

These minutes are pending Board approval.

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education meeting on September 18, 2018 at 7:30 p.m. in the Council Chambers at 3 Primrose Street.

M. Ku, Chair	L. Rodrigue
R. Harriman-Stites, Vice Chair	J. Evans Davila
D. Cruson, Secretary	R. Bienkowski
D. Leidlein	6 Staff
J. Vouros	20 Public
A. Clure	2 Press
D. Delia	

Mrs. Ku called the meeting to order at 7:30 p.m.

Item 1 – Pledge of Allegiance

Item 2 – Consent Agenda

MOTION: Mr. Cruson moved that the Board of Education approve the consent agenda which includes the minutes of September 4, 2018, the Newtown High School Marching Band Field Trip, the resignation of Cate Brainard, and the correspondence report. Mrs. Harriman-Stites seconded. Motion passes unanimously.

Item 3 – Public Participation

Liza Mecca, 10 Wills Road, read the self-study proposal and had some reservations. It's an excellent long-term plan but she is concerned with impartiality of those connected with the State Department of Education and that only one proposal was submitted. There is nothing to compare it to. She asked if other districts were contacted who have done this. They cannot be considered independent. It also doesn't state what the end result would be. Is the district prepared to budget for additional costs? Families are afraid to speak and are considering moving out of the district and the state.

Michelle Pranger, 1 Cross Brook Road, read the self-study proposal. She doesn't agree that it will yield significant information. This money should not be spent on interviewing and discussing the reading programs. We need someone who is licensed in the reading programs. This money should not be spent on confidentiality because FERPA laws explain that. We need the Board to take immediate action today.

Alissa Heizler-Mendoza, 3 Bobcat Road, said there was no date on the self-study proposal, no timeline, no vetting process, and no markers for success. She wanted to know which districts used them and why there were no other proposals. Who will select criteria for the focus groups? She listened to interviews of the consultants on YouTube. What about the children needing help now? She asked the Board to fully access the proposal. Other options should be proposed.

Kimberly Wigglesworth, 301 South Main Street, spoke about her son who has TBI and ADHD and feels his IEP was not followed. You don't document what is being done wrong. Her child was secluded. You can't have a fair study if you don't keep people accountable. She pulled him out of school for his safety. Hold teachers accountable before spending \$10,000.

Julia Conlon, 11 Old Castle Drive, said with the consultants' strong ties to the State she has concerns about confidentiality. A change needs to start now and start from scratch with this department. Use the results to help in how we rebuild.

Item 4 – Reports

Chair Report: Mrs. Ku stated that at the October 2 meeting, the Board will have a retreat workshop at 6 PM with the regular meeting starting at 8 PM. Nick Caruso will supply us with a list of board guidelines. We are still looking for volunteers for the next negotiations. Mrs. Leidlein and Mr. Delia volunteered. She reminded the Board of liaison roles in the schools. The Board of Finance resolved to make the transfer to the non-lapsing account. She thanked Mr. Bienkowski for being there and appreciated receiving questions before the meeting.

Superintendent's Report: Dr. Rodrigue said she and a group visited the Ocean State Academy in Rhode Island to learn about their program that deals with students with behavioral needs. There is also a school in Glastonbury that is using this program which they hope to visit. Dr. Rodrigue and Mrs. Ku met with the Region 12 Superintendent regarding the new agri-science program beginning in 2019. Students currently at Nonnewaug will finish there. Approximately three to five students may want to attend as freshman. The State sets the tuition which is \$2,683 per student. She and Mrs. Ku will also look at other funding. Dr. Rodrigue stated that she will share information about air conditioning options called ductless splits which will bring cooler air into the buildings. Tomorrow Middle Gate will have their air conditioning installed in the cafeteria. This will be on the next agenda with Mr. Faiella providing an overview. The A-Team is reading a book called "Most Likely to Succeed" and would also share it with the Board. It focuses on what education should look like for our students today. Mrs. Leidlein recommended the book to the Board. She saw the video which was very powerful.

Mr. Ku said they were supposed to present the CIP to the Board of Finance on September 27. Also, the Region 12 agri-science program offered to speak to the Board.

Committee Reports:

Mrs. Harriman-Stites commented on their visit to Rhode Island and was excited about the possibility of using this program. The Policy Committee met last week and discussed data privacy and school health policies.

Mrs. Ku attended the EdAdvance Board meeting where they presented their budget for next year. Their annual meeting is October 4. The CAFE Government Relations Committee hosted a meeting for candidates and invited CAPSS and CASBO members but the only candidate who attended was Oz Griebel.

Mr. Clure said it was nice to see the enthusiasm of everyone at the high school during open house last week.

Newtown High School Student Report:

Claire Dubois said the clubs and activities have started along with Unified Soccer and Best Buddies. There was also a kick-off social for Families United in Newtown. Senior class photos were scheduled for this Friday.

Financial Report:

MOTION: Mr. Cruson moved that the Board of Education approve the financial report for the month ending August 31, 2018. Mrs. Leidlein seconded.

Mr. Bienkowski reviewed his report.

Motion passes unanimously.

Item 5 – Old BusinessSelf- Study Proposal for Special Education:

Dr. Rodrigue said the language was revised in the proposal. She spoke to many districts and colleagues and very few do this type of study. This is something we could do without spending

any money but we didn't because she wanted this to be someone from the outside. When there are issues in a district the first place parents go is to the State. These two consultants did mediation with families so they have expertise in that area. Our policy states we don't have to bid for this type of work. We would like to hear from everyone as well as staff with an open-ended discussion. We also talked about the issues around student data and compliance. All of that will be included in the contract such as how we look at IEPs. If there is something they need it will be laid out in the contract regarding student data and compliance. We need to start somewhere and this is a good place to begin.

MOTION: Mr. Cruson moved that the Board of Education approve the Self-Study Proposal for special education as presented. Mr. Vouros seconded.

Mr. Delia asked what would be in the contract.

Dr. Rodrigue said the timeline and sessions will be in the contract as well as anything to do with student data and compliance.

Mrs. Leidlein wants to take steps to improve confidentiality in the special education department and make sure what has happened in the past is not duplicated. That has been proven as an issue and needs to be address immediately.

Dr. Rodrigue said a letter to parents went out when she arrived because that happened. She worked with the director and sent information on what we were doing so that wouldn't happen again. When there is a breach in confidentiality, parents must be told and that did not occur at the time.

Mr. Delia asked if anything was being done now to deal with issues parents are bringing up and are there checks beyond the letter.

Dr. Rodrigue said the letter shared safety measures with parents. How we discipline employees is not shared.

Mrs. Harriman-Stites said the study is a good idea but she was concerned about confidentiality and asked if it would help if we better understood the protocol from the Director of Pupil Services to tell us what measures she has put in place. We have to make sure we are doing everything we can so she wants more information.

Dr. Rodrigue said we can invite Mrs. Petersen to discuss the protocols. She will also share the letter with the Board members. She encourages parents to contact her if there is an issue.

Mrs. Leidlein said that regarding the reading programs for dyslexia she would like more understanding of what the district looks like and an appropriate model for dyslexia instruction. We need more clarification on what our guidelines are, how we make the determination, and better understand if this is a budgetary issue or a philosophy.

Dr. Rodrigue said there were Orten Gillingham trained teachers in the middle school. When Wilson came they felt it was a really good program. Most issues were around the level of quality and training. She doesn't believe money is the issue. They are looking at the number of staff highly qualified and Wilson trained. We are trying to find that person's position so she can work with students.

Mrs. Harriman-Stites said that regarding only one proposal was there any other qualified individual who came up.

Dr. Rodrigue said others didn't have the same experience in special education. We wanted experts in the field and who have dealt well with parents.

Mrs. Ku said we have to have a neutral party.

Dr. Rodrigue said that's why these two consultants were chosen. One is an attorney with special education experience.

Mr. Vouros stated that things are being done. With regard to the programs that are chosen, they are all case specific and directed to the student's special education needs. When the self-study is done we will have information about how PPTs are orchestrated including who is involved and what is being discussed. Please give us the opportunity to trust what Dr. Rodrigue is telling us and trust the people she is looking into and don't hold back when you speak at the forums.

Mrs. Harriman-Stites hopes the Board will have access to the raw data they collect which should be part of the contract. She hopes we will get a large number of parents and staff participating.

Mr. Cruson was disappointed in the qualifications of both people as they will be looking through a similar lens.

Dr. Rodrigue said if there is an issue around IEPs we could share that with them. The document could be redacted to look at how we create an IEP for a student to set their goals. This will help support what they hear in the forums and receive in the surveys.

Mr. Clure asked if Dr. Rodrigue could look at consultants outside of Connecticut.

Dr. Rodrigue said we stayed within Connecticut. One name came up in New York but the person doesn't do this type of work.

Mr. Clure was concerned about possible attorneys being involved and the costs for that.

Dr. Rodrigue said we work with attorneys throughout the year and they have standard contracts.

Mr. Clure asked if they would get more detailed information on funding.

Mr. Bienkowski said it would be coming from special services in the special education budget.

Mrs. Leidlein said the consultants' background is being on the side of the district boards of education.

Dr. Rodrigue said they have but they are also mediators working with parents. They worked in districts for other reasons such as looking at practices and how IEPs are developed.

Mrs. Leidlein asked if we could have advocates possibly retired to work on the side of families and students and to work in consultation to help facilitate this study.

Dr. Rodrigue said the consultants will work as a neutral party. There could possibly be someone who could be impartial if not currently working with families.

Mrs. Ku said this was developed from a response from what we heard from the public. She was not sure this should be put off another two weeks. We cannot look at the State Department data which is valuable but won't be available until January. This survey will be for parents and staff.

Mr. Delia was in support of this and asked if there were any surveys of special education parents.

Dr. Rodrigue said that internally there were no surveys but we have the Panorama survey. Every two years the State sends out a survey. We haven't done anything internally but it is a possibility.

Mr. Delia stressed that this is a great step but it was important to address parent concerns now. He wants to be sure parents are heard and communicated with and would also like to see the raw data.

Mrs. Harriman-Stites said the study is a great place to move forward. As issues arise we don't want to wait for the study to be complete before we address them.

Dr. Rodrigue said we addressed the issue of Wilson and moving a staff member.

Mr. Clure is torn with this study. Policy talks about bids where possible. He hopes we tried to get the best people to do this. He is extremely concerned about specific issues and looks forward to Mrs. Petersen attending a meeting. He was going on a leap of faith that we will get something out of this to improve practices.

Mr. Delia wants a confidential agreement in place for parents and employees with the experts also signing.

Dr. Rodrigue said they will be told and also have it in writing.

Motion passes unanimously

Panama Trip:

MOTION: Mr. Cruson moved that the Board of Education approve the staff tip to Panama.

Mrs. Leidlein seconded.

Mr. Delia asked about the policy on this trip.

Dr. Rodrigue said a scouting trip is not part of the policy. This is just like sending staff to a conference. We have to be sure students are safe and secure and that it's educationally sound. Panama brings challenges so they want to be sure it's a place we want to take students.

Mrs. Ku said the potential of the India trip was mentioned in May and June of 2016 but the Board was not involved in staff approval. Trips for students are approved by the Board. What we are doing is beyond what we normally do.

Mr. Delia asked if there would be a report when they returned.

Dr. Rodrigue said that for India, those who scouted provided an oral report on the trip and whether it was educationally sound to move forward.

Mr. Cruson asked if we were looking at places outside the budget to pay for this trip.

Dr. Rodrigue said that Mr. Bienkowski looked at other accounts we could utilize. The NICE account is there also.

Mr. Bienkowski provided a list of accounts that could be used to fund the trip. The bulk of donations came after 12/14. Other donations were not designated and went into the general donation account. NICE has a suitable balance to pay for the cost of the trip. The cultural donations balance seems to make sense to help students financially if they need help to take the trip.

Mr. Cruson asked how money gets into the cultural account.

Mr. Bienkowski said that years ago a donation might have been made to support a cultural exchange program and over the years other donations were made to that account.

Mr. Cruson asked for information on the NICE account.

Mr. Bienkowski said a number of years ago Dr. Robinson started the China initiative so money was received from grants and the Hanban Association to create a sister school in China. Mr. Cruson withdrew the motion.

Item 6 – New Business

Panorama Results/SEL:

Anne Uberti presented some of the Panorama survey data. This was offered to all staff, students and families. Those who took the survey included 830 students in grades 3-5, 2,100 students in grades 6-12, 450 teachers and certified staff, and 817 families.

Mrs. Leidlein asked why the second part was looked at through such a larger lens for grades 6-12. The first part was smaller. Why is where the change takes place not included so we can see where the difference takes place and where the focus needs to be?

Mrs. Uberti would provide that information to Dr. Rodrigue to share with the Board. In her school data she can see fifth and sixth grade results. There is a variety of ways to look at the data.

Mrs. Leidlein would like data to see where the need is.

Mr. Delia asked if grades 6-12 could be broken down further by grade.

Mrs. Uberti said it can. Each building has its own data. This is just an overview to see where the strengths and weaknesses are. Also, Panorama only reports positive responses.

Mrs. Harriman-Stites inquired whether the schools get results for staff and families.

Mrs. Uberti said they did.

Mrs. Harriman-Stites said that some of the family feedback might be troubling. She liked that there will be action plans. This information should be shared with the grant writer.

Mrs. Uberti said she works closely with Mrs. Larson.

Mrs. Harriman-Stites feels the action plans have to be created and they will direct the work of the School Climate Committee.

Mrs. Uberti said it allows buildings to focus on areas specific to them.

Paraeducators Contract 2018-2022:

MOTION: Mr. Cruson moved that the Board of Education approve the Newtown Paraeducators Association Contract for July 1, 2018 through June 30, 2022. Mrs. Harriman-Stites seconded.

Mrs. Ku said that she and Mrs. Harriman-Stites served on the negotiating committee. The negotiations went well and they ratified their contract overwhelmingly.

Motion Passes unanimously.

First Read of Policies:

Policy 3515.2 Vehicles Parked on School Property by Students and Employees:

Mrs. Harriman-Stites said the real changes are in the regulation.

Mr. Delia wanted to add that payment can be made by check or money order.

Mrs. Harriman-Stites said the high school can adjust the regulations if needed.

Policy 3541.35 School Bus Involved Traffic Accident:

Mrs. Harriman-Stites worked on this with Mark Pompano. It follows best practice and protocol.

BOE Budget Goals 2019-2020:

Mrs. Ku asked the Board to review the goals and bring any changes in writing to the next meeting.

Mr. Delia suggested a discussion about air conditioning.

Mrs. Leidlein said that would be more of a CIP amount than a budget amount. When we have CIP meetings we can discuss our priorities. Air conditioning has been an item for years.

Mr. Clure asked if Mr. Faiella could come to a meeting.

Mrs. Ku said he would be on an agenda to speak to the costs of different air conditioning systems.

Mrs. Harriman-Stites felt we should have a budget priority around the self-study needing additional funding.

Item 7 – Public Participation

Alissa Heizler-Mendoza, 3 Bobcat Road, said dyslexia is not a neurological problem. You need to have an expert in. The past two years her son has been denied these services. They are on their second lawyer. He just had a PPT and was refused Wilson services. The administration said they would provide 45 minutes of Wilson. This special education administration needs to be investigated. She is getting him out of this district. It's not working.

Michelle Pranger, 1 Cross Brook Road, said she is certified in Wilson reading. The person has to deliver the program with fidelity. She cares about the teachers doing the best they can. The administration is making the decisions. Teachers are great; it's based on the directives of the administration. It's been eight years since kindergarten and her son has gotten progressively worse.

Christine Tisi, 1 Megans Circle, spoke about a transportation issue. The children are crying on the bus because of the driver. She spoke to Alan and looked at the recording. Multiple parents have issues with the driver. The driver is not following policy. She also spoke to Mr. Sullivan at Middle Gate.

Debbie Deblasi, 5 Megans Circle, said she has been driving her son over a year because of the bus driver. Five years ago she met with the principal regarding this driver. They wrote a letter and there has been no change. The children are being picked on by the driver and on the students who talk. She should be moved to a high school route. She doesn't open the windows when it's hot and they can't drink water.

MOTION: Dan Cruson moved to adjourn. Mrs. Harriman-Stites seconded. Motion passes unanimously.

Item 8 – Adjournment

The meeting adjourned at 10:11 p.m.

Respectfully submitted:

Daniel J. Cruson, Jr.
Secretary



All-Star Transportation

31 Pecks Lane
Newtown, CT 06470
(203) 304 - 9778
Fax: (203) 304 - 9776

Principal Approval: _____

K. Ly



CHARTER BUS REQUEST

Person requesting: Kurt Eckhardt School: NHS

Class: Marching Band Date of trip: Oct 12-14

Pickup time: 1:30 AM / PM Destination: Embassy Suites

Address of destination: 909 Parsippany Blvd, Parsippany, NJ 07054
Rutgers Stadium

Leave time from destination: 4 AM / PM Snow/Rain date: _____

Teacher in charge of trip: 10/14 Eckhardt/Carley

No. students: 90 No. staff: 2 No. parents (if applicable): 7

Do any students have special needs for transportation? Yes / No

If **yes**, what is required? (wheel chair, harness, etc): _____

If multiple students have special needs requirements, please list: _____

~~BUSES ARE BOOKED (LandJet)~~

Party responsible for payment: _____

Contact person: _____ Phone No.: _____

If additional space required for listing, please include separate page

- A minimum of **two weeks** is needed to place a reservation. Please understand that availability of a date decreases the later you wait.
- Average capacity is 50 students per bus. Capacity decreases for older students and adult-sized passengers.
- Students with special needs requirements (wheel chair, harness) will require a Type II bus as full-size buses cannot accommodate.
- If trip is being paid through a grant, school is still **responsible for payment for service**.
- Please fax this request with all completed information. A confirmation will be faxed back to you with all costs.
- We reserve the right to have buses back in town for school dismissal schedule.
- Cancellation or postponement of a reserved trip requires a minimum of two hours' notice on a school day; one day prior if a weekend trip. Failure to notify may incur a cost for time bus ran.



Reilly, Meg <reillym@newtown.k12.ct.us>

Fwd: Letter of Resignation

Grayson, Paula <graysonp@newtown.k12.ct.us>

Tue, Sep 11, 2018 at 3:10 PM

To: Suzanne Deramo <deramos@newtown.k12.ct.us>, Bonnie DeLorenzo <delorenzob@newtown.k12.ct.us>, "Reilly, Meg" <reillym@newtown.k12.ct.us>

FYI

Cate Brainards letter of resignation. Can we post for the position as early as tomorrow?

----- Forwarded message -----

From: **Brainard, Catherine** <brainardc@newtown.k12.ct.us>

Date: Tue, Sep 11, 2018 at 3:08 PM

Subject: Letter of Resignation

To: Lorrie Rodrigue <rodrigue@newtown.k12.ct.us>, Deborah Mailloux-Petersen <petersend@newtown.k12.ct.us>, Paula Grayson <graysonp@newtown.k12.ct.us>, Kimberly Longobucco <longobuccok@newtown.k12.ct.us>, Aaron Puzarne <puzarnea@newtown.k12.ct.us>

September 11, 2018

Dear Dr. Rodrigue, Ms. Petersen and Dr. Longobucco,

I am writing to inform you that I am resigning my position as a special education teacher and TAP English teacher at Newtown High School. The decision to resign my position has not been easy, however financial considerations and quality of life issues made the change a necessity.

I will miss my colleagues, the students, and the families with whom I have been privileged to work for the past sixteen years. I am proud to have been part of an organization of so many intelligent, creative and hard-working people. I will do all that I can to make this transition as smooth as possible for the students on my case-load and in my classes.

Sincerely,

Cate Brainard

--

Paula Correia-Grayson, Psy.D.
Special Education Supervisor
Newtown Public Schools

Correspondence Report
9/4/2018 – 9/17/2018

Date	Name	Subject
9/4/18	Anthony Dilorenzo	New Year without AC
9/5/18	Alissa Mendoza	Thank you (Special Education)
9/7/18	Charles Donat	Air conditioning concerns in the schools
9/11/18	Susan Muir	Special Education
9/13/18	Deborah Lubin Pond	Newtown High School Open House
9/12/18	Christine Tisi	All Star Bus Co. and Bus 19
9/14/18	Michelle Pranger	Special Education Children and Parents in Newtown Need Your Support Today!

Proposal for Newtown Public Schools

9/18/2018

This proposal is in response to a request made by Dr. Lorrie Rodrigue, Superintendent of the Newtown Public Schools (the "District"). Dr. Rodrigue stated that during the public comment section of a recent Newtown Board of Education meeting, a number of parents had expressed concerns about the provision of special education services in the District. The issues raised by these parents included (a) district implementation of specialized reading programs; (b) whether the personnel providing the programs had the appropriate credentials; and (c) a perception by the parents that they were not viewed as true members of their children's planning and placement teams. Because Dr. Rodrigue stated that the specific issues raised by the parents may not be inclusive of other, unspecified concerns, the District was seeking to also identify these undetermined issues as well as to obtain a non-biased, independent review of their special education services and practices. Accordingly, the following is proposed.

Determination of Issues and Development of Recommendations:

First, in order to determine more clearly the precise nature of the parents' issues with the District's provision of special education, two Parent Forums will be convened using directed questions to guide the parents and structure the forum. To obtain the widest participation possible, one forum will be held during the school day and one during the late afternoon/evening. Each forum will formally run for 1.5 hours with an additional half hour to allow parents to speak more privately with the consultants as needed. Provision will also be made for telephone conferences with the consultants (and electronic mail) for those parents unable to attend either forum. District personnel will not be in attendance at these forums, allowing parents to speak freely. In addition, after the forums, a survey containing the same questions posed during the forums will be distributed to parents by electronic mail to ensure the broadest possible parent sample.

Second, a District Forum for non-supervisory district personnel engaged in the direct provision of special education and related services to eligible students will be convened on a date designated as a professional development day (the specific personnel classifications to be included in the non-supervisory category will be determined in conjunction with the District). Similar to the Parent Forum, the forum will formally run for 1.5 hours with an additional half hour to allow personnel to speak more privately with the consultants as

Proposal for Newtown Public Schools

September 18, 2018

needed. Provision will also be made for telephone conferences (and electronic mail) with the consultants for personnel unable to attend the forum.

Third, supervisory personnel will be interviewed either individually or in groups (e.g., principals and assistant principals; central office staff, etc.) depending upon District preference. Identification of the supervisory personnel to be included will be determined by the District with input from the consultants. Provision will also be made for telephone conferences and electronic mail with the consultants as needed.

Upon completion of these meetings and interviews, the consultants will compile the data and information obtained and will discuss their findings with the District's Superintendent. The consultants will prepare a report to be filed with the Newtown Superintendent and Board of Education that will include information obtained from the stakeholder groups, the issues identified, the consultants' recommendations and proposed next steps for the District's consideration. The contracted activities will terminate upon submission of the final report.

Timeline:

The consultants will work with the District to ensure that information regarding the purpose, scheduling and location of the forums is available to participants at least two weeks before the forums are held. Outreach to parents will occur through the District utilizing "school messenger", the District electronic communication system, as well as notice in the Newtown Bee and any other mode of communication generally used by the District to provide information to families.

Parent Forums will be conducted during October 2018, assuming a minimum of two weeks for outreach and notification to parents has been provided. To ensure that all parents in the District are afforded the opportunity to provide comment, the consultants will work with the District to create a survey to collect information from families who are unable to attend the forums or provide comment through other means. Since parents will be provided with the opportunity to email or call the consultants in addition to the survey, it is anticipated that all parent information will be collected by mid-November.

The District Forums, one with administrators and the other with staff, will be conducted in November 2018. The opportunity to email or call consultants will be provided and it is anticipated that all District staff information will be

collected by the end of November 2018. Compilation of information and the provision of the final report, along with recommendations, are anticipated to be completed by the end of December 2018.

Consultants:

Gail Mangs and Maria Synodi, recent retirees from the Connecticut State Department of Education, where they worked as education consultants in the Bureau of Special Education, will perform the work described. Ms. Mangs, who is an attorney, served as a Due Process Hearing Officer prior to working in the Bureau where she managed the due process hearing and mediation systems, investigated complaints and mediated special education disputes. Ms. Synodi, who has a Master's Degree in special education and previous experience in the direct delivery of special education and related services to children with disabilities, also mediated special education disputes and had department responsibilities for the disbursement and monitoring of federal special education funds.

Projected Cost: This proposal is based upon the consultants' estimated time. The actual cost will not exceed the estimated cost set forth below. In addition, please note that travel to and from the District is being provided gratis.

Parent Forums: [All costs based upon \$175.00/hour per person]

Two consultants: \$350/hour

Two Parent Forums: 2 hours each, total 4 hours

Preparation time/clean-up for each forum:

2 hours per forum, total 4 hours

Post-forum parent telephone conferences/email

Approximately 2 hours

Estimated Time: 10 hours @ \$350/hour

\$ 3500

District Forum:

Two consultants: \$350/hour

One Forum: 2 hours

Preparation time/clean up: 2 hours

Post-forum telephone conferences/email

Approximately 1 hour

Estimated Time: 5 hours

\$ 1750

Meetings with Supervisory Personnel:

Two consultants: \$350/hour

Includes telephone conferences/email

Estimated Time: 5 hours

\$ 1750

Analyses of information, Preparation of Report

Includes presentation/discussion of report with the District:

Two Consultants: \$350/hour

Estimated Time: 10 hours

\$ 3500

Total cost not to exceed:

\$ 10,500

Submitted by:

Gail Mangs

Gail Mangs

860-543-0726

gailkanellmangs@gmail.com

Maria Synodi

Maria Synodi

860-657-9877

synodim@gmail.com

Proposal for Newtown Public Schools

September 18, 2018

Panama Trip - Funding

This display was prepared to present potential funding sources for this scouting trip.

At the last meeting, when questioned about "how was the trip to be paid", I indicated that donations accounts and High School accounts would be looked at. The donation offerings are remaining balances in those accounts, without specific purposes being designated. These funds have been carried over from year to year.

Panama Trip - Funding sources	9/14/2018
BOE General Donation Account	\$ 2,514.04
Cultural Donation Account	\$ 1,052.00
HS Undesignated Donations	\$ 1,533.78
HS NICE Account	\$ 3,300.18

Other items previously paid for from the General Donation account included partial support of the HS Graduates activities at SHS at the end of last year, a Risk Assessment, NAESP conference, and books. The Cultural account was last used in 2015-16 for a field trip \$348. The HS Undesignated is the balance of all HS programs over the years and was also used to support the graduating seniors activity at the end of year.

Technically, there is only one truly undesignated account, that being the BOE General Donations account. The HS account needs to be spent on HS designated activities. Once these funds are gone the accounts will be zero, unless future donations come in.

The exploratory trip to India was funded from two sources, Staff Development and Training in the Curriculum budget \$4,204.64 (at the direction of Dr.Erardi) and Staff Travel \$4,717.98 from the High School Budget.

Since this estimate was prepared, we have determined that this trip (\$8,400 debit) can be paid for through the NICE account.

The Cultural Balance can be used in the future for students, and the other account balances will remain.

Panama Trip - Funding sources	9/14/2018
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Cultural Donation Account	\$ 1,052.00
HS Undesignated Donations	\$ 1,533.78
HS NICE Account	\$ 3,300.18
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Total Estimated Cost	\$ 8,400.00

Board of Education's Approved Operational Plan 2018-2019

MISSION STATEMENT

OUR MISSION

The mission of Newtown Public Schools, a partnership of students, families, educators, and community, is to *inspire each student to excel* in attaining and applying the knowledge, skills and attributes that lead to personal success while becoming a contributing member of a dynamic global community. We accomplish this by creating an unparalleled learning environment characterized by high expectations, quality instruction, continuous improvement, and civic responsibility.

WE BELIEVE THAT:

- Each individual is unique and has value
- Everyone can and will learn well
- It takes effort and persistence to achieve one's full potential
- High expectations inspire a higher level of performance
- Honesty, integrity, respect, and open communication build trust
- Quality education expands the opportunities for individuals and is vital to the success of the entire community
- Educating children is a shared responsibility of the entire community
- Family is a critical influence in each individual's development
- Understanding all forms of diversity is essential in the global society
- All individuals are responsible for their behavior and choices
- Educated and involved citizens are essential for sustaining a democratic society
- Everyone has the responsibility to contribute to the greater good of the community
- Continuous improvement requires the courage to change



ASSUMPTIONS
2018 - 2019 BOARD OF EDUCATION BUDGET

- The Newtown Board of Education's mission to inspire every student to excel will be the foundation of all decision making.
- Open and honest communication and cooperation will be maintained with other municipal boards and the community throughout the budget process.
- State and Federal financial support of education will not keep pace with increased programming mandates and will be further reduced by legislation and reductions of grants and other supports to local communities. The Department of Education support came to close during the 2016-2017 school year and there will be a need for continued services and staffing for the 2018-2019 school year.
- Safety, security and health standards will be supported through continued training of staff; e.t., District Security Committee, Anti-bullying, Blood Borne Pathogens, Sexual harassment/Title IX, Mandated reporting, OSHA (Office of Safety and Health Administration).
- Salaries and benefits will be based on commitments incurred through collective bargaining and other employment agreements.
- Existing programs and services will be reviewed, evaluated, maintained or adjusted as the educational needs of students change.
- Overall certified and classified staffing levels will be adjusted based on enrollment, programming, safety factors and facility considerations.

Board of Education's Approved Operational Plan 2018-2019

PRIORITIES
2018 – 2019 BOARD OF EDUCATION BUDGET

- Support funding for appropriate class sizes at all levels of instruction.
- Create a contingency item in the budget for Special Education enrollment changes.
- Continue a level funding plan for expansion and sustainability of technology with access and equity for all students.
- Create a level of funding for maintenance of facilities and vehicles.
- Continue to pursue opportunities to share services, where appropriate, between the Board of Education and all town departments and participate in regional services where they are beneficial to the district.
- Ensure adequate funding for mental health resources to meet student needs.

Town of Newtown
REVISED - Board of Finance - Capital Improvement Plan Calendar
CIP 2019-20 through 2023-24

September 27, 2018	Board of Education presents 2019-20 / 2023-24 Capital Improvement Plan (CIP)
October 09, 2018	Board of Selectmen presents 2019-20 / 2023-24 Capital Improvement Plan (CIP)
Oct thru Nov, 2018	Board of Finance Reviews 2019-20 / 2023-24 Capital Improvement Plan (10/25 meeting; special meeting on 11/1 if needed; 11/13 meeting)
November 13, 2018	Board of Finance completes recommended Capital Improvement Plan (CIP)
November 21, 2018	Board of Finance recommended CIP presented to The Legislative Council. (due by November 30).
January 2019	Legislative Council approves the Capital Improvement Plan (within 60 days from receipt of BOF)

**NEWTOWN BOARD OF EDUCATION
MONTHLY FINANCIAL REPORT
AUGUST 31, 2018**

SUMMARY

Information available for the second financial report in fiscal year 2018-19 continues to be limited at this time. This is generally the case as anticipated obligations are not indicated and would end up being the budgeted numbers until the account-by-account analysis progresses. Any event that is expected to negatively impact our budget as the school year begins will be addressed and brought forward immediately. Routine account analyses begins as time allows throughout the year. The main object accounts are all in a positive position at this time.

During the month of August, the Board of Education spent approximately \$4.0M; \$2.6M on Salaries (the first school year payroll was on August 31st) and \$1.4M for all other objects. A significant portion of the certified salaries are encumbered at this time but vacancies and other changes have not been addressed during this period.

On the revenue schedule we booked some tuition and miscellaneous fees.

Ron Bienkowski
Director of Business
September 11, 2018

TERMS AND DEFINITIONS

The Newtown Board of Education's Monthly Financial Report provides summary financial information in the following areas:

- Object Code – a service or commodity obtained as the result of a specific expenditure defined by eight categories: Salaries, Employee Benefits, Professional Services, Purchased Property Services, Other Purchased Services, Supplies, Property, and Miscellaneous.
- Expense Category – further defines the type of expense by Object Code
- Expended 2017-18 – unaudited expenditures from the prior fiscal year (for comparison purposes)
- Approved Budget – indicates a town approved financial plan used by the school district to achieve its goals and objectives.
- YTD Transfers – identified specific cross object codes requiring adjustments to provide adequate funding for the fiscal period. This includes all transfers made to date. (None at this time)
- Current Transfers – identifies the recommended cross object codes for current month action. (None proposed at this time)
- Current Budget – adjusts the Approved Budget calculating adjustments (+ or -) to the identified object codes.
- Year-To-Date Expended – indicates the actual amount of cumulative expenditures processed by the school district through the month-end date indicated on the monthly budget summary report.
- Encumbered – indicates approved financial obligations of the school district as a result of employee salary contracts, purchasing agreements, purchase orders, or other identified obligations not processed for payment by the date indicated on the monthly budget summary report.
- Balance – calculates object code account balances subtracting expenditures and encumbrances from the current budget amount indicating accounts with unobligated balances or shortages.
- Anticipated Obligation - is a column which provides a method to forecast expense category fund balances that have not been approved via an encumbrance, but are anticipated to be expended or remain with an account balance to maintain the overall budget funding level. Receivable revenue (i.e., grants) are included in this column which has the effect of netting the expected expenditure.

- Projected Balance - calculates the object code balances subtracting the Anticipated Obligations. These balances will move up and down as information is known and or decisions are anticipated or made about current and projected needs of the district.

The monthly budget summary report also provides financial information on the State of Connecticut grant reimbursement programs (Excess Cost and Agency Placement Grants and Magnet Grant Transportation). These reimbursement grants/programs are used to supplement local school district budget programs as follows:

Excess Cost Grant – (Current Formula) this State of Connecticut reimbursement grant is used to support local school districts for education costs of identified special education students whose annual education costs exceed local prior year per pupil expenditure by 4 ½. Students placed by the Department of Child and Family Services (DCF) are reimbursed after the school district has met the prior year’s per pupil expenditure. School districts report these costs annually in December and March of each fiscal year. State of Connecticut grant calculations are determined by reimbursing eligible costs (60%-100%) based on the SDE grant allocation and all other town submittals.

Magnet Transportation Grant – provides reimbursement of \$1,300 for local students attending approved Magnet school programs. The budgeted grant is \$52,700 for this year.

The last portion of the monthly budget summary reports school generated revenue that are anticipated revenue to the Town of Newtown. Fees and charges include:

- Local Tuition – amounts the board receives from non-residents who pay tuition to attend Newtown schools. Primarily from staff members.
- High school fees for parking permits..
- The final revenue is miscellaneous fees, which constitute refunds, rebates, prior year claims, etc.

NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - AUGUST 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19 APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
<u>GENERAL FUND BUDGET</u>									
100	SALARIES	\$ 46,681,657	\$ 48,352,266	\$ 48,352,266	\$ 3,133,112	\$ 42,922,067	\$ 2,297,087	\$ (49,618)	\$ 2,346,705
200	EMPLOYEE BENEFITS	\$ 11,604,603	\$ 11,165,964	\$ 11,165,964	\$ 3,074,051	\$ 6,396,225	\$ 1,695,687	\$ -	\$ 1,695,687
300	PROFESSIONAL SERVICES	\$ 860,328	\$ 823,818	\$ 823,818	\$ 62,772	\$ 95,204	\$ 665,841	\$ (56,105)	\$ 721,946
400	PURCHASED PROPERTY SERV.	\$ 1,876,912	\$ 2,175,147	\$ 2,175,147	\$ 397,431	\$ 886,595	\$ 891,121	\$ -	\$ 891,121
500	OTHER PURCHASED SERVICES	\$ 8,922,509	\$ 8,939,787	\$ 8,939,787	\$ 1,282,812	\$ 3,868,142	\$ 3,788,833	\$ (1,407,585)	\$ 5,196,418
600	SUPPLIES	\$ 3,501,034	\$ 3,831,795	\$ 3,831,795	\$ 380,056	\$ 406,291	\$ 3,045,448	\$ -	\$ 3,045,448
700	PROPERTY	\$ 556,785	\$ 596,247	\$ 596,247	\$ 55,584	\$ 15,268	\$ 525,395	\$ -	\$ 525,395
800	MISCELLANEOUS	\$ 60,808	\$ 69,207	\$ 69,207	\$ 44,512	\$ 2,382	\$ 22,313	\$ -	\$ 22,313
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
TOTAL GENERAL FUND BUDGET		\$ 74,064,636	\$ 76,054,231	\$ 76,054,231	\$ 8,430,331	\$ 54,592,175	\$ 13,031,725	\$ (1,513,308)	\$ 14,545,033
900	TRANSFER NON-LAPSING	\$ 276,038	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 74,340,674	\$ 76,054,231	\$ 76,054,231	\$ 8,430,331	\$ 54,592,175	\$ 13,031,725	\$ (1,513,308)	\$ 14,545,033

(Unaudited)

NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - AUGUST 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19 APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
100	SALARIES								
	Administrative Salaries	\$ 3,589,381	\$ 3,927,185	\$ 3,927,185	\$ 609,151	\$ 3,308,844	\$ 9,191	\$ -	\$ 9,191
	Teachers & Specialists Salaries	\$ 30,286,831	\$ 30,663,134	\$ 30,663,134	\$ 1,218,706	\$ 29,254,507	\$ 189,921	\$ -	\$ 189,921
	Early Retirement	\$ 32,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ 88,754	\$ 93,428	\$ 93,428	\$ 47,448	\$ 38,989	\$ 6,991	\$ -	\$ 6,991
	Homebound & Tutors Salaries	\$ 133,352	\$ 218,868	\$ 218,868	\$ 1,686	\$ 58,991	\$ 158,191	\$ -	\$ 158,191
	Certified Substitutes	\$ 585,384	\$ 665,815	\$ 665,815	\$ 85	\$ 204,850	\$ 460,880	\$ -	\$ 460,880
	Coaching/Activities	\$ 580,835	\$ 618,223	\$ 618,223	\$ -	\$ 6,231	\$ 611,992	\$ -	\$ 611,992
	Staff & Program Development	\$ 175,766	\$ 224,173	\$ 224,173	\$ 73,537	\$ 9,793	\$ 140,844	\$ -	\$ 140,844
	CERTIFIED SALARIES	\$ 35,472,303	\$ 36,450,826	\$ 36,450,826	\$ 1,990,613	\$ 32,882,204	\$ 1,578,009	\$ -	\$ 1,578,009
	Supervisors/Technology Salaries	\$ 737,247	\$ 920,240	\$ 920,240	\$ 129,110	\$ 691,081	\$ 100,049	\$ -	\$ 100,049
	Clerical & Secretarial salaries	\$ 2,175,395	\$ 2,276,982	\$ 2,276,982	\$ 262,836	\$ 1,967,648	\$ 46,498	\$ -	\$ 46,498
	Educational Assistants	\$ 2,404,167	\$ 2,538,989	\$ 2,538,989	\$ 42,633	\$ 2,251,666	\$ 244,690	\$ (5,326)	\$ 250,016
	Nurses & Medical advisors	\$ 734,835	\$ 740,251	\$ 740,251	\$ 28,531	\$ 642,770	\$ 68,950	\$ -	\$ 68,950
	Custodial & Maint Salaries	\$ 3,034,637	\$ 3,121,867	\$ 3,121,867	\$ 497,689	\$ 2,509,223	\$ 114,954	\$ -	\$ 114,954
	Non Certified Adj & Bus Drivers salaries	\$ 24,888	\$ 68,670	\$ 68,670	\$ 708	\$ -	\$ 67,962	\$ -	\$ 67,962
	Career/Job salaries	\$ 84,244	\$ 74,790	\$ 74,790	\$ 31,273	\$ 264,504	\$ (220,987)	\$ -	\$ (220,987)
	Special Education Svcs Salaries	\$ 1,084,834	\$ 1,228,405	\$ 1,228,405	\$ 58,106	\$ 1,164,227	\$ 6,072	\$ (44,292)	\$ 50,364
	Attendance & Security Salaries	\$ 570,324	\$ 591,639	\$ 591,639	\$ 22,484	\$ 548,744	\$ 20,412	\$ -	\$ 20,412
	Extra Work - Non-Cert	\$ 91,741	\$ 107,869	\$ 107,869	\$ 32,208	\$ -	\$ 75,661	\$ -	\$ 75,661
	Custodial & Maint. Overtime	\$ 234,510	\$ 199,738	\$ 199,738	\$ 36,921	\$ -	\$ 162,817	\$ -	\$ 162,817
	Civic activities/Park & Rec	\$ 32,532	\$ 32,000	\$ 32,000	\$ -	\$ -	\$ 32,000	\$ -	\$ 32,000
	NON-CERTIFIED SALARIES	\$ 11,209,354	\$ 11,901,440	\$ 11,901,440	\$ 1,142,499	\$ 10,039,863	\$ 719,078	\$ (49,618)	\$ 768,696
	SUBTOTAL SALARIES	\$ 46,681,657	\$ 48,352,266	\$ 48,352,266	\$ 3,133,112	\$ 42,922,067	\$ 2,297,087	\$ (49,618)	\$ 2,346,705

NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - AUGUST 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19 APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
200	EMPLOYEE BENEFITS								
	Medical & Dental Expenses	\$ 8,829,256	\$ 8,183,967	\$ 8,183,967	\$ 2,115,765	\$ 6,025,913	\$ 42,290	\$ -	\$ 42,290
	Life Insurance	\$ 85,000	\$ 87,134	\$ 87,134	\$ 13,833	\$ -	\$ 73,301	\$ -	\$ 73,301
	FICA & Medicare	\$ 1,454,800	\$ 1,514,790	\$ 1,514,790	\$ 127,101	\$ -	\$ 1,387,689	\$ -	\$ 1,387,689
	Pensions	\$ 683,223	\$ 775,643	\$ 775,643	\$ 674,352	\$ 9,711	\$ 91,580	\$ -	\$ 91,580
	Unemployment & Employee Assist.	\$ 53,823	\$ 87,000	\$ 87,000	\$ 600	\$ -	\$ 86,400	\$ -	\$ 86,400
	Workers Compensation	\$ 498,501	\$ 517,430	\$ 517,430	\$ 142,401	\$ 360,602	\$ 14,428	\$ -	\$ 14,428
	SUBTOTAL EMPLOYEE BENEFITS	\$ 11,604,603	\$ 11,165,964	\$ 11,165,964	\$ 3,074,051	\$ 6,396,225	\$ 1,695,687	\$ -	\$ 1,695,687
300	PROFESSIONAL SERVICES								
	Professional Services	\$ 665,344	\$ 615,047	\$ 615,047	\$ 24,227	\$ 79,969	\$ 510,851	\$ (56,105)	\$ 566,956
	Professional Educational Ser.	\$ 194,984	\$ 208,771	\$ 208,771	\$ 38,545	\$ 15,235	\$ 154,991	\$ -	\$ 154,991
	SUBTOTAL PROFESSIONAL SVCS	\$ 860,328	\$ 823,818	\$ 823,818	\$ 62,772	\$ 95,204	\$ 665,841	\$ (56,105)	\$ 721,946
400	PURCHASED PROPERTY SVCS								
	Buildings & Grounds Services	\$ 707,757	\$ 697,600	\$ 697,600	\$ 172,695	\$ 392,679	\$ 132,226	\$ -	\$ 132,226
	Utility Services - Water & Sewer	\$ 140,819	\$ 137,650	\$ 137,650	\$ 10,442	\$ -	\$ 127,208	\$ -	\$ 127,208
	Building, Site & Emergency Repairs	\$ 490,220	\$ 460,850	\$ 460,850	\$ 47,135	\$ 87,348	\$ 326,367	\$ -	\$ 326,367
	Equipment Repairs	\$ 248,481	\$ 313,324	\$ 313,324	\$ 56,046	\$ 26,773	\$ 230,505	\$ -	\$ 230,505
	Rentals - Building & Equipment	\$ 265,862	\$ 272,923	\$ 272,923	\$ 53,723	\$ 149,385	\$ 69,815	\$ -	\$ 69,815
	Building & Site Improvements	\$ 23,773	\$ 292,800	\$ 292,800	\$ 57,390	\$ 230,410	\$ 5,000	\$ -	\$ 5,000
	SUBTOTAL PUR. PROPERTY SER.	\$ 1,876,912	\$ 2,175,147	\$ 2,175,147	\$ 397,431	\$ 886,595	\$ 891,121	\$ -	\$ 891,121

NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - AUGUST 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19 APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
500	OTHER PURCHASED SERVICES								
	Contracted Services	\$ 570,837	\$ 621,207	\$ 621,207	\$ 230,874	\$ 139,800	\$ 250,533	\$ -	\$ 250,533
	Transportation Services	\$ 4,091,115	\$ 4,341,927	\$ 4,341,927	\$ 78,765	\$ -	\$ 4,263,162	\$ (348,975)	\$ 4,612,137
	Insurance - Property & Liability	\$ 410,691	\$ 409,907	\$ 409,907	\$ 143,328	\$ 256,583	\$ 9,997	\$ -	\$ 9,997
	Communications	\$ 159,176	\$ 156,649	\$ 156,649	\$ 25,969	\$ 108,511	\$ 22,169	\$ -	\$ 22,169
	Printing Services	\$ 27,387	\$ 33,020	\$ 33,020	\$ 1,990	\$ -	\$ 31,030	\$ -	\$ 31,030
	Tuition - Out of District	\$ 3,454,767	\$ 3,164,101	\$ 3,164,101	\$ 795,983	\$ 3,233,242	\$ (865,124)	\$ (1,058,610)	\$ 193,486
	Student Travel & Staff Mileage	\$ 208,537	\$ 212,976	\$ 212,976	\$ 5,904	\$ 130,006	\$ 77,065	\$ -	\$ 77,065
	SUBTOTAL OTHER PURCHASED SERVICES	\$ 8,922,509	\$ 8,939,787	\$ 8,939,787	\$ 1,282,812	\$ 3,868,142	\$ 3,788,833	\$ (1,407,585)	\$ 5,196,418
600	SUPPLIES								
	Instructional & Library Supplies	\$ 767,673	\$ 835,997	\$ 835,997	\$ 104,594	\$ 226,330	\$ 505,074	\$ -	\$ 505,074
	Software, Medical & Office Sup.	\$ 140,088	\$ 188,341	\$ 188,341	\$ 59,559	\$ 29,251	\$ 99,531	\$ -	\$ 99,531
	Plant Supplies	\$ 404,991	\$ 375,000	\$ 375,000	\$ 70,854	\$ 77,163	\$ 226,983	\$ -	\$ 226,983
	Electric	\$ 1,305,141	\$ 1,498,260	\$ 1,498,260	\$ 90,922	\$ -	\$ 1,407,338	\$ -	\$ 1,407,338
	Propane & Natural Gas	\$ 304,459	\$ 430,300	\$ 430,300	\$ 17,906	\$ -	\$ 412,394	\$ -	\$ 412,394
	Fuel Oil	\$ 321,179	\$ 108,860	\$ 108,860	\$ -	\$ -	\$ 108,860	\$ -	\$ 108,860
	Fuel For Vehicles & Equip.	\$ 231,624	\$ 254,618	\$ 254,618	\$ 1,131	\$ -	\$ 253,487	\$ -	\$ 253,487
	Textbooks	\$ 25,880	\$ 140,419	\$ 140,419	\$ 35,091	\$ 73,547	\$ 31,780	\$ -	\$ 31,780
	SUBTOTAL SUPPLIES	\$ 3,501,034	\$ 3,831,795	\$ 3,831,795	\$ 380,056	\$ 406,291	\$ 3,045,448	\$ -	\$ 3,045,448

NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - AUGUST 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19 APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
700	PROPERTY								
	Capital Improvements (Sewers)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Technology Equipment	\$ 547,585	\$ 550,000	\$ 550,000	\$ 51,169	\$ 11,320	\$ 487,511	\$ -	\$ 487,511
	Other Equipment	\$ 9,200	\$ 46,247	\$ 46,247	\$ 4,415	\$ 3,948	\$ 37,884	\$ -	\$ 37,884
	SUBTOTAL PROPERTY	\$ 556,785	\$ 596,247	\$ 596,247	\$ 55,584	\$ 15,268	\$ 525,395	\$ -	\$ 525,395
800	MISCELLANEOUS								
	Memberships	\$ 60,808	\$ 69,207	\$ 69,207	\$ 44,512	\$ 2,382	\$ 22,313	\$ -	\$ 22,313
	SUBTOTAL MISCELLANEOUS	\$ 60,808	\$ 69,207	\$ 69,207	\$ 44,512	\$ 2,382	\$ 22,313	\$ -	\$ 22,313
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
TOTAL LOCAL BUDGET		\$ 74,064,636	\$ 76,054,231	\$ 76,054,231	\$ 8,430,331	\$ 54,592,175	\$ 13,031,725	\$ (1,513,308)	\$ 14,545,033

(Unaudited)

NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - AUGUST 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19 APPROVED BUDGET	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
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<u>BOARD OF EDUCATION FEES & CHARGES - SERVICES</u>		2018-19 APPROVED BUDGET	<u>RECEIVED</u>	<u>BALANCE</u>	% <u>RECEIVED</u>
LOCAL TUITION		\$31,675	\$2,363	\$29,313	7.46%
HIGH SCHOOL FEES FOR PARKING PERMITS		\$20,000	\$0	\$20,000	0.00%
MISCELLANEOUS FEES		\$5,000	\$1,495	\$3,505	29.89%
TOTAL SCHOOL GENERATED FEES		\$56,675	\$3,857	\$52,818	\$0

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

"FOR THE MONTH ENDING - AUGUST 31, 2018"

OFFSETTING REVENUE INCLUDED IN ANTICIPATED OBLIGATIONS

OBJECT	EXPENSE CATEGORY	BUDGETED	REVISION	REVISED BUDGET	1st ESTIMATE	2nd ESTIMATE	3rd ESTIMATE	Feb RECEIVED	May RECEIVED	Total RECEIVED
100	SALARIES	\$ (49,618)	\$ -	\$ (49,618)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
200	EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
300	PROFESSIONAL SERVICES	\$ (56,105)	\$ -	\$ (56,105)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
400	PURCHASED PROPERTY SERV.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500	OTHER PURCHASED SERVICES	\$ (1,407,585)	\$ -	\$ (1,407,585)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
600	SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
700	PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
800	MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL GENERAL FUND BUDGET		\$ (1,513,308)	\$ -	\$ (1,513,308)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

100	SALARIES									
	Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Teachers & Specialists Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Early Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Homebound & Tutors Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Certified Substitutes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Coaching/Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Staff & Program Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	CERTIFIED SALARIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Supervisors/Technology Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Clerical & Secretarial salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Educational Assistants	\$ (5,326)	\$ -	\$ (5,326)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Nurses & Medical advisors	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Custodial & Maint Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Non Certified Salary Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Special Education Svcs Salaries	\$ (44,292)	\$ -	\$ (44,292)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Attendance & Security Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Extra Work - Non-Cert	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Custodial & Maint. Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Civic activities/Park & Rec	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	NON-CERTIFIED SALARIES	\$ (49,618)	\$ -	\$ (49,618)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL SALARIES	\$ (49,618)	\$ -	\$ (49,618)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
200	EMPLOYEE BENEFITS									
	SUBTOTAL EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

"FOR THE MONTH ENDING - AUGUST 31, 2018"

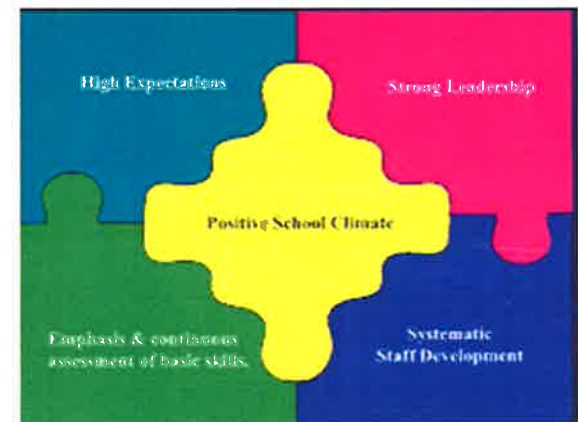
OFFSETTING REVENUE INCLUDED IN ANTICIPATED OBLIGATIONS

OBJECT	EXPENSE CATEGORY	BUDGETED	REVISION	REVISED BUDGET	1st ESTIMATE	2nd ESTIMATE	3rd ESTIMATE	Feb RECEIVED	May RECEIVED	Total RECEIVED
300	PROFESSIONAL SERVICES									
	Professional Services	\$ (56,105)		\$ (56,105)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Professional Educational Ser.	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL PROFESSIONAL SVCS	\$ (56,105)	\$ -	\$ (56,105)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
400	PURCHASED PROPERTY SVCS									
	SUBTOTAL PUR. PROPERTY SER.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500	OTHER PURCHASED SERVICES									
	Contracted Services	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Transportation Services	\$ (348,975)		\$ (348,975)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Insurance - Property & Liability	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Communications	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Printing Services	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Tuition - Out of District	\$ (1,058,610)		\$ (1,058,610)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Student Travel & Staff Mileage	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL OTHER PURCHASED SI	\$ (1,407,585)	\$ -	\$ (1,407,585)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
600	SUPPLIES									
	SUBTOTAL SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
700	PROPERTY									
	SUBTOTAL PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
800	MISCELLANEOUS									
	Memberships	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL LOCAL BUDGET	\$ (1,513,308)	\$ -	\$ (1,513,308)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Excess Cost and Agency placement Grants are budgeted at 75%.

Newtown Public Schools Panorama 18-19

Social-Emotional Survey
&
Climate Survey Survey
District Level Results View



Survey Administration



Who responded to the survey:

830 students in grades 3-5

2,100 students in grades 6-12

450 teachers and certified staff

817 families

Please Take My
Survey

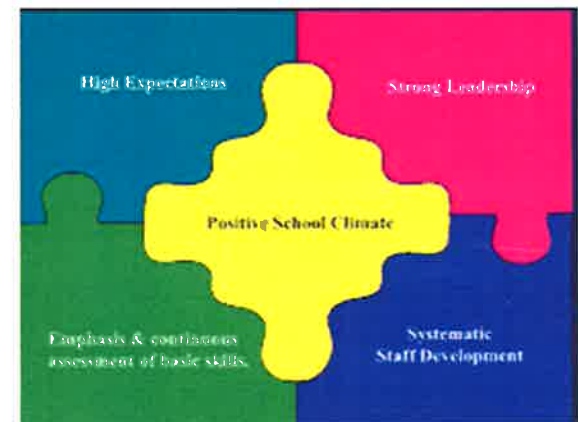
How do 3-5 students perceive their own SEL skills?

Topic Description	Results	Benchmark
Growth Mindset Student perceptions of whether they have the potential to change those factors that are central to their performance in school!	3.7	 80th - 99th percentile compared to others nationally
Learning Strategies How well students deliberately use strategies to manage their own learning processes generally.	4.0	 80th - 99th percentile compared to others nationally
Self-Management How well students manage their emotions, thoughts, and behaviors in different situations.	4.2	 80th - 99th percentile compared to others nationally
Social Awareness How well students consider the perspectives of others and empathize with them.	4.0	 80th - 99th percentile compared to others nationally

830 responses

Newtown Public Schools Panorama 18-19

Social-Emotional Survey
&
Climate Survey Survey
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Social Awareness How well students consider the perspectives of others and empathize with them.	4.0	 80th - 99th percentile compared to others nationally

830 responses

What feedback do 3-5 students have for their school?

Topic Description	Results	Benchmark
<p>School Belonging</p> <p>How much students feel that they are valued members of the school community.</p>	<p>74%</p> <p>▲ 1 since last survey</p>	<p>80th - 99th percentile compared to others nationally</p>
<p>School Climate</p> <p>Perceptions of the overall social and learning climate of the school.</p>	<p>71%</p> <p>▲ 2 since last survey</p>	<p>50th - 79th percentile compared to others nationally</p>
<p>School Rigorous Expectations</p> <p>How much students feel that their teachers hold them to high expectations around effort, understanding, persistence, and performance in class.</p>	<p>83%</p> <p>▲ 4 since last survey</p>	<p>80th - 99th percentile compared to others nationally</p>
<p>School Safety</p> <p>Perceptions of student physical and psychological safety at school.</p>	<p>67%</p> <p>▼ 5 since last survey</p>	
<p>Valuing of School</p> <p>How much students feel that school is interesting, important, and useful.</p>	<p>74%</p> <p>▲ 3 since last survey</p>	<p>80th - 99th percentile compared to others nationally</p>






314 responses

Grades 6-12 Student SEL: How do students perceive their own SEL skills?

Topic Description	Results	Benchmark
Growth Mindset Student perceptions of whether they have the potential to change those factors that are central to their performance in school.	3.5	 40th - 59th percentile compared to others nationally
Learning Strategies How well students deliberately use strategies to manage their own learning processes generally.	3.6	 20th - 39th percentile compared to others nationally
Self-Management How well students manage their emotions, thoughts, and behaviors in different situations.	4.1	 60th - 79th percentile compared to others nationally
Social Awareness How well students consider the perspectives of others and empathize with them.	3.7	 20th - 39th percentile compared to others nationally

2,168 responses

What feedback do 6-12 students have for their school?

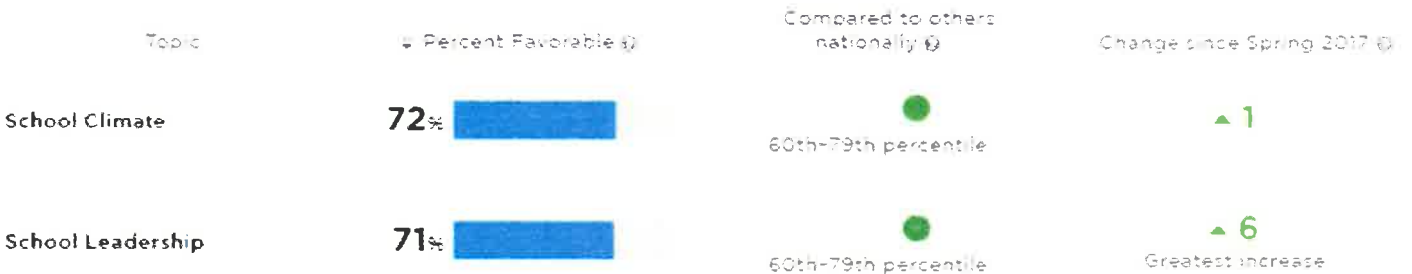
Topic Description	Results	Benchmark
<p>School Belonging</p> <p>How much students feel that they are valued members of the school community</p>	<p>43%</p> <p>▼ 1</p> <p>since last survey</p>	 <p>0th - 19th percentile compared to others nationally</p>
<p>School Climate</p> <p>Perceptions of the overall social and learning climate of the school</p>	<p>52%</p> <p>0</p> <p>since last survey</p>	 <p>0th - 19th percentile compared to others nationally</p>
<p>School Rigorous Expectations</p> <p>How much students feel that their teachers hold them to high expectations around effort, understanding, persistence, and performance in class</p>	<p>65%</p> <p>▲ 4</p> <p>since last survey</p>	 <p>20th - 39th percentile compared to others nationally</p>
<p>School Safety</p> <p>Perceptions of student physical and psychological safety at school</p>	<p>64%</p> <p>▼ 4</p> <p>since last survey</p>	
<p>Valuing of School</p> <p>How much students feel that school is interesting, important, and useful</p>	<p>55%</p> <p>▲ 1</p> <p>since last survey</p>	 <p>20th - 39th percentile compared to others nationally</p>

2,066 responses

What feedback do teachers and staff have for their school?

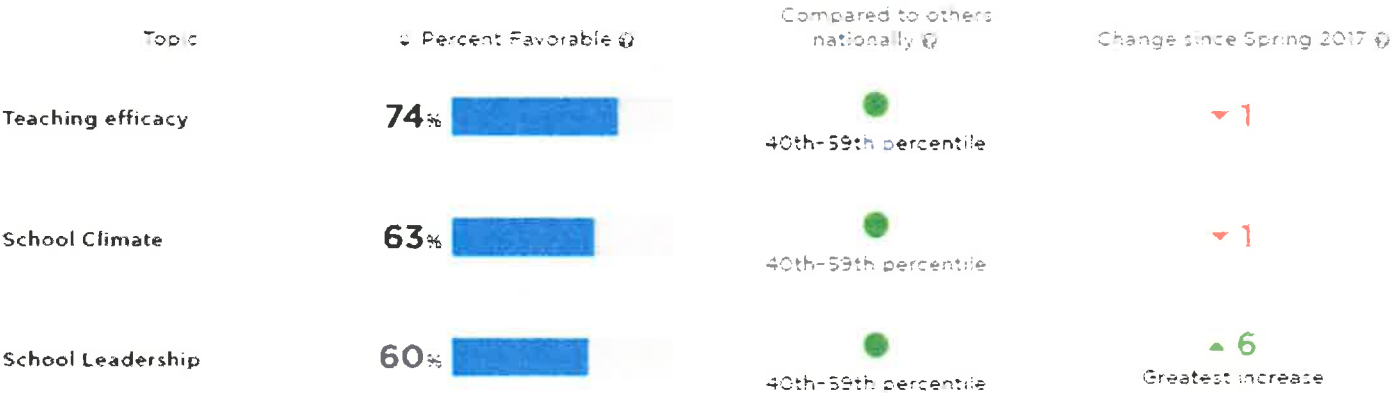
Panorama Staff Survey
183 responses

[Save as PDF](#)







Panorama Teacher Survey
286 responses

[Save as PDF](#)



What feedback did families have for their school?

Topic Description	Results	Benchmark
Barriers to Engagement Factors that can create challenges for families to interact with or become involved with their child's school. Survey-takers responded to the question, "How big of a problem are the following issues for becoming involved with your child's current school?"	83% ▼ 1 since last survey	 40th - 59th percentile compared to others nationally
School Climate Perceptions of the overall social and learning climate of the school.	69% ▼ 1 since last survey	 40th - 59th percentile compared to others nationally
School Fit Families' perceptions of how well a school matches their child's developmental needs.	66% ▼ 2 since last survey	 20th - 39th percentile compared to others nationally
School Safety Perceptions of student physical and psychological safety at school.	71% ▼ 4 since last survey	

817 responses

Playbook Strategies

Explore strategies for taking action

Engage with hundreds of inspiring moves from educators and other experts to improve your practice through Playbook's featured topics:

Engagement

Grit

Growth Mindset

Pedagogical Effectiveness

Rigorous Expectations

School and Classroom
Climate

Self-Efficacy

Self-Management

Sense of Belonging

Sense of Safety

Social Awareness

Teacher Growth Mindset

Teacher-Student
Relationships

Suggested Moves

Highest rated moves

[See all](#)

The Positronic

Move This World



Students will work in groups to embody how they can respond to challenges with an optimistic perspective versus a pessimistic perspective. Students will...

move

[Read More](#)

Teach Students to Track Their Progress

Megan Jacobson



Provide students with a folder and charts to teach them how to track and reflect on their own progress.



[Read More](#)

Impromptu Recess

Margot Cardamone



Provide students with an unexpected active break to regroup and refocus when they get frustrated on a difficult task.



[Read More](#)

Newest moves

[See all](#)

The Positronic

Move This World



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[Read More](#)

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move

[Read More](#)

Envision the Win

inspirED



Help students visualize their goals to help make them real.



[Read More](#)

What conclusions can we draw?

- There are a number of strengths in our schools.
- There are opportunities for growth.
- The results were most positive in the grades where evidence-based social-emotional programming and practices are already in place.
- There is a need for building-based teams to have access to results in order to analyze, disaggregate and create action plans around weak areas.
- Drilling down to building level and grade level data, helps provide more guidance on creating action plans.

What is our next level of work?

- Under the guidance of the District Safe School Climate Committee, finalize and continue implementation of a K-12 SEL Plan.
- Provide Building Safe School Climate committee members access to the climate and SEL survey results.
- Work with Building Safe School Climate Committees to pilot and adopt evidence-based programs where there currently are none.
- Support Building Safe School Climate Committees in developing action plans that address the weak areas in their respective buildings.
- Administration of a pre- and post- SEL survey for 18-19 will allow us to have a baseline on the same group of students

Social & Emotional Learning Core Competencies



Business/Non-Instructional Operations

Community Use of School Facilities

Parking

Vehicles Parked on School Property by Students and Employees

While participating in and/or attending school activities, students, employees and visitors of the Board of Education may park vehicles in areas designated by the School Administration.

The Board of Education reserves the right to restrict parking on school property at any time, to withdraw the right of any person to use school property for parking, and to issue regulations governing the movement of parked vehicles whether or not school is in session.

Parking at restricted times or in restricted places is subject to action by the Board of Education and/or administration.

Students parking on campus while school is in session must purchase a parking permit. ~~The parking permit fee will be discounted if the permit is obtained prior to the start of the school year.~~ Parking permits are issued only to students who have a valid Connecticut driver's license and regular use of a motor vehicle.

The Board of Education assumes no responsibility for damage to or theft of a vehicle or any item stored in or on a vehicle parked on school property.

No item, the possession of which is illegal or in violation of school regulations or which endangers the health, safety or welfare of persons shall be stored in or on a vehicle parked on school property.

If the School Administration believes that a vehicle while on school property is being used in a manner or for a purpose which may be injurious or illegal, it shall refer the matter to the police.

(cf. 1411 - Relations with Law Enforcement Agency)

Business/Non-Instructional Operations

Student Parking

~~Student parking permits for Newtown High School are available for Seniors only and will be sold via lottery. However, nothing prevents administration from conducting a Junior parking lottery if extra student parking spaces become available. To qualify for a parking permit, students must possess a valid Connecticut driver's license and have regular use of an automobile. The cost of the school year permit is \$100.00. The fee will be discounted by \$15.00 if purchased prior to the start of the school year. The permit fee is payable by check only and must be made out to "Newtown High School". Cash or credit cards will not be accepted.~~

The student use of automobiles on school grounds whether to drive or to park is a privilege and governed by Board of Education policy.

A permit must be issued which is valid for the academic year only to the car assigned in order for that car to be driven or parked on school grounds.

Students must meet and maintain the following responsibilities:

- A. Must be a senior to be eligible to park.
- B. Juniors will be given parking permits based on order submitted and/or lottery.
- C. A valid driver's license, vehicle registration, and insurance as required under CT law.
- D. Maintaining an attendance record without invalid absences or tardiness to school.
- E. Maintaining slow and safe control of the vehicle on the grounds of the school and surrounding school area.

Student parking permits for Newtown High School are available for Seniors only. However, nothing prevents administration from conducting a Junior parking lottery if extra student parking spaces become available. The cost of a school year permit is \$100. The fee will be reduced by \$10 for every month you do not have parking. For example, if you receive a parking space in February, you will only have to pay \$50 for the remaining 5 months of school. The permit fee is payable by check only and must be made out to "Newtown High School". Cash or credit cards will not be accepted.

Students selected to receive a campus parking permit in the lottery will receive a voucher. In order to purchase a permit, students must present their voucher, driver's license, registration for each vehicle they plan to park in their assigned space, and a check to the Security Office. Security Personnel or Administration will affix the parking permit to the interior windshield of the student's vehicle. Under no circumstances shall a student transfer or convey use of his/her parking permit or designated parking space to another student or individual for use during school hours. Student campus parking is a privilege and space is limited. Therefore, students must keep the following in mind, as they will be held responsible to abide by all campus parking regulations.

- Students park on campus at their own risk. Newtown High School and the Newtown Public Schools are not responsible for any damage or vandalism occurring to student vehicles parked on campus.
- Students shall park only in their designated/numbered parking space. Should a student arrive on campus and find an unauthorized vehicle parked in their parking space, the permitted student shall temporarily park his/her vehicle in a visitor's space in the cafeteria lot and immediately summon security personnel.
- Under no circumstances may students park in a faculty parking space, visitor parking space, in another student parking space, fire lane, grass area or sidewalk. Violators will be subject to a monetary fine and/or towing at their own expense. Students with repeated parking offenses will also be subjected to additional disciplinary consequences.
- Trailers, campers, or other towed items are not permitted on the Newtown High School campus.
- Any vehicle not displaying a valid campus parking permit is subject to tow at the owner's expense.
- Any additional sale of permits will be conducted via lottery.

Regulation adopted:
Regulation revised:

March 15, 2016

NEWTOWN PUBLIC SCHOOLS
Newtown, Connecticut

Business/Non-Instructional Operations Procedures for Emergencies; Safety - Transportation

Procedures to be Followed in the Event of an Accident to a Bus School Bus Involved Traffic Accident

1. In the event of ~~an~~ a traffic accident (any kind of impact) when one or more children are on board, the bus driver or bus management shall immediately call 911 and request the police and EMS to respond to the scene. The driver shall then contact the bus company by radio or other means as soon as possible, ~~the Office of the Superintendent and~~ provide the accident ~~inform them of the location and information on injuries, if any. If the driver is unable to contact the bus management, he/she shall contact the police.~~ The driver shall remain at the accident scene until a representative arrives from the office bus company unless he/she is in need of immediate medical attention and/or hospitalization.
2. ~~If necessary, dispatch of Bus~~ company management will immediately contact the Office of the Superintendent and inform him/her of the location of the traffic accident and provide information on injuries, if any. ~~emergency medical services. Anyone in need of immediate medical attention and/or hospitalization, they will be taken to the nearest hospital.~~
3. Central Office will contact the involved school administrator and inform him/her of the location of the bus-involved traffic accident and provide information on injuries, if any. The school will dispatch a staff member to the scene of the accident to assist as appropriate.
4. Unless circumstances (safety/security related) dictate otherwise, the driver and all children should remain seated on the bus and await the arrival of police and EMS.
5. If possible, the driver should record student names and seating arrangements while awaiting the arrival of police and EMS. The bus company will provide the police with all student information required to complete the accident report, including dates of birth and addresses. The driver, officers at the scene, and/or administrators on the scene, will take student names, seating arrangements, and provide police with dates of birth and addresses.
6. Bus drivers ~~are~~ shall not to release students from the scene of the accident unless ~~until~~ directed to do so by an school district administrator or police.
7. Parents of students in need of medical attention will be notified as soon as possible by a school district administrator. An administrator, at an appropriate time, may send a written correspondence to parents providing ~~briefly describing the situation. Initially, only information pertaining to~~ the location, date, time, and level of seriousness of ~~reported injuries should be transmitted.~~ related to the school bus accident.
8. Bus company management will arrange, if necessary, alternate transportation for students from the scene of the traffic accident to home or school as appropriate.
9. If the bus is en route to a school at the time of the traffic accident, the students will, upon arrival at school, be assessed by the school nurse before returning to class.

Business/Non-Instructional Operations

Procedures for Emergencies; Safety--Transportation

Procedures to be Followed in the Event of an Accident to a Bus

If a school bus is involved in a traffic accident, the following procedures shall be followed:

1. ~~In the event of a serious accident, central office and the appropriate school(s) are to be notified immediately by the bus contractor identifying bus route numbers and location. Any bus or van involved in an accident will remain at accident scene until a representative from the bus contractor arrives.~~
2. ~~If the bus is en route to a school, the students will, upon arrival at school, be examined by the school nurse before returning to class.~~
~~If injuries require further examination, the students will be immediately transported to the nearest hospital.~~
3. ~~If a bus is en route from school and an accident occurs, the students will be examined by the ambulance service, if it is the decision of the representative from the bus contractor. If further examination is required, the students will be immediately transported to the nearest hospital. The representative from the bus contractor can make the decision to continue the bus route if it was a minor accident.~~
4. ~~Bus drivers are not to release anybody until all students and drivers have been accounted for and released by appropriate medical staff and the bus contractor's representative.~~
5. ~~All parents of students in need of medical attention will be notified as soon as possible by school officials.~~
6. ~~The bus contractor will be responsible for supplying transportation from the scene of accident to home for students who have been released.~~
7. ~~The school Principal or designee will be responsible for having staff available on the scene for the purpose of identification of students.~~