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**To make a public comment, the call in number is**

**(US) 1-432-827-0584 PIN 918 529 010#**

Regular BOE Agenda  
December 17, 2024

Council Chambers  
3 Primrose St.  
Newtown, CT 06470  
7:00 PM

*As citizens of our community, we will conduct ourselves in accordance with Newtown's Core Character Attributes as displayed in our character tree. We will be responsible for our actions and show respect for each other. We will interact peacefully, productively, and politely. We will be trustworthy and honest and show compassion toward others. Newtown's continued success is contingent upon our ability to persevere, to follow through with our commitments, and to stay focused on the greater good.*

## AGENDA

1. PLEDGE OF ALLEGIANCE
2. CONSENT AGENDA
  - A. Correspondence Report
3. \*\*PUBLIC PARTICIPATION
4. REPORTS
  - A. Chair Report
  - B. Superintendent's Report
  - C. Committee and Liaison Reports
  - D. Student Representatives Report
  - E. Action on Financial Report and Transfers for Month Ending November 30, 2024
5. PRESENTATION
  - A. Fall Sports Update
6. OLD BUSINESS
  - A. Policies for Second Read and Approval
    1. 3160 Budget Procedures and Line Item Transfers (replacement)
    2. 2010 Uniform Treatment of Recruiters (new)
    3. 6130 IDEA - Alternative Assessments (new)
    4. 6140 Promotion and Retention (new)
    5. 6143 Parental Access to Instructional Material (new)
    6. 6146 High School Graduation Requirements (replacement)

7. 6147 Weighted Grading for Honors Classes (new)

8. 6148 Credit for Online Courses (new)

B. Policies to Rescind

1. 5141.7 Student Sports - Concussions

2. 5145.14 On Campus Recruitment

3. 6146 High School Graduation Requirements

4. 6172.6 Distance Education Virtual/Online Courses

5. 6114.6 Emergency Closings

6. 6151 Class Size

7. 6163.32 Live Animals in the Classroom

8. 6172 Alternative Education Programs

9. 6172.6 Pilot Programs and Research Projects

10. 6172.3 Home Schooling

11. 6114.8 Pandemic/Epidemic Emergencies

12. 6000 Instruction

C. Items of Information - Administrative Regulations

1. 4116R/4216R Administrative Regulations Regarding Concussion Management and Training for Athletic Coaches

2. 6148R Administrative Regulations Regarding Credit for Online Courses

3. 6151R Administrative Regulations regarding Class Size Guidelines

7. NEW BUSINESS

A. Action on Minutes of December 3, 2024

8. PUBLIC PARTICIPATION

9. EXECUTIVE SESSION

A. Personnel Request

10. POSSIBLE ACTION ON EXECUTIVE SESSION ITEM

11. ADJOURNMENT

*\*\*During the first Public Participation, the Board welcomes commentary regarding items on the agenda. After being recognized, please state your name and address for the record. We request that speakers be respectful and limit comments to not more than three minutes. The Board of Education does not discuss personnel items or student matters in public. During the second Public Participation, commentary may address the agenda or may introduce issues for the Board to consider in the future. The Board does not engage in dialogue during either public comment period. If you desire more information or answers to specific questions, please email the BOE: NewtownBOE@newtown.k12.ct.us*

**NEWTOWN BOARD OF EDUCATION  
MONTHLY FINANCIAL REPORT  
NOVEMBER 30, 2024**

**SUMMARY**

The fifth financial report for the year continues to provide year to date expenditures, encumbrances and information for anticipated obligations. Many of the accounts within our major objects have been forecasted as “full budget spend” in order to more accurately project an estimated year-end balance. These balances are monitored closely and adjusted each month in order to capture any changes and fluctuations that occur throughout the year.

The current year end projected balance now shows \$84,550, increasing over the prior month by \$18,272. The driver behind the projected year-end balance continues to come from our non-certified salary accounts with the remaining objects showing a negative position or minimal surpluses.

**This report also includes a transfer request in the amount of \$155,797**

- \$31,643 from worker’s compensation and insurance surplus to certified salaries.
  - To provide funds for ESY salaries for behavior techs.
  - To cover contractual salary adjustments for our BCBA’s
- \$124,154 from non-certified salary adjustments to non-certified salaries to cover costs for contractual increases and non-certified salary for ESY.

**Excess Cost Grant Update**

The Excess Cost Grant has now been calculated and submitted to the state for review. This grant provides a portion of funding for high cost learning facilities where our special education students attend. Historically, the state has reimbursed us between 70%-80% of the costs that exceed \$97,231 (*this number increases each year; this year it is estimated to increase by 3.46% over the prior year*). Last year, the state implemented a new formula, basing the reimbursement rate on the town’s wealth calculation. The new formula was intended to provide Newtown with a 70% reimbursement rate; however, State funding fell short and we were reimbursed at 68%.

This report includes an estimated reimbursement of 68% which is equivalent to \$1,690,607. The reimbursement has been allocated to Special Education salaries (specifically behavioral tech’s) transportation and tuition. Come January, we will receive a notification from the State, indicating the actual dollar amount and percentage rate of our reimbursement. Barring any discrepancies, we will receive 75% of the above estimated revenue in February and the remaining 25% will be deposited in May.

## SALARIES

Our salary object continues to show a positive position, currently at \$399,530. which is a reduction of -\$36,674 over the prior month.

- **Certified Salaries** – this account now shows a small negative balance. As mentioned last month, we did not hit our anticipated turnover (turnover accounts for the salary differential in teacher replacements); thus, showing a negative balance of -\$67,393 in the teacher & specialist account. However, there are a few small surpluses included in this sub-object but these accounts are somewhat unpredictable and will most likely change in the upcoming month.
- **Non-Certified Salaries** – the balance in this sub-object has reduced over the prior month by \$-56,831. In our Special Education department, we filled two paraeducator positions and currently have eight openings. We also filled one BT position; however, this area continues to require the support of outside agencies to fill the gaps. In the Business Office, we lost our Assistant Payroll support position and we will have a retirement this month in the café. These two positions are currently under review. We have also experienced savings in turnover as we continue to search for candidates in various support roles.

## OTHER PURCHASE SERVICES

This object continues to show a deficit, now at -\$99,911, decreasing over the prior month by \$43,014. The deficit in this major object can be attributed to contracted services.

- **Contracted Services** – as outlined in last month's report, the majority of this deficit is driven by the use of a contracted service to cover the open behavioral tech positions. These BT's are required as outlined in the student's IEP. However, this month we have included costs related to business office services. Two years ago, the District made an initiative to streamline our payroll process and move towards an electronic timekeeping system. This process has been complete; however, our current vendor was recently sold and the software will sunset this fiscal year. Therefore, we have included the implementation costs for a new system. In addition, we will be acquiring an evaluation tool that will create further efficiencies and streamline this function throughout the district.
- **Out-of-District Tuition** – there is a small balance in this account due to the reconciliation the of expenses. As of right now, this account appears to be in good shape. We will continue to monitor and report all activities associated with our outplacements.

## SUPPLIES

This object continues to show a negative balance of -\$321,000; however, improving by \$29,000 over the prior month.

- **Electricity** – this account took a big hit this year when the budget was not in alignment with unanticipated increases in demand and decreases in our virtual net metering credits. We continue to forecast a large deficit here; however, we do anticipate a rate change in January

that will reduce the high costs in demand and potentially increase our virtual net metering credits. At this time, this report does not include the anticipation of decreased costs and we will reassess our projections in January.

- **Natural Gas** – we saw an uptick in our balance over the prior month with the surplus increasing by \$19,000 and is now showing a positive balance of \$69,000. With the mild winter and natural gas prices at an all time low, we have been able to produce a savings that will ultimately be used to cover the shortfall in electricity.

## **PROPERTY**

This account has temporarily moved to a negative position with a balance of -\$16,774.

- **Equipment** – this report includes additional costs related to security equipment. Our District Security and Safety Committee recommended that the proposal for this equipment be brought forward to the Superintendent.

## **ALL OTHER OBJECTS**

Our account-by-account analysis will continue throughout the year and we will keep the board apprised of any issues or concerns as they arise.

## **REVENUE**

During the month of November, the Board of Education received \$7,191.13 in tuition revenue and \$1,181.04 in miscellaneous revenue.

Tanja Gouveia  
Director of Business  
December 12, 2024

**NEWTOWN BOARD OF EDUCATION  
2024-25 BUDGET SUMMARY REPORT  
FOR THE MONTH ENDING NOVEMBER 30, 2024**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2023 - 2024	2024- 2025 APPROVED BUDGET	YTD TRANSFERS 2024- 2025	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<b>GENERAL FUND BUDGET</b>											
100	SALARIES	\$ 54,869,892	\$ 56,415,958	\$ 3,500	\$ 56,419,458	\$ 18,651,651	\$ 36,469,814	\$ 1,297,993	\$ 898,463	\$ 399,530	99.29%
200	EMPLOYEE BENEFITS	\$ 12,834,863	\$ 13,673,917	\$ -	\$ 13,673,917	\$ 9,337,153	\$ 2,785,254	\$ 1,551,510	\$ 1,529,310	\$ 22,200	99.84%
300	PROFESSIONAL SERVICES	\$ 757,057	\$ 672,930	\$ (6,732)	\$ 666,198	\$ 207,456	\$ 81,902	\$ 376,840	\$ 378,430	\$ (1,590)	100.24%
400	PURCHASED PROPERTY SERV.	\$ 1,702,959	\$ 1,890,644	\$ -	\$ 1,890,644	\$ 651,436	\$ 447,922	\$ 791,286	\$ 789,191	\$ 2,095	99.89%
500	OTHER PURCHASED SERVICES	\$ 10,905,469	\$ 11,047,142	\$ (332)	\$ 11,046,810	\$ 4,145,507	\$ 6,861,065	\$ 40,238	\$ 140,149	\$ (99,911)	100.90%
600	SUPPLIES	\$ 3,344,907	\$ 3,170,329	\$ -	\$ 3,170,329	\$ 1,379,515	\$ 193,517	\$ 1,597,297	\$ 1,918,297	\$ (321,000)	110.13%
700	PROPERTY	\$ 349,252	\$ 357,069	\$ 3,564	\$ 360,633	\$ 241,707	\$ 17,613	\$ 101,313	\$ 118,087	\$ (16,774)	104.65%
800	MISCELLANEOUS	\$ 76,349	\$ 81,077	\$ -	\$ 81,077	\$ 63,327	\$ 2,672	\$ 15,078	\$ 15,078	\$ -	100.00%
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	0.00%
<b>TOTAL GENERAL FUND BUDGET</b>		<b>\$ 84,840,747</b>	<b>\$ 87,409,066</b>	<b>\$ -</b>	<b>\$ 87,409,066</b>	<b>\$ 34,677,752</b>	<b>\$ 46,859,760</b>	<b>\$ 5,871,555</b>	<b>\$ 5,787,004</b>	<b>\$ 84,550</b>	<b>99.90%</b>
900	TRANSFER NON-LAPSING (unaudited)	\$ 228,904									
		<i>this amount has been recommended for transfer into the BoE's Non-Lapsing Fund</i>									
<b>GRAND TOTAL</b>		<b>\$ 85,069,651</b>	<b>\$ 87,409,066</b>	<b>\$ -</b>	<b>\$ 87,409,066</b>	<b>\$ 34,677,752</b>	<b>\$ 46,859,760</b>	<b>\$ 5,871,555</b>	<b>\$ 5,787,004</b>	<b>\$ 84,550</b>	<b>99.90%</b>

**NEWTOWN BOARD OF EDUCATION**  
**2024-25 BUDGET SUMMARY REPORT**  
**FOR THE MONTH ENDING NOVEMBER 30, 2024**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2023 - 2024	2024- 2025 APPROVED BUDGET	YTD TRANSFERS 2024- 2025	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<b>100</b>	<b>SALARIES</b>										
	Administrative Salaries	\$ 4,341,348	\$ 4,415,759	\$ 16,968	\$ 4,432,727	\$ 1,767,391	\$ 2,656,095	\$ 9,241	\$ 4,258	\$ 4,983	99.89%
	Teachers & Specialists Salaries	\$ 35,054,141	\$ 35,746,541	\$ (16,968)	\$ 35,729,573	\$ 11,154,748	\$ 24,793,719	\$ (218,893)	\$ (151,500)	\$ (67,393)	100.19%
	Early Retirement	\$ 13,000	\$ 13,000	\$ -	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ -	\$ -	100.00%
	Continuing Ed./Summer School	\$ 115,676	\$ 124,447	\$ 1,630	\$ 126,077	\$ 95,390	\$ 32,296	\$ (1,609)	\$ (1,609)	\$ -	100.00%
	Homebound & Tutors Salaries	\$ 159,491	\$ 184,110	\$ -	\$ 184,110	\$ 41,810	\$ 70,593	\$ 71,707	\$ 37,938	\$ 33,770	81.66%
	Certified Substitutes	\$ 749,519	\$ 830,665	\$ -	\$ 830,665	\$ 267,134	\$ 348,360	\$ 215,171	\$ 194,539	\$ 20,632	97.52%
	Coaching/Activities	\$ 728,440	\$ 701,036	\$ -	\$ 701,036	\$ 230,339	\$ -	\$ 470,697	\$ 470,697	\$ -	100.00%
	Staff & Program Development	\$ 103,564	\$ 102,950	\$ 3,500	\$ 106,450	\$ 16,538	\$ -	\$ 89,913	\$ 84,850	\$ 5,063	95.24%
	<b>CERTIFIED SALARIES</b>	\$ 41,265,178	\$ 42,118,508	\$ 5,130	\$ 42,123,638	\$ 13,586,350	\$ 27,901,062	\$ 636,226	\$ 639,173	\$ (2,947)	100.01%
	Supervisors & Technology Salaries	\$ 1,043,860	\$ 1,029,988	\$ 28,085	\$ 1,058,073	\$ 404,535	\$ 545,720	\$ 107,819	\$ 87,793	\$ 20,026	98.11%
	Clerical & Secretarial Salaries	\$ 2,488,988	\$ 2,411,941	\$ 11,229	\$ 2,423,170	\$ 905,564	\$ 1,466,568	\$ 51,037	\$ (14,699)	\$ 65,736	97.29%
	Paraeducators	\$ 2,790,191	\$ 3,056,971	\$ 73,828	\$ 3,130,799	\$ 978,618	\$ 2,060,261	\$ 91,920	\$ -	\$ 91,920	97.06%
	Nurses & Medical Advisors	\$ 946,366	\$ 1,018,820	\$ (4,022)	\$ 1,014,798	\$ 304,264	\$ 647,668	\$ 62,866	\$ 44,422	\$ 18,444	98.18%
	Custodial & Maint. Salaries	\$ 3,382,650	\$ 3,545,200	\$ -	\$ 3,545,200	\$ 1,420,518	\$ 2,087,410	\$ 37,272	\$ 4,708	\$ 32,564	99.08%
	Non-Certied Adj	\$ -	\$ 171,650	\$ (125,906)	\$ 45,744	\$ -	\$ -	\$ 45,744	\$ -	\$ 45,744	0.00%
	Career/Job Salaries	\$ 155,653	\$ 206,773	\$ -	\$ 206,773	\$ 79,708	\$ 158,877	\$ (31,812)	\$ (58,767)	\$ 26,955	86.96%
	Special Education Svcs Salaries	\$ 1,635,815	\$ 1,738,248	\$ 15,156	\$ 1,753,404	\$ 596,715	\$ 1,127,284	\$ 29,405	\$ (48,934)	\$ 78,339	95.53%
	Security Salaries & Attendance	\$ 720,650	\$ 727,212	\$ -	\$ 727,212	\$ 246,863	\$ 455,464	\$ 24,884	\$ 2,134	\$ 22,750	96.87%
	Extra Work - Non-Cert.	\$ 131,774	\$ 122,647	\$ -	\$ 122,647	\$ 52,125	\$ 19,500	\$ 51,023	\$ 51,023	\$ -	100.00%
	Custodial & Maint. Overtime	\$ 273,517	\$ 236,000	\$ -	\$ 236,000	\$ 67,901	\$ -	\$ 168,099	\$ 168,099	\$ -	100.00%
	Civic Activities/Park & Rec.	\$ 35,249	\$ 32,000	\$ -	\$ 32,000	\$ 8,490	\$ -	\$ 23,510	\$ 23,510	\$ -	100.00%
	<b>NON-CERTIFIED SALARIES</b>	\$ 13,604,713	\$ 14,297,450	\$ (1,630)	\$ 14,295,820	\$ 5,065,301	\$ 8,568,752	\$ 661,766	\$ 259,289	\$ 402,477	97.18%
	<b>SUBTOTAL SALARIES</b>	\$ 54,869,892	\$ 56,415,958	\$ 3,500	\$ 56,419,458	\$ 18,651,651	\$ 36,469,814	\$ 1,297,993	\$ 898,463	\$ 399,530	99.29%
<b>200</b>	<b>EMPLOYEE BENEFITS</b>										
	Medical & Dental Expenses	\$ 9,549,973	\$ 10,305,448	\$ -	\$ 10,305,448	\$ 7,716,195	\$ 2,567,329	\$ 21,924	\$ 21,364	\$ 560	99.99%
	Life Insurance	\$ 88,377	\$ 92,000	\$ -	\$ 92,000	\$ 37,439	\$ -	\$ 54,561	\$ 54,561	\$ -	100.00%
	FICA & Medicare	\$ 1,709,986	\$ 1,768,360	\$ -	\$ 1,768,360	\$ 611,655	\$ -	\$ 1,156,705	\$ 1,156,705	\$ -	100.00%
	Pensions	\$ 965,625	\$ 999,360	\$ -	\$ 999,360	\$ 748,280	\$ 6,000	\$ 245,080	\$ 245,080	\$ -	100.00%
	Unemployment & Employee Assist.	\$ 105,555	\$ 81,600	\$ -	\$ 81,600	\$ 9,830	\$ 20,170	\$ 51,600	\$ 51,600	\$ -	100.00%
	Workers Compensation	\$ 415,349	\$ 427,149	\$ -	\$ 427,149	\$ 213,753	\$ 191,755	\$ 21,640	\$ -	\$ 21,640	94.93%
	<b>SUBTOTAL EMPLOYEE BENEFITS</b>	\$ 12,834,863	\$ 13,673,917	\$ -	\$ 13,673,917	\$ 9,337,153	\$ 2,785,254	\$ 1,551,510	\$ 1,529,310	\$ 22,200	99.84%

**NEWTOWN BOARD OF EDUCATION**  
**2024-25 BUDGET SUMMARY REPORT**  
**FOR THE MONTH ENDING NOVEMBER 30, 2024**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2023 - 2024	2024- 2025 APPROVED BUDGET	YTD TRANSFERS 2024- 2025	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<b>300</b>	<b>PROFESSIONAL SERVICES</b>										
	Professional Services	\$ 603,797	\$ 439,743	\$ -	\$ 439,743	\$ 104,939	\$ 41,163	\$ 293,641	\$ 295,231	\$ (1,590)	100.36%
	Professional Educational Serv.	\$ 153,260	\$ 233,187	\$ (6,732)	\$ 226,455	\$ 102,517	\$ 40,739	\$ 83,199	\$ 83,199	\$ -	100.00%
	<b>SUBTOTAL PROFESSIONAL SERV.</b>	<b>\$ 757,057</b>	<b>\$ 672,930</b>	<b>\$ (6,732)</b>	<b>\$ 666,198</b>	<b>\$ 207,456</b>	<b>\$ 81,902</b>	<b>\$ 376,840</b>	<b>\$ 378,430</b>	<b>\$ (1,590)</b>	<b>100.24%</b>
<b>400</b>	<b>PURCHASED PROPERTY SERV.</b>										
	Buildings & Grounds Contracted Svc.	\$ 611,768	\$ 711,000	\$ -	\$ 711,000	\$ 396,297	\$ 216,343	\$ 98,359	\$ 98,359	\$ -	100.00%
	Utility Services - Water & Sewer	\$ 94,774	\$ 128,315	\$ -	\$ 128,315	\$ 41,035	\$ -	\$ 87,280	\$ 77,280	\$ 10,000	92.21%
	Building, Site & Emergency Repairs	\$ 533,666	\$ 495,000	\$ -	\$ 495,000	\$ 106,097	\$ 55,377	\$ 333,526	\$ 333,526	\$ -	100.00%
	Equipment Repairs	\$ 222,475	\$ 268,994	\$ -	\$ 268,994	\$ 30,210	\$ 9,897	\$ 228,887	\$ 228,887	\$ -	100.00%
	Rentals - Building & Equipment	\$ 240,275	\$ 287,335	\$ -	\$ 287,335	\$ 77,797	\$ 166,305	\$ 43,233	\$ 51,138	\$ (7,905)	102.75%
	Building & Site Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	<b>SUBTOTAL PUR. PROPERTY SERV.</b>	<b>\$ 1,702,959</b>	<b>\$ 1,890,644</b>	<b>\$ -</b>	<b>\$ 1,890,644</b>	<b>\$ 651,436</b>	<b>\$ 447,922</b>	<b>\$ 791,286</b>	<b>\$ 789,191</b>	<b>\$ 2,095</b>	<b>99.89%</b>
<b>500</b>	<b>OTHER PURCHASED SERVICES</b>										
	Contracted Services	\$ 1,040,758	\$ 1,005,847	\$ 1,968	\$ 1,007,815	\$ 661,321	\$ 222,513	\$ 123,981	\$ 316,513	\$ (192,532)	119.10%
	Transportation Services	\$ 4,990,431	\$ 5,130,320	\$ -	\$ 5,130,320	\$ 1,176,845	\$ 2,978,394	\$ 975,082	\$ 965,082	\$ 10,000	99.81%
	Insurance - Property & Liability	\$ 435,965	\$ 461,988	\$ -	\$ 461,988	\$ 237,540	\$ 184,292	\$ 40,156	\$ 27,085	\$ 13,071	97.17%
	Communications	\$ 189,179	\$ 188,915	\$ -	\$ 188,915	\$ 83,022	\$ 96,526	\$ 9,367	\$ 9,187	\$ 180	99.90%
	Printing Services	\$ 24,329	\$ 27,700	\$ (2,000)	\$ 25,700	\$ 564	\$ 3,332	\$ 21,804	\$ 21,804	\$ -	100.00%
	Tuition - Out of District	\$ 4,011,238	\$ 3,989,164	\$ -	\$ 3,989,164	\$ 1,837,108	\$ 3,365,637	\$ (1,213,581)	\$ (1,282,952)	\$ 69,371	98.26%
	Student Travel & Staff Mileage	\$ 213,569	\$ 243,208	\$ (300)	\$ 242,908	\$ 149,106	\$ 10,372	\$ 83,429	\$ 83,429	\$ -	100.00%
	<b>SUBTOTAL OTHER PURCHASED SERV.</b>	<b>\$ 10,905,469</b>	<b>\$ 11,047,142</b>	<b>\$ (332)</b>	<b>\$ 11,046,810</b>	<b>\$ 4,145,507</b>	<b>\$ 6,861,065</b>	<b>\$ 40,238</b>	<b>\$ 140,149</b>	<b>\$ (99,911)</b>	<b>100.90%</b>
<b>600</b>	<b>SUPPLIES</b>										
	Instructional & Library Supplies	\$ 823,882	\$ 857,256	\$ (3,468)	\$ 853,788	\$ 421,726	\$ 89,410	\$ 342,653	\$ 342,653	\$ -	100.00%
	Software, Medical & Office Supplies	\$ 203,661	\$ 230,186	\$ 7,032	\$ 237,218	\$ 97,656	\$ 53,134	\$ 86,428	\$ 86,428	\$ -	100.00%
	Plant Supplies	\$ 344,916	\$ 343,000	\$ -	\$ 343,000	\$ 136,070	\$ 46,045	\$ 160,885	\$ 160,885	\$ -	100.00%
	Electric	\$ 941,701	\$ 923,681	\$ -	\$ 923,681	\$ 488,794	\$ -	\$ 434,887	\$ 824,887	\$ (390,000)	142.22%
	Propane & Natural Gas	\$ 340,574	\$ 496,657	\$ -	\$ 496,657	\$ 66,458	\$ -	\$ 430,200	\$ 361,200	\$ 69,000	86.11%
	Heating Oil	\$ 83,874	\$ 52,065	\$ -	\$ 52,065	\$ 7,473	\$ -	\$ 44,592	\$ 44,592	\$ -	100.00%
	Fuel for Vehicles & Equip.	\$ 143,424	\$ 140,930	\$ -	\$ 140,930	\$ 61,818	\$ -	\$ 79,112	\$ 79,112	\$ -	100.00%
	Textbooks	\$ 462,875	\$ 126,554	\$ (3,564)	\$ 122,990	\$ 99,520	\$ 4,929	\$ 18,541	\$ 18,541	\$ -	100.00%
	<b>SUBTOTAL SUPPLIES</b>	<b>\$ 3,344,907</b>	<b>\$ 3,170,329</b>	<b>\$ -</b>	<b>\$ 3,170,329</b>	<b>\$ 1,379,515</b>	<b>\$ 193,517</b>	<b>\$ 1,597,297</b>	<b>\$ 1,918,297</b>	<b>\$ (321,000)</b>	<b>110.13%</b>

**NEWTOWN BOARD OF EDUCATION  
2024-25 BUDGET SUMMARY REPORT  
FOR THE MONTH ENDING NOVEMBER 30, 2024**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2023 - 2024	2024- 2025 APPROVED BUDGET	YTD TRANSFERS 2024- 2025	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<b>700</b>	<b>PROPERTY</b>										
	Technology Equipment	\$ 307,106	\$ 315,083	\$ -	\$ 315,083	\$ 223,655	\$ 843	\$ 90,585	\$ 90,585	\$ -	100.00%
	Other Equipment	\$ 42,146	\$ 41,986	\$ 3,564	\$ 45,550	\$ 18,051	\$ 16,770	\$ 10,728	\$ 27,503	\$ (16,774)	136.83%
	<b>SUBTOTAL PROPERTY</b>	<b>\$ 349,252</b>	<b>\$ 357,069</b>	<b>\$ 3,564</b>	<b>\$ 360,633</b>	<b>\$ 241,707</b>	<b>\$ 17,613</b>	<b>\$ 101,313</b>	<b>\$ 118,087</b>	<b>\$ (16,774)</b>	<b>104.65%</b>
<b>800</b>	<b>MISCELLANEOUS</b>										
	Memberships	\$ 76,349	\$ 81,077	\$ -	\$ 81,077	\$ 63,327	\$ 2,672	\$ 15,078	\$ 15,078	\$ -	100.00%
	<b>SUBTOTAL MISCELLANEOUS</b>	<b>\$ 76,349</b>	<b>\$ 81,077</b>	<b>\$ -</b>	<b>\$ 81,077</b>	<b>\$ 63,327</b>	<b>\$ 2,672</b>	<b>\$ 15,078</b>	<b>\$ 15,078</b>	<b>\$ -</b>	<b>100.00%</b>
<b>910</b>	<b>SPECIAL ED CONTINGENCY</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>0.00%</b>
	<b>TOTAL LOCAL BUDGET</b>	<b>\$ 84,840,747</b>	<b>\$ 87,409,066</b>	<b>\$ -</b>	<b>\$ 87,409,066</b>	<b>\$ 34,677,752</b>	<b>\$ 46,859,760</b>	<b>\$ 5,871,555</b>	<b>\$ 5,787,004</b>	<b>\$ 84,550</b>	<b>99.90%</b>
<b>900</b>	Transfer to Non-Lapsing										
	<b>GRAND TOTAL</b>	<b>\$ 84,840,747</b>	<b>\$ 87,409,066</b>	<b>\$ -</b>	<b>\$ 87,409,066</b>	<b>\$ 34,677,752</b>	<b>\$ 46,859,760</b>	<b>\$ 5,871,555</b>	<b>\$ 5,787,004</b>	<b>\$ 84,550</b>	<b>99.90%</b>

**NEWTOWN BOARD OF EDUCATION  
2024-25 BUDGET SUMMARY REPORT  
FOR THE MONTH ENDING NOVEMBER 30, 2024**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2023-2024	2024-2025 APPROVED BUDGET	YTD TRANSFERS 2024-2025	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<b><u>SPECIAL REVENUES</u></b>											
<b>EXCESS COST GRANT REVENUE</b>		<b>EXPENDED 2023-2024</b>	<b>APPROVED BUDGET @ 70%</b>	<b>SUBMITTED Dec 1 @ 68%*</b>	<b>SUBMITTED March 1 @</b>	<b>STATE ESTIAMTE March 1 @ %</b>	<b>ESTIMATED Total</b>	<b>VARIANCE to Budget</b>	<b>FEB DEPOSIT</b>	<b>MAY DEPOSIT</b>	<b>% TO BUDGET</b>
51266	Special Education Svcs Salaries ECG	\$ (48,339)	\$ (45,000)	\$ (48,934)			\$ (48,934)	\$ 3,934			108.74%
54116	Transportation Services - ECG	\$ (386,778)	\$ (398,936)	\$ (371,338)			\$ (371,338)	\$ (27,598)			93.08%
54160	Tuition - Out of District ECG	\$ (1,311,846)	\$ (1,133,368)	\$ (1,270,335)			\$ (1,270,335)	\$ 136,967			112.08%
	<b>Total</b>	\$ (1,746,963)	\$ (1,577,304)	\$ (1,690,607)	\$ -	\$ -	\$ (1,690,607)	\$ 113,303	\$ -	\$ -	107.18%
				*based on last year	Difference from 12/1 submission		\$ -		<b>Total*</b>		
									*75% of Jan Proj		
	<b>SDE MAGNET TRANSPORTATION GRANT</b>	\$ (13,000)		\$ (15,600)			\$ (15,600)	\$ -			100.00%
<b><u>OTHER REVENUES</u></b>											
<b><u>BOARD OF EDUCATION FEES &amp; CHARGES - SERVICES</u></b>					<b>APPROVED BUDGET</b>	<b>ANTICIPATED</b>	<b>RECEIVED</b>	<b>BALANCE</b>	<b>% RECEIVED</b>		
	LOCAL TUITION				\$33,325	\$33,325	\$15,657	\$17,668	46.98%		
	HIGH SCHOOL FEES FOR PARKING PERMITS				\$30,000	\$30,000		\$30,000	0.00%		
	MISCELLANEOUS FEES				\$6,000	\$6,000	\$2,404	\$3,596	40.06%		
	<b>TOTAL SCHOOL GENERATED FEES</b>				\$69,325		\$18,061	\$51,264	26.05%		
<b><u>OTHER GRANTS</u></b>				<b>TOTAL BUDGET</b>	<b>21-22 EXPENSED</b>	<b>22-23 EXPENSED</b>	<b>ENCUMBER</b>	<b>BALANCE</b>	<b>% EXPENSED</b>		
214											
218											

**2024 - 2025  
 NEWTOWN BOARD OF EDUCATION  
 DETAIL OF TRANSFERS RECOMMENDED  
 NOVEMBER 30, 2023**

		FROM					TO		
OBJECT CODE	AMOUNT				OBJECT CODE	AMOUNT			
<b>ADMINISTRATIVE</b>									
200	\$21,643	WORKERS COMPENSATION \$21,643 001860900000-52700	DISTRICT - BENEFITS	WORKERS COMP	100	\$31,643	TEACHERS & SPECIALISTS SALARIES \$31,643 001750790000-51121	SP ED - SUMMER PROGRAM	TEACHERS
500	\$10,000	INSURANCE - PROPERTY & LIABILITY 001840830000-54120	DISTRICT - BOE	INSURANCE					
100	\$11,229	NON-CERTIFIED ADJ \$11,229 001840880000-51271	DISTRICT - OTHER SERV	NON-CERT SALARY ADJ	100	\$11,229	CLERICAL & SECRETARIAL SALARIES \$11,229 001820820000-51222	DISTRICT - SUPERINTENDENT	SECRETARIAL SALARIES
100	\$78,117	NON-CERTIFIED ADJ			100	\$78,117	EDUCATIONAL ASSISTANTS		
	\$73,828	\$78,117 001840880000-51271	DISTRICT - OTHER SERV	NON-CERT SALARY ADJ			\$771 001100340000-51232	HAW. - LIBRARY	ED ASSISTANTS
							\$5,318 001100380000-51232	HAW. - CLASSROOM	ED ASSISTANTS
							\$771 001200340000-51232	S.H. - LIBRARY	ED ASSISTANTS
							\$6,181 001200380000-51232	S.H. - CLASSROOM	ED ASSISTANTS
							\$960 001300340000-51232	M.G. - LIBRARY	ED ASSISTANTS
							\$11,984 001300380000-51232	M.G. - CLASSROOM	ED ASSISTANTS
							\$771 001400340000-51232	HOM. - LIBRARY	ED ASSISTANTS
							\$9,073 001400380000-51232	HOM. - CLASSROOM	ED ASSISTANTS
							\$3,257 001450380000-51232	RIS. - CLASSROOM	ED ASSISTANTS
							\$1,014 001500060000-51232	M.S. - COMPUTER ED	ED ASSISTANTS
							\$1,232 001500250000-51232	M.S. - PROJECT ADVENT	ED ASSISTANTS
							\$32,496 001750610000-51234	SP ED - PREK-8 SP ED	ED ASSISTANTS - HOM
							\$4,289 001750790000-51232	SP ED - SUMMER PROGRAM	ED ASSISTANTS
100	\$989	NON-CERTIFIED ADJ \$989 001840880000-51271	DISTRICT - OTHER SERV	NON-CERT SALARY ADJ	100	\$989	CAREER/JOB SALARIES \$989 001750790000-51262	SP ED - SUMMER PROGRAM	JOB COACHES
100	\$31,161	NON-CERTIFIED ADJ \$31,161 001840880000-51271	DISTRICT - OTHER SERV	NON-CERT SALARY ADJ	100	\$31,161	SPECIAL EDUCATION SVCS SALARIES		
							-\$113,524 001750610000-51263	SP ED - PREK-8 SP ED	BEHAVIORAL ANALYSTS
							-\$564,452 001750610000-51266	SP ED - PREK-8 SP ED	BEHAVIORAL THERAPISTS
							\$90,931 001750640000-51263	SP ED - P.A.L.	BEHAVIORAL ANALYSTS
							\$564,452 00175064000-51266	SP ED - P.A.L.	BEHAVIORAL THERAPISTS
							\$30,307 001750650000-51263	SP ED - R.I.S.E.	BEHAVIORAL ANALYSTS
							\$714 001750790000-51261	SP ED - SUMMER PROGRAM	OT/PT THERAPISTS
							\$7,698 001750790000-51263	SP ED - SUMMER PROGRAM	BEHAVIORAL ANALYSTS
							\$15,035 001750790000-51266	SP ED - SUMMER PROGRAM	BEHAVIORAL THERAPISTS
100	\$2,658	NON-CERTIFIED ADJ \$2,658 001840880000-51271	DISTRICT - OTHER SERV	NON-CERT SALARY ADJ	100	\$2,658	EXTRA WORK - NON-CERT. \$2,658 001770410000-51210	HEALTH/MED - ADMIN.	SUPERVISORS/TECH STAFF
	\$229,625	<b>TOTAL TRANSFER REQUEST</b>				\$155,797	<b>TOTAL TRANSFER REQUEST</b>		

**2024 - 2025**  
**NEWTOWN BOARD OF EDUCATION**  
**TRANSFERS RECOMMENDED**  
**NOVEMBER 30, 2024**

AMOUNT	FROM		TO		REASON
	CODE	DESCRIPTION	CODE	DESCRIPTION	
<b>ADMINISTRATIVE</b>					
\$21,643	200	WORKERS COMPENSATION	100	TEACHERS & SPECIALISTS SALARIES	TO PROVIDE FUNDS FOR ESY DAYS IN JUNE
\$10,000	500	INSURANCE - PROPERTY & LIABILITY			
\$11,229	100	NON-CERTIFIED ADJ	100	CLERICAL & SECRETARIAL SALARIES	TO TRANSFER FUNDS FOR NON-CERTIFIED SALARY ADJUSTMENTS AND ESY HOURS
\$78,117	100	NON-CERTIFIED ADJ	100	EDUCATIONAL ASSISTANTS	
\$989	100	NON-CERTIFIED ADJ	100	CAREER/JOB SALARIES	
\$31,161	100	NON-CERTIFIED ADJ	100	SPECIAL EDUCATION SVCS SALARIES	
\$2,658	100	NON-CERTIFIED ADJ	100	EXTRA WORK - NON-CERT.	TO PROVIDE FUNDS FOR ESY DAYS IN JUNE FOR NURSES AND CLERICAL TIME
<b>\$155,797</b>	<b>TOTAL TRASNFER REQUEST</b>				



# NEWTOWN HIGH SCHOOL ATHLETICS



Andy Hutchison, The Newtown Bee



# Fall 2024: 471 Student-Athletes, 12 Sports and 23 Teams.



8:00 | AWAY

NEW TOWN  
VS NEW FAIRFIELD

**GAMEDAY**

NEW TOWN  
VS NEW FAIRFIELD

8:00 | HOME

NEW TOWN HIGH SCHOOL

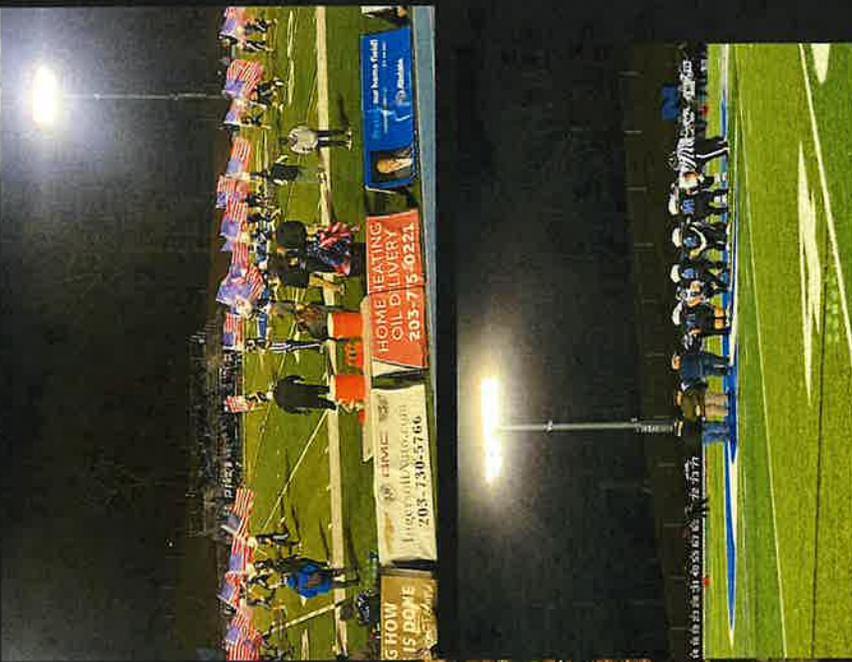
**GAMEDAY**

vs. New Milford

4:45 @ Blue & Gold Stadium



# Veterans Day



# SWC Championships



# HAWKS NATION

CONTRIBUTIONS TO NHS ATHLETICS

- Parts to complete the repair of the pool lane lines for Girls/ Boys Swim & Dive
- A large portable speaker for Boys Basketball
- Cones, flag football gear, and soccer balls for Unified Sports
- Medicine balls & power bands for Track & Field
- A contribution towards new warmups for Girls Basketball
- (2) Shot puts for Indoor Track
- A contribution towards 2 custom lacrosse nets for Girls/ Boys Lacrosse

**THANK YOU TO OUR SPONSORS AND MEMBERS FOR MAKING THIS POSSIBLE!**



2024-2025 Fred Balsamo Sportsmanship Award  
 2024-2025 CIAC Michaels Cup Award Recipient  
 2024-2025 -SWC Leadership Award  
 2024 Sportsmanship award- Volleyball



# Community Service

NHS Athletic Teams have participated in the following:

- Team fundraising nights: Susan G Komen, March of Dimes, American Cancer Society/Making Strides Against Breast Cancer and Play 4 The Cure. (Field Hockey, Girls Soccer, Volleyball, Football)
- Cheerleaders volunteered at: CH Booth Library, Ukrainian Festival at Castle Hill Farm, Night out in Newtown. Adopted a lamppost in Sandy hook Center
- Boys and Girls cross country collected items for Faith Food Pantry. Together they collected over 900 items
- F.U.N (Families United in Newtown) where we host games to raise money and allow students with special needs an opportunity to play at halftime of our games.
- Many fall student-athletes coach youth teams in Newtown for their respective sport.





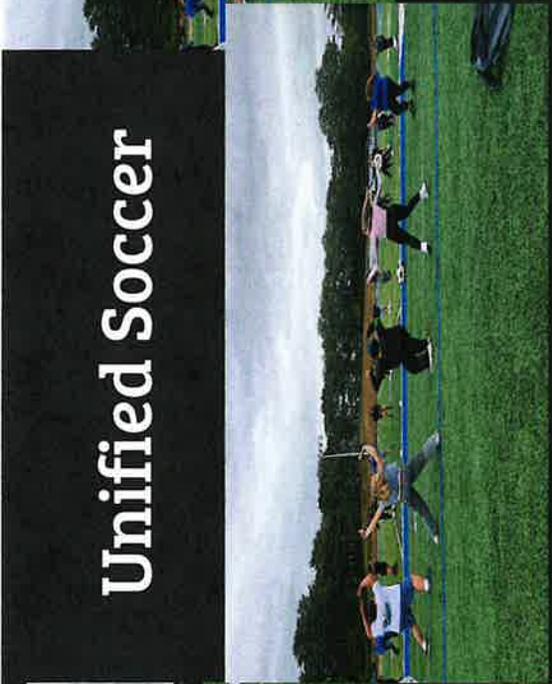
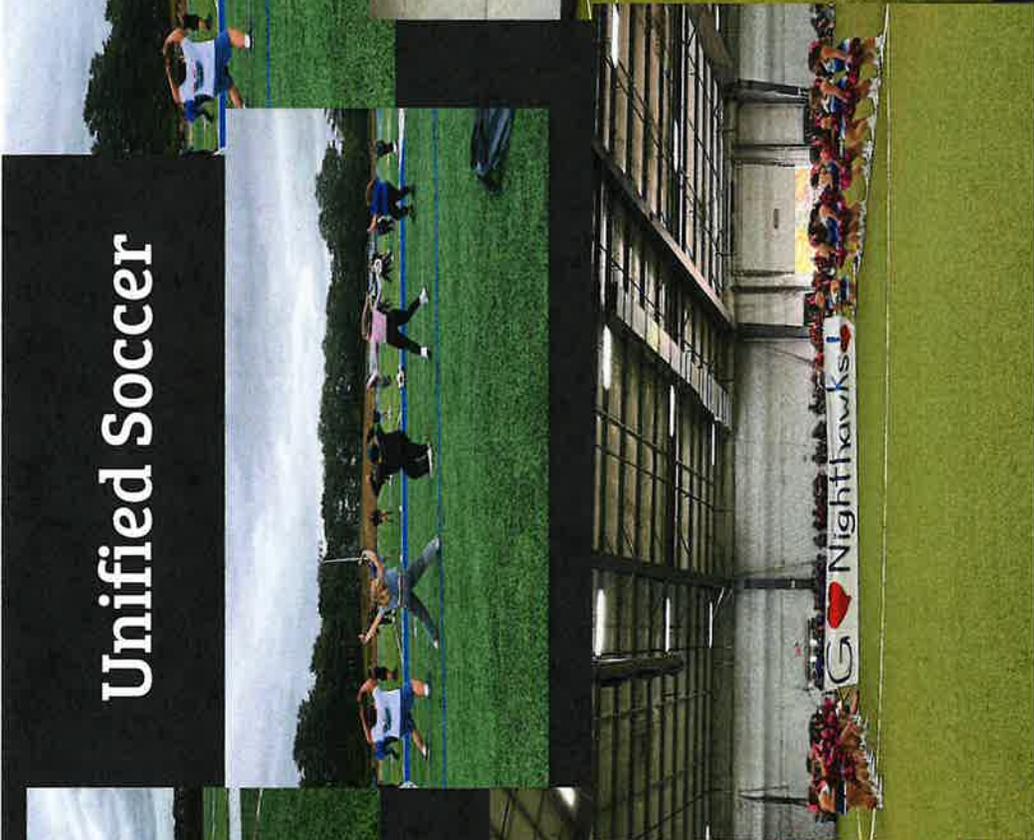
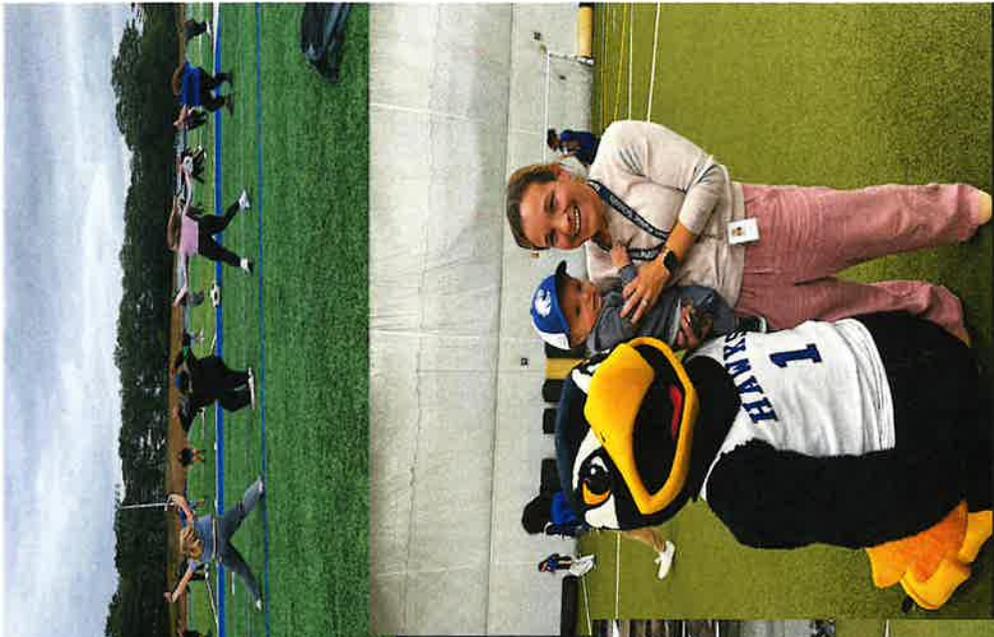
**NEWTOWN  
NIGHT HAWKS**

# NHS Coaches



To the people who make it happen everyday and spend countless hours mentoring, guiding and teaching our student-athletes, THANK YOU!



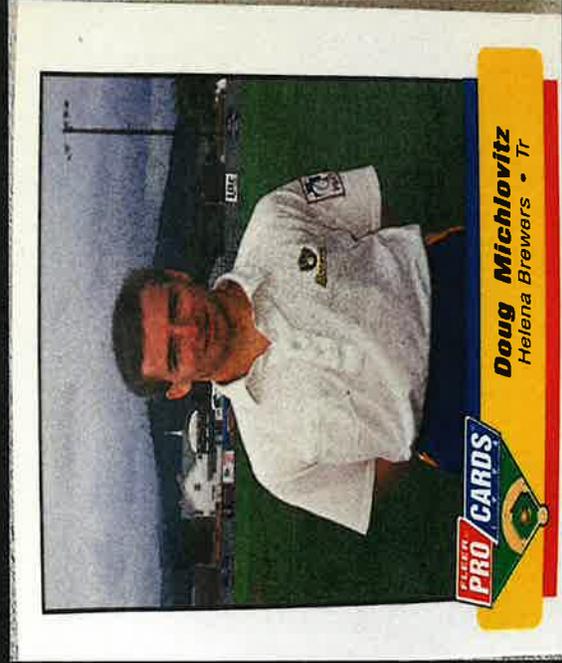


# Unified Soccer

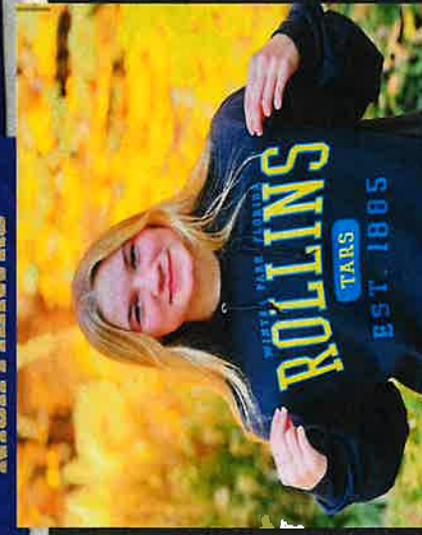
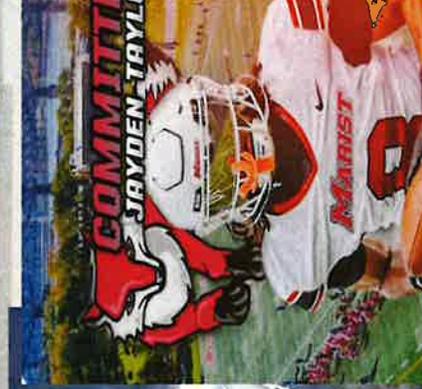
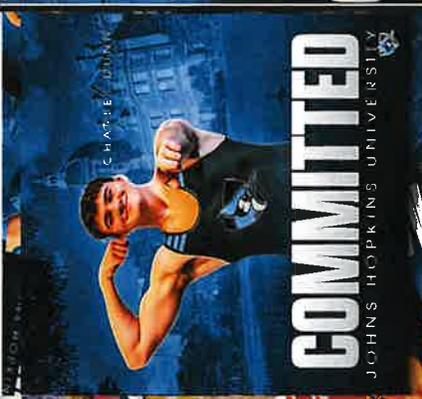
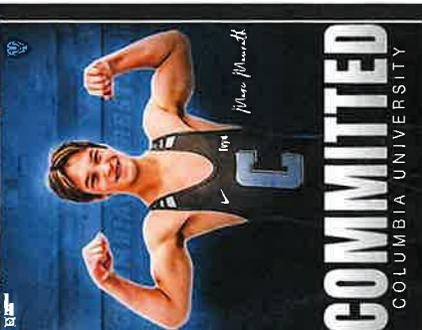
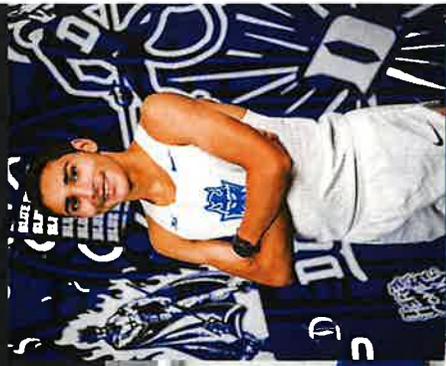


# NHS Athletic Trainers

Doug Michlovitz and Sarah Atanasio



# Signing Day



## Newtown Middle School Athletics

Girls and Boys Cross Country:

10 student-athletes participating in the program this season.

Multiple meets this season.

First meet @ Whisconier (Girls team claimed first place)

Second meet @ Jockey Hollow (Girls and Boys Teams claimed second place)



# THANK YOU

Debi Modzelewski, Dr. Longobucco, Susan Bridges

Newtown High School Custodians

Newtown Administration and the Newtown Board of Education

for your ongoing support of Newtown Athletics



**Note:** Under prior law, a town board of finance, board of selectmen, or other appropriating authority for a school district was authorized to deposit unexpended education funds into a nonlapsing account, provided that certain conditions were met. Public Act 24-45 now authorizes a local board of education, rather than the town, to make deposits of such unexpended education funds into a nonlapsing account, provided the same conditions are met. Prior law also authorized regional boards of education to create a reserve fund for capital and nonrecurring expenditures. Public Act 24-45 now permits regional boards of education to create a reserve fund for educational expenditures more generally, rather than capital and nonrecurring expenditures. S & G revised their policy to reflect these changes. Upon adoption of this policy, the Board should rescind the current Policy 3160 adopted on April 4, 2017.

**Series 3000**  
**Business**

**3160**

### **BOARD BUDGET PROCEDURES AND LINE ITEM TRANSFERS**

In accordance with Conn. Gen. Stat. § 10-222, the Board of Education (the “Board”) shall prepare an itemized estimate of its budget each year for submission to the Board of Finance and Legislative Council for review. The Legislative Council is the “Fiscal Authority” as defined in the Town Charter. For purposes of this policy, an itemized estimate means an estimate in which the following broad budgetary categories listed below are divided into one or more budgetary category line items.

- 100 - Salaries
- 200 - Employee Benefits
- 300 - Purchased Professional Services
- 400 - Purchased Property Services
- 500 - Other Purchased Services
- 600 - Supplies
- 700 - Property
- 800 - Other
- 900 - Special Education Contingency

The itemized estimate provided to the Fiscal Authority is referred to herein as the “Itemized Estimate.”

The Board shall review the recommendations and suggestions made by the Fiscal Authority as to how it may consolidate non-educational services and realize financial efficiencies. If the Board rejects such suggestions and recommendations, it shall provide the Fiscal Authority a written explanation of the reason for the rejection.

Following the annual appropriation, the Board shall meet and revise the Itemized Estimate, if necessary, and adopt a final appropriated budget for the year. Line items in the budget may be allocated more specifically by the Superintendent or the

Superintendent's designee in the development, administration and monitoring of the budget.

The Superintendent and/or the Superintendent's designee shall be responsible for administering and monitoring the budget through the course of the year. The Superintendent or designee shall maintain a system of appropriate expenditures and encumbrance accounting that is organized to conform with the requirements for State and Federal Accounting Reports. A quarterly budget report shall be prepared in the same format as the Itemized Estimate showing for each budgetary category line item the appropriated budget amount, expenditure to date (to include encumbered and expended amounts), projected expenditures, difference between the projected expenditures and the appropriation, and general comments indicating the reasons for the difference.

Such budget report shall be presented to the Board at the second regularly scheduled meeting in the month following the period for which such report is prepared, in accordance with the following schedule:

<u>Period Covered</u>	<u>Submitted</u>
July, August, September	October
October, November, December	January
January, February	March
March, April	May
Year-End Report	August*

\*The year-end report shall be completed and presented by the end of August.

Based on expenditures and budget projections, with such budget reports, the Superintendent shall recommend to the Board transfers from one of the broad budgetary categories in the Itemized Estimate (as set forth above) to another as needed.

~~The Superintendent is authorized to make such transfers as necessary if the urgent need for transfer prevents the Board from meeting in a timely fashion to consider the transfer, provided that such transfers by the Superintendent shall not exceed five percent (5%) of the annual budget. Transfers between the broad budgetary categories in the Itemized Estimate made in such instances shall be announced at the next regularly scheduled meeting of the Board and a written explanation of such transfer shall be provided to the legislative body of the municipality or, in a municipality where the legislative body is a town meeting, to the board of selectmen and transfers subsequently ratified by the Board at any such meeting shall not be counted in the limitation on the authority of the Superintendent to make transfers. For effective and efficient administration of day-to-day operations, budget transfer authority is granted to the Superintendent or the Director of Business, as his/her designee, under the following restrictions:~~

~~Transfers between major object codes less than \$10,000 may be made without prior Board of Education approval, but will be referenced in the monthly financial report. Notice of major object codes falling into a negative balance will also be included in the monthly financial report.~~

No transfers within major object codes, whether individual or cumulative, of \$10,000 or more shall be made unless authorized by the Board.

If the emergency transfer of \$50,000 or less is needed and the Board is unable to meet in advance, the Board will take action at its next regularly scheduled meeting. In addition, all transfers within an object summary category under \$10,000 will also be approved at the next meeting.

The Board shall not expend more than the amount of the appropriation and the amount of money received from other sources, including any unexpended funds that have been set aside in a nonlapsing account as authorized by law and described below, for educational purposes. If any occasion arises whereby additional funds are needed by the Board, the Chairperson of the Board shall notify the Fiscal Authority and submit a request for such necessary additional funds. No additional funds shall be expended until such supplemental appropriation is granted and no supplemental expenditures shall be made in excess of those so authorized.

#### Unexpended Funds

Notwithstanding any provision of the general statutes, municipal charter, home rule ordinance, or other ordinance, the Board may deposit into a nonlapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation, in an amount not to exceed two per cent of the total budgeted appropriation for such prior fiscal year. Each expenditure from the account must be authorized by the Board and shall be made only for educational purposes, in accordance with state law.

#### Legal Reference:

Conn. Gen. Stat.      § 10-221  
                                 § 10-222  
                                 § 10-248a  
                                 Public Act 24-45, “An Act Concerning Education Mandate Relief, School Discipline and Disconnected Youth.”

Adopted:

NEWTOWN PUBLIC SCHOOLS

Revised:

Newtown, Connecticut

**Note: This is a mandatory policy and new to NPS. It is recommended to rescind policy 5145.14, On Campus Recruitment, with the adoption of this policy.**

**Series 2000  
Administration**

**2010**

### **UNIFORM TREATMENT OF RECRUITERS**

Subject to the provisions of law, all recruiters, including commercial, military and nonmilitary concerns, recruiters representing institutions of higher education, and prospective employers shall be provided equal opportunities of access to students enrolled in the district's secondary schools. Access may be granted through programs conducted by the Guidance Department. Such programs may consist of career days, college fairs, and individual school visitations.

Except as provided below, military recruiters and institutions of higher education shall, upon request, be given access to the names, addresses and telephone numbers of secondary school students.

On an annual basis, the school district will notify parents of secondary school students of their right to object to the disclosure of the student's name, address and telephone number to military recruiters or to an institution of higher education. If a secondary school student or the parent of a secondary school student objects in writing to the disclosure of a student's name, address or telephone number to a military recruiter or an institution of higher education, then the district shall not disclose the student's name, address or telephone number to a military recruiter or an institution of higher education. The objection shall remain in force until the district re-issues the annual notification referenced above, after which time the parents and/or secondary school student must inform the school district in writing again of their objection to the disclosure of the information described above.

#### Legal References:

- Conn. Gen. Stat. §10-221b      Boards of education to establish written uniform policy re treatment of recruiters
- Every Student Succeeds Act § 8025, 20 U.S.C. § 7908  
    Armed Forces recruiter access to students and student recruiting information
- National Defense Authorization Act for Fiscal Year 2002 § 544, 10 U.S.C. § 503  
    Enlistments: recruiting campaigns; compilation of directory information

Adopted:  
Revised:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

**Commented [1]:** For discussion - is this consistent with other policies (i.e., parents must inform the district of their objection every year)? Is this creating an onerous burden on parents?

**Commented [2R1]:** This is a standard practice with respect to opting out of the release of Directory Information.

**Note: This is a mandated policy that was first written by S & G in 2016. It was updated in December 2020 to include updated statutory links. This policy is new to NPS.**

**Series 6000  
Instruction**

**6130**

**INDIVIDUALS WITH DISABILITIES EDUCATION ACT - ALTERNATIVE  
ASSESSMENTS FOR STUDENTS WITH DISABILITIES FOR STATEWIDE  
AND DISTRICT-WIDE ASSESSMENTS**

The Newtown Board of Education will, in all respects, comply with the requirements of state and federal law with regard to the special education of students with disabilities. Decisions about whether a student with a disability eligible for special education and related services under the Individuals with Disabilities Education Act shall participate in alternative assessment(s) to particular statewide or district-wide assessments shall be made by each student's planning and placement team in accordance with applicable state and federal law.

Legal References:

Conn. Gen. Stat. § 10-14q

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. § 1400 *et seq.*

34 C.F.R. § 300.320 *et seq.*

Connecticut Alternate Assessment (CTAA) Test Administration Manual, English Language Arts and Mathematics (Dec. 9, 2019), *available at* <https://ct.portal.cambiumast.com/core/fileparse.php/51/urlt/CTAA-Test-Administration-Manual-TAM.pdf>.

CTAA and Alternate Science Learner Characteristics Inventory (LCI), *available at* <https://portal.ct.gov/-/media/SDE/Student-Assessment/Special-Populations/LCI.pdf?la=en>.

Adopted:  
Revised:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

**Note: This is a mandatory policy and new to the District.**

**Series 6000  
Instruction**

**6140**

### **PROMOTION AND RETENTION**

It is the policy of the Newtown Board of Education that student promotion shall be determined by academic performance and social and emotional maturity. The Administration and faculty shall apply these criteria when determining whether to promote or retain a student. Retention is an extraordinary measure that should be the result of the combined professional judgment of the school principal, teachers, guidance counselor and/or other support personnel.

The Superintendent or his/her designee shall be responsible for developing procedures, in furtherance of this policy, that are designed to foster student achievement and reduce the incidence of social promotion. Such procedures shall:

- 1) include objective criteria for the promotion and graduation of students,
- 2) provide for the measuring of the progress of students against such criteria and the reporting of such information to parents and students,
- 3) include alternatives to promotion such as transition programs, and
- 4) provide for supplemental services.

Such procedures may require students who have substantial academic deficiencies that jeopardize their eligibility for promotion or graduation to attend after school programs, summer school or other programs that are designed to assist students in remedying such deficiencies.

Legal Reference:

Connecticut General Statutes § 10-221(b)  
Connecticut General Statutes § 10-223a

Adopted:  
Revised:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

**Note: This is a mandated policy that S & G revised in October 2023, to comply with Public Act No. 23-160, which requires boards of education to make available all curriculum approved by the district’s curriculum committee and all associated curriculum materials in accordance with the requirements of the Protection of Pupil Rights Amendments (“PPRA”). Public Act 23-160, mirrors the existing requirements of the PPRA.**

**This is a new policy for NPS.**

**Series 6000  
Instruction**

**6143**

## **PARENTAL ACCESS TO INSTRUCTIONAL MATERIAL**

In accordance with federal law, state law, and Newtown Board of Education (the “Board”) policy, parents or guardians shall be permitted access to instructional material used as part of the educational curriculum for any student and all curriculum approved by the Board’s curriculum committee established pursuant to section 10-220 of the Connecticut General Statutes and all associated curriculum materials (“Curriculum”). Curriculum does not include academic tests or academic assessments.

"Instructional Material" means any instructional content that is provided to a student, regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Upon request, the district shall permit parents or guardians to inspect any Instructional Material and Curriculum. The district shall grant reasonable access to Instructional Material and Curriculum within a reasonable period of time after a request is received from a parent or guardian.

Legal Reference:

Federal Law:

Elementary and Secondary Education Act of 1965, 20 U.S.C. § 1232h, as amended by the Every Student Succeeds Act, Pub. L. 114-95

State Law:

Conn. Gen. Stat. § 10-220, Duties of Boards of Education

Public Act 23-160, “An Act Concerning Education Mandate Relief and Other Technical and Assorted Revisions and Additions to the Education and Early Childhood Education Statutes.”

Adopted:  
Revised:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

**Note: S & G revised this policy to reflect a number of changes made by Public Act 24-45 to the state’s minimum graduation requirements in a variety of areas. Under prior law, a one-credit mastery-based diploma assessment was specifically listed as an optional requirement for high school graduation. The Act removes reference to the mastery-based diploma assessment in the law regarding minimum Connecticut graduation requirements. Therefore, we have removed reference to the mastery-based diploma assessment in the model policy. However, boards of education still have the discretion to require credits beyond the minimum requirements identified in the law, so boards may still require students to complete a mastery-based diploma assessment as a local graduation requirement.**

**In 2023, state law was amended to require students graduating in 2027 and beyond to complete one-half credit in personal financial management and financial literacy, which could be counted toward the humanities or as an elective credit, in order to graduate. The Act now also permits the personal financial management and financial literacy credit requirement to count towards students’ nine science, technology, engineering and mathematics credit requirements.**

**Also in 2023, the law was amended to require that, beginning with the graduating class of 2025, students meet certain requirements related to the FAFSA in order to graduate. The Act delays these requirements until 2027 and this policy has been updated to reflect this change.**

**S & G also revised the policy to reflect statutory updates to the physical education and the optional community service graduation requirements. Lastly, they made other technical revisions to this policy, including the elimination of outdated policy language.**

**Current NPS Policy 6146, Requirements for Graduation, was adopted in October 2023 and the Regulation was approved in March 2019. If this policy is approved, current Policy 6146, should be rescinded.**

**This policy was reviewed by Dr. Longobucco.**

**Series 6000  
Instruction**

**6146**

## **HIGH SCHOOL GRADUATION REQUIREMENTS**

In order to satisfy the high school graduation requirements within Newtown Public Schools, a student must have satisfactorily completed the prescribed courses of study; demonstrated proficiency in basic skills identified by the Newtown Board of Education (the “Board”); satisfied the legally mandated number and distribution of credits required to graduate from high school; and if graduating in 2027 and thereafter, satisfied the Free Application for Federal Student Aid (“FAFSA”) requirements detailed below.

Required Coursework and Credits for Graduation

## Classes Graduating in 2025 and Thereafter

For classes graduating in 2025 and thereafter, the following 25 credits are required:

Humanities	9
Science, Technology, Engineering, and Math (STEM)	9
Physical Education and Wellness	1
Health and Safety Education	1
World Languages	1
Personal Financial Literacy	.5
Electives	2.5
Senior Capstone Project	1

The Board of Education shall award a high school diploma to any World War II veteran, veteran of the Korean Hostilities, or a Vietnam-era veteran requesting such diploma who left high school for military service as defined in the statutes.

A student who presents written documentation from a physician, advanced practice registered nurse, or physician assistant, stating that participation in physical education is not advisable because of the physical condition of the student, shall be excused from the physical education requirement. In such a case, another subject must be substituted.

Any student who is deaf or hearing impaired may be exempted from any world language graduation requirement if the student's parent or guardian requests such exemption in writing.

A credit is defined as the equivalent of one forty (40) minute class period for each school day of a school year and one-half credit is granted for the equivalent of a course with a forty (40) minute class period each school day for one semester or ninety (90) days.

Only courses taken in grades nine to twelve inclusive, and that are in accordance with the state-wide subject matter content standards, adopted by the State Board of Education, shall satisfy the above graduation requirements, except that the Board will grant a student credit:

High school graduation credit will be granted to students upon the successful demonstration of mastery of subject matter achieved through educational experiences and opportunities that provide flexible and multiple pathways to learning, including:

- Virtual learning,
- Work-based learning,
- Dual enrollment and early college,
- Internships and student-designed independent studies;

Provided that such demonstration of mastery is in accordance with such state-wide subject matter content standards.

High school graduation credit will be granted to students for coursework completed during the school year or summer months at an institution accredited by the Board of Regents for Higher Education or Office of Higher Education or regionally accredited. One three-credit semester course, or its equivalent, at such an institution shall equal one-half credit for purposes of this policy.

High school graduation credit will be granted to students upon the successful completion of on-line coursework in accordance with the Board's on-line coursework policy.

High school graduation credit will be granted to students upon the successful completion of a credit recovery program approved by the Commissioner of Education.

#### Demonstration of Proficiency in Basic Skills

In addition to meeting the coursework and credit graduation requirements listed above, to graduate high school, each student must demonstrate proficiency in the basic skills in reading, writing and math.

Proficiency is measured by meeting the "college readiness benchmark" score on the SAT/PSAT in Reading and Writing.

Proficiency is measured by meeting the "college readiness benchmark" score on the SAT/PSAT in Mathematics.

Students may demonstrate proficiency in the basic skills described above by achieving satisfactory results on the following:

Earning a passing grade in American Literature or another 11th grade English course equivalent.

Earning a passing grade in Algebra 2 or College Math Topics.

#### FAFSA Requirement for Classes Graduating in 2027 and Thereafter

Students graduating in 2027 and beyond are required to have satisfied one of the following prior to graduation:

- (1) completed a FAFSA;
- (2) for students without legal immigration status, completed and submitted to a public institution of higher education an application for institutional financial aid; or
- (3) completed a waiver of completion of the FAFSA and/or financial aid application, as applicable, on a form prescribed by the Commissioner of Education, signed by the student's parent or guardian or signed by the student if the student is eighteen or older.

On and after March 15 of each school year, a principal, school counselor, teacher, or other certified educator may complete the waiver on behalf of any student who has not satisfied the above requirements if such principal, school counselor, teacher, or other certified educator affirms that they have made a good faith effort to contact the parent/guardian or student about completion of such applications.

#### Graduation During Period of Expulsion

A student may graduate during an expulsion period if the Board determines that the student has completed the necessary credits required for graduation.

#### Legal References:

Conn. Gen. Stat. § 10-14n

Conn. Gen. Stat. § 10-16b

Conn. Gen. Stat. § 10-221a

Conn. Gen. Stat. § 10-221z

Conn. Gen. Stat. § 10-223a

Public Act No. 24-45, "An Act Concerning Education Mandate Relief, School Discipline, and Disconnected Youth"

Adopted:

Revised:

NEWTOWN PUBLIC SCHOOLS

Newtown, Connecticut

**Note: In June 2021, Connecticut passed legislation directing the Board of Regents for Higher Education (“BOR”) to establish the Connecticut Automatic Admissions Program (“CAAP”) to permit eligible Connecticut high school students to be admitted automatically to Connecticut’s state universities (other than the University of Connecticut) and other Connecticut post-secondary institutions of higher education that choose to participate. On October 31, 2022, the CSDE released helpful information and resources to guide school districts in the process of identifying and notifying students of their eligibility for the CAAP and other details about the new program, which must be implemented beginning in the 2022-2023 school year. Under the CAAP, public high schools must calculate high school seniors’ grade point averages according to the standardized method established by the BOR (“CAAP GPA”) and determine their corresponding class rank percentile (“CAAP percentile rank”). In addition, schools must identify the participating universities to which students are eligible for automatic admission and send students who qualify for automatic admission letters confirming their eligibility. Importantly, under the new law, schools may continue to use their existing GPA formulas for all other purposes. S & G revised their model policy in December 2023 to (1) identify the Board’s obligation to calculate and notify students of their CAAP GPA and CAAP percentile rank for purposes of the CAAP and (2) allow Boards to continue to identify how GPA will be calculated for all other purposes.**

**This is a mandated policy and new for NPS.**

**This policy was reviewed by Dr. Longobusso.**

**Series 6000  
Instruction**

**6147**

## **WEIGHTED GRADING AND CALCULATION OF GRADE POINT AVERAGES**

The Newtown Board of Education (the “Board”) recognizes the importance of parents and students understanding the manner in which grade point averages are calculated within the Newtown Public Schools (the “District”). In accordance with Connecticut law, this policy shall explain the manner in which grade point averages are calculated within the District.

### **I. Calculation of Grade Point Average and Class Rank Percentile for Purposes of the Connecticut Automatic Admissions Program**

The Board understands its obligation under state law to identify students in the District who are eligible for the Connecticut Automatic Admissions Program (“CAAP”).

In accordance with state law, for each student who completes eleventh grade, the District will: (1) calculate a grade point average using the standardized method established by the Board of Regents for Higher Education (“BOR”) for purposes of the CAAP (“CAAP GPA”), and (2) determine whether such student’s class rank percentile is above or below the minimum established by the BOR. The District shall share a student’s CAAP GPA and whether the student is above or below the minimum class rank percentile for the

CAAP with the student, the student's parent or guardian, the Connecticut State Department of Education ("CSDE"), and, upon request, a participating institution for purposes of applying to such institution under the CAAP.

The District shall notify each student enrolled in the student's final year of high school, and the parent or guardian of such student, whether the student may be admitted to at least one participating institution under the CAAP based on the academic threshold established by such institution.

The District shall calculate each student's CAAP GPA, identify institutions to which students are eligible for automatic admission under the CAAP, and generate student letters in accordance with guidance issued by the CSDE, as such guidance may be amended from time to time.

The District shall not publish or provide a class ranking for any student or publish on a student's transcript the student's CAAP GPA or whether such student is above or below the minimum class rank percentile established by the BOR for purposes of the CAAP.

## **II. Calculation of Grade Point Averages For All Other Purposes**

The Board believes that, due to the rigorous nature of certain classes the grades earned in such classes deserve additional weight for purposes of calculating grade point average and determining class rank. These rigorous classes include the following: honors classes, advanced placement classes, dual enrollment, dual credit or early college. Therefore, it is the policy of the Board to grant grades earned in such courses additional weight for the aforementioned purposes.

### **Weighted Grade Point Average (GPA) Scale**

<b>Letter</b>	<b>Numeric</b>	<b>AP</b>	<b>Hon</b>	<b>CP (A)</b>	<b>CPB</b>	<b>Gen</b>
<b>A+</b>	97-100	5.50	5.00	4.50	4.00	3.67
<b>A</b>	93-96	5.17	4.67	4.17	3.67	3.33
<b>A-</b>	90-92	4.83	4.33	3.83	3.33	3.00
<b>B+</b>	87-89	4.50	4.00	3.50	3.00	2.67
<b>B</b>	83-86	4.17	3.67	3.17	2.67	2.33
<b>B-</b>	80-82	3.83	3.33	2.83	2.33	2.00
<b>C+</b>	77-79	3.50	3.00	2.50	2.00	1.67
<b>C</b>	73-76	3.17	2.67	2.17	1.67	1.33
<b>C-</b>	70-72	2.83	2.33	1.83	1.33	1.00
<b>D+</b>	67-69	2.50	2.00	1.50	1.00	0.67
<b>D</b>	65-66	2.17	1.67	1.17	0.67	0.33
<b>F</b>	60-64	1.83	1.33	0.83	0.33	0.00
<b>F</b>	57-59	1.50	1.00	0.50	0.00	0.00

The Superintendent or designee shall be responsible for implementing this policy and developing procedures in furtherance of this policy, if necessary.

Legal Reference:

Connecticut General Statutes § 10-220g

Connecticut General Statutes § 10-220q

Connecticut General Statutes § 10a-11h

Connecticut State Department of Education, *Information and Resources to Support Connecticut School for the Connecticut Automatic Admissions Program (CAAP)*, available at <https://portal.ct.gov/SDE/Performance/Information-and->

[Resources-to-Support-Connecticut-Schools-for-CT-Automatic-Admissions-Program](#)

Adopted:  
Revised:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

**Note: In 2021, the Connecticut Legislature passed legislation allowing boards of education to authorize remote learning, for the school year beginning July 1, 2022, for students in grades nine through twelve, if school districts (1) provide instruction in compliance with the CSDE’s standards for remote learning, and (2) adopt a policy regarding the requirements for student attendance during remote learning. Effective July 1, 2022, the Connecticut Legislature passed Public Act No. 22-80, which requires districts to prohibit dual instruction, defined as “the simultaneous instruction by a teacher to students in-person in the classroom and students engaged in remote learning,” as part of a remote learning model. The new law also expands the authority of boards of education to permit remote learning for students in grades kindergarten through twelve, beginning with the 2024-2025 school year.**

**Previously, S & G revised their *optional* model policy to address remote learning in the 2022-2023 school year, in accordance with statutory requirements, and they made additional minor technical edits to clarify that, beginning with the 2024-2025 school year, boards of education may authorize remote learning for students in grades kindergarten through twelve. As noted in the policy, remote learning for grades 9-12 must also be offered in accordance with the CSDE’s [Standards for Remote Learning Grades 9-12](#).**

**This policy is mandatory for school districts that award high school credit for online courses. Remote Learning is optional and not offered by NPS.**

**At the time this policy is adopted, Policy 6172.6, Distance Education Virtual/Online Courses should be rescinded.**

**Series 6000  
Instruction**

**6148**

## **POLICY AND ADMINISTRATIVE REGULATIONS REGARDING CREDIT FOR ONLINE COURSES**

The Newtown Board of Education (“Board”), in accordance with Connecticut General Statutes § 10-221a, sanctions the receipt of online course credit to be used toward high school graduation requirements, in accordance with this policy.

### **I. CREDIT FOR ONLINE COURSES**

#### **A. Pre-approval of Courses**

To receive credit for online courses to be used toward high school graduation requirements, for courses that are not part of the Connecticut State Department of Education’s remote learning model, students must, prior to registering for the course, receive approval from the high school principal or designee. The decision of the

principal or designee with regard to online course credit approval is final. Pre-approval for online course credit may be granted if the requirements set forth below are met.

**B. Requirements for Online Coursework**

1. The workload required by the online course is equivalent to that of a similar course taught in a traditional classroom setting;
2. The content of the online course is rigorous and aligned with curriculum guidelines approved by the State Board of Education, where appropriate;
3. The course engages students and has interactive components, which may include, but are not limited to, required interactions between students and their teachers, participation in online demonstrations, discussion boards or virtual labs;
4. The program of instruction for such online coursework is planned, ongoing and systematic;
5. The courses are:
  - a. taught by teachers who are certified in Connecticut or another state and have received training on teaching in an online environment, or
  - b. offered by institutions of higher education that are accredited by the Board of Regents for Higher Education or regionally accredited; and
6. The principal has determined, in the principal's professional judgment, that, given the student's academic and disciplinary history, the student is appropriately suited to engage in online coursework.

**C. Additional Requirements**

Only students in grades 9-12 are eligible to receive credit toward high school graduation by taking online courses. Students who have been pre-approved shall receive such credit upon completing the online course and obtaining a passing grade.

Any expense incurred for taking an online course identified by the student and/or parent to supplement the District's curricular offerings shall be the responsibility of the student/parent and shall not be the responsibility of the Board.

Legal References

Public Act No. 22-80, "An Act Concerning Childhood Mental and Physical Health Services in Schools"

Connecticut General Statutes § 10-4w

Connecticut General Statutes § 10-220

Connecticut General Statutes § 10-221a

Connecticut State Department of Education, Standards for Remote Learning Grades 9-12 (February 2022), *available at* <https://portal.ct.gov/-/media/SDE/Remote-Learning-Commission/CT-Standards-for-Remote-Learning-Grades-9-12-FINAL.pdf>.

Adopted:  
Revised:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

**ADMINISTRATIVE REGULATIONS REGARDING  
CREDIT FOR ONLINE COURSES**

The Administration believes that education through online courses or through university or college courses is an alternative and effective means of instruction for students. A virtual school is hereby defined as an educational organization that offers courses at various grade levels through Internet or web-based methods. These schools can offer courses to enhance, supplement or enrich the existing curriculum and can also provide an alternative means of instruction. Interactive distance learning does not require the student to be physically present in the same location as the instructor or other students.

Online courses will be part of the District's educational program delivery system to increase accessibility and flexibility in the delivery of instruction. In addition to regular classroom-based instruction, students in the District may earn credit through distance education provided by online courses.

In order to earn credits in meeting the requirements for high school graduation through the successful completion of online coursework, the District, in compliance with C.G.S. 10-221a (17) shall ensure, at a minimum, that

- (a) the workload required by the online course is equivalent to that of a similar course taught in a traditional District classroom setting,
- (b) the content is rigorous and aligned with curriculum guidelines approved by the State Board of Education, where appropriate,
- (c) the course engages students and has interactive components, which may include, but are not limited to, required interactions between students and their teachers, participation in on-line demonstrations, discussion boards or virtual labs,
- (d) the online course does not replicate a course already offered at the high school and
- (e) the courses are
  - (1) taught by teachers who are certified in the state or another state and have received training on teaching in an on-line environment, or
  - (2) offered by institutions of higher education that are accredited by the Department of Higher Education or regionally accredited.

The Administration recognizes students may benefit from online courses or post-secondary courses to assist students in obtaining credits necessary to earn a diploma, to maintain academic standing or to provide enrichment for those who might require special courses.

The Administration shall establish an online credit recovery program for those students who are identified as being in danger of failing to graduate. These

students, once identified by certified personnel, may be allowed to complete online District-approved coursework toward meeting high school graduation requirements. The high school shall designate, from among existing staff, an online learning coordinator to administer and coordinate the online credit recovery program.

The District will not use online courses as the sole medium for instruction in any required subject area for students in grades K-8.

The District will integrate online courses as part of the regular instruction provided by a certified teacher for grades K-12.

High school students may earn academic credits to be applied toward graduation requirements by completing online courses delivered through institutions of higher education that are accredited by the Department of Higher Education or regionally accredited, or recognized by the Connecticut State Department of Education as having appropriate academic standards.

Credit from an accredited online course or a university/college course may be earned only in the following circumstances:

1. The course is not offered at the District's high school.
2. The high school does offer the course, but the student is unable to take it due to an unavoidable scheduling conflict.
3. The course will serve as an alternative or a supplement to extended homebound instruction.
4. The District has expelled the student from the regular school setting, and the student has been offered an alternative educational opportunity.
5. The Principal, with agreement from the student's teachers and parents or guardians, determines the student requires a differentiated or accelerated learning environment.
6. Students taking such courses must be enrolled in the District and are able to take the courses during the regular school day at the school site, over the summer, or at home for students on homebound instruction.
7. A student has failed a course and wishes to recover credits in that course area.
8. The student's Planning and Placement Team (PPT) or Section 504 Team has determined it to be an appropriate means of instruction.

The Administration established the following procedures for students applying for permission to take an online course:

- Complete prerequisites and provide teacher and/or counselor recommendations to confirm the student possesses the maturity level needed to function effectively in an online college learning environment.
- Obtain the written approval of the Principal or his/her designee before a student enrolls in an online course.
- Adhere to the District code of conduct to include rules of behavior and consequences for violations.
- Adhere to attendance requirements of the District.

The school must receive an official record of the final grade before awarding credit toward graduation. Only approved courses shall be posted on student transcripts.

Administrative Regulations Adopted:

**Note: S & G developed these Administrative Regulations in 2016 and updated the statutory reference in December 2020. They place these regulations in Series 4000, Personnel. A policy is not mandated, but training is required. When these Administrative Regulations are presented to the Board as an Item of Information, Policy 5141.7, Student Sports-Concussions, should be rescinded.**

**These Administrative Regulations were reviewed by the Athletic Director and Athletic Trainer.**

**Series 4000  
Personnel**

**4116 R  
4216 R**

### **ADMINISTRATIVE REGULATIONS REGARDING CONCUSSION MANAGEMENT AND TRAINING FOR ATHLETIC COACHES**

For purposes of these administrative regulations concerning training regarding concussions and head injuries, the term “**coach**” means any person who holds or is issued a coaching permit by the Connecticut State Department of Education and who is hired by the Newtown Board of Education (the “Board”) to coach intramural or interscholastic athletics.

#### Mandatory Training Concerning Concussions

1. Any coach of intramural or interscholastic athletics, who holds or is issued a coaching permit, must, before commencing his/her coaching assignment for the season, complete an initial training course concerning concussions, which are a type of brain injury. This training course must be approved by the State Department of Education.
2. Coaches must provide proof of initial course completion to the Athletic Director or his/her designee prior to commencing their coaching assignments for the season in which they coach.
3. One year after receiving an initial training, and every year thereafter, coaches must review current and relevant information regarding concussions prior to commencing their coaching assignments for the season. This current and relevant information shall be that approved by the State Department of Education. Coaches need not review this information in the year they are required to take a refresher course, as discussed below.
4. Coaches must complete a refresher course concerning concussions and head injuries not later than five (5) years after receiving their initial training course, and once every five (5) years thereafter. Coaches must provide proof of refresher course completion to the Athletic Director or his/her designee prior to commencing their coaching assignments for the season in which they coach.
5. The Board shall consider a coach as having successfully completed the initial training course regarding concussions and head injuries if such coach completes a course that is offered by the governing authority for intramural and interscholastic athletics and is substantially similar, as determined by the Department of Education, to the training course required by subsection 1 of these administrative regulations, provided such

substantially similar course is completed on or after January 1, 2010, but prior to the date the State Board of Education approves the training course discussed in subsection 1 of these administrative regulations.

### Concussion Management

1. Any coach of any intramural or interscholastic athletics shall immediately remove a student athlete from participating in any intramural or interscholastic athletic activity who:
  - a. is observed to exhibit signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body; or
  - b. is diagnosed with a concussion, regardless of when such concussion may have occurred.
2. Upon removal from participation, a school principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by a school district, or coach shall notify the student athlete's parent or legal guardian that the student athlete has exhibited such signs, symptoms or behaviors consistent with a concussion or has been diagnosed with a concussion. Such principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by a school district, or coach shall provide such notification not later than twenty-four (24) hours after such removal and shall make a reasonable effort to provide such notification immediately after such removal.
3. The coach shall not permit such student athlete to participate in any supervised team activities involving physical exertion, including, but not limited to, practices, games or competitions, until such student athlete receives written clearance to participate in such supervised team activities involving physical exertion from a licensed health care professional trained in the evaluation and management of concussions.
4. Following receipt of clearance, the coach shall not permit such student athlete to participate in any full, unrestricted supervised team activities without limitations on contact or physical exertion, including, but not limited to, practices, games or competitions, until such student athlete:
  - a. no longer exhibits signs, symptoms or behaviors consistent with a concussion at rest or with exertion; and
  - b. receives written clearance to participate in such full, unrestricted supervised team activities from a licensed health care professional trained in the evaluation and management of concussions.
5. The Board shall prohibit a student athlete from participating in any intramural or interscholastic athletic activity unless the student athlete, and a parent or guardian of such athlete, receives training regarding the concussion education plan developed or approved by the State Board of Education by:
  - a. reading written materials;

- b. viewing online training videos; or
  - c. attending in-person training regarding the concussion education plan developed or approved by the State Board of Education.
6. The Board shall annually provide each participating student athlete's parent or legal guardian with a copy of an informed consent form approved by the State Board of Education and obtain the parent or guardian's signature, attesting to the fact that such parent or guardian has received a copy of such form and authorizes the student athlete to participate in the athletic activity.

### Reporting Requirements

1. The school principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by a school district, or coach who informs a student athlete's parent or guardian of the possible occurrence of a concussion shall also report such incident to the nurse supervisor or designee.
2. The nurse supervisor, or designee, shall follow-up on the incident with the student and/or the student's parent or guardian and maintain a record of all incidents of diagnosed concussions. Such record shall include, if known:
  - a. The nature and extent of the concussion; and
  - b. The circumstances in which the student sustained the concussion.
3. The nurse supervisor, or designee, shall annually provide such record to the State Board of Education.

### Miscellaneous

1. For purposes of these administrative regulations, "licensed health care professional" means a physician licensed pursuant to Chapter 370 of the Connecticut General Statutes, a physician assistant licensed pursuant to Chapter 370 of the Connecticut General Statutes, an advanced practice registered nurse licensed pursuant to Chapter 378 of the Connecticut General Statutes, or an athletic trainer licensed pursuant to Chapter 375a of the Connecticut General Statutes.
2. Should a coach fail to adhere to the requirements of these administrative regulations, the coach may be subject to discipline up to and including termination, as well as permit revocation by the State Board of Education.

### Legal References

Conn. Gen. Stat. § 10-149b. Concussions: Training courses for coaches. Education plan. Informed consent form.

Conn. Gen. Stat. § 10-149c. Student athletes and concussions. Removal from athletic activities.

Conn. Gen. Stat. § 10-149e. School districts to collect and report occurrences of concussions. Report by Commissioner of Public Health.

Administrative Regulations Adopted:

School Name \_\_\_\_\_  
**Student and Parent Concussion Informed Consent Form**

This consent form was developed to provide students, parents and legal guardians with current and relevant information regarding concussions and to comply with Connecticut General Statutes (C.G.S.) Chapter 166, Section 10-149b: *Concussions: Training courses for coaches. Education plan. Informed consent form. Development or approval by State Board of Education. Revocation of coaching permit;* and Section 10-149c: *Student athletes and concussions. Removal from athletic activities. Notification of parent or legal guardian. Revocation of coaching permit.*

**What is a Concussion?**

**National Athletic Trainers Association (NATA)** - *A concussion is a “trauma induced alteration in mental status that may or may not involve loss of consciousness.”*

**Centers for Disease Control and Prevention (CDC)** - *“A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move rapidly back and forth. This sudden movement can cause the brain to bounce around or twist in the skull, stretching and damaging the brain cells and creating chemical changes in the brain.”* -CDC, Heads Up: Concussion. [http://www.cdc.gov/headsup/basics/concussion\\_what.html](http://www.cdc.gov/headsup/basics/concussion_what.html)

**“Even a ‘ding,’ ‘getting your bell rung,’ or what seems to be mild bump or blow to the head can be serious.”** -CDC, Heads Up: Concussion Fact Sheet For Coaches [http://www.cdc.gov/headsup/pdfs/custom/headsupconcussion\\_fact\\_sheet\\_coaches.pdf](http://www.cdc.gov/headsup/pdfs/custom/headsupconcussion_fact_sheet_coaches.pdf)

**Section 1. Concussion Education Plan Summary**

The Concussion Education Plan and Guidelines for Connecticut Schools was approved by the Connecticut State Board of Education in January 2015. Below is an outline of the requirements of the Plan. The complete document is accessible on the CSDE Web site: <https://portal.ct.gov/SDE/Publications/Concussion-Education-Plan-and-Guidelines-for-Connecticut-Schools>

State law requires that each local and regional board of education must approve and then implement a concussion education plan by using written materials, online training or videos, or in-person training that addresses, at a minimum, the following:

1. The recognition of signs or symptoms of a concussion.
2. The means of obtaining proper medical treatment for a person suspected of sustaining a concussion.
3. The nature and risks of concussions, including the danger of continuing to engage in athletic activity after sustaining a concussion.
4. The proper procedures for allowing a student-athlete who has sustained a concussion to return to athletic activity.
5. Current best practices in the prevention and treatment of a concussion.

**Section 2. Signs and Symptoms of a Concussion: Overview**

**A concussion should be suspected if any one or more of the following signs or symptoms are present, or if the coach/evaluator is unsure, following an impact or suspected impact as described in the CDC definition above.**

**Signs of a concussion may include (i.e. what the athlete displays/looks like to an observer):**

- Confusion/disorientation/irritability
- Trouble resting/getting comfortable
- Lack of concentration
- Slow response/drowsiness
- Incoherent/slurred speech
- Slow/clumsy movements
- Loss of consciousness
- Amnesia/memory problems
- Acts silly, combative or aggressive
- Repeatedly asks the same questions
- Dazed appearance
- Restless/irritable
- Constant attempts to return to play
- Constant motion
- Disproportionate/inappropriate reactions
- Balance problems

**Symptoms of a concussion may include (i.e. what the athlete reports)**

- Headache or dizziness
- Nausea or vomiting
- Blurred or double vision
- Oversensitivity to sound/light/touch
- Ringing in ears
- Feeling foggy or groggy

State law requires that a coach **MUST** immediately remove a student-athlete from participating in any intramural or interscholastic athletic activity who: a) is observed to exhibit signs, symptoms or behaviors consistent with a concussion following a suspected blow to the head or body, or b) is diagnosed with a concussion, regardless of when such concussion or head injury may have occurred. **Upon removal of the athlete, a qualified school employee must notify the parent or legal guardian within 24 hours that the student athlete has exhibited signs and symptoms of a concussion.**

**Section 3. Return to Play (RTP) Protocol Overview**

Currently, it is impossible to accurately predict how long an individual’s concussion will last. There must be full recovery before a student-athlete is allowed to resume participating in athletic activity. Connecticut law now requires that no athlete may resume participation until she/he has received written medical clearance from a licensed health care professional (physician, physician assistant, advanced practice registered nurse (APRN), athletic trainer) trained in the evaluation and management of concussions.

**Concussion Management Requirements:**

1. No athlete shall return to participation in the athletic activity on the same day of a concussion.
2. If there is any loss of consciousness, vomiting or seizures, the athlete MUST be transported immediately to the hospital.
3. Close observation of an athlete MUST continue following a concussion. The athlete should be monitored following the injury to ensure that there is no worsening/escalation of symptoms.
4. Any athlete with signs or symptoms related to a concussion MUST be evaluated by a licensed health care professional (physician, physician assistant, advanced practice registered nurse (APRN), athletic trainer) trained in the evaluation and management of concussions.
5. The athlete MUST obtain an initial written clearance from one of the license health care professionals identified above directing her/him into a well-defined RTP stepped protocol similar to the one outlined below. If at any time signs or symptoms return during the RTP progression, the athlete should cease activity.
6. After the RTP protocol has been successfully administered (no longer exhibits any signs or symptoms or behaviors consistent with concussions), final written medical clearance is required by one of the licensed health care professionals identified above for the athlete to fully return to unrestricted participation in practices and competitions.

**Medical Clearance RTP protocol (at least one full day between steps recommended)**

Rehabilitation stage	Functional exercise at each stage of rehabilitation	Objective of each stage
1. No activity	Complete physical and cognitive rest until asymptomatic; School activities may need to be modified	Recovery
2. Light aerobic exercise	Walking, swimming or stationary cycling maintaining intensity at less than 70% of maximal exertion; no resistance training	Increase heart rate
3. Sport-specific exercise No contact	Skating drills in ice hockey, running drills in soccer; no head impact activities	Add movement
4. Non-contact sport drills	Progression to more complex training drills, such as passing drills in football and ice hockey; may start progressive resistance training	Exercise, coordination and cognitive load
5. Full contact sport drills	Following final medical clearance, participate in normal training activities	Restore confidence and assess functional skills by coaching staff
6. Full activity	No restrictions	Return to full athletic performance

\*If at any time signs or symptoms should worsen during the RTP progression the athlete should stop activity that day. If the athlete’s symptoms are gone the next day, she/he may resume the RTP progression at the last step completed in which no symptoms were present. If symptoms return and do not resolve, the athlete should be referred back to her/his medical provider.

**Section 4. Local/Regional Board of Education Policies Regarding Concussions**

\*\*\*\*\* Attach local or regional board of education concussion policies \*\*\*\*\*

**I have read and understand the Student and Parent Concussion Informed Consent Form and the attached board of education policies regarding concussions and understand the severities associated with concussions and the need for immediate treatment of such injuries.**

**Student name:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
 (Print Name)

**I authorize my child to participate in** \_\_\_\_\_ **for school year** \_\_\_\_\_  
 (Sport/Activity)

**Parent/Guardian name:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
 (Print Name)

**References:**

1. NFHS. Concussions. 2008 NFHS Sports Medicine Handbook (Third Edition). 2008: 77-82. [http://www.nfhs.org](http://www.nfhs.org/http://journals.lww.com/cjsportsmed/Fulltext/2009/05000/Consensus_Statement_on_Concussion_in_Sport_3rd.1.aspx)
2. CDC. *Heads Up: Concussion in High School Sports*. [http://www.cdc.gov/NCIPC/tbi/Coaches\\_Tool\\_Kit.htm](http://www.cdc.gov/NCIPC/tbi/Coaches_Tool_Kit.htm)
3. CIAC Concussion Central - <http://concussioncentral.ciacsports.com/>

**Resources:**

- CDC. *Injury Prevention & Control: Traumatic Brain Injury*. Retrieved on July 27, 2020. <http://www.cdc.gov/TraumaticBrainInjury/index.html>
- CDC. *Heads Up: Concussion in High School Sports Guide for Coaches*. Retrieved on July 27, 2020. <http://www.cdc.gov/headsup/highschoolsports/coach.html>
- CDC. *Heads Up: Concussion* materials, fact sheets and online courses. Retrieved on July 27, 2020. <http://www.cdc.gov/headsup/>

**Note: In 2021, the Connecticut Legislature passed legislation allowing boards of education to authorize remote learning, for the school year beginning July 1, 2022, for students in grades nine through twelve, if school districts (1) provide instruction in compliance with the CSDE’s standards for remote learning, and (2) adopt a policy regarding the requirements for student attendance during remote learning. Effective July 1, 2022, the Connecticut Legislature passed Public Act No. 22-80, which requires districts to prohibit dual instruction, defined as “the simultaneous instruction by a teacher to students in-person in the classroom and students engaged in remote learning,” as part of a remote learning model. The new law also expands the authority of boards of education to permit remote learning for students in grades kindergarten through twelve, beginning with the 2024-2025 school year.**

**Previously, S & G revised their *optional* model policy to address remote learning in the 2022-2023 school year, in accordance with statutory requirements, and they made additional minor technical edits to clarify that, beginning with the 2024-2025 school year, boards of education may authorize remote learning for students in grades kindergarten through twelve. As noted in the policy, remote learning for grades 9-12 must also be offered in accordance with the CSDE’s [Standards for Remote Learning Grades 9-12](#).**

**This policy is mandatory for school districts that award high school credit for online courses. Remote Learning is optional and not offered by NPS.**

**At the time this policy is adopted, Policy 6172.6, Distance Education Virtual/Online Courses should be rescinded.**

**Series 6000  
Instruction**

**6148**

## **POLICY AND ADMINISTRATIVE REGULATIONS REGARDING CREDIT FOR ONLINE COURSES**

The Newtown Board of Education (“Board”), in accordance with Connecticut General Statutes § 10-221a, sanctions the receipt of online course credit to be used toward high school graduation requirements, in accordance with this policy.

### **I. CREDIT FOR ONLINE COURSES**

#### **A. Pre-approval of Courses**

To receive credit for online courses to be used toward high school graduation requirements, for courses that are not part of the Connecticut State Department of Education’s remote learning model, students must, prior to registering for the course, receive approval from the high school principal or designee. The decision of the

principal or designee with regard to online course credit approval is final. Pre-approval for online course credit may be granted if the requirements set forth below are met.

**B. Requirements for Online Coursework**

1. The workload required by the online course is equivalent to that of a similar course taught in a traditional classroom setting;
2. The content of the online course is rigorous and aligned with curriculum guidelines approved by the State Board of Education, where appropriate;
3. The course engages students and has interactive components, which may include, but are not limited to, required interactions between students and their teachers, participation in online demonstrations, discussion boards or virtual labs;
4. The program of instruction for such online coursework is planned, ongoing and systematic;
5. The courses are:
  - a. taught by teachers who are certified in Connecticut or another state and have received training on teaching in an online environment, or
  - b. offered by institutions of higher education that are accredited by the Board of Regents for Higher Education or regionally accredited; and
6. The principal has determined, in the principal's professional judgment, that, given the student's academic and disciplinary history, the student is appropriately suited to engage in online coursework.

**C. Additional Requirements**

Only students in grades 9-12 are eligible to receive credit toward high school graduation by taking online courses. Students who have been pre-approved shall receive such credit upon completing the online course and obtaining a passing grade.

Any expense incurred for taking an online course identified by the student and/or parent to supplement the District's curricular offerings shall be the responsibility of the student/parent and shall not be the responsibility of the Board.

Legal References

Public Act No. 22-80, "An Act Concerning Childhood Mental and Physical Health Services in Schools"

Connecticut General Statutes § 10-4w

Connecticut General Statutes § 10-220

Connecticut General Statutes § 10-221a

Connecticut State Department of Education, Standards for Remote Learning Grades 9-12 (February 2022), *available at* <https://portal.ct.gov/-/media/SDE/Remote-Learning-Commission/CT-Standards-for-Remote-Learning-Grades-9-12-FINAL.pdf>.

Adopted:

Revised:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

**ADMINISTRATIVE REGULATIONS REGARDING  
CREDIT FOR ONLINE COURSES**

The Administration believes that education through online courses or through university or college courses is an alternative and effective means of instruction for students. A virtual school is hereby defined as an educational organization that offers courses at various grade levels through Internet or web-based methods. These schools can offer courses to enhance, supplement or enrich the existing curriculum and can also provide an alternative means of instruction. Interactive distance learning does not require the student to be physically present in the same location as the instructor or other students.

Online courses will be part of the District's educational program delivery system to increase accessibility and flexibility in the delivery of instruction. In addition to regular classroom-based instruction, students in the District may earn credit through distance education provided by online courses.

In order to earn credits in meeting the requirements for high school graduation through the successful completion of online coursework, the District, in compliance with C.G.S. 10-221a (17) shall ensure, at a minimum, that

- (a) the workload required by the online course is equivalent to that of a similar course taught in a traditional District classroom setting,
- (b) the content is rigorous and aligned with curriculum guidelines approved by the State Board of Education, where appropriate,
- (c) the course engages students and has interactive components, which may include, but are not limited to, required interactions between students and their teachers, participation in on-line demonstrations, discussion boards or virtual labs,
- (d) the online course does not replicate a course already offered at the high school and
- (e) the courses are
  - (1) taught by teachers who are certified in the state or another state and have received training on teaching in an on-line environment, or
  - (2) offered by institutions of higher education that are accredited by the Department of Higher Education or regionally accredited.

The Administration recognizes students may benefit from online courses or post-secondary courses to assist students in obtaining credits necessary to earn a diploma, to maintain academic standing or to provide enrichment for those who might require special courses.

The Administration shall establish an online credit recovery program for those students who are identified as being in danger of failing to graduate. These

students, once identified by certified personnel, may be allowed to complete online District-approved coursework toward meeting high school graduation requirements. The high school shall designate, from among existing staff, an online learning coordinator to administer and coordinate the online credit recovery program.

The District will not use online courses as the sole medium for instruction in any required subject area for students in grades K-8.

The District will integrate online courses as part of the regular instruction provided by a certified teacher for grades K-12.

High school students may earn academic credits to be applied toward graduation requirements by completing online courses delivered through institutions of higher education that are accredited by the Department of Higher Education or regionally accredited, or recognized by the Connecticut State Department of Education as having appropriate academic standards.

Credit from an accredited online course or a university/college course may be earned only in the following circumstances:

1. The course is not offered at the District's high school.
2. The high school does offer the course, but the student is unable to take it due to an unavoidable scheduling conflict.
3. The course will serve as an alternative or a supplement to extended homebound instruction.
4. The District has expelled the student from the regular school setting, and the student has been offered an alternative educational opportunity.
5. The Principal, with agreement from the student's teachers and parents or guardians, determines the student requires a differentiated or accelerated learning environment.
6. Students taking such courses must be enrolled in the District and are able to take the courses during the regular school day at the school site, over the summer, or at home for students on homebound instruction.
7. A student has failed a course and wishes to recover credits in that course area.
8. The student's Planning and Placement Team (PPT) or Section 504 Team has determined it to be an appropriate means of instruction.

The Administration established the following procedures for students applying for permission to take an online course:

- Complete prerequisites and provide teacher and/or counselor recommendations to confirm the student possesses the maturity level needed to function effectively in an online college learning environment.
- Obtain the written approval of the Principal or his/her designee before a student enrolls in an online course.
- Adhere to the District code of conduct to include rules of behavior and consequences for violations.
- Adhere to attendance requirements of the District.

The school must receive an official record of the final grade before awarding credit toward graduation. Only approved courses shall be posted on student transcripts.

Administrative Regulations Adopted:

**Please Note: These minutes are pending Board approval.  
Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education meeting held on December 3, 2024 7:00 p.m. in the Council Chambers, 3 Primrose Street, Newtown, CT.

A. Plante, Chair	A. Uberti
J. Vouros, Vice Chair	T. Gouveia
D. Zukowski	2 Staff
S. Tomai	1 Public
C. Gilson	1 Press
D. Linnetz	
B. Leonardi (absent)	

Mrs. Plante called the meeting to order at 7:01 p.m.

Item 1 – Pledge of Allegiance

Item 2 – Consent Agenda

MOTION: Mrs. Linnetz moved that the Board of Education approve the consent agenda which includes the Newtown High School 2025 Ski Trip and the correspondence report. Mr. Vouros seconded. Motion passes unanimously.

Item 3 – Public Participation - no public participation

Item 4 – Reports

Chair Report: Mrs. Plante welcomed our new Assistant Superintendent Frank Purcaro.

Superintendent's Report: Mrs. Uberti provided an update on our facilities. She went on to explain that John Barlow, our Facilities Director, attended the First Selectman's meeting to request an emergency appropriation for the Newtown High School auditorium roof. The Superintendent will follow up with a formal letter to the First Selectman explaining that our 2026 capital improvement plan requested that we had originally planned for a more comprehensive roof replacement of the High School's A,B & C wing which included the auditorium roof. The total CIP request for the project was \$4.3M; however due to the urgent need to complete the auditorium portion of the roofing we are requesting that the funds be provided now in order to repair the auditorium section of the roof over the Christmas break. The letter will clarify that they remove the \$600,000 appropriation from the original CIP request which will reduce the cost of the total roof replacement request to \$3.7M.

Mrs. Uberti went on to discuss the reallocation of the \$450,000 that was in the 2024 CIP, originally allocated for engineering and construction management for the Middle School air conditioning system, cannot be reassigned because it was already voted on and bonded. However, there is a path to making the change and that will begin with a formal letter to the First Selectman. The letter will request that the funds be used for an electrical load study at Newtown Middle School to determine whether or not the current electrical system can support portable air conditioners. Any remaining funds will be used towards wiring, parts and labor. Once the letter is brought forward, it would then require the approval of the Board of Finance and Legislative Council. The Town is consulting with legal to ensure that we are following the appropriate steps and that there is clarity and transparency around what it is that we are requesting to do with the funds.

Mrs. Uberti then went on to discuss an event at the Newtown Middle School. They will be celebrating cultures with an assembly, music, staff luncheon, and a family cultural fair. The event will take place Thursday evening December 5th from 6:30 to 8:00 P.M. The majority of the work was done by the Middle School PTA.

Mr. Gilson asked a question regarding the roof and wanted to ensure that they could repair the

roof despite cold temperatures. Ms. Uberti responded that they would be able to perform the work and, if it snows, they will have snow blowers to clear the roof. They need to perform this work during the cold weather due to the application method. There were no committee or liaison reports.

#### Students Report:

Ms. Ihlefeld reported that last week the Hope Squad provided flyers about what activities they had during this school year. The spring musical is being planned with auditions underway. Last year's class of NHS alumni visited the college fair and spoke about the colleges they are attending. There was an apparel fundraiser for the class of 2027 and the winter sports season is starting.

Mr. Jerfy reported that the Future Business Leaders of America Club went to MetLife Stadium and learned about the behind the scenes work of the stadium. NHS students will have the opportunity to visit Greece in April 2026. A group of students returned from Korea where they presented scientific research they have been conducting with a partner school there.

#### Item 5 - Presentations

##### Next Generation Accountability Report:

Mrs. Uberti provided a presentation on the next generation accountability report which is a series of indicators and provides a holistic view of a district performance in a given year. She discussed the multiple performance indicators, such as academic achievement, academic growth, participation rate, chronic absenteeism, college and career readiness, graduation, and graduation rates, post-secondary entrance, physical fitness and participation in the arts. The school strategic plans included desired outcomes that were based on these indicators. The presentation compared last year's data to the current year.

Mr. Gilson asked for clarification on "all students" if it included "high needs" students. Ms. Uberti said it included everybody and the "high needs" students just included "high needs." He also asked what was meant by the percentage of growth target achieved. Mrs. Uberti went on to explain that growth was based on target numbers and formulas. The target number is set by the State. Mr. Purcaro explained how the State sets target numbers for each student.

Mr. Gilson asked a question about a problem with participation, particularly with P.E. Mrs. Uberti explained that it had to do with participation with high need students at the High School and how we missed the 95% mark. She went on to explain the variables that could be affecting the participation rate. This is being monitored and there is a plan to fix this issue.

Mr. Gilson then asked about access to art and if there was a plan to address the participation levels. Mrs. Uberti stated that we do not currently have a plan because last year we found that there were factors such as scheduling that may be affecting the participation levels.

Ms. Zukowski provided her opinion as to why students choose to not participate in art courses. Mrs. Uberti stated that she could not answer her question at this time but will provide an answer at a later date.

Ms. Zukowski asked if the growth rate was based on per pupil or aggregate. Mrs. Uberti said it was both and went on to provide an explanation of both.

Ms. Zukowski then asked about the participation rate of high needs students, stating that this is something we want to work on. She wanted clarification around if the participation was for taking classes. Mrs. Uberti said it was how many students took the test.

Ms. Zukowski asked if any of our programs would possibly impact the desire of students to take the test. Mrs. Uberti said they were required to take the test. She went on to explain that we keep track of all students who take the test and ensure that all students complete the test. She also discussed the percentage of students who took the test as well as tracking mechanisms.

Ms. Zukowski asked about "interim assessment B" and wanted to know what B stood for. She then asked if they were additional tests and if they were significant tests and how often they were taken. Mrs. Uberti explained that there were multiple options and it ranges from full tests or items that we can select. She went on to explain how districts will select the items for interim assessments B or IAB's. She also explained how IAB's can be used by teachers. She also talked about the information that comes from the IAB's and how the district collects and interprets the data.

Mr. Vouros was concerned about how the ninth graders were performing in their math classes. He wanted to make sure that if they were not performing well, that the district was addressing this now, rather than in the fall. He also stated that we might want to look at their language arts as well. He went on to ask if the eighth grade teachers were adequately prepared to place these students in high school level classes. Mrs. Uberti agreed that they were and that there was collaboration and regular review of student progress in relation to grades.

Mr. Vouros asked about the physical tests. He wanted to know if the tests could be given in the class. Mrs. Uberti explained that in the elementary grades they do the test and it's monitored; however, at the High School, the P.E. classes are missing students because of the way they are scheduled. This is a fixable problem and now that it's been identified, she expects to see a big improvement.

Mr. Gilson asked about the I-Ready exams and wanted to know about the value of keeping the I-Ready exam in there or if should it be fazed out in favor of other exams that were mentioned. Mrs. Uberti said we may faze this out down the road but were not looking to do this right now. She went on to explain that when the Smarter Balance was first developed we thought about a comprehensive assessment system; however, this did not come out as a package and components were developed over time.

#### Item 6 – Old Business

MOTION: Mrs. Linnetz moved that the Board of Education Approve policies number 1-9 as listed on the agenda under item 6. Mr. Vouros seconded.

Mrs. Plante stated that these items were on for a second read and that the committee did receive questions with feedback that were reviewed at the committee. The questions did not result in any changes to the policies.

Ms. Zukowski discussed her observation in policy 5114 regarding knife blade sizes and students with disabilities. She then discussed how the punishment would be based on the ability of the students. She put forward a request to remove this policy for the nine listed. Mrs. Tomai asked for clarification.

Ms. Linnetz then clarified that the language used in these sections are grounded in statutes. Students that fall under IDEA fall under a federal statute where the previous language falls under state statute. The policy adheres to the statutory requirements. She went on to explain that this was discussed in committee and wanted to be sure that the full board understood.

Ms. Zukowski explained the difference between what was required by federal statute and state

statute and how she would not vote for the policy.

Ms. Uberti discussed the difference in terms and the definitions.

MOTION: Ms. Zukowski moved to amend the motion to remove policy 5114 to be a stand-alone motion. Mrs. Tomai seconded. Motion passes unanimously.

The discussion continued on the remaining policies. Ms. Zukowski then made some remarks and observations around the fundraising policy and the safe school climate plan. She asked for clarification on the acceptance of the safe school climate plan and if it was written by Shipman and Goodwin and is opposed to the one that is with our existing policy.

Mrs. Uberti stated that we were adopting the Shipman policy and bringing our plan over without changes. Mrs. Linnetz stated that the policy we were adopting is from Shipman and Goodwin and the safe school climate plan is coming over as a regulation and is unchanged.

Ms. Zukowski continued to cite the differences in the current regulation and the regulation that will be coming over with the Shipman policy. Mrs. Uberti talked about our safe school climate plan and that it was approved by the State and confirmed that we would be using Shipman's policy, but our plan.

Mrs. Tomai asked a follow up question about the plan that was attached to the Shipman policy, which is Shipman's plan. She wanted to know the turnaround time as to when a parent is notified of an incident where the student may have been physically harmed at school.

Mrs. Uberti stated there were too many variables around that question and therefore, the questions could not be answered.

Vote on motion as amended. Motion passes unanimously.

MOTION: Mrs. Linnetz moved that the Board of Education approve policy 5114.

Ms. Zukowski seconded. Vote: 5 ayes, 1 nay (Ms. Zukowski) Motion passes.

MOTION: Ms. Linnetz moved that the Board of Education move to rescind policies 1-22 as listed on the agenda under Item 6. Mr. Vouros seconded.

Ms. Zukowski made observations regarding policy 5145.14 on campus recruitment. She then requested that we pull that policy out of the block to rescind and rescind the policy at the next meeting. She explained that by the next meeting they will have finished both policies that this policy covers.

Ms. Linnetz explained to the Board that the access to student information particularly how it relates to military recruiters and being sure that they are being treated similarly to other recruiters, is also included in our student records policy. When we reviewed that policy we identified that this policy could be rescinded.

MOTION: Ms. Zukowski moved to amend the motion to remove policy 5145.14 from the rescinded list. Mrs. Tomai seconded.

Mr. Gilson clarified that we were still going to rescind the policy at the next meeting because it's redundant and not conflicting; therefore we will wait to rescind.

Vote: 4 ayes, 2 nays (Mrs. Plante, Mrs. Linnetz) Motion passes.

Ms. Zukowski continued to make observations on the remaining policies to rescind. She went on to provide her observations on Activism and Dissent. She then requested that language not only be included in the High School handbook but in the Middle School handbook as well.

Mr. Vouros mentioned that he was concerned that the student handbook was not being read by

students and parents.

Mrs. Uberti requested that we continue to discuss the policy and not the student handbook. Mrs. Plante also noted that by rescinding the Activism policy, we are not removing any rights to students.

Mrs. Plante called the original motion which was to rescind the block of policies excluding Campus Recruitment.  
Motion passes unanimously.

#### Item 7 – New Business

Mrs. Linnetz discussed all of the policies that were being brought to the Board for first read with regulations and policies to be rescinded upon adoption of the new policies. She discussed policy 3160 and explained that we had some suggested edits that will be brought to the Board at the next meeting.

Mrs. Zukowski asked if policy 6147 was just for the High School and requested that it be more clear. Mrs. Linnetz said they would review this at the committee level. Mrs. Uberti felt it was implied by the language included in the policy that it was only meant for the High School.

MOTION: Mrs. Linnetz moved that the Board of Education approve the 2025 schedule of Board of Education meetings. Seconded by Mr. Vouros. Motion passes unanimously.

MOTION: Mrs. Linnetz moved that the Board of Education approve the standing committees. Mr. Vouros seconded.

Mrs. Planted explained that the standing committees are in place for one year and must be approved each year.

Ms. Zukowski discussed her observations regarding the number of meetings that each committee member will attend. She also requested that she be placed on the policy committee. The discussion continued regarding the DEI sub-committee.  
Motion passes unanimously.

MOTION: Mrs. Linnetz moved that the Board of Education approve the minutes of November 19, 2024. Mr. Vouros seconded. Motion passes unanimously.

#### Item 8 - Public Participation

MOTION: Mr. Vouros moved to adjourn. Mr. Gilson seconded. Motion passes unanimously.

#### Item 9 - Adjourn

The meeting adjourned at 8:34 p.m.

Respectfully submitted:

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Deborra J. Zukowski  
Secretary