

**To view this meeting, the livestream link is: <https://vimeo.com/event/729428>**

**To make a public comment, the call in number is (US) 1-413-350-0412  
The PIN is 185 817 451#**

Board of Education  
October 5, 2022

Council Chambers  
7:00 p.m.

*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.*

## A G E N D A

- |        |  |
|--------|--|
| Item 1 | PLEDGE OF ALLEGIANCE   |
| Item 2 | CONSENT AGENDA <ul style="list-style-type: none"><li>• Donation to Sandy Hook School</li><li>• Donation to Newtown High School</li><li>• Correspondence Report</li></ul>   |
| Item 3 | **PUBLIC PARTICIPATION   |
| Item 4 | REPORTS <ul style="list-style-type: none"><li>• Chair Report</li><li>• Superintendent's Report</li><li>• Committee Reports</li><li>• Student Representative Reports</li></ul>  |
| Item 5 | PRESENTATIONS <ul style="list-style-type: none"><li>• Student Achievement Data</li></ul>   |
| Item 6 | OLD BUSINESS <ul style="list-style-type: none"><li>• Second Read and Possible Action on Policies:<ul style="list-style-type: none"><li>○ 4-106.1 Athletic Coaches – to be rescinded</li><li>○ 4-107 Coaching Students Out of Season – to be rescinded</li><li>○ 4-115.3 Evaluation of Coaches</li><li>○ 6142.101 School Wellness</li></ul></li></ul> |
| Item 7 | NEW BUSINESS <ul style="list-style-type: none"><li>• Discussion of Superintendent's Goals</li><li>• Action on Minutes of September 20, 2022</li></ul>  |
| Item 8 | **PUBLIC PARTICIPATION   |
| Item 9 | ADJOURNMENT  |

*\*\*The Board encourages the public to share thoughts and concerns at two points during Regular Meetings. During the first Public Participation, the Board welcomes commentary regarding items on the agenda. During the second Public Participation, commentary may also include issues for the Board to consider in the future. After being recognized, please state your name and address for the record. We request that speakers be respectful and limit comments to three minutes. The Board of Education does not discuss personnel items or student matters in public nor does it engage in dialogue during either public comment period. If you desire more information or responses to specific questions, please email the Board.*

September 19, 2022

TO: Chris Melillo  
FROM: Kimberly Longobucco

Please accept the donation of a printing press from Tracy Van Buskirk that can be used for relief printmaking or monoprints. This would be a great tool that will be used by the High School Fine Arts Department

Thank you.

# Memo

**To:** Mr.Melillo  
**From:** Erin Ardino  
**cc:**  
**Date:** September 22, 2022  
**Re:** Donation from Schweitzer Engineering Laboratories, Inc.

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Sandy Hook School received the attached \$100 donation from the Schweitzer Engineering Laboratories. This donation is to be used towards math and/or science supplies for students.

We are asking for approval of this donation. Once approved, we will deposit the check into the SHS Activity Account to be spent appropriately.

If you have any questions, please contact our office.

Thank you!



## SCHWEITZER ENGINEERING LABORATORIES, INC.

2350 NE Hopkins Court • Pullman, WA 99163-5603 USA  
Phone: +1.509.332.1890 • Fax: +1.509.332.7990  
www.selinc.com • info@selinc.com

September 14, 2022

Sandy Hook Elementary School  
12 Dickinson Dr  
Sandy Hook, CT 06482-1218

Dear Sandy Hook Elementary School,

Each year, employees of Schweitzer Engineering Laboratories select an educational institution to receive a corporate gift. We are delighted to inform you that the following employee(s) chose Sandy Hook Elementary School.

- Domenic Barba

SEL employees support schools and universities around the world with scholarships, donations of SEL products for teaching laboratories, mentoring, and gifts such as this one. Please accept this donation for \$100 to help inspire a lifelong love of learning in math and science in your students. Please note this check is valid for 180 days from the date printed on the check.

SEL is a high-tech manufacturer, headquartered in Pullman, Washington. We invent, design and build products in the USA that protect power grids around the world. We are committed to developing the next generation of innovators and inventors through the support of science, technology, engineering, and math education.

We welcome the opportunity to learn more about your programs, students and successes. If you would like to share how you used this donation, please contact McKenzie Brumet at (509) 334-5076 or [McKenzie\\_Brumet@selinc.com](mailto:McKenzie_Brumet@selinc.com).

Warm regards,

Edmund O. Schweitzer, III  
President and Chief Technical Officer

Check num 542610

Vendor num VN-0025745

Invoice number PO num  
2022SD1216

SO num

Invoice  
date  
9/9/2022

Currency  
USD

Gross  
amount  
\$100.00

Cash disc  
\$0.00

Payment  
amount  
\$100.00

Invoice  
remarks  
School Donation'22

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND • THIS PAPER CONTAINS FLUORESCENT FIBERS AND OTHER SECURITY FEATURES



## SCHWEITZER ENGINEERING LABORATORIES, INC.

2350 NE Hopkins Court • Pullman, WA 99163-5603 USA  
Phone: +1.509.332.1890 • Fax: +1.509.332.7990  
[www.selinc.com](http://www.selinc.com) • [info@selinc.com](mailto:info@selinc.com)

US Bank  
19-10  
1250

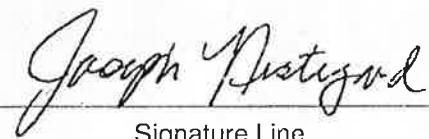
Check #  
00542610  
September 12, 2022

\$100.00

\*\*\* One Hundred and 00/100 US dollar

Pay to  
the order  
of

Sandy Hook Elementary School  
12 Dickinson Dr  
Sandy Hook, CT 06482-1218  
USA

  
Signature Line

380-0035

00542610 1250001051 153596035060\*

## ATHLETIC COACHES

It is the policy of the Newtown Board of Education (the "Board") that an athletic coach employed by the Board shall:

1. adhere to all Board policies, rules and regulations
2. shall conduct himself or herself in a professional manner; and
3. serve as a role model for students;
4. demonstrate competence and proficiency in his or her role as an athletic coach of a particular sport.

For purposes of this policy, the term "athletic coach" means any person holding a coaching permit who is hired by a local or regional board of education to act as a coach for a sport season. This term "coach" under this policy shall include only coaches who have direct responsibility for one or more teams (including assistant coaches who serve as coach to a team (e.g., JV), and the term shall not include other assistant coaches and volunteer coaches.

### Evaluations

Pursuant to state law, the Board requires that an athletic coach employed by the Board be evaluated on an annual basis by the coach's immediate supervisor. An athletic coach shall be provided with a copy of any such evaluation. Other assistant and volunteer coaches may be evaluated as directed by the Superintendent of Schools or his/her designee.

### Employment of an Athletic Coach

Athletic coaches serve at the discretion of the Superintendent, and their employment in their specific coaching positions (e.g., basketball, golf) may be non-renewed or terminated at anytime except as follows.

If the athletic coach has served in the same coaching position for three or more consecutive school years, the following procedures shall apply. The Superintendent may non-renew the employment of any such athletic coach by providing written notification of that action within ninety (90) calendar days of the end of the season. The Superintendent may terminate the employment of any such athletic coach at anytime for 1) for reasons of moral misconduct, insubordination, failure to comply with the Board's policies, rules and regulations; or 2) because the sport has been canceled. If a decision to terminate a coach's employment is made during the athletic season, the Superintendent shall remove the coach from duty during the pendency of any hearing conducted pursuant to this policy.

## **Hearing Procedures**

An athletic coach who has served in the same coaching position for three or more consecutive years may appeal any such non-renewal or termination decision (except if such decision was due to cancellation of the sport) to the Board of Education in accordance with the following procedures:

- A. The athletic coach must file a written appeal with the Board within ten (10) calendar days of the Superintendent's written notification of non-renewal or termination. Such appeal shall set forth the basis on which the athletic coach seeks review of that decision, and a copy of said appeal shall be sent to the Superintendent. Failure to submit a timely written appeal shall constitute a waiver of said appeal opportunity.
- B. Within a reasonable period of time of its receipt of a written appeal of the Superintendent's decision, the Board or a committee of the Board as designated by the Chairperson shall conduct a hearing to consider such appeal. Reasonable notice of the time and place for such hearing shall be issued to the athletic coach prior to the commencement of the hearing.
- C. At the hearing, the athletic coach shall have an opportunity to present facts and evidence in support of renewal and/or reinstatement, and the Superintendent shall have the opportunity (but shall not be obligated) to present facts and evidence in support of the decision of non-renewal and/or termination. For good cause shown, the athletic coach may call a limited number of witnesses to testify if there is a clear need for witnesses to present factual information (rather than simply expressing an opinion on the skill or competence of the athletic coach). In any event, cumulative or redundant testimony shall not be allowed.
- D. The decision of non-renewal or termination shall be affirmed unless the Board determines that the decision is arbitrary and capricious. The coach shall bear the burden of proof on this point.
- E. Within a reasonable period of time following the hearing, the Board shall determine whether the Superintendent acted in an arbitrary and capricious manner in making his/her decision not to renew and/or terminate, and shall provide a written decision to the coach. The decision of the Board shall be final.

Legal References: Public Act 04-243

## **Newtown Public Schools Evaluation of Athletic Coaching Performance**

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**Name** \_\_\_\_\_ **Sport** \_\_\_\_\_

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**Administrator** \_\_\_\_\_ **Date** \_\_\_\_\_

**Directions:**

1. Each statement presented in this form has been worded to represent the expected performance of District's Athletic Coaches. Consistently performing as the statement indicates means that District Expectations are being met.

In completing the self-appraisal, staff members should be guided by the following:

- A. If you feel that you are consistently performing as the statement indicates, you should check "Meets District Expectations."
  - B. If you feel that the statement represents a particular strength for you, check "Strong Characteristics" where appropriate.
  - C. If you feel that the statement represents an area in which you plan to work toward improvement and/or more consistent performance, check "Areas for Concentration."
  - D. If you check a statement either "Strong Characteristics" or "Meets District Expectations" but also plan to concentrate on that area for additional improvement during the next school year, place a second check in the "Areas for Concentration" column.
2. In completing the administrative appraisal, the administrator shall appraise each individual in terms of the total staff for whom he/she has supervisory responsibility.
  3. Use of the comments section by both parties is voluntary but encouraged.

## COACHING STUDENTS OUT OF SEASON

It is the policy of the Newtown Board of Education to follow the CIAC regulations, which do not permit a coach to instruct or otherwise coach individuals on their teams during the off season.

It is the policy of the Newtown Board of Education that if a Newtown coach is coaching a team sport for an organization other than the school system, such as American Legion baseball, that team may only have on it three members of that coach's school team.

Adopted 7/7/98

## **Personnel -- Certified**

### **Evaluation**

#### **Coaches**

There shall be an annual evaluation of all coaches, to be conducted by the athletic director or the coach's immediate supervisor. Each coach shall receive a written copy of the evaluation.

The purposes of evaluation are:

1. To provide a systematic process whereby coaches may increase the effectiveness of their services to the athletic program utilizing the available professional resources.
2. To provide an opportunity for coaches to analyze their strengths and weaknesses, and to discuss objectively the contributions they have made to the athletic program.
3. To provide an opportunity for the administrative staff to analyze the strengths and weaknesses of individual coaches, and to utilize this knowledge to develop supervisory service to assist individuals in developing their competence.
4. To provide an effective means by which administrators may make recommendations concerning the continued employment of personnel, the granting of increments, and/or other recommendations to the Board of Education.

It is the responsibility of all administrators, coaches and other professional staff members to recognize that the district schools intend to seek and maintain the best qualified staff to provide quality coaching for student athletes. In keeping with this goal, all personnel are expected to participate fully in the appraisal process.

An integral part of this process is self-appraisal. The self and administrative appraisals include: knowledge of sports area, coaching skills and techniques, attitudes, behavior patterns, values and ethics.

Any coach that has held the same coaching position for three or more years, for which the Board terminates or non-renews the contract shall be informed of the Board's decision within ninety (90) days of the completion of the sport season covered by the contract. The coach may request a written statement from the Board specifying the reason(s) for the Board's action. The statement shall be provided within thirty (30) days of the request. The decision to terminate or non-renew the coach's contract may be appealed by the coach in a manner prescribed by the Board.

The Board may terminate the contract of any coach at any time for reasons of moral misconduct, insubordination or a violation of the rules of the Board or because a sport has been cancelled by the Board.

## Personnel – Certified

### Evaluation

#### Coaches (continued)

##### **Hearing Procedures**

An athletic coach who has served in the same coaching position for three or more consecutive years may appeal any such non-renewal or termination decision (except if such decision was due to cancellation of the sport) to the Board of Education in accordance with the following procedures:

- A. The athletic coach must file a written appeal with the Board within ten (10) calendar days of the Superintendent's written notification of non-renewal or termination. Such appeal shall set forth the basis on which the athletic coach seeks review of that decision, and copy of said appeal shall be sent to the Superintendent. Failure to submit a timely written appeal shall constitute a waiver of said appeal opportunity.
- B. Within a reasonable period of time of its receipt of written appeal of the Superintendent's decision, the Board or a committee of the Board as designated by the Chairperson shall conduct a hearing to consider such appeal. Reasonable notice of the time and place for such hearing shall be issued to the athletic coach prior to the commencement of the hearing.
- C. At the hearing, the athletic coach shall have an opportunity to present facts and evidence in support of renewal and/or reinstatement, and the Superintendent shall have the opportunity (but shall not be obligated) to present facts and evidence in support of the decision of non-renewal and/or termination. For good cause shown, the athletic coach may call a limited number of witnesses to testify if there is a clear need for witnesses to present factual information (rather than simply expressing an opinion on the skill or competence of the athletic coach). In any event, cumulative or redundant testimony shall not be allowed.
- D. The decision of non-renewal or termination shall be affirmed unless the Board determines that the decision is arbitrary and capricious. The coach shall bear the burden of proof on this point.
- E. Within a reasonable period of time following the hearing, the Board shall determine whether the Superintendent acted in an arbitrary and capricious manner in making his/her decision not to renew and/or terminate, and shall provide a written decision to the coach. The decision of the Board shall be final.

## **Personnel – Certified**

### **Evaluation**

#### **Coaches (continued)**

(cf. 2137 – Athletic Director)

Legal Reference: Connecticut General Statutes

10-151b Evaluation by superintendent of certain educational personnel

10-220a In-service training

10-222e Policy on evaluation and termination of athletic coaches (as amended by P.A. 13-41)

10-149 Qualifications for coaches of intramural and interscholastic athletics coaches (as amended by P.A. 13-41)

P.A. 13-41 An Act Concerning Hiring Standards for Athletic Directors

PA 04-243 An Act Concerning Notification in Cases of Termination of Coaches

## **Instruction**

### **School Wellness**

Student wellness, including good nutrition and physical activity, shall be promoted in the district's educational program, school activities, and meal programs. In accordance with federal and state law, it is the policy of the Board of Education to provide students access to healthy foods and beverages; provide opportunities for developmentally appropriate physical activity; and require all meals served by the District meet or exceed the federal nutritional guidelines issued by the U.S. Department of Agriculture and the "Connecticut Nutrition Standards for Foods in Schools," whichever are greater. This policy shall be interpreted consistently with Section 204 of the Healthy, Hunger-Free Kids Act of 2010 (Public Law 111-296) In developing goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness, the District will, as required, review and consider evidence-based strategies and techniques.

### **Nutrition Guidelines for Foods in Schools**

Students will be offered and schools will promote nutritious food choices consistent with the current dietary guidelines published by the U.S. Department of Health and Human Services and the Department of Agriculture, and guidelines promulgated by the Connecticut Department of Nutrition Guidelines for Foods in Schools (continued) Education ("Connecticut Nutrition Standards for Foods in Schools") in addition to federal and state statutes and national health organizations. The focus is on moderating calories, limiting fats, sodium and sugars and increasing consumption of nutrient-rich foods such as fruits, vegetables, whole grains, low-fat dairy, lean meats and legumes. In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall establish such administrative procedures to control food and beverage sales that compete with the District's nonprofit food service in compliance with the Child Nutrition Act. The District shall restrict the sale of foods of minimal nutritional value as defined by the U.S. Department of Agriculture and will ensure that all foods sold or served to students separately from school meals meet the District's Nutrition Standards. All beverages sold or served to students on school premises will be healthy choices that meet the requirements of state statute and USDA beverage requirements. Students will have access to free drinking water in the cafeterias and throughout the school day. The following link is the CSDE list of acceptable foods and beverages: [All sources of food sales to students at school must comply with the "Connecticut Nutrition Standards for Food in Schools" including, but not limited to, cafeteria a la carte sales, vending machines, school stores, before & after school care and fundraisers. The District shall ensure that](https://portal.ct.gov/SDE/Nutrition>List-of-Acceptable-Foods-and-Beverages</a></u></p></div><div data-bbox=)

## **Instruction**

### **School Wellness**

all beverages sold to students comply with the requirements of state statute and USDA beverage requirements. The stricter requirements where different between the state and federal regulations must be followed. The District shall ensure compliance with allowable time frames for the sale of competitive foods as specified by state law.

### **Reimbursable School Meals**

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

### **Non-sold Foods and Beverages**

Non-sold foods and beverages brought into the schools by students and other persons for school sponsored events shall comply with federal nutrition standards.

### **Physical Education Guidelines in Schools**

Schools will support and promote an active lifestyle for students. Physical education is taught in all grades by state certified and endorsed educators and is in alignment with state physical education standards. Physical and Health educators will be given relevant and specific professional development opportunities each year. The curriculum will be standards based, developmentally planned and sequentially delivered. The curriculum will foster the development of movement skills, enhance health related fitness, increase students' knowledge, offer direct opportunities to learn how to work cooperatively in a group setting and encourage healthy habits and attitudes for a healthy lifestyle.

### **Monitoring**

The Board designates the Superintendent or his/her designee to ensure compliance with this policy and its administrative regulations. He/She is responsible for retaining all documentation of compliance with this policy and its regulations, including, but not limited to, each school's three-year assessment and evaluation report and this wellness policy and plan. The Superintendent will also be responsible for public notification of the three-year assessment and evaluation report, including any updates to this policy made as a result of the Board's three-year assessment and evaluation.

## **Instruction**

### **School Wellness**

#### **Monitoring (continued)**

The District shall develop a plan designed to achieve the involvement requirements in the development, implementation, monitoring, and assessment of this policy. The Superintendent or designee shall provide periodic implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy. The District, as required, will retain records and documents pertaining to the wellness policy which shall include the written school wellness policy, documentation demonstrating compliance with community involvement requirements, documentation of the triennial assessment of the wellness policy and documentation to demonstrate compliance with the annual public notification requirement.

#### **Community Input**

The District will establish a Wellness Committee to provide opportunities for suggestions and comments regarding the development, implementation, periodic review and improvement of the School Wellness Policy from community members, including parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, members of the Board of Education, school administrators and the public. The Wellness Committee will meet two to three times per year, and as needed, to review and discuss health and wellness topics relevant to the school community.

#### **Evaluation of Wellness Policy**

In an effort to measure the implementation of this policy, the Board of Education designates the Superintendent or his/her designee as the person who will be responsible for ensuring that each school meets the goals outlined in this policy. To ensure continuing progress, the District will evaluate implementation efforts and their impact on students and staff at least every three years. The District will make available to the public, the results of the three-year assessment and evaluation including the extent to which the schools are in compliance with policy and a description of the progress being made in attaining the goals of this policy.

## **Instruction**

### **School Wellness**

(cf. 3542 – Food Service)

(cf. 3542.33 – Food Sales Other Than National School Lunch Program)

(cf. 3542.34 – Nutrition Program)

(cf. 3452.45 – Vending Machines)

(cf. 6142.6 – Physical Education)

(cf. 6142.61 – Physical Activity)

(cf. 6142.62 – Recess/Unstructured Time)

(cf. 6142.10 – Health Education)

Legal Reference: Connecticut General Statutes

10-16b Prescribed courses of study.

10-215 Lunches, breakfasts and the feeding programs for public school children and employees.

10-221 Boards of education to prescribe rules, policies and procedures.

10-215a Non-public school participation in feeding program.

10-215b Duties of state board of education re: feeding programs.

10-216 Payment of expenses.

10-215e Nutrition standards for food that is not part of lunch or breakfast program.

10-215f Certification that food meets nutrition standards.

10-221o Lunch periods. Recess.

10-221p Boards to make available for purchase nutritious, low-fat foods.

10-221q Sale of beverages.

Regulations of Connecticut State Agencies

10-215b-1 Competitive foods.

10-215b-23 Income from the sale of food items.

**Instruction**

**School Wellness**

National School Lunch Program and School Breakfast Program;  
Competitive Food Services. (7 CFR Parts 210.11 and 220.12,)  
The Child Nutrition and WIC Reauthorization Act of 2004, Public Law  
108-265  
Nutrition Standards in the National School Lunch and School Breakfast  
Programs, 7 CFR Parts 210 & 220  
Healthy, Hunger-Free Kids Act of 2010, P.L. 111-296, 42 U.S.C. 1751  
Child Nutrition Act of 1966 (as amended by P.L. 108-269, July 2, 2004)  
School Breakfast Program, 7 C.F.R. Part 220 (2006)  
National School Lunch Program or School Breakfast Program: Nutrition  
Standards for All Foods Sold in School (Federal Register, Vol. 78, No.  
125, June 28, 2013)  
Local School Wellness Policy Requirements, 42 U.S.C. 1758b

Policy adopted:

NEWTOWN PUBLIC SCHOOLS

Newtown, Connecticut

## **Instruction**

### **School Wellness**

#### **Nutrition Promotion and Education**

The goals for addressing nutrition education include the following:

- Schools will support and promote good nutrition for students consistent with applicable federal and state requirements and guidelines.
- Schools will foster the positive relationship between good nutrition, physical activity, and the capacity of students to develop and learn.
- ~~Nutrition education will be part of the District's comprehensive standards-based school health education program and curriculum and~~ Nutrition Education Curriculum will be comprehensive and sequential and will be integrated into other classroom content areas, as appropriate, including education on agriculture and the food system. Schools will link nutrition education activities with existing coordinated health programs or other comparable comprehensive school health promotion frameworks

#### **Goals for Physical Activity**

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education is taught in all grades by state certified and endorsed educators and is in alignment with state physical education standards. Physical and Health educators will be given relevant and specific professional development opportunities each year. The curriculum will be standards based, developmentally planned and sequentially delivered. The curriculum will foster the development of movement skills, enhance health related fitness, increase students' knowledge, offer direct opportunities to learn how to work cooperatively in a group setting and encourage healthy habits and attitudes for a healthy lifestyle.
- All students will be required to engage in the District's physical education program unless formally exempt.
- All students in grades K-6 will have atleast 20 minutes of recess daily in addition to physical education.
- Staff will not use activity or withhold activity as a punishment or a classroom management tool (i.e. assigning laps or pushups or withholding recess)
- Physical activity breaks in addition to opportunities for students and families to participate in before and after school activities, and walking and bicycling to schools, where safe to do so, are supported by the Board.

## **Instruction**

### **School Wellness**

#### **Goals for Physical Activity (continued)**

- The district will maintain agreements with Newtown Parks and Recreation and with other community organizations to allow use of school facilities and grounds when school is not in session.
- Schools will work toward promoting sixty minutes of physical activity daily for students.
- ~~Schools will work toward promoting the benefits of wellness opportunities for all staff.~~
- Schools will promote wellness opportunities for staff. In cooperation with local organizations, reduced rates for fitness classes and technology assisted programs will be offered. School fitness equipment will be available to staff before or after school.

#### **Goals for Social-Emotional Wellness**

- A comprehensive, school-wide system of social-emotional learning and behavioral supports will be offered K-12.
- Research based programs that support social-emotional development will be implemented and provided K-12

## **Marketing**

Any foods and beverages marketed or promoted to students on the school campus during the school day, including marketing on school equipment, in educational materials, on vending machines and near food purchasing areas, will meet or exceed the USDA “Smart Snacks in School” nutrition standards. Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product. As the District/School Nutrition Services/Athletic Department/PTA reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the District wellness policy.

## **Communication of Wellness**

The School Wellness Policy shall be made available annually, at a minimum, to students and families by means of school registration, student handbooks and the Board’s website. This availability shall include the policy, including any updates to and about the wellness policy and

**Instruction**

**School Wellness**

**Communication of Wellness (continued)**

the Triennial Assessment, including progress toward meeting the goals of this policy. In addition, the annual notification shall include a description of each school's progress in meeting the wellness policy goals; summary of each school's wellness events or activities; contact information for the leader(s) of the wellness policy team; and information on how individuals and the public can get involved.

Regulation adopted:

NEWTOWN PUBLIC SCHOOLS

Newtown, Connecticut

## **Suggestions for Creative & Fun Fundraising**

- Gift wrapping
- Fun runs
- Walk a thons
- Bike a thons
- Jump rope a thons
- Rent a teenager (rake leaves, water gardens, mow lawns, walk a dog)
- Car wash
- Singing telegrams
- Talent show
- Read a thons
- Spelling bees
- Science fairs
- Carnivals
- Recycling cans/bottles
- Garage sales
- Sell items with school logo
- Bowl-a-thon
- Skate night
- Auction
- Treasure hunt
- Penny wars

### **Resource Ideas**

- [www.creativelearning.cc](http://www.creativelearning.cc)  
[www.123fundraising.com](http://www.123fundraising.com)  
[www.fundraisingdepot.com](http://www.fundraisingdepot.com)  
[www.partnerforkids.com](http://www.partnerforkids.com)  
[www.giftfriends.com](http://www.giftfriends.com)  
[www.ptoideas.com](http://www.ptoideas.com)  
[www.actionforhealthkids/resources/files/healthyfundraisers-for-schools.pdf](http://www.actionforhealthkids/resources/files/healthyfundraisers-for-schools.pdf)  
[www.fundraisingfruit.com](http://www.fundraisingfruit.com)  
[www.citrusfruit.com](http://www.citrusfruit.com)

**6142.101**  
**Appendix 2**

## **Food Free Birthday Celebrations**

- Birthday child selects book to donate to the library. Their name and picture goes in front of the book.
- Birthday child shares an item special to them with their classmates (e.g. favorite book, favorite song, favorite stuffed animal, favorite picture or souvenir, etc).
- Birthday child chooses game classmates play at recess.
- Birthday child is the classroom “leader” for the day.
- Classmates design and decorate a Birthday crown to be worn by the Birthday child.
- Classmates prepare a page about the Birthday child; teacher compiles pages and then reads “book” to the class.
- Birthday child wears a special button for the day.
- Birthday child invites a special visitor to the class to read a story to classmates.
- Birthday child brings in photos of their life and explains pictures.
- Birthday child brings in special gifts to share with classmates (e.g. pencils, stickers, notepads, erasers etc.)
- Birthday child’s name is announced over the school PA system or at “All School Meeting.”
- Birthday child’s name is announced at lunch in cafeteria and everyone sings “Happy Birthday To You.”
- Birthday child and friend eat lunch with teacher in cafeteria.
- Additional recess time.

## **Ideas for Alternatives to Using Food as a Reward**

### **Elementary Schools**

- Make deliveries to office
- Teach class
- Sit by friends
- Eat lunch with Teacher or Principal
- Eat lunch outdoors with class
- Be a helper in another classroom
- Play a favorite game or do puzzles
- Stickers, pencils, or bookmarks
- Certificates
- Fun Video
- Extra recess
- Walk with Teacher or Principal
- Fun physical activity break
- School supplies
- Trip to treasure box filled with nonfood items (stickers, pencils, erasers, bookmarks, or desktop tents)
- Dance to favorite music in class
- Paperback book
- Show and Tell
- Bank system – Earn play money for privileges
- Teacher or volunteer reads special book to class
- Teacher performs special skill (signing, cartwheel, guitar, playing etc.)
- Read outdoors or enjoy class outdoors
- Extra Art time
- Have “Free Choice” time at the end of the day or end of class period
- Listen to headset to a book on tape
- Items that can only be used on special occasions (special art supplies, computer games, toys)

### **Middle School Students**

- Sit with friends
- Listen to music while working at desk
- Five-minute chat break at end of class
- ~~Reduced homework or “no homework” pass~~
- ~~Extra credit~~
- Fun video
- Fun brainteaser activities
- Computer time
- Assemblies
- Eat lunch outside or have class outside

### **High School Students**

- ~~Extra homework or bonus points~~
- Fun video
- ~~Reduced homework~~
- Late homework pass
- Donated coupons to video stores, music stores, or movies
- Drawings for donated prizes among students who meet certain grade standards

**Please Note: These minutes are pending Board approval.**

**Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education meeting held on September 20, 2022, at 7:00 p.m. in the Council Chambers, 3 Primrose Street.

D. Zukowski, Chair	C. Melillo
J. Vouros, Vice Chair	A. Uberti
D. Ramsey, Secretary	T. Vadas
D. Cruson	6 Staff
J. Kuzma	25 Public
J. Larkin	
A. Plante	
K. Kunzweiler	
D. Godino	

Ms. Zukowski called the meeting to order at 7:00 p.m.

**Item 1 – Pledge of Allegiance.**

Mr. Cruson noted that there should be a second read on Policy 4118.237/4218.237/5141.8 for face masks.

MOTION: Mr. Cruson moved to add to old business a second read and possible action on the face mask policy to be rescinded. Mr. Vouros seconded. Motion passes unanimously.

**Item 4 – Public Participation**

Pete Sandler, 4 Far Horizon, the chief shop steward for the bus driver's union, presented a thank you card to the Board from the drivers who were touched by the Board's effort to retain drivers in Newtown. He also shared that All-Star gave all drivers a pay raise.

**Item 3 – Consent Agenda**

MOTION: Mrs. Larkin moved that the Board of Education approve the consent agenda which includes the correspondence report. Mr. Ramsey seconded. Motion passes unanimously.

**Item 2 – Celebration of Excellence**

Dr. Longobucco spoke about two of her staff members receiving awards. Judy Watts was named Paraprofessional of the Year. She began as a substitute for two years, became a para in 2006, and has worked at Newtown High School the last eight years. Judy is hardworking and dedicated to her students and provides a safe and nurturing environment. Amy Deeb was named Teacher of the Year. She is a dedicated, caring, passionate teacher and an expert in her area. She was hired in 2004 as a social studies teacher at Newtown High School and currently leads the social studies department. Amy is a brilliant teacher who challenges her students and pushes them to open their minds and see all viewpoints. She has shaped thousands of Newtown graduates.

**Item 5 – Reports**

Chair Report: Ms. Zukowski thanked the Board for their dedication to students and staff. The Newtown Historical Society is hosting an open house at the Little Red Schoolhouse at Middle Gate School and are dedicating a tree they planted in honor of former Town Historian Dan Cruson. She and Mr. Melillo are hosting a community discussion called "Let's Talk" to engage parents in a conversation about the start of school.

Superintendent's Report: Mr. Melillo noted that today was IT Professionals Day. Hispanic Heritage Month started September 15. He attended the Middle Gate Ice Cream Social last week as well as the middle school PTA meeting last Wednesday with Mrs. Kuzma and Mr. Ramsey. The Western Connecticut Superintendent's Association met on Friday to discuss school safety. Mark Pompano also attended and we shared some of the best practices in Newtown. The State of Connecticut released an HVAC grant this week and we plan to apply. We have begun to remind families that the free and reduced lunch applications need to be submitted by October 12.

**Committee Reports:**

Mr. Cruson noted that the Policy Committee met last Wednesday and discussed tonight's policies and are continuing to work on our personnel policies.

Mrs. Larkin reported on the CFF meeting last week with an update on the Hawley HVAC project which is on time and on budget. There was also an update on the status of the Town building and inventory work group being set up. The high school roof top units were discussed as well as the new field.

Mrs. Plante said the DEI Sub-committee met twice and discussed the coordinator job description. This completes the charge we were given September 6.

Mr. Ramsey reported on the Communications Subcommittee and spoke about the future District Highlights which will be about maintenance and facilities.

**Student Reports:**

Ms. Kunzweiler reported that rehearsals are being held for the high school fall drama "Almost Maine." The back field renovations have been completed. College rep visits are beginning as seniors plan for the application season.

Mr. Godino spoke about open house night and the high school band and color guard performance September 10 placing first in the US Band's Class 2 Open division. He also noted that many students took part in the Town arts festival.

**Financial Report:**

Mrs. Vadas presented the financial report.

MOTION: Mrs. Larkin moved that the Board of Education approve the financial report for the month ending August 31, 2022. Mrs. Plante seconded. Motion passes unanimously.

**Item 6 – Presentations**

**Chartwells Food Service:**

Jamie Davies, District Manager, and John Morris, Director of Dining Services, spoke about their food service program.

Mrs. Kuzma asked if there was a way they communicated information to parents.

Mr. Davies said they do a monthly newsletter and also include information in the principals' newsletters as well as on social media.

Mr. Vouros suggested that they be in touch with the principals on a weekly basis to work on students having enough time to eat. He also suggested walking down with A-wing students in the middle school to see how long it takes to get to the cafeteria, get served, and be able to eat.

Mr. Davies said the cafeterias are very crowded. We are short staffed right now but there are improvements coming.

Ms. Zukowski asked if there is a student with allergies could parents speak with them.

Mr. Davies said usually a parent reaches out to the school nurse and sets a meeting with him or Mr. Morris. We take precautions by putting student information with the cashier. The USDA has a protocol in place that this information goes to the nurse. We also notify our staff.

Mr. Vouros said the middle school has a kitchen science course which would be a good place to present to a class or work with the teacher once a month. He asked if the other high school cafeteria next to the culinary department could be an alternate place to buy lunch.

Dr. Longobucco said it was.

Mr. Morris said that right now staff is a challenge but he hopes to have the same food there as in the downstairs cafeteria.

#### Item 7 – Old Business

DEI Coordinator:

Mrs. Plante said the top section of the statement reflects the current policy and the bottom lists Mr. Melillo's tenets. The DEI Committee kept it brief and straightforward.

Mr. Ramsey felt that as the new coordinator starts we should identify what we need to do, how we are going to do it, and how we will be able to determine if it's been done.

Mr. Vouros assured him that it will all pass through the Curriculum and Instruction Committee.

Ms. Zukowski said the list of groups is based on state and federal regulations which tend to change. If there is a concern she wants it to go back to the committee and reference our Policy 0523. She noted a couple of typos and slight editing in terms of law changes.

Mr. Cruson said it's a guidance document so there is no reason to hold up the process. This language doesn't need to be prepared like our policies do and he trusts Mr. Melillo and Mrs. Uberti will make sure whoever takes the role will be familiar with this.

Ms. Zukowski asked that it be posted on the website after being edited.

Mrs. Plante agreed. They wanted a common vision statement and agrees with Mr. Cruson so we can move forward to fill the position.

Policies for Second Read:

MOTION: Mrs. Larkin moved that the Board of Education approve Policy 5141.22 Communicable/Infectious Diseases. Mr. Cruson seconded. Motion passes unanimously.

MOTION: Mrs. Larkin moved that the Board of Education approve Policy 4118.13/4218.13 Conflict of Interest. Mr. Ramsey seconded. Motion passes unanimously.

MOTION: Mrs. Larkin moved that the Board of Education approve Policy 4118.211 Retaliation and Whistleblowing. Mr. Cruson seconded. Motion passes unanimously.

MOTION: Mrs. Larkin moved that the Board of Education approve Policy 4118./237/4218.237/5141.8 Face Masks. Mr. Cruson seconded. Motion passes unanimously.

#### Item 8 – New Business

First Read of Policies:

Mr. Cruson explained that Policies 4-106.1 Athletic Coaches and 4-107 Coaching Students Out of Season are to be rescinded. Policy 4-115.3 Evaluation of Coaches takes their place. Policy 6142.101 School Wellness was worked on with Anne Dalton and the Health and Wellness Subcommittee.

2023-2024 Budget Calendar:

MOTION: Mrs. Larkin moved that the Board of Education approve the 2023-2024 Budget Calendar. Mr. Cruson seconded.

Mrs. Vadas noted the meeting with the public hearing is short and suggested moving it to the same night as the budget adoption.

MOTION: Mr. Cruson moved to amend the draft calendar to put the elementary, Reed and middle school discussions on January 19 and move each subsequent meeting to the next day and combine the public hearing with adoption of the budget on January 31. Mr. Ramsey seconded. Motion passes unanimously.

Mrs. Zukowski said we have the opportunity of stretching this out depending on the Charter revision in December. If it passes that the Board of Finance will not play a role, we have until February 21 which gives us an extra week. She request indicating on the calendar that this was subject to change depending on results of the referendum.

Main motion as amended passes unanimously.

Budget Assumptions and Priorities 2023-2024:

MOTION: Mrs. Larkin moved that the Board of Education approve the 2023-2024 Budget Assumptions and Priorities. Mrs. Plante seconded. Motion passes unanimously.

Minutes of September 6, 2022:

MOTION: Mrs. Larkin moved that the Board of Education approve the minutes of September 6, 2022. Mr. Cruson seconded. Motion passes unanimously.

Item 9 – Public Participation

Alison Scaglione, 8 Hickory Lane, has a child in the pre-school program at Head O'Meadow School and spoke about the flood in the child's classroom over Labor Day weekend and that parents were not informed. She is worried about the room because of mold and peeling paint. She wants the Board to create a safe space for these children.

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

Item 10 – Adjournment

The meeting adjourned at 8:48 p.m.

Respectfully submitted:

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Donald Ramsey  
Secretary