such a student who does not choose to have his or her child enrolled in an alternative program shall not be subject to the provisions of section 10-184 of the General Statutes. Any

Students

Removal/Suspension/Expulsion

SECTION VII ALTERNATIVE EDUCATIONAL OPPORTUNITY (continued)

expelled student who is between the ages of sixteen (16) and eighteen (18) and who wishes to continue his or her education shall be offered an alternative educational opportunity if he or she complies with conditions established by the Board of Education. Such alternative may include, but shall not be limited to, the placement of such student in a regular classroom program of a school other than the one from which the student has been excluded and, for students at least sixteen (16) years of age, placement in an adult education program. Any student participating in an adult education program during a period of expulsion shall not be required to withdraw from school. In determining the nature of the alternative educational opportunity to be offered under this section the Board of Education may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, suspension, or expulsion.

SECTION VII ALTERNATIVE EDUCATIONAL OPPORTUNITY

State statutes do not require the Board of Education to offer an alternative educational opportunity to a student between the ages of sixteen (16) and eighteen (18) who has been expelled previously or who is expelled because of conduct which endangers persons and it was determined at the expulsion hearing that the conduct for which the student was expelled involved (a) possession on school property or a school-sponsored activity of a firearm, deadly weapon, dangerous instrument, or martial arts weapon or (b) offering for sale or distribution on school property or at a school sponsored activity a controlled substance as defined in subdivision (9) of C.G.S. §21a-240, whose manufacture, distribution, sale, prescription, dispensing, transporting, or possessing with the intent to sell or dispense, offering, or administration is subject to criminal penalties under C.G.S. §§21a-277 and 21a-278.

If the Board expels a student for the sale or distribution of such a controlled substance the Board shall refer the student to an appropriate state or local agency for rehabilitation, intervention or job training, or any combination thereof, and inform the agency of its action. If the Board expels a student for possession of a firearm or deadly weapon, the Board shall report the violation to the local police department. The Board shall give the name of the student and a summary of the Board's action in so referring the student, to the commissioner of education within thirty (30) days after the student is expelled.

The provisions of this section shall not apply to students requiring special education who are described in subdivision (1) of subsection (e) of Connecticut General Statutes §10-76a.

Students

Removal/Suspension/Expulsion

SECTION VIII GUN FREE SCHOOLS ACT

The Board of Education shall submit to the Commissioner of Education such information on expulsions for the possession of weapons as is required for purposes of the Gun Free Schools Act of 1994, 20 U.S.C. §8921, *et seq.*

Legal references: 20 U.S.C. §8921 et seq., Gun Free Schools Act
 20 U.S.C. §1415 Individuals with Disabilities Education Act

Connecticut General Statutes

4-176e	through 4-180a, 4-181a	Administrative Procedures Act
10-76a		Definitions
10-76d		Duties and powers of boards of education to provide special education programs and services
10-233a		Definitions
10-233b		Removal of pupils from class
10-233c		Suspension of pupils
10-233d		Expulsion of pupils
10-233e		Notice as to disciplinary policies and action
10-233f		In-school suspension of pupils. Reassignment
10-233g		Reports of principals to police authority concerning physical assaults upon school employees by students
10-233h		Arrested students
21a-240		Definitions
21a-277		Penalty for illegal manufacture, distribution, sale, prescription, dispensing
21a-278		Penalty for illegal manufacture, distribution, sale, prescription or administration by non-drug-dependent person

Policy adopted: June 12, 2001
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 Policy revised: June 12, 2007
 Policy revised: November 13, 2007
 Policy revised: November 18, 2008
 Policy revised: December 14, 2010
 Policy revised:

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut

Students

Student Health Services

School District Medical Advisor

The Board of Education shall appoint a school district medical advisor and appropriate medical support service personnel including nurses.

School health efforts shall be directed toward detection and prevention of health problems and to emergency treatment, including the following student health services:

1. Appraising the health status of student and school personnel;
2. Counseling students, parents, and others concerning the findings of health examination;
3. Encouraging correction of defects;
4. Helping prevent and control disease;
5. Providing emergency care for student injury and sudden illness;
6. Maintaining school health records.

Health Records

There shall be a health record for each student enrolled in the school district which will be maintained in the school nurse's room. No record of any medical examination made or filed in accordance with Sections 10-205, 10-206, 10-207 or 10-214 of the Connecticut General Statutes ["C.G.S."], or any psychological examination made under the supervision or at the request of a Board of Education, shall be open to public inspection. Furthermore, all other health records maintained by the school district shall be treated in the same manner as the student's cumulative academic record.

Regular Health Assessments

Prior to enrollment in kindergarten, each child shall have a health assessment by one of the following medical personnel of the parents or guardians choosing to ascertain whether the student has any physical disability or other health problem tending to prevent him or her from receiving the full benefit of school work and to ascertain whether such school work should be modified in order to prevent injury to the student or to secure for the student a suitable program of education:

Students
Student Health Services

Regular Health Assessments (continued)

1. a legally qualified practitioner of medicine;
2. an advanced practice registered nurse, or registered nurse; licensed pursuant to chapter 378
3. a physician assistant licensed pursuant to chapter 370, [or by the]
4. a school medical advisor, or
5. a legally qualified practitioner of medicine, an advanced practice nurse or a physician assistant stationed at any military base.

Students entering from out of state must meet State of Connecticut health requirements. All new students entering school district must fill out a questionnaire with the school nurse to assess the risk to exposure to tuberculosis. Any student who has any risk factors will have Mantoux test prior to entry.

Such health assessment shall include:

1. Physical examination which shall include hematocrit or hemoglobin tests, height, weight, and blood pressure;
2. Updating of immunizations required under C.G.S. §10-204a;
3. Vision, hearing, postural, gross dental screening and a chronic disease assessment, which shall include, but not be limited to, asthma as defined by the Commissioner of Public Health pursuant to C.G.S. §19a-62a;
4. A determination at each mandated examination as determined by the Connecticut Department of Public Health of the risk of exposure to tuberculosis. All students from high-risk countries (as defined by the Connecticut Department of Public Health) who are entering the system for the first time must receive a Mantoux test. A history of bacilli Calmette-Guerin (BCG) is not a contraindication to testing nor should it be considered interpretation of the skin test results. Test should be read prior to entry. All students who are identified as positive reactors to the Mantoux test for the first time shall consult a physician and bring verification to the school nurse stating that they have had a chest x-ray and are free of active tuberculosis;
5. Any other information including a health and developmental history as the physician believes to be necessary and appropriate.

Students

Student Health Services

Regular Health Assessments (continued)

The assessment form shall include (A) a check box for the provider conducting the assessment to indicate an asthma diagnosis; (B) screening questions relating to appropriate public health concerns to be answered by the parent or guardian; and (C) screening questions be answered by the medical provider.

Health assessments shall also be required at school entry and in grades 6 and 9 (effective school year 2009-10) by a legally qualified physician of each student's parents or guardians own choosing, or by the school medical advisor, or the advisor' designee, to ascertain whether a student has any physical disability or other health problem. Such health assessments shall include:

1. Physical examination which shall include hematocrit or hemoglobin tests, height, weight, and blood pressure;
2. Updating of immunizations required under C.G.S. §10-204a;
3. Vision, hearing, postural, gross dental screening, and a chronic disease assessment which shall include, but not be limited to, asthma as defined by the Commissioner of Public Health pursuant to C.G.S. §19a-62a;
4. Students in high risk groups for TB who have not had a positive test should receive a Mantoux tuberculin skin test;
5. Any other information including a health and developmental history as the physician believes to be necessary and appropriate.

A child will not be allowed, as the case may be, to begin or continue in district schools unless health assessments are performed as required. Students transferring into the district must provide evidence of required Connecticut vaccinations, immunizations, and health assessments at enrollment and prior to school attendance.

Health assessments will be provided by the school medical advisor or the advisor's designee without charge to all students whose parents or guardians meet the eligibility requirement of free and reduced priced meals under the National School Lunch Program or for free milk under the special milk program. The Board may utilize existing community resources and services in the provision of such assessments.

Students

Student Health Services

Regular Health Assessments (continued)

Health assessment results and recommendations signed by the examining physician or authorized medical personnel shall be recorded on forms provided by the Connecticut State Board of Education and kept on file in the school the student attends. If a student permanently leaves the jurisdiction of the board of education, the student's original cumulative health records shall be sent to the chief administrative officer of the school district to which such student moves and a true copy of the student's cumulative health records maintained with the student's academic records. Each physician, advanced practice registered nurse, physician assistant or registered nurse performing health assessments and screenings shall completely fill out and sign each form and any recommendations concerning the student shall be in writing. When in the judgment of appropriate school health personnel, the results and recommendations of such assessment reflect that a student is in need of further testing or treatment, the Superintendent of Schools, or designee, shall notify parents of any health-related problems detected in health assessments and shall make reasonable efforts to assure that further testing and treatment is provided, including advice on obtaining such required testing or treatment.

Students who are in violation of Board requirements for health assessments and immunizations will be excluded from school after appropriate parental notice and warning.

Vision Screening

All students in grades K-6, and grade 9 will be screened annually using a Snellen chart, or equivalent screening, by the school nurse or school health aide. Additional vision screening will also be conducted in response to appropriate requests from parents/guardians or professionals working with the student in question. Results will be recorded in the student's health record on forms supplied by the Connecticut State Board of Education, and the Superintendent or designee shall cause a written notice to be given to the parent or guardian of each student found to have any defect of vision or disease of the eyes, with a brief statement describing such defect or disease.

As necessary, modifications and/or accommodations shall be made for students with physical disabilities.

Students

Student Health Services

Hearing Screening

All students will be screened for possible hearing impairments in grades K-3, grade 5, and grade 8. Additional audiometric screening will be conducted in response to appropriate requests from parents/guardians or professionals working with the student. Results will be recorded in the student's health record on forms supplied by the Connecticut State Board of Education, and the Superintendent or designee shall cause a written notice to be given to the parent or guardian of each student found to have any defect of vision or disease of the eyes, with a brief statement describing such defect or disease.

As necessary, modifications and/or accommodations shall be made for students with physical disabilities.

Postural Screening

School nurses will screen all students in grades 5 through 9 inclusive for scoliosis or other postural problems. Additional postural screening will also be conducted in response to appropriate requests from parents/guardians or professionals working with the student. Results will be recorded in the student's health record on forms supplied by the Connecticut State Board of Education, and the Superintendent or designee shall cause a written notice to be given to the parent or guardian of each student found to have any postural defect of problem, with a brief statement describing such defect or disease.

As necessary, modifications and/or accommodations shall be made for students with physical disabilities.

Immunizations/Vaccinations

No student will be allowed to enroll in any program operated as part of the district schools without adequate immunization against the following diseases:

1. Measles
2. Rubella
3. Poliomyelitis
4. Diphtheria
5. Tetanus
6. Pertussis
7. Mumps
8. Hemophilus influenza type B

Students

Student Health Services

Immunizations/Vaccinations (continued)

9. Any other vaccine required by Section 19a-7f of Connecticut General Statutes.
10. Hepatitis B
11. Varicella (chickenpox)

Such list may be amended as required by State of Connecticut guidelines and schedules.

Before entering the seventh grade, each child shall show proof of having received 2 doses of measles-containing vaccine or serologic evidence of infection.

Students entering the eighth grade must show proof of 3 doses of Hepatitis B vaccine or serologic evidence of infection with Hepatitis B.

Students shall be exempt from the appropriate provisions of this policy when:

1. they present a certificate from a physician or local health agency stating that initial immunizations have been given and additional immunizations are in process under guidelines and schedules specified by the Commissioner of Health Services; or
2. they present a certificate from a physician stating that in the opinion of such physician, immunization is medically contraindicated because of the physical condition of such child; or
3. they present a statement from their parents or guardians that such immunization would be contrary to the religious beliefs of such child; or
4. in the case of measles, mumps or rubella, present a certificate from a physician or from the Director of Health in such child's present or previous town of residence, stating that the child has had a confirmed case of such disease; or
5. in the case of hemophilus influenza type B has passed his or her fifth birthday; or
6. in the case of pertussis, has passed his or her sixth birthday.

The school nurse will report to the local Director of Health any occurrence of State of Connecticut defined reportable communicable diseases.

Students

Student Health Services

Health Assessments/Interscholastic Sports Programs

Any student participating in an interscholastic sports program must have a health assessment, within one year prior to the first training session for the sport or sports. After the initial examination, repeat examinations are required every year. Each participant in a sport program must complete a health questionnaire before participating in each sport.

Parents are expected to use the services of their private physician. If a student is unable to obtain a health assessment from his/her personal physician for financial or other reasons, an examination can be arranged with school medical advisor. Health assessment results shall be recorded on forms provided by the Connecticut State Board of Education, signed by the examining physician, school medical advisor or advisor's designee, filed in the student's health folder, and maintained up to date by the school nurse.

Coaches and physical education staff shall insure appropriate monitoring of an athlete's physical condition.

Student Medical Care at School

Student medical problems and emergencies are outlined in Categories I through IV in administrative regulation #5143. Schools personnel are responsible for the immediate care necessary for a student whose sickness or injury occurs on the school premises during school hours or in school-sponsored and supervised activities. Depending upon specific circumstances, Category V issues may also be considered emergencies by attending school personnel.

Schools shall maintain files of emergency information cards for each student. If a child's injury requires immediate care, the parent or guardian will be called by telephone by the nurse, the building Principal, or other personnel designated by the principal, and advised of the student's condition. When immediate medical or dental attention is indicated, and when parents or guardians cannot be reached, 911 will be called and the student will be transported to the nearest hospital. In this event, the family physician/dentist and school district medical advisor will be notified of school district actions.

(cf. 5142 - Student Safety)

(cf. 5141.4 - Child Abuse and Neglect)

(cf. 5141.5 - Suicide Prevention)

(cf. 6142.1 - Family Life and Sex Education)

(cf. 6145.2 - Interscholastic/Intramural Athletics)

(cf. 6171 - Special Education)

Students

- Legal Reference: Connecticut General Statutes
- 10-203 Compliance with public health statutes and regulations.
 - 10-204(a) Required immunizations.
 - 10-204(c) Immunity from liability
 - 10-205 Appointment of school medical advisors.
 - 10-206 Health assessments (as amended by PA 11-179).
 - 10-206(a) Free health assessments.
 - 10-206(c) Health assessments for adolescents (as amended by PA 07-58)
 - 10-207 Duties of medical advisers.
 - 10-208 Exemption from examination or treatment.
 - 10-208(a) Physical activity of student restricted; boards to honor notice.
 - 10-209 Records not to be public.
 - 10-210 Notice of disease to be given parent or guardian.
 - 10-212 School nurses and nurse practitioners.
 - 10-212(a) Administration of medicines by school personnel.
 - 10-213 Dental hygienists.
 - 10-214 Vision, audiometric and postural screening: When required; notification of parents re defects; record of results.

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Students

Legal Reference: Cont'.

10-214(a) Eye protective devices.

10-214(b) Compliance report by local or regional Board of Education

10-217(a) Health services for children in private nonprofit schools. Payments from the state, towns in which children reside and private nonprofit schools.

Policy adopted: June 12, 2001
Policy revised: June 11, 2002
Policy revised: June 10, 2003
Policy revised: June 24, 2004
Policy revised: June 12, 2007
Policy revised: November 18, 2008
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Students

Health Assessments and Immunizations

The Board of Education recognizes the importance of periodic health assessments according to state health regulations.

To determine health status of students, facilitate the removal of handicaps to learning and find whether some special adaptation of the school program may be necessary, the Board of Education requires that students have health assessments.

The Board of Education adheres to those state laws and regulations that pertain to school immunizations and health assessments. It is the policy of the Board of Education to insure that all enrolled students are adequately immunized against communicable diseases. The Board may deny continued attendance in school to any student who fails to obtain the health assessments required under C.C.S. 10-206.

Parents wishing their children exempted or excused from health assessments must request such exemption to the Superintendent of Schools in writing. This request must be signed by the parent/guardian.

It is the responsibility of the Principal to insure that each student enrolled has been adequately immunized and has fulfilled the required health assessments. The school nurse shall check and document immunizations and health assessments on all students enrolling in school and to report the status to the school principal. The school nurse shall also contact parents or guardians to make them aware if immunizations and/or health assessments are insufficient or not up-to-date. The school nurse will maintain in good order the immunization and health assessment records of each student enrolled.

No record of any student's medical assessment may be open to the public.

(cf. 5111 - Admission)

(cf. 5141.31 - Physical Examinations for School Programs)

(cf. 5125 - Student Records)

Legal Reference: Connecticut General Statutes

10-204a Required immunizations as amended by PA 96-244.

10-204c Immunity from liability

10-205 Appointment of school medical adviser

Students

Health Assessments and Immunizations

Legal Reference (continued)

10-206 Health assessments as amended by PA 11-179

10-207 Duties of medical advisors

10-206a Free health assessments

10-208 Exemption from examination or treatment

10-208a Physical activity of student rest cites; board to hone notice

10-209 School nurses

10-212 School nurses

10-214 Vision, audiometric and postural screenings. When required. Notification of parents re defects; record of results, as amended by PA 96-229, An Act Concerning Scoliosis Screening

Policy adopted: June 12, 2001

Policy revised: June 12, 2007

Policy revised:

NEW MILFORD PUBLIC SCHOOLS

New Milford, Connecticut

Students

Sexual and Other Unlawful Harassment of Students

It is the policy of the New Milford Board of Education to maintain a working and learning environment that is free from sexual, racial and other unlawful harassment. The Board will not tolerate the harassment of any student based on race, color, national origin, sex, disability, religion, sexual orientation, gender identity or expression, alienage or any other basis prohibited by law.

This policy prohibits unlawful harassment of students by employees, other students, or third parties. This includes protection from harassment by teachers, administrators, Board of Education members, volunteers, visitors and any other individuals who are on school premises, at school-sponsored activities and at other places where such persons may come in contact with students in connection with educational programs and activities.

Students are also prohibited from harassing teachers, administrators or other school personnel on the basis of race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information or any other basis prohibited by law.

Definition of Unlawful Harassment

Unlawful harassment means unwelcome and offensive conduct that has the purpose or effect of unreasonably interfering with a student's performance and/or learning opportunities or that is sufficiently severe, pervasive or persistent so as to create an intimidating, hostile or offensive educational environment. All forms of harassment are prohibited whether verbal, written, visual or physical and regardless of the medium through which it occurs.

Definition of Sexual Harassment

Unwelcome sexual advances, requests for sexual favors and other inappropriate verbal, non-verbal or physical conduct of a sexual nature constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a student's education;
- Submission to or rejection of such conduct by a student is used as a basis for educational decisions affecting that student's education;
- Such conduct has the purpose or effect of substantially interfering with a student's educational performance, and/or is sufficiently severe, pervasive or persistent that it creates an intimidating, hostile or offensive educational environment.

Students

Sexual and Other Unlawful Harassment of Students

Definition of Sexual Harassment (continued)

Such conduct constitutes sexual harassment whether or not a threat of adverse consequences is carried out and whether or not the student actually suffers any tangible adverse consequences.

Sexual harassment includes a wide range of behaviors – from pressure or requests for sexual activities to unwelcome sexual comments and innuendo to verbal abuse of a sexual nature. Unwelcome sexual flirtations and advances, offensive touching of an individual, graphic or verbal commentaries about an individual's body, sexually degrading words used to describe an individual, and displays in the work place of sexually suggestive objects or pictures are some of the additional behaviors that constitute sexual harassment. Behavior appropriate outside the school setting may not be appropriate in the school environment. Sexual harassment may be subtle and even unintentional. It may be directed towards members of the opposite or same sex.

Examples of Sexual Harassment

While an exhaustive list is not possible, the following are examples of specific behaviors that, if unwelcome and of a sexual nature, could constitute sexual harassment:

- Suggestive or obscene letters, notes, e-mail messages, voice mail or text messages, invitations, derogatory comments, slurs, jokes, epithets, touching, impeding or blocking movement, leering, gestures, noises, pulling at clothes, display or transmission of sexually suggestive objects, pictures or cartoons, graffiti, sexual assault, attempted sexual assault.
- Continuing to express sexual interest after learning of or being informed that the interest is unwelcome;
- Coercive sexual behavior used to control, influence, or affect educational opportunities, academic achievements, and/or learning environment of a student, such as threats of reprisal, implying or withholding support for an honor, program, recommendation, benefit or activity;
- Suggesting a poor grade or evaluation will be prepared;
- The creation of an atmosphere of sexual harassment or intimidation, or a hostile or offensive learning environment; and
- Inappropriate attention of a sexual nature.

Students

Sexual and Other Unlawful Harassment of Students

Relationships in the Educational Environment

Sexual or romantic relationships between employees and students are strictly prohibited whether or not they constitute sexual harassment as defined in this policy. Furthermore, such relationships may violate state and federal criminal laws.

Examples of Other Unlawful Harassment

Unwelcome speech or conduct of an offensive or hostile nature based on an individual's race, color, sex, religion, national origin, sexual orientation, gender identity or expression, disability, or alienage is also prohibited by this policy. Examples of such unlawful harassment include, but are not limited to, the following:

- Intimidation and implied or overt threats of physical violence or physical acts of aggression or assault upon another or damage to another's property that is motivated by race, color, sex, religion, national origin, sexual orientation, gender identity or expression, disability or alienage;
- Depending upon the circumstances and context, demeaning jokes, taunting, slurs, derogatory nicknames, innuendos or other negative or offensive remarks relating to an individual's race, color, sex, religion, national origin, sexual orientation, gender identity or expression, disability or alienage;
- Depending upon the circumstances and context, graffiti, slogans, or visual displays such as cartoons, graphics or posters depicting slurs or derogatory sentiments relating to an individual's race, color, sex, religion, national origin, sexual orientation, gender identity or expression, disability or alienage.

Complaint Procedure

All members of the school community are responsible for helping to assure that unlawful harassment is avoided. The Superintendent of Schools is authorized to develop and maintain regulations establishing a complaint procedure for reporting violations of this policy. Any student who feels he or she has been harassed or victimized in violation of this policy should promptly report such incidents to a Guidance Counselor, Principal, Assistant Principal, or the district's Title IX Coordinator in accordance with said regulations. Any staff member who has observed or otherwise become aware of conduct prohibited by this policy is required to bring the matter to the immediate attention of the Title IX Coordinator.

Students

Sexual and Other Unlawful Harassment of Students

Complaint Procedure (continued)

The district's Title IX Coordinator for students is:

**Assistant Superintendent
50 East Street, New Milford, CT 06776
(860) 354-3235**

All complaints will be promptly investigated in as confidential a manner as practical and appropriate corrective action will be taken as warranted. Any employee, student, volunteer or other individual under the control of the school system who is determined after an investigation to have engaged in harassment in violation of this policy will be subject to discipline, including possible dismissal or expulsion. He or she may also be personally liable in any civil or criminal legal action brought against him or her.

Retaliation

Retaliation against an individual because she or he has reported harassment or has co-operated in an investigation of alleged harassment is a violation of Board policy and state and federal law. Such retaliation is a form of harassment and will be handled in the same manner as other forms of unlawful harassment.

Responsibilities of the Title IX Coordinator

The Title IX Coordinator is responsible for the following:

1. Ensuring that all complaints of unlawful harassment are investigated in a prompt and objective manner;
2. Ensuring the school district's compliance with various statutory record keeping, notice and training requirements in the area of harassment;
3. Reviewing the Board's policy on harassment and these accompanying administrative regulations periodically for appropriate updating, and monitors them on an on-going basis for effective implementation;
4. Ensures that the Board's policy and administrative regulations are distributed to all students annually;
5. Ensuring that the definition of "harassment" as well as the process by which any person may make a complaint of sexual, racial or other unlawful harassment is part of the orientation for all students at the start of the school year and new students during the school year;
6. Ensuring students are aware of who is serving as Title IX Coordinator for student for the District and how he or she may be reached.

Students

Sexual and Other Unlawful Harassment of Students

A copy of this policy or appropriate summary notice shall be distributed annually to all students and employees.

Legal References:

Connecticut General Statutes

10-15c Discrimination in public schools prohibited

46a-58 Deprivation of rights

United States Code

20 U.S.C. 1400 Individuals with Disabilities Education Act

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

29 U.S.C. 794 Section 504 of the Rehabilitation Act of 1973

42 U.S.C. 2000d Title VI of the Civil Rights Act of 1964

42 U.S.C. 12101 Americans with Disabilities Act

Policy adopted: June 12, 2011
Policy revised: June 12, 2007
Policy revised: March 10, 2009
Policy rewritten: June 14, 2011
Policy revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Instruction

Graduation Requirements

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

I. Academic credit distribution requirements

A. Students must complete the following credits:

4	English
3	Mathematics
3	Social Studies (including a V2 credit in civics and I credit for U.S. government)
3	Science
1	Physical Education
1	Arts (Fine or Practical)
½	Health
7	Electives
<hr/>	
22.5	TOTAL CREDITS

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

II. District's performance standards

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

III. Options if graduation requirements are not met

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

Instruction

Graduation Requirements

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

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

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

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

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

IV. Exemptions, modifications, and accommodations

- A. If a physician certifies in writing that the physical education requirement is medically contraindicated because of the physical condition of the student, this requirement may be fulfilled by an elective.
- B. Exemptions; modifications and accommodations of graduation requirements will be made for any student with a disability as determined by the planning and placement team or 504 team.
- C. Only credits for courses taken in grades nine through twelve shall satisfy graduation requirements except that the Superintendent of Schools or designee may grant credit for certain courses identified in subsection (e) of Section 10-221a of the Connecticut General Statutes.

Instruction

Graduation Requirements

IV. Exemptions, modifications, and accommodations (continued)

- D. The Board may permit a student to graduate during a period of expulsion pursuant to Connecticut General Statutes 10-233d if the Board determines that the student has satisfactorily completed the necessary credits for graduation.
- E. The Board of Education may award a high school diploma to a veteran of World War II or the Korean hostilities who left high school to serve in the armed forces and did not receive a diploma as a consequence of such service.

Early Graduation

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

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

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

(cf. 5121 - Examination/Grading/Rating)
 (cf. 5123 - Promotion/Acceleration/Retention)
 (cf. 6111 - School Calendar)
 (cf. 6145.6 - Travel and Exchange Programs)
 (cf. 6142.2 – Statewide Proficiency/Mastery Examinations)

Legal reference:	Connecticut General Statutes
10-14n	State-wide mastery examination
10-161	Establishment of graduation date
10-18	Courses in United States history, government and duties and responsibilities of citizenship
10-19	Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome
10-221a	High school graduation requirements
10-223a	Promotion and graduation policies. Basic skills necessary for graduation, assessment process

Policy adopted:	June 10, 2003	NEW MILFORD PUBLIC SCHOOLS
Policy revised:	June 27, 2005	New Milford, Connecticut
Policy revised:	June 8, 2010	
Policy revised:		

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.

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	1 mile
4-8 students	1 mile
9-12 students	1 mile

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

Business/Non-Instructional Operations

Transportation Services

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;
 - (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;

Business/Non-Instructional Operations

Transportation Services

Hazardous Conditions – Transportation Guidelines (continued)

- (b) For all pupils, the presence of man-made hazards including attractive nuisances, as described in Section 2(c) immediately preceding this section;
- (c) Any street, road, or highway possessing a speed limit in excess of thirty miles per hour;
- 4. 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.
- 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 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.

Business/Non-Instructional Operations

Transportation Services

Hazardous conditions – Transportation Guidelines (continued)

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.

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.

Business/Non-Instructional Operations

Transportation Services

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:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut



Office of the
Assistant Superintendent

MEMORANDUM

TO: Dr. JeanAnn Paddyfote, Superintendent
FROM: Dr. Maureen E. McLaughlin, Assistant Superintendent
DATE: October 5, 2011
SUBJECT: Textbook Approvals – Grades 11 & 12

The textbooks listed below have been on review by the Board of Education. I ask that you recommend adoption of these books by the Board at the October meeting.

The Best American Essays of the Century – Joyce Carol Oates – Houghton Mifflin – Grade 11

This book represents a wide variety of expository writing by model authors to be used by students for reading analysis and writing models.

Chinese Link – Sue-mei Wu – Pearson/Prentice Hall – Grade 12
(simplified character version, elementary Chinese)

This textbook synthesizes the study of spoken Mandarin and the writing of Chinese characters.

Chinese Link – Sue-mei Wu – Pearson/Prentice Hall – Grade 12
(homework and character book)

This workbook offers vivid examples of producing Chinese characters. It starts with the most commonly used characters and progresses to compound characters.

Agenda Item 9.F Approval of Curricula:

- 1. AP French Language and Culture**
- 2. Early Childhood**
- 3. Marketing I**

**These materials can be previewed in the
Office of the Assistant Superintendent –
Lillis Administration Building - Room 6.**

Office Hours: 8:00 a.m. to 4:00 p.m.

NEW MILFORD PUBLIC SCHOOLS

Food and Nutrition Services Department

22 Hipp Road

New Milford, Connecticut 06776

(860) 354-3712 • FAX (860) 354-3712



Sandra Sullivan, RD, CD-N
Director

To: Gregg Miller, Director of Fiscal Services
From: Sandra Sullivan, Director of Food and Nutrition Services
Date: October 3, 2011
Re: Point of Sale/ Accountability System –Bid Date 9/28/11

Food and Nutrition Services recently went out to bid for a Point of Sale /Accountability System for the School Lunch Program. There were a total of four bidders who responded. After reviewing the bids, it is my recommendation to award it to NutriKids. They offered the most comprehensive system specified in our bid proposal.

I will be attending the Operations Sub-Committee meeting on Tuesday to answer any questions.

New Milford PTO

Parent Teacher Organization

New Milford PTO

P.O. Box 1343

New Milford, CT 06776

September 19, 2011

Dr. Jean Ann Paddyfote
Superintendent
50 East Street
New Milford, CT 06776

Dear Dr. Paddyfote:

The New Milford PTO is pleased to present the following gifts to the Board of Education for approval. Please arrange for these gifts to be placed on the agenda at the next Board of Education meeting.

SNIS Requests the following:

Nanci Zimmerman requested \$3840.00 for the Sturbridge Village field trip for all 5th graders. It is for admission and the workshop activity that will enrich the study of the 13 Original American Colonies.

Lisa Cosgrove requested \$7500.00 for 3 workshops offered by High Touch High Tech to correspond with the science units for fourth grade.

Sincerely,

Christine Zona

TW PTO President

**SCHAGHTICOKE MIDDLE SCHOOL
OFFICE OF THE PRINCIPAL**

TO: Dr. Paddyfote
FROM: Dana Ford
DATE: October 3, 2011
RE: Walmart Donation

SMS has been selected as "School of the Year" by Walmart. This is a yearly honor given to schools and involves a gift of \$1000. Walmart would like to give ten \$100 gift certificates to the school. As principal, I would distribute the cards among the school's departments. Walmart would also like to come to a faculty meeting to make the announcement to the SMS faculty.



Office of the
Assistant Superintendent

MEMORANDUM

TO: Dr. JeanAnn Paddyfote, Superintendent
FROM: Dr. Maureen E. McLaughlin, Assistant Superintendent
DATE: October 5, 2011
SUBJECT: Textbook Preview – Grade 11

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

The Language of Composition – Shea, Scanlon & Aufses – Bedford/St. Martin's
This textbook includes analytical, argumentative, and synthesis essays in thematic clusters and will help students prepare for the AP Language & Composition exam.

APPROVED FIELD TRIPS

October 2011

<u>School</u>	<u>Grade/Dept</u>	<u>Trip Date</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
NMHS	Math	10/3/11	60	3	Woodland Regional - Beacon Falls, CT	No	\$0
SMS	7	10/4/11	97	5	Great Hollow Wilderness Camp - New Fairfield, CT	No	\$31
SMS	7	10/5/11	45	2	Great Hollow Wilderness Camp - New Fairfield, CT	No	\$31
SMS	7	10/6/11	100	5	Great Hollow Wilderness Camp - New Fairfield, CT	No	\$31
NMHS	Music	10/8/11	130	12	USSBA Marching Band Competition - Wallingford, CT	No	\$0
NES	K	10/13-14/11	112	12	Harris Hill Farm - New Milford, CT	No	\$1.90
JPS	K	10/13/11	97	19	Harris Hill Farm - New Milford, CT	No	\$9.60
NMHS	Science	10/15/11	8	1	Yale University Department of Physics - New Haven, CT	No	\$0
NMHS	Adult Education	10/17/11	15	2	Danbury Mall - Danbury, CT	No	\$0
SNIS	5	10/18/11	90	34	Old Sturbridge Village - Sturbridge, MA	No	\$33
SNIS	5	10/19/11	90	34	Old Sturbridge Village - Sturbridge, MA	No	\$33
SNIS	5	10/20/11	138	52	Old Sturbridge Village - Sturbridge, MA	No	\$33
HPS	K	10/20/11	100	10	Harris Hill Farm - New Milford, CT	No	\$7
NMHS	Business	10/24/11	12	1	Crowne Plaza - Southbury, CT	Yes-1	\$60
NES	3	10/25-26/11	135	27	Institute for American Indian Studies - Washington, CT	No	\$18
NMHS	Business	11/1/11	15	1	Aqua Turf - Plantsville, CT	Yes-1	\$50
NMHS	Business	11/4/11	10	1	Central CT State University - New Britain, CT	Yes-1	\$0
NMHS	Business	11/18-20/11	9	1	DECA North Atlantic Leadership Conf. - Philadelphia, PA	Yes-1	\$400
NMHS	Team Waramaug	11/19/11	10-12	2	Irvington High School - Irvington, NY	No	\$20
NMHS	Math	12/5/11*	60	3	New Fairfield High School - New Fairfield, CT	No	\$0
NMHS	Team Waramaug	12/17/11	10-12	2	Irvington High School - Irvington, NY	No	\$20
SMS	Music	1/7/12	TBA	3	King Philip Middle School - West Hartford, CT	No	\$~8
NMHS	Team Waramaug	2/11/12	10-12	2	Irvington High School - Irvington, NY	No	\$20
SMS	Music	3/2-3/12	TBA	2	Har-Bur Middle School - Burlington, CT	No	\$~15
NMHS	Team Waramaug	3/3/12	10-12	2	Irvington High School - Irvington, NY	No	\$20
NMHS	Math	3/26/12	60	3	Northwest Regional - Winsted, CT	No	\$0
SMS	Music	5/18/12	150	12	Agawam School and Six Flags - Agawam, MA	Yes-2	\$~65
NES	3	6/5-6/12	135	41	State Capitol & Museum of CT History - Hartford, CT	No	\$0
		*12/12/11 - snow date					

**New Milford Board of Education
Policy Sub-Committee
September 20, 2011
Lillis Administration Building, Room 2**

GEORGE C. BUCKBEE
TOWN CLERK

2011 SEP 23 A 9 19

NEW MILFORD, CT

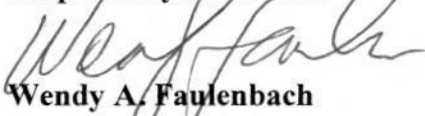
Present:	Mrs. Wendy Faulenbach, Ex-officio, Chair
	Mrs. Lynette Celli Rigdon
	Mrs. Alexandra Thomas
Absent:	Mrs. Nancy Tarascio-Latour
Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools; Dr. Maureen McLaughlin, Assistant Superintendent Ms. Ellamae Baldelli, Director of Human Resources

1.	Call to Order <ul style="list-style-type: none">Mrs. Faulenbach opened the meeting at 6:30 p.m.	Call to Order
2.	Public Comment <ul style="list-style-type: none">No public comment.	Public comment
3.	Discussion and Possible Action Items	Discussion and Possible Action Items
3.A.	Policies Recommended for Revision <p>Mrs. Thomas moved to bring policies 1-9 as reflected on the agenda to the full Board for revision. Mrs. Rigdon seconded the motion.</p>	Policies Recommended for Revision
3.A.1.	Policy 4111.1/4211.1 Equal Employment Opportunity <ul style="list-style-type: none">The policy has been updated to prohibit discrimination on the basis of gender identity or expression.	Motion made to send Policy 4111.1/4211.1 Equal Employment Opportunity; 4118.112/4218.112 Sexual and Other Unlawful Harassment; 5000 Equal Educational Opportunity; 5113 Admissions/ Excuses/ Dismissal; 5114 Removal/Suspension/ Expulsion; 5141 Student Health Services; 5141.3 Health Assessments and Immunizations; 5145.5 Sexual and Other Unlawful Harassment of Students; 6146 Graduation Requirements; to the full Board for revision.
3.A.2.	Policy 4118.112/4218.112 Sexual and Other Unlawful Harassment <ul style="list-style-type: none">The change is for a new protective category prohibiting discrimination on the basis of gender identity or expression.	
3.A.3.	Policy 5000 Equal Educational Opportunity <ul style="list-style-type: none">This policy incorporates language prohibiting discrimination on the basis of gender identity or expression.	
3.A.4.	Policy 5113 Admissions/Excuses/Dismissal/Truancy <ul style="list-style-type: none">The policy incorporates a change in language regarding truancy and notification to parents regarding unexcused absences.	

3.A.5.	Policy 5114 Removal/Suspension/Expulsion <ul style="list-style-type: none"> The section on definitions has been reorganized and updated to include language for the definitions of bullying and cyberbullying. All of the other changes incorporate the requirements of new legislation. 	
3.A.6.	Policy 5141 Student Health Services <ul style="list-style-type: none"> The list of qualified health practitioners to perform health assessments has been updated in accordance with legislative changes. A legal reference has been updated. 	
3.A.7.	Policy 5141.3 Health Assessments and Immunizations <ul style="list-style-type: none"> A legal reference has been updated. There is no change in policy language. 	
3.A.8.	Policy 5145.5 Sexual and Other Unlawful Harassment of Students <ul style="list-style-type: none"> This policy has been updated to include the prohibition of discrimination on the basis of gender identity or expression. 	
3.A.9.	Policy 6146 Graduation Requirements <ul style="list-style-type: none"> Language has been added to permit the Board of Education to award a diploma to veterans of the Korean hostilities as well as World War II. 	
	Vote on the motion was unanimous: Mrs. Faulenbach, Mrs. Rigdon, Mrs. Thomas.	Motion passed unanimously.
3.A.10.	Policy 3541 Transportation Services <ul style="list-style-type: none"> Changes in this policy include the following: under 3541(c) number (a) adding "under age ten or enrolled in grades K through 3"; 3541 (d) number 6 adding: "for pupils in grade K through 4" and number 8 "for pupils in grade K through 6." Also, in definition number 4 changed half mile to one mile. All changes are currently in the State model policy. The committee decided to send the policies, with revisions, to the Board for approval at its next meeting. 	

	<p>Mrs. Thomas moved to bring Policy 3541 to the full Board for revision. Motion seconded by Mrs. Rigdon and passed unanimously: Mrs. Faulenbach, Mrs. Rigdon, Mrs. Thomas.</p>	<p>Motion made and passed unanimously to bring Policy 3541 Transportation Services to the full Board for revision.</p>
4.	Items of Information	Items of Information
4.A.	A. Revision of Regulations	Revision of Regulations
4.A.1.	1. 4111.1/4211.1 Procedures for Employee Complaints of Discrimination	4111.1/4211.1 Procedures for Employee Complaints of Discrimination
4.A.2.	2. 4118.112/4218.112 Sexual and Other Unlawful Harassment;	4118.112/4218.112 Sexual and Other Unlawful Harassment
4.A.3.	3. 5000 Equal Educational Opportunities;	5000 Equal Educational Opportunities
4.A.4.	4. 5125 Student Education Records; Access, Confidentiality, and Amendment;	5125 Student Education Records; Access, Confidentiality, and Amendment;
4.A.5.	5. 5145.5 Procedures for Complaints of Sexual, Racial, and Other Unlawful Harassment;	5145.5 Procedures for Complaints of Sexual, Racial, and Other Unlawful Harassment;
4.A.6.	6. Policy 6146.1 Grade Point Average/Grade Weighing/Class Ranking	6146.1 Grade Point Average/Grade Weighing/Class Ranking
	<p>These regulations complement the proposed policies.</p>	
5.	Adjourn	Adjourn
	<p>Mrs. Thomas moved to adjourn the meeting at 7:22 p.m., seconded by Mrs. Rigdon. Motion passed unanimously: Mrs. Faulenbach, Mrs. Rigdon, Mrs. Thomas.</p>	<p>Motion made and passed unanimously to adjourn the meeting at 7:22 p.m.</p>

Respectfully submitted:


Wendy A. Faulenbach
Board Chairman

**New Milford Board of Education
Committee on Learning Sub-Committee
September 20, 2011
Lillis Administration Building, Room 2**

Present:	Mrs. Alexandra Thomas, Chairperson
	Mr. David Lawson
	Mrs. Lynette Celli Rigdon
	Mr. Rodney Weinberg

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Dr. Maureen McLaughlin, Assistant Superintendent
	Mr. Greg Shugrue, Principal, New Milford High School
	Mrs. Dana Ford, Principal, Schaghticoke Middle School
	Mrs. Paula Kelleher, Principal, John Pettibone Elementary School
	Mrs. Susan Murray, Principal, Northville Elementary School
	Dr. Sandy Nadeau, Principal, Hill & Plain Elementary School
	Mrs. Barbara Polley, Teacher, New Milford High School
	Mrs. Kris Kaczka, Teacher, New Milford High School
	Mrs. Denise Duggan, Teacher, New Milford High School

1.	Call to Order Mrs. Thomas called the meeting to order at 7:30 p.m. Mrs. Thomas seated Mr. Weinberg for Mrs. Tarascio-Latour.	Call to Order
2	Public comment No public comment.	Public Comment
3. A.	Discussion and Possible Action Review and approval of curriculum 1. AP French Language and Culture Mrs. Polley informed the committee about the new AP French Language and Culture course received from the college board. Dr. McLaughlin added the curriculum will be reviewed in the spring after the teacher has had time to go through a full year of the course. 2. Early Childhood Mrs. Kaczka and Mrs. Duggan discussed the one semester class as a prerequisite for Child Development which has been in place since 1996. The Early Childhood curriculum will include information on children and infants and how they learn and grow.	Discussion and Possible Action: AP French Language and Culture Early Childhood

OLIVIA C. BUCKBEE
TOWN CLERK
2011 SEP 23 A 10:05

NEW MILFORD, CT

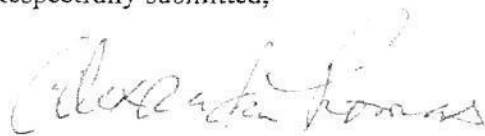
	<p>Ninety students signed up for the class; it is being taught in three sections with 26-29 students each. The prerequisite requirement of Child Development was waived for 12th graders.</p> <p>3. Marketing I Because of the absence of the authors of this curriculum, Dr. McLaughlin presented it to the committee.</p> <p>Mrs. Rigdon moved to bring AP French Language and Culture, Early Childhood, and Marketing I to the full board for discussion and possible action and approval. Mr. Weinberg seconded the motion which passed unanimously.</p>	<p>Marketing I</p> <p>Motion made and passed unanimously to bring AP French Language and Culture, Early Childhood, and Marketing I to the full board for discussion and possible action and approval.</p>
<p>4.</p> <p>A.</p>	<p>Items for Discussion Windows on New Milford Dr. McLaughlin highlighted portions of the report including CMT/CAPT results and high school assessments.</p> <p>Mr. Lawson inquired about large deviations and further added that teachers are doing the best job with what they have. Mrs. Thomas would like to hear specific strategies that could make a difference.</p>	<p>Items for Discussion Windows on New Milford</p>
<p>B.</p>	<p>Strategic School Profile Dr. McLaughlin commented on portions of the SSP such as the increase in the percent of students now eligible for free and reduced meals and the increase in juniors and seniors working more hours after school. The number of students with autism has also increased.</p>	<p>Strategic School Profile</p>
<p>C.</p>	<p>NEASC Sent a letter to Mr. Shugrue citing some of the accomplishments at the high school; they are planning to schedule an evaluation visit in 2014.</p>	<p>NEASC</p>

New Milford Board of Education
Committee on Learning Sub-Committee
September 20, 2011
Lillis Administration Building, Room 2

Page 3

D.	August Professional Development Update Dr. McLaughlin reported that PD workshops were overwhelmingly well received.	August Professional Development Update
E.	Curriculum Update Dr. McLaughlin plans to present more curriculum and the 5-year curriculum plan at next month's meeting.	Curriculum Update
5.	Adjourn By motion of Mr. Lawson, the meeting adjourned at 8:47 p.m., motion seconded by Mr. Weinberg and passed unanimously.	Adjourn Motion Made and passed to adjourn the meeting at 8:47 p.m.

Respectfully submitted,



Alexandra Thomas, Chairperson
Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee
October 4, 2011
Lillis Administration Building, Room 2**

GEORGE G. BUCKBEE
TOWN CLERK

2011 OCT - 7 A 11:00

NEW MILFORD, CT

Present:	Mr. Daniel W. Nichols, Chairman
	Mr. Thomas McSherry
	Mr. William Wellman
	Mr. Rodney Weinberg

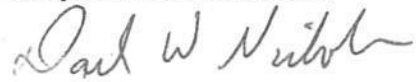
Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Mr. John Calhoun, Facilities Manager
	Mr. Leo Rogoza, Assistant Facilities Manager
	Dr. Maureen McLaughlin, Assistant Superintendent
	Mr. Gregg Miller, Director of Fiscal Services
	Ms. Ellamae Baldelli, Director of Human Resources

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:30 p.m. by Mr. Daniel Nichols.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> None 	Public Comment
3. 3.A.	Discussion and Possible Action Radon Re-evaluation <ul style="list-style-type: none"> Mr. Calhoun reported that a radon evaluation was done five years ago; the State passed legislation requiring schools and public entities to do radon testing in all ground floor rooms every five years. At the initial testing, one classroom at John Pettibone recorded a slightly elevated reading; the retest was satisfactory. The re-evaluation will be performed on 10% of occupied space in November, during normal operating conditions with canisters placed on teacher's desks. The cost of this testing is \$2800 this year. 	Discussion and Possible Action Radon Re-evaluation
3.B.	Recycling Changes for 2011 <ul style="list-style-type: none"> Mr. Calhoun reported that single stream recycling has been initiated in all schools. A new state law, effective October 1, requires the district to provide recycling containers at all venues. He noted this change will save time as manual sorting will be eliminated. The more recycled, the less tonnage will be sent out thereby a savings. 	Recycling Changes for 2011

	<ul style="list-style-type: none"> The governor has signed into law paint care legislation which addresses recycling of latex paints. Lead paint is still treated as hazardous waste. Some of the companies have incentives to take back paint. The law has been enacted, but no specific terms at this time. 	
3.C.	East Street Windows Update <ul style="list-style-type: none"> Mr. Calhoun reported there will be three to four more days of work to complete the job. The contractor will finish up areas that need to be sealed. Small windows at the rear of the building have to be finished. When the windows are finished there will be some touch up painting done by the Facilities Department. 	East Street Windows Update
3.D.	Work Order Analysis District-Wide <ul style="list-style-type: none"> Mr. Calhoun introduced the Computerized Maintenance Management System (CMMS) now being used to coordinate maintenance projects. Work orders are generated for custodial staff and emailed to them. This insures all maintenance is done on a regular schedule. Work orders could be simple items, or items requiring more time to be expended. All administrators submit work needed to be done. Preventative work items have been downloaded in the computer by Mr. Rogoza. These are generated on a four month time frame. In the future the department will use the CMMS system to facilitate the bidding process for outside vendors. Also, CMMS can be utilized with the use of buildings procedure to generate work orders for items needed with the use of the facility. Mr. Weinberg inquired about the status of the Hill and Plain parking area. Mr. Calhoun noted the final coat of blacktop 	Work Order Analysis District-Wide

	will be placed on Columbus Day when there is no school. The final cost of the project exceeded the budgeted amount due to drainage issues.	
4.	Adjourn Mr. Mc Sherry moved to adjourn the meeting at 6:59 p.m., seconded by Mr. Weinberg. The motion passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 6:59 p.m.

Respectfully submitted:



Daniel W. Nichols, Chairman
Facilities Sub-Committee

New Milford Board of Education
Operations Sub-Committee
October 4, 2011
Lillis Administration Building, Room 2

Present:	Mr. Thomas Mc Sherry
	Mr. William Wellman
	Mrs. Alexandra Thomas
	Mr. Rodney Weinberg
Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Dr. Maureen McLaughlin, Assistant Superintendent
	Mr. Gregg Miller, Director of Fiscal Services
	Mrs. Ellamae Baldelli, Director of Human Resources
	Mrs. Sandra Sullivan, Director of Food and Nutrition Services
	Mrs. Adele Johnson, Director of Pupil Personnel & Special Services

GEORGE C. BUCKBEE
TOWN CLERK
2011 OCT -7 A 11:00
NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mr. McSherry.	Call to Order
2.	Public Comment • None	Public Comment
3.C.	Memorandum of Understanding with the Town of New Milford Health Department	Memorandum of Understanding with the Town of New Milford Health Department
3.C.1.	Memorandum of Understanding Regarding the Planning and Implementation of Emergency Mass Vaccination and/or Dispensing Countermeasures	Memorandum of Understanding Regarding the Planning and Implementation of Emergency Mass Vaccination and/or Dispensing Countermeasures
3.C.2.	Memorandum of Understanding Regarding the Food Services for Health Department Staff & Volunteers during a Public Health Emergency Mr. Mc Sherry reordered the agenda and began with Item 3C to accommodate the Director of Health Services for the Town of New Milford, Michael Crespan. <ul style="list-style-type: none"> • Mr. Crespan recommended that the Memorandum of Understanding Regarding the Planning and Implementation of Emergency Mass Vaccination and/or Dispensing (MOU) be updated from the original signing in April 2005. • The MOU is essentially the same. • The Memorandum of Understanding Regarding the Food Services for Health Department Staff and Volunteers during a Public Health Emergency is new. • Mrs. Sandra Sullivan, Director of Food and Nutrition Services, is in agreement with the 	Memorandum of Understanding Regarding the Food Services for Health Department Staff & Volunteers during a Public Health Emergency

	<p>MOU regarding the use of the kitchen, food, and equipment in extreme emergencies when schools are closed.</p> <ul style="list-style-type: none"> • Mr. Wellman questioned the need for a separate MOU for food services. • Mr. Crespan noted that the Food and Nutrition Services Department has ownership of the food and equipment separate from the building. • The Food and Nutrition Services is under the Board of Education, but has its own budget and is self-supporting. • Vaccines could be refrigerated. • Mr. Crespan would notify the Facilities Department for use of the building and custodial staff and the Food and Nutrition Services Department would be contacted. • The Food and Nutrition Services staff would have to operate equipment and prepare food. • Mr. Wellman asked if these MOUs would be available publicly. • Mr. Crespan will post them on the internet. • Further, Mr. Wellman asked about indemnification for damage to property. • Mr. Crespan will review in detail the language in the MOU, but he expects there would be reimbursement for food and nutrition services and to the Board for any damage or incident. • Mr. Wellman asked for proof of insurance for these MOUs. • Mr. Miller will get confirmation from Mr. Jankowski that these MOUs are covered under the Town's insurance. <p>Mrs. Thomas moved to bring the Memorandum of Understanding Regarding the Planning and Implementation of Emergency Mass Vaccination and/or Dispensing Countermeasures to the full Board for approval. The motion was seconded by Mr. Wellman and passed unanimously.</p> <p>Mrs. Thomas moved to bring the Memorandum of Understanding Regarding the Food Services for Health Department Staff and Volunteers during a Public Health Emergency to the full Board for approval. The motion was seconded by Mr. Weinberg and passed</p>	<p>Motion made and passed unanimously to bring the Memorandum of Understanding Regarding the Planning and Implementation of Emergency Mass Vaccine and/or Dispensing Countermeasures to the full Board for approval.</p> <p>Motion made and passed unanimously to bring the Memorandum of Understanding Regarding the Food Services for Health Department</p>
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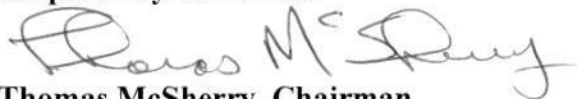
	unanimously.	Staff and Volunteers during a Public Health Emergency to the full Board for approval.
3. 3.A.	<p>Discussion and Possible Action Exhibit A—Personnel Certified; Non-Certified Appointments; Resignations and Leaves of Absences</p> <ul style="list-style-type: none"> • Mrs. Baldelli explained the reason for the long term substitute for Athletic Director, New Milford High School was due to the sudden departure of the Athletic Director. • The position will be posted; Board members and others will be involved in the hiring process. <p>Mrs. Thomas moved to bring Exhibit A to the full Board for approval, seconded by Mr. Weinberg. The motion passed unanimously.</p>	<p>Discussion and Possible Action Exhibit A—Personnel Certified; Non-Certified Appointments; Resignations and Leaves of Absences</p> <p>Motion made and passed unanimously to bring Exhibit A—Personnel, Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the Board for approval.</p>
3.B. 3.B.1. 3.B.2. 3.B.3.	<p>Monthly Reports Purchase Resolution D-639 Request for Budget Transfers Budget Position as of 9/30/2011</p> <ul style="list-style-type: none"> • Mr. Wellman asked about PO# 44741, the insurance premium for umbrella policy for All-Star Transportation. • Mr. Miller responded that the contract requires the contractor to obtain the policy and the Board pays for it. • Mr. Wellman asked if the bus company goes out to bid for the insurance. Mr. Miller will obtain that answer. • Mr. Wellman asked how many history textbooks were included in PO#44787. • Dr. McLaughlin reported that the purchase order is for 90 textbooks. • Mr. Wellman asked about the difference in Sewer Commission charges, P.O.#44851. • Mr. Miller explained that the high school and Sarah Noble have grease traps, adding to the cost; other schools have septic systems. • PO#44894 tuition to Regional School District 14 was questioned by Mr. Wellman. • Regional District 14 offers an agricultural program. 	<p>Monthly Reports Purchase Resolution D-639 Request for Budget Transfers Budget Position as of 9/30/2011</p>

	<p>Mrs. Thomas moved to bring monthly reports: Purchase Resolution D-639; Budget Position as of 9/30/2011 and Request for Budget Transfers to the full Board for approval. Mr. Weinberg seconded the motion which passed unanimously.</p>	<p>Motion made and passed unanimously to bring monthly reports: Purchase Resolution D-639; Budget Position as of 9/30/2011 and Request for Budget Transfers to the full Board for approval.</p>
<p>3. 3.D.1.</p>	<p>Grants Consolidated Grant Application</p> <ul style="list-style-type: none"> • Dr. McLaughlin will be submitting the application for Title I, Improving Basic Programs Operated by Local Educational Agencies; Title II, Teacher and Principal Training and Recruiting; and Title III English Language Acquisition and Language Enhancement on October 5, 2011. <p>Mrs. Thomas moved to bring the Consolidated Grant Application, Title I, Title II and Title III to the full Board for approval. The motion was seconded by Mr. Weinberg and passed unanimously.</p>	<p>Grants Consolidated Grant Application</p> <p>Motion made and passed unanimously to bring the Consolidated Grant Application, Title I, Title II and Title III to the full Board for approval.</p>
<p>3.D.2</p>	<p>Fuel Up to Play 60 Funds</p> <ul style="list-style-type: none"> • Mrs. Sullivan applied for this grant in conjunction with the Sarah Noble Walking Project. The money will be used for educational materials as well as a poster contest facilitated by the gym teacher at Sarah Noble. • The project's theme is to eat nutritionally so individuals can be active for 60 minutes <p>Mrs. Thomas moved to bring the Fuel Up to Play 60 Funds Grant to the full Board for approval. The motion was seconded by Mr. Weinberg and passed unanimously.</p>	<p>Fuel Up to Play 60 Funds</p> <p>Motion made and passed unanimously to bring the Fuel Up to Play 60 Funds Grant to the full Board for approval.</p>
<p>3.D.3.</p>	<p>Bilingual Education Program Grant</p> <ul style="list-style-type: none"> • Dr. McLaughlin explained the district is eligible as of October 1 to apply for this grant as one of the elementary schools (John Pettibone) has 20 Spanish students enrolled. <p>Mr. Weinberg moved to bring the Bilingual Education Program Grant to the full Board for approval. The motion was seconded by Mrs. Thomas and passed unanimously.</p>	<p>Bilingual Education Program Grant</p> <p>Motion made and passed unanimously to bring the Bilingual Education Program Grant to the full Board for approval.</p>

3.E	<p>Bid Award Point of Sale/Accessibility System – Food and Nutrition Services</p> <ul style="list-style-type: none"> • Mrs. Sullivan is recommending the Point of Sale/Accountability System for the school lunch program be implemented district-wide. • Benefits include parents can pay on line; better accountability; less time consumed in processing applications for reduced lunch program. • In 2012 nutrition promotion will be required in the district; this point of sale includes that system. • Bidder selected: NutriKids, a user friendly system with good tech support. • System expected to be up and running mid-January. <p>Mrs. Thomas moved to bring the Point of Sale/Accountability System to the full Board for approval. The motion was seconded by Mr. Weinberg and passed unanimously.</p>	<p>Bid Award</p> <p>Motion made and passed unanimously to bring the Point of Sale/Accountability System to the full Board for approval.</p>
3.F. 3.F.1.	<p>Gifts and Donations Walmart</p> <ul style="list-style-type: none"> • Schaghticoke Middle School has been selected by Walmart as “School of the Year.” Walmart will give ten gift cards of \$100/each to the school. <p>Mr. Weinberg moved to bring the Walmart gift to Schaghticoke Middle School to the full Board for approval. The motion was seconded by Mrs. Thomas and passed unanimously.</p>	<p>Gifts and Donations Walmart</p> <p>Motion made and passed unanimously to bring the Walmart gift to Schaghticoke Middle School to the full Board for approval.</p>
3.F.2.	<p>PTO</p> <p>Mrs. Thomas moved to bring the PTO gift to the full Board for approval. The motion was seconded by Mr. Weinberg and passed unanimously.</p>	<p>PTO</p> <p>Motion made and passed unanimously to bring the PTO gift to the full Board for approval.</p>
4. 4.1.	<p>Items of Information Bilingual Teacher</p> <ul style="list-style-type: none"> • Dr. McLaughlin was notified by the State Department of Education in July 2011 that the district will need to advertise for a bilingual teacher for the remainder of the year (as a result 	<p>Items of Information Bilingual Teacher</p>

4.2.	<p>of the 20 Spanish speaking students at JPS reported on the October 1, 2010 state enrollment report).</p> <ul style="list-style-type: none">• The current TESOL tutor and the instructional tutor, fluent in Spanish, could provide support to students if the bilingual position cannot be filled. <p>Enrollment as of October 1, 2011</p>	<p>Enrollment as of October 1, 2011.</p>
5.	<p>Adjourn By motion of Mrs. Thomas, seconded by Mr. Weinberg, the meeting adjourned at 8:05 p.m. The motion passed unanimously.</p>	<p>Adjourn Motion made and passed unanimously to adjourn the meeting at 8:05 p.m.</p>

Respectfully submitted:



Thomas McSherry, Chairman
Operations Sub-Committee

**New Milford Board of Education
Regular Meeting Minutes
October 11, 2011
Sarah Noble Intermediate School Library Media Center**

GEORGE C. BUCKBEE
TOWN CLERK

[Signature]

2011 OCT 13 P 3:29

NEW MILFORD, CT

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

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools Dr. Maureen McLaughlin, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Gregg Miller, Director of Fiscal Services Mr. John Calhoun, Director of Facilities Mrs. Adele Johnson, Director of Pupil Personnel and Special Services Liam Lynch, Student Representative Daniel Winter, Student Representative
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1.	Call to Order A. Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order.	Call to Order Pledge of Allegiance
2.	Public Comment There was none.	Public Comment
3.	PTO Report <ul style="list-style-type: none"> There will be a Board of Education candidates' forum on October 13th at 7 p.m. at Sarah Noble. The PTO scholarship discount cards are available with proceeds to benefit the townwide scholarship funds. PTO will have a table at the Harrybrooke pumpkin festival on October 22nd. PTO currently has 750 members which is on par with last year. 	PTO Report

4.	Student Representatives Report <ul style="list-style-type: none"> New Milford High had an open house on September 15th. Upcoming test dates include PSATs this upcoming Saturday; SATs November 5th; ACTs on October 22nd and December 10th. The Danbury Fair Mall College Fair will be October 17th from 5:00 until 8:30 p.m. Financial Aid Night will be November 2nd at 7:00 p.m. in the theatre. A Senior Parent Night will be October 12th at 7:00 p.m. Talent show auditions are ongoing with the actual show scheduled for some time in November. The band took second place at the Lyman Hall High School competition on October 8th. Homecoming is this weekend. 	Student Representatives Report
5.	Approval of Minutes <p>A. Approval of the following Board of Education Meeting Minutes</p> <p>1. Regular Meeting Minutes September 13, 2011</p> <p>Mr. Nichols moved to approve the Regular Meeting Minutes of September 13, 2011, seconded by Mr. McSherry and passed unanimously.</p>	Approval of Minutes <p>A. Approval of the following Board of Education Meeting Minutes</p> <p>1. Regular Meeting Minutes September 13, 2011</p> <p>Motion made and passed unanimously to approve the Regular Meeting Minutes of September 13, 2011.</p>
6.	Superintendent's Report <ul style="list-style-type: none"> Dr. Paddyfote passed out a report from Education Connection outlining all the services provided to the district last year including professional development, transportation, early child support services, and inter-district programs. At the October 18th Policy Sub-Committee meeting, the committee will be discussing a safe school climate policy in the 5000 series. The Board will have to approve a safe schools climate plan by January 1. 	Superintendent's Report

	<ul style="list-style-type: none"> A coffee and chat was sponsored by the PTO with the Superintendent at the Railroad Station on October 5th. The next one is tentatively scheduled for January 19th at 10:30 a.m. 	
7.	<p>Board Chairman's Report</p> <p>A. 2010-2011 Annual Report of the New Milford Board of Education</p> <ul style="list-style-type: none"> Mrs. Faulenbach said the report was broken down by month and included all the activities undertaken by the Board including policies adopted, energy efficiencies, test scores, curriculums, summary of awards throughout the year – 173 students and 17 staff, PTO donations totaling almost \$139,000 and grants awarded. Mrs. Faulenbach said the Board will be gearing up for the budget season soon. 	<p>Board Chairman's Report</p> <p>A. 2010-2011 Annual Report of the New Milford Board of Education</p>
8.	<p>Committee Reports</p> <p>A. Facilities Sub-Committee – Mr. Nichols</p> <p>Mr. Nichols said the Facilities Sub-Committee had discussed the radon revaluation, recycling changes, and heard an update of the East Street School window replacement project.</p> <p>B. Operations Sub-Committee – Mr. McSherry</p> <p>Mr. McSherry noted that almost everything that was on the Operations agenda is on the Board agenda this evening for action.</p> <p>C. Policy Sub-Committee – Mrs. Tarascio-Latour</p> <p>Mrs. Faulenbach noted that the next meeting would be Tuesday, October 18th where the safe school climate policy will be discussed. The items on tonight's agenda were for revision including language and legal clean up.</p>	<p>Committee Liaison Reports</p> <p>A. Facilities Sub-Committee</p> <p>B. Operations Sub-Committee</p> <p>C. Policy Sub-Committee</p>

<p>D.</p>	<p>Committee on Learning – Mrs. Thomas</p> <p>Mrs. Thomas said the committee approved three curricula which are on the agenda this evening. They also discussed the Strategic School Profile and Windows on New Milford. NEASC will be back in the area in 2014. The next agenda includes approval of curricula for Algebra III, Calculus, and Intro to Programming.</p>	<p>D. Committee on Learning</p>
<p>E.</p>	<p>Education Connection – Possible Vacancy</p> <p>Mrs. Faulenbach said Mrs. Rigdon needed some assistance with meeting attendance and if anyone was interested they could speak to her.</p>	<p>E. Education Connection</p>
<p>F.</p>	<p>Connecticut Boards of Education – Mrs. Thomas</p> <p>Mrs. Thomas noted she would be leaving the Board and so a representative should be appointed to CABE. The next event is a delegates assembly and convention. At the November Board meeting, someone should be appointed to fill the CABE liaison position.</p>	<p>F. Connecticut Boards of Education</p>
<p>9. A.</p>	<p>Discussion and Possible Action Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of October 11, 2011</p> <p>Mr. McSherry moved to approve Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absence as of October 11, 2011, seconded by Mrs. Rigdon.</p> <ul style="list-style-type: none"> • Mr. Lawson recused himself from the vote. • Mr. Nichols noted that Dr. McLaughlin was resigning and thanked her for her service to the district. <p>The motion passed 7-0-1.</p> <p>Aye: Mr. McSherry, Mr. Weinberg, Mrs. Faulenbach, Mr. Nichols, Mrs. Thomas, Mr. Wellman, Mrs. Rigdon Abstain: Mr. Lawson</p>	<p>Discussion and Possible Action Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of October 11, 2011</p> <p>Motion made and passed to approve Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absence</p>

<p>B.</p>	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-639 2. Budget Position as of 9/30/11 3. Request for Budget Transfers <p>Mr. Nichols moved to approve monthly reports: Purchase Resolution D-639, Budget Position as of September 30, 2011 and Budget Transfers, seconded by Mr. McSherry.</p> <ul style="list-style-type: none"> • Mr. Wellman said he did not receive a copy of the budget transfers and he thought it was tradition that all items were given to the members of the Board. • Both Mrs. Faulenbach and Dr. Paddyfote noted the budget transfers were typically part of the Operations Sub-Committee packet which the full Board received. • Mr. Wellman noted in resolution D-639 one of the items was a textbook which appeared to cost \$200 per book. He suggested this was a steep cost to pay and perhaps the Board should begin looking into funding for an iPad or other technology which would also allow students to research other history sources. • Dr. Paddyfote said the minutes misstated the number of books to be purchased. Mr. Miller said there would actually be 300 books purchased which would make the cost per book \$65. • Mr. Wellman suggested it was still time that the Board consider iPads. • Mr. McSherry said the Board would be moving in that direction but he said there are issues with technology and the Board needed to determine which direction to head. • Mr. Lawson said the Board needed to be sure students knew how to read and write and books have a place. • Mr. Wellman said the students would still need to know how to read and write to use technology. • Mr. Lawson asked Mr. Miller if there were 	<p>Monthly Report</p> <ol style="list-style-type: none"> 1 Purchase Resolution D-639 2. Budget Position as of 9/30/11 3. Request for Budget Transfers <p>Motion made and passed to approve monthly reports: Purchase Resolution D-639, Budget Position as of 9/30/11, and Request for Budget Transfers</p>
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	<p>any surprises in the budget figures and Mr. Miller said there were no surprises rather timing differences which led to variances in the budget.</p> <ul style="list-style-type: none"> • Mr. Lawson asked if the school district was meeting with the Town regarding reconciliations and Mr. Miller said the reconciliations were done quarterly and the auditors had been in August. <p>The motion passed 7-1.</p> <p>Aye: Mrs. Rigdon, Mr. McSherry, Mr. Weinberg, Mr. Lawson, Mrs. Faulenbach, Mr. Nichols, Mrs. Thomas No: Mr. Wellman</p>	
C.	Memorandum of Understanding with the Town of New Milford Health Department	Memorandum of Understanding with the Town of New Milford Health Department
1.	<p>Memorandum of Understanding Regarding the Planning and Implementation of Emergency Vaccination and/or Dispensing Countermeasures</p> <p>Mr. Nichols moved to approve the Memorandum of Understanding Regarding the Planning and Implementation of Emergency Vaccination and/or Dispensing Countermeasures and to authorize the Chair to sign said agreement, seconded by Mr. McSherry.</p> <ul style="list-style-type: none"> • Mr. Wellman thanked Mr. Crespan for forwarding a copy of the plan. He noted that at the Operations Sub-Committee there was some discussion about the insurance coverage for damages incurred. Mr. Miller said the town has one policy which covers the Board of Education as well. He said as long as the volunteers are in the building in official capacity, they are covered under the policy. • Mr. Wellman asked if there were limits on the policy and Mr. Miller said there were deductibles. <p>The motion passed 7-1.</p>	<p>1. Memorandum of Understanding Regarding the Planning and Implementation of Emergency Vaccination and/or Dispensing Countermeasures</p> <p>Motion made and passed to approve the Memorandum of Understanding Regarding the Planning and Implementation of Emergency Vaccination and/or Dispensing Countermeasures and to authorize the Chair to sign said agreement.</p>


	<p>Aye: Mrs. Rigdon, Mr. McSherry, Mr. Weinberg, Mr. Lawson, Mrs. Faulenbach, Mr. Nichols, Mrs. Thomas No: Mr. Wellman</p>	
2.	<p>Memorandum of Understanding Regarding the Food Services for Health Department Staff and Volunteers during a Public Health Emergency</p> <p>Mr. Nichols moved to approve the Memorandum of Understanding Regarding the Food Services for Health Department Staff and Volunteers during a Public Health Emergency and to authorize the Chair to sign the agreement, seconded by Mr. Weinberg.</p> <ul style="list-style-type: none">• Mr. Weinberg said he had a conversation with the Food Services Director after the Operations Sub-Committee meeting and she had a problem with the verbiage in this agreement. She suggested she would have to get paid people as it is hard to get consistent volunteers. Mr. Weinberg asked if paid people were needed where would the reimbursement come from.• Dr. Paddyfote said it was her understanding the reimbursement would be the responsibility of the Health Department.• Mrs. Rigdon said she did not feel she could support this motion without a positive answer on this issue.• Mr. McSherry said it was clear when Mr. Crespan presented this he had all the responsibility to implement and pay for it.• Mrs. Thomas said it was the Health Department's responsibility for managing the emergency and the food service people agree that the facility can be used.• Mr. McSherry said this is in case of a public health emergency not for routine operations. This agreement merely gives the Health Department the use of the facility to feed their volunteers.• Ms. Baldelli said the food service people are	<p>Memorandum of Understanding Regarding the Food Services for Health Department Staff and Volunteers during a Public Health Emergency</p> <p>Motion made and passed to approve the Memorandum of Understanding Regarding the Food Services for Health Department Staff and Volunteers during a Public Health Emergency and to authorize the Chair to sign the agreement</p>

	<p>needed to help the volunteers run the equipment in the kitchen as it is not the same as equipment one might find in their kitchens.</p> <p>The motion passed 6-2.</p> <p>Aye: Mrs. Rigdon, Mr. McSherry, Mr. Lawson, Mrs. Faulenbach, Mr. Nichols, Mrs. Thomas No: Mr. Weinberg, Mr. Wellman</p>	
D.	<p>Policies for Approval</p> <ol style="list-style-type: none"> 1. 4111.1/4211.1 Equal Employment Opportunity 2. 4118.112/4218.112 Sexual and Other Unlawful Harassment 3. 5000 Equal Educational Opportunity 4. 5113 Admissions/Excuses/Dismissal/Truancy 5. 5114 Removal/Suspension/Expulsion 6. 5141 Student Health Services 7. 5141.3 Health Assessments and Immunizations 8. 5145.5 Sexual and Other Unlawful Harassment of Students 9. 6146 Graduation Requirements 10. 3541 Transportation Services <p>Mr. Nichols moved to approve the above listed policies, seconded by Mr. Lawson and passed unanimously.</p>	<p>Policies for Approval</p> <ol style="list-style-type: none"> 1. 4111.1/4211.1 Equal Employment Opportunity 2. 4118.112/4218.112 Sexual and Other Unlawful Harassment 3. 5000 Equal Educational Opportunity 4. 5113 Admissions/Excuses/Dismissal/Truancy 5. 5114 Removal/Suspension/Expulsion 6. 5141 Student Health Services 7. 5141.3 Health Assessments and Immunizations 8. 5145.5 Sexual and Other Unlawful Harassment of Students 9. 6146 Graduation Requirements 10. 3541 Transportation Services <p>Motion made and passed unanimously to approve the above listed policies.</p>
E.	<p>Textbook Approval for Grades 11 and 12</p> <p>Mr. Nichols moved to approve the following textbooks: Grade 11 <u>The Best American Essays of the Century</u>, Grade 12 <u>Chinese Link</u>, and Grade 12 <u>Chinese Link</u> (workbook), seconded by Mr. Weinberg and passed unanimously.</p>	<p>Textbook Approval for Grades 11 and 12</p> <p>Motion made and passed unanimously to approve the following textbooks: Grade 11 <u>The Best American Essays of the Century</u>, Grade 12 <u>Chinese Link</u>, and Grade 12 <u>Chinese Link</u> (workbook)</p>
F.	<p>Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. AP French Language and Culture 2. Early Childhood 	<p>Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. AP French Language and Culture 2. Early Childhood

	<p>3. Marketing I</p> <p>Mr. Nichols moved to approve the following curricula: AP French Language and Culture, Early Childhood and Marketing I, seconded by Mr. McSherry and passed unanimously.</p>	<p>3. Marketing I</p> <p>Motion made and passed unanimously to approve the following curricula: AP French Language and Culture, Early Childhood and Marketing I.</p>
G.	<p>Grants</p>	<p>Grants</p>
1.	<p>Consolidated Grant Application</p> <p>Mr. Lawson moved to approve the Consolidated Grant Application in the amount of \$229,382, seconded by Mr. Weinberg.</p> <ul style="list-style-type: none"> Mr. Lawson noted there was excellent follow up on the grants. <p>The motion passed unanimously.</p>	<p>Consolidated Grant Application</p> <p>Motion made and passed unanimously to approve the Consolidated Grant Application in the amount of \$229,382.</p>
2.	<p>Fuel Up to Play 60 Funds</p> <p>Mr. Nichols moved to approve the Fuel Up to Play 60 Funds in the amount of \$2,250, seconded by Mr. McSherry and passed unanimously.</p>	<p>Fuel Up to Play 60 Funds</p> <p>Motion made and passed unanimously to approve the Fuel Up to Play 60 Funds in the amount of \$2,250.</p>
3.	<p>Bilingual Education Program Grant</p> <p>Mr. Lawson made a motion to approve the Bilingual Education Grant in the amount of \$2,028, seconded by Mr. Nichols and passed unanimously.</p>	<p>Bilingual Education Program Grant</p> <p>Motion made and passed unanimously to approve the Bilingual Education Grant in the amount of \$2,028.</p>
H.	<p>Bid Award</p>	<p>Bid Award</p>
1.	<p>Point of Sale/Accountability System — Food and Nutrition Services</p> <p>Mr. Nichols moved to approve the Point of Sale/Accountability System bid to NutriKids, seconded by Mr. McSherry and passed unanimously.</p>	<p>Point of Sale/Accountability System — Food and Nutrition Services</p> <p>Motion made and passed unanimously to approve the Point of Sale/Accountability System bid to NutriKids.</p>
I.	<p>Gifts & Donations</p>	<p>Gifts & Donations</p>
1.	<p>Exhibit B: PTO Gifts & Donations</p>	<p>Exhibit B: PTO Gifts & Donations</p>

	<p>Mr. Lawson moved to accept Exhibit B: PTO Gifts and Donations for Sarah Noble Intermediate School in the amounts of \$3,840 and \$7,500, seconded by Mr. Nichols.</p> <p>Mrs. Faulenbach thanked the PTO for its continued gifts.</p> <p>The motion passed unanimously.</p>	<p>Motion made and passed unanimously to accept Exhibit B: PTO Gifts and Donations for Sarah Noble Intermediate School in the amounts of \$3,840 and \$7,500.</p>
2.	<p>Exhibit C: Walmart</p> <p>Mr. Weinberg moved to accept Exhibit C: WalMart Gifts and Donations for Schaghticoke Middle School in the amount of \$1,000, seconded by Mr. McSherry.</p> <p>Mrs. Faulenbach noted the donation from Walmart was appreciated.</p> <p>The motion passed unanimously.</p>	<p>Exhibit C: Walmart</p> <p>Motion made and passed unanimously to accept Exhibit C: WalMart Gifts and Donations for Schaghticoke Middle School in the amount of \$1,000.</p>
10.	<p>Items For Information And Discussion</p>	<p>Items For Information And Discussion</p>
A.	<p>Textbook Preview — Grade 11</p>	<p>Textbook Preview — Grade 11</p>
B.	<p>Field Trip Report - October 2011</p>	<p>Field Trip Report - October 2011</p>
11.	<p>Adjourn</p> <p>Mr. McSherry moved to adjourn the meeting at 8:11 p.m., seconded by Mr. Nichols and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:11 pm.</p>

Respectfully submitted:



David A. Lawson, Secretary