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To make a public comment, the call in number is (US) 1-413-438-4345  
The PIN is 579 290 989#

Board of Education  
November 1, 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
- Donations to Middle Gate School
  - Correspondence Report
- Item 3 \*\*PUBLIC PARTICIPATION  
Item 4 REPORTS
- Chair Report
  - Superintendent's Report
  - Committee Reports
  - Student Representative Reports
- Item 5 OLD BUSINESS
- Second Read and Action on Policies:
    - 1700 Possession of Firearms on School Property
    - 4118.234 & 5141.231 Prohibition on Recommendations for Psychotropic Drugs
    - 5131.911 Bullying
- Item 6 NEW BUSINESS
- Discussion and Possible Action on the Ratified Newtown Federation of Teachers Contract
  - Discussion and Possible Action on the Ed Specs for the Hawley HVAC Project
  - Discussion and Possible Action on the Extension of Free Student Meals
  - Discussion and Possible Action on the BOE Communications Sub-committee Newsletter
  - First Read of Policies:
    - 4-111 Student Teachers – to be rescinded
    - 4118.231 & 4218.231 Alcohol, Tobacco, and Drug-Free Workplace
  - Action on the Minutes of October 17, 2022
  - Action on the Minutes of October 18, 2022
  - Action on the Minutes of October 22, 2022
- Item 7 \*\*PUBLIC PARTICIPATION
- Item 8 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.*

October 25, 2022

Dear Board of Education Members:

I am writing to seek BOE approval to accept the following donations made to Middle Gate School:

- Ring's End: paint and supplies (approximately \$300)
- B&D Provisions: gift basket (\$50 value)
- Queen Street Gifts: gift certificate (\$10)

Thank you for your consideration.

Chris Geissler  
Middle Gate School

## Community Relations

### ~~Otherwise Lawful Possession of Firearms or Deadly Weapons on School Property~~

~~Notwithstanding the otherwise lawful possession of firearms defined in Section 53a-3, in or on the real property comprising school district property by persons who hold a valid state or local permit to carry a firearm and would otherwise legally traverse school property with an unloaded firearm for the purpose of gaining access to public or private lands open to hunting or for other lawful purposes, such entry into Board of Education Offices or onto school property by these persons for these purposes is prohibited by the Board of Education.~~

Students and staff are prohibited by the Board of Education from possessing firearms or deadly weapons for any reason, whether otherwise lawful or not, ~~in or~~ on the real property comprising the ~~public or private~~ district's elementary or secondary schools or administrative office building, on school transportation, or at a school sponsored activity as defined in Subsection (h) of Section 10-233a.

The issuance of a permit to carry a pistol, revolver or other firearms or deadly weapon does not authorize the possession or carrying of a pistol, revolver or other firearms or deadly weapon on school district property the real property of any school or administrative office building, on school transportation, or to a school-sponsored activity. The Board of Education prohibits such possession on school district property.

Entry into Board of Education Offices or onto school property by persons who hold a valid state or local permit to carry a firearm or deadly weapon and would otherwise legally traverse school property with an unloaded firearm or deadly weapon for the purpose of gaining access to public or private lands open to hunting or for other lawful purposes, is prohibited by the Board of Education.

The Board of Education may employ or enter into an agreement for public school security services with a firearm or deadly weapon, as defined in state law, only with a sworn member of a local police department or a retired state or local police officer, or retired federal law enforcement agents and retired police officers from an out-of-state police department, as stipulated in 10-244a.

A peace officer, as defined in Conn. Gen. Stat. § 53a-3, engaged in the performance of his or her official duties who is in lawful possession of a deadly weapon or firearm may bring such item on the real property of any school or administrative office building in this district, on school transportation, or to a school-sponsored activity.

Unless subject to the peace officer exception listed above, any person who possesses a deadly weapon or firearm on the real property of an elementary or secondary school in this district, or administrative office building, on school transportation, or at a school-sponsored activity, whether or not the person is lawfully permitted to carry such deadly weapon or firearm, will be reported to the local police authorities once school officials become aware of its possession. A student who possesses and/or uses any deadly weapon or firearm on the real property of an elementary or secondary school in this district, or administrative office building, on school transportation, or at a school-sponsored activity in violation of this policy shall be disciplined in accordance with Board of Education Student Discipline Policy P 5131.7 and Administrative Regulations R5131.7.

The Board of Education reserves the right to forbid anyone caught possessing a deadly weapon or firearm on the real property of its school buildings or administrative office buildings, on school transportation, or at a school-sponsored activity, from using any and all school facilities.

Students and staff are prohibited by the Board of Education from possessing firearms for any reason, whether otherwise lawful or not, in or on the real property comprising the public or private elementary or secondary school or at a school sponsored activity as defined in Subsection (h) of Section 10-233a.

(cf. 5114 - Suspension/Expulsion/Exclusion/Removal)

Legal Reference: Connecticut General Statutes  
29-28 Permit for sale at retail of pistol or revolver. Permit to carry a pistol or revolver. Confidentiality of name and address of permit holder. (as amended by P.A. 98-129)  
29-33 Sale, delivery or transfer of pistol and revolvers. Documentation requirements. Waiting period. Exempted transactions. Penalty. (as amended by P.A. 98-129)  
52a-3 Definitions.  
53a-217b Possession of a weapon on school grounds: Class D felony. (as amended by P.A. 01-84)  
P.A. 13-188 An Act Concerning School Safety  
10-244a Employment of persons to provide security services in a public school while in possession of a firearm (as amended by P.A. 14-212 and P.A. 14-217)

Policy adopted: May 5, 2015 , Effective July 1, 2015  
Policy revised: April 5, 2016

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

## Personnel/Students

### Prohibition on Recommendations for Psychotropic Drugs

The Board of Education prohibits all school personnel from recommending the use of psychotropic drugs for any student enrolled within the school system. For purposes of this policy, the term “recommend” shall mean to directly or indirectly suggest that a child use psychotropic drugs.

### Definitions

“**Psychotropic drugs**” means prescription medications for behavioral or social-emotional concerns, such as attentional deficits, impulsivity, anxiety, depression, and thought disorders and includes, but is not limited to stimulant medications and anti-depressants.

“School health and mental health personnel” means:

1. school nurses or nurse practitioners appointed pursuant to Conn. Gen. Stat. § 10-212;
2. school medical advisors appointed pursuant to Conn. Gen. Stat. § 10-205;
3. school psychologists;
4. school social workers;
5. school counselors;
6. school administrators;
7. other school personnel (such as a teacher designated as a child's Case Manager) who have been identified by a Planning and Placement Team, Section 504 team, Student Assistance Team or similar group of district professionals as the person responsible for communication with a parent or guardian about a child's need for medical evaluation;
8. a school professional staff member designated by the Superintendent to communicate with a child's parent or guardian about a child's need for medical evaluation.

The District shall follow procedures for identification, evaluation, placement and delivery of services to children with disabilities or suspected disabilities provided in state and federal statutes that govern special education.

Procedures shall be established by the Superintendent of Schools or his/her designee (or Director of Special Education) delineating the manner in which school personnel and school health and mental health personnel shall communicate with each other regarding children who may need to be recommended for a medical evaluation. ~~Such procedures shall also include how school health and mental health personnel should communicate the need for a medical evaluation to the child's parents/guardians. Such procedures shall be consistent with all mandatory and existing procedures and due process safeguards governing assessment and diagnosis.~~

Such procedures shall also include how school health and mental health personnel should communicate the need for a medical evaluation to the child's parents/guardians. Such procedures shall be consistent with all mandatory and existing procedures and due process safeguards governing assessment and diagnosis. These established procedures are included in the accompanying regulations.

## **Personnel/Students**

### **Prohibition on Recommendations for Psychotropic Drugs (continued)**

Further, upon the consent of the student's parents or guardian, obtained, in writing, through the Planning and Placement Team process, school personnel may consult with the medical practitioner regarding such use.

In addition, the Planning and Placement Team (PPT) may recommend a medical evaluation as part of an initial evaluation or reevaluation, as needed to determine either a child's eligibility for special education and related services, or educational needs for an individualized education program (IEP).

The Board recognizes that the refusal of a parent or other person having control of a child to administer or consent to the administration of any psychotropic drug to the child shall not, in and of itself, constitute grounds for the Department of Children and Families (DCF) to take such child into custody or for any court of competent jurisdiction to order that such child be taken into custody by the Department, unless such refusal causes such child to be neglected or abused, as defined in C.G.S. 46b-120.

(cf. 5141.4 - Reporting of Child Abuse and Neglect)

Legal Reference:        Connecticut General Statutes  
                                 10-212b Policies prohibiting the recommendation of psychotropic drugs by  
                                 school personnel. (as amended by PA 03-211)  
                                 46b-120. Definitions  
                                 10-76a Definitions. (as amended by PA 00-48)  
                                 10-76b State supervision of special education programs and services.  
                                 10-76d Duties and powers of boards of education to provide special education  
                                 programs and services. (as amended by PA 97-114 and PA 00-48)  
                                 10-76h Special education hearing and review procedure. Mediation of  
                                 disputes. (as amended by PA 00-48)  
                                 State Board of Education Regulations.  
                                 34 C.F.R. 3000 Assistance to States for Education for Handicapped  
                                 Children.  
                                 American with Disabilities Act, 42 U.S.C. §12101 et seq.  
                                 Individuals with Disabilities Education Act, 20 U.S.C. §1400 et seq.  
                                 Rehabilitation Act of 1973, Section 504, 29 U.S.C. § 794.

Policy adopted:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

## Personnel/Students

### Prohibition on Recommendations for Psychotropic Drugs

It is the policy of the Newtown Board of Education to prohibit all school personnel from recommending the use of psychotropic drugs for any student enrolled within the school system.

Procedures delineating the manner in which school health and mental health personnel, as defined above, shall communicate with each other regarding children who may need to be recommended for a medical evaluation are as follows:

#### Procedures

- A. A school health or mental health personnel, as defined above, may communicate with other school personnel about a child who may require a recommendation for a medical evaluation, provided that 1) there is a legitimate educational interest in sharing such information; and 2) such communication shall remain confidential, to the extent required by law.
- B. A school health or mental health personnel, as defined above, may communicate a recommendation to a parent or guardian that a child be evaluated by a medical practitioner provided that 1) based on such person's professional experience, objective factors indicate that a medical evaluation may be necessary to address concerns relating to the child's education and overall mental health; and 2) any communication includes the basis for the recommendation.
- C. If a parent or guardian determines that it is necessary to share medical information, including results of any medical evaluation, with school personnel, he or she may do so at any time. School personnel who receive such information directly from a parent must maintain the confidentiality of such information, to the extent required by law.
- D. Any school personnel with a legitimate educational interest in obtaining information from a child's medical practitioner outside the school who is not a school employee must obtain prior, written consent from the child's parent or guardian to communicate with such outside medical practitioners. Any school health or mental health personnel, as defined above, may request written consent from the parent or guardian. To be valid, the written consent must: 1) be signed by the child's parent or guardian; 2) be dated; 3) provide the child's name; 4) provide the name of the medical practitioner and relevant contact information, to the extent known; and 5) indicate the scope of the consent.

## Students

### Bullying, Teen Dating Violence, Harassment and Discrimination Prevention and Intervention

The Newtown Board of Education (the “Board”) is committed to creating and maintaining an educational environment that is physically, emotionally and intellectually safe and thus free from bullying, teen dating violence, harassment and discrimination.

#### Definitions

**Diversity Characteristics:** Diversity Characteristics as set forth in Policy 0523 include, but not limited to, race, culture, color, creed or religion, ancestry, national origin, mental and physical ability, age, marital status, physical appearance, family structure, citizenship status, sexual orientation, alienage, gender expression or identity, economic status, veteran’s status, and any other protected class in conformance with federal, state and local laws.

**Bullying:** For purposes of this policy, “Bullying” means an act that is direct or indirect and severe, persistent or pervasive, which:

- (1) causes ~~an individual~~ physical or emotional harm to an individual, including but need not be limited to intimidation, humiliation, and/or verbal or physical abuse;
- (2) places an individual in reasonable fear of physical or emotional harm; or
- (3) infringes on the rights or opportunities of an individual at school.

Bullying shall include, but need not be limited to, a written, oral or electronic communication or physical act or gesture. ~~based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.~~

**Teen Dating Violence:** For purposes of this policy, “Teen Dating Violence” means any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship.

**Harassment:** For the purposes of this policy, harassment is any unwelcome conduct on the basis of one or more Diversity Characteristics that creates a hostile environment, which occurs when the conduct is sufficiently severe, pervasive or persistent so as to interfere with a student’s ability to participate in or benefit from the services, activities, or opportunities offered by the school. Harassment does not have to include intent to harm, be directed at a specific target, or involve repeated incidents.

## Students

### **Bullying, Teen Dating Violence, Harassment and Discrimination Prevention and Intervention**

#### **Defintions (continued)**

**Discrimination:** With respect to students, unlawful discrimination occurs when a student is denied participation in, or the benefits of, a program or activity of the Board because of one of more Diversity Characteristics.

**Cyberbullying:** For purposes of this policy, “Cyberbullying” means any act of bullying, teen dating violence, harassment and discrimination through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

In accordance with state law and the Board’s Safe School Climate Plan, the Board expressly prohibits any form of bullying behavior, teen dating violence, harassment or discrimination on school grounds; at a school-sponsored or school-related activity, function or program, whether on or off school grounds; at a school bus stop; on a school bus or other vehicle owned, leased or used by a local or regional board of education the Board; or through the use of an electronic device or an electronic mobile device. ~~owned, leased or used by the Board.~~

The Board also prohibits any form of bullying behavior, teen dating violence, harassment or discrimination outside of the school setting if such action (i) creates a hostile environment at school for the student against whom such action was directed, (ii) infringes on the rights of the student against whom such action was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school. Discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying, teen dating violence, harassment or discrimination is likewise prohibited.

Students who engage in bullying behavior, teen dating violence, harassment or discrimination shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies on student discipline, suspension and expulsion, and consistent with state and federal law.

## Students

### **Bullying, Teen Dating Violence, Harassment and Discrimination Prevention and Intervention**

Consistent with the requirements under state law, the Board authorizes the Superintendent or designee(s), along with the Safe School Climate Coordinator, to be responsible for developing, implementing, and periodically reviewing a Safe School Climate Plan in furtherance of this policy, pursuant to Conn. Gen. Stat. Section 10-222d(b) as amended.

The Board shall make such plan available on the Board's and each individual school's web site and ensure that the Safe School Climate Plan is included in the school district's publication of the rules, procedures and standards of conduct for schools and in all student handbooks. In addition, the district shall post training materials to school administrators regarding the prevention of and intervention in discrimination against and targeted harassment of students, pursuant to Conn. Gen. Stat. Section 10-222s as amended.

cf:     0523 – Equity and Diversity  
       5145.42 – Racial Harassment of Students  
       5145.53 – Transgender and gender Non-Conforming Youth  
       5145.5 – Sexual Discrimination and Sexual Harassment

#### Legal References:

Public Act 19-166  
Public Act 21-95  
Conn. Gen. Stat. § 10-145a  
Conn. Gen. Stat. § 10-145o  
Conn. Gen. Stat. § 10-220a  
Conn. Gen. Stat. § 10-222d  
Conn. Gen. Stat. § 10-222g  
Conn. Gen. Stat. § 10-222h  
Conn. Gen. Stat. § 10-222j  
Conn. Gen. Stat. § 10-222k  
Conn. Gen. Stat. § 10-222l  
Conn. Gen. Stat. § 10-222q  
Conn. Gen. Stat. § 10-222r  
Conn. Gen. Stat. §§ 10-233a through 10-233f

Hawley Elementary School  
Air Quality Improvement  
Educational Specifications

RATIONALE FOR THE PROJECT

Hawley Elementary School is part of the Newtown, Connecticut public school district. Originally constructed in 1921, with subsequent building additions in 1948 and 1997, the school consists of an aggregate of 60,460 square feet. The building provides elementary education for grades Kindergarten through 4. There are 301 students (2021-22) and 37 staff members. Presently, the building does not have adequate heating, ventilation, and air conditioning (HVAC) for the 1921 and 1948 sections of the school. These areas have a mix of baseboard radiation and fan-powered unit heaters to provide heat only. Rooms have operable windows to provide ventilation when outdoor conditions are appropriate. There is no mechanical ventilation to provide fresh air during winter months. The 1997 section does have a ducted HVAC system supplied with rooftop air conditioning units and duct-mounted heating coils. This building section also has perimeter baseboard radiation.

There have been long-standing complaints from teaching staff regarding the lack of ventilation. Especially amongst the staff members on the 3rd floor (1921-wing) and 2nd floor (1948-wing) as these areas become uncomfortably warm during early fall and late spring. Further, opening windows, while providing some relief, becomes a distraction for students due to the proximity of the building to US Route 6. Further, the Coronavirus pandemic in 2020 highlighted the need for ventilation and an improvement to air quality for health and safety purposes.

The undertaking of this project will allow for a completely new HVAC system to be installed in the building in the 1921 and 1948 wings, as well as provide additional HVAC coverage to several classrooms in the 1997 wing which are not connected to the existing HVAC system in that area. Additionally, the existing HVAC equipment in the 1997 wing is approaching the end of its useful life and requires replacement. Moreover, this equipment operates with R-22 refrigerant which is a hazard to global warming.

During the course of the project, other incidental improvements will be made such as abatement of hazardous materials such as asbestos and lead paint, and installation of new ceilings in classrooms and hallways. Other required work includes increasing the electrical service and switchgear, and adding structural steel to support the HVAC equipment.

The project does not involve programmatic changes to the facility. All existing spaces will maintain the same usage following completion of the project.

In order to facilitate the nature of such a renovation, the school will be closed during the 2022-23 school year. Staff and students will be displaced to Reed Intermediate School (grades 2, 3, 4) and Sandy Hook Elementary School (grades K, 1). It is anticipated that construction will be

completed by May 2023 which will allow sufficient time to reoccupy the school at the start of the 2023-24 school year.

### LONG RANGE EDUCATIONAL PLAN

The long-range plan for the school facilities in Newtown calls for provision of a safe and appropriate learning environment. In order to comply with this aspect of the plan, it is necessary for Newtown to install an updated HVAC system at Hawley Elementary School. We will also adopt a comprehensive maintenance plan with regularly scheduled inspections.

Please see attached: HVAC\_EdSpecs\_Strategic Plan

### LEARNING/EDUCATIONAL ACTIVITIES

Hawley Elementary School is one of four K-4 schools in the district. The project does not involve programmatic changes to the facility. All existing spaces will maintain the same usage following completion of the project.

The mission of the 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: Continuous Improvement, Quality Instruction, High Expectation, and Civic Responsibility.

To meet this end, learning and educational activities at Hawley Elementary School are informed by the curriculum standards set forward by the CT State Department of Education.

### ENROLLMENT DATA AND PROPOSED PROJECT CAPACITY

Enrollment in Hawley school in September, 2022 and October, 2022 is 286.

In 2020, Newtown Public Schools contracted with Peter M. Prowda, Ph.D. to conduct a comprehensive school enrollment analysis and to develop enrollment projections for the entire school district. These district-wide and school specific projections were meant to serve as a planning tool for the future to represent the most likely direction of Newtown Public Schools. The below ten-year enrollment projections report for the Newtown Public Schools is for years 2021 through 2031. The projections include K-12 students who are predicted to attend Newtown Public Schools as of October 1 st for each school year.

With three other schools serving K-4 in the district, the capacity of Hawley school is sufficient to meet all long-term projections. Undertaking this HVAC project ensures the building will be suitable for use for the foreseeable future.

### Hawley Elementary School Enrollment Projected to 2031

School Year	Birth Year	Births <sup>1</sup>	K	1	2	3	4	Total
2020-21	2015	40	48	57	61	61	52	279
<b>Projected</b>								
2021-22	2016	47	64	49	63	64	61	301
2022-23	2017	37	51	65	53	65	63	297
2023-24	2018	48	65	52	70	55	64	306
2024-25	2019	45	61	66	56	73	54	310
2025-26	2020	45	61	62	71	58	72	324
2026-27	2021	44	61	62	67	74	57	321
2027-28	2022	46	63	62	67	70	73	335
2028-29	2023	46	63	64	67	70	69	333
2029-30	2024	46	63	64	69	70	69	335
2030-31	2025	46	63	64	69	72	69	337

#### DETAILED DESCRIPTION

The installation of new HVAC equipment will have a direct impact on the entire school, but primarily be focused on the 1921 and 1948 building sections.

During the construction, the school will be closed for one full school year. Staff and students will be displaced to Sandy Hook Elementary School (grades K, 1) and Reed Intermediate School (grades 2, 3, 4). This will allow unrestricted access for demolition, hazardous remediation, and construction to take place without students present. Ceilings will be removed in hallways and classrooms to allow for duct and hydronic pipe installation. HVAC units will be installed in the attic of the 1921 section as well as on the roof of the 1921 multipurpose room. Main supply and return ducts will run in vertical chaseways with branch lines distribute to VAV boxes in classrooms, workrooms, and offices. HVAC units will be installed on the roof of the 1948 section. Main supply and return duct runs will be installed in corridors of the 1948 while branch lines distribute to VAV boxes in classrooms, workrooms, and offices. New roofing will be installed over the 1921 section multipurpose room and other roof penetrations will be repaired in the 1948 section for the HVAC equipment installation.

After construction is complete, the displaced students and staff will reoccupy the building prior to the start of the 2023-2024 school year. All areas of the building will be unchanged in terms and physical dimensions and use. However, in some locations, ceiling heights will be lowered to accommodate the aforementioned duct and pipe installation.

## BUILDING SYSTEMS

The school building systems components consist of intrusion alarm, security cameras, public address system, VOIP phone system, clocks, addressable fire alarm system, building management system/temperature controls, limited HVAC coverage, and condensing boilers.

Existing systems that will be affected by this work include the intrusion alarm, security cameras, public address system, clocks, and fire alarm system. Each of these systems will be lowered in many places due to ceiling height changes. The fire alarm system will receive new devices to support the proposed new HVAC equipment, such as duct smoke detectors. The building management system will be added onto in order to tie-in the new HVAC equipment.

The existing boiler plant will not be modified with the exception of new branch heating lines to support variable air volume (VAV) reheat coils. The existing boiler plant has sufficient capacity to support these additional loads.

The new HVAC installations will not have any additional impact on existing systems, other than outlined herein above.

## INTERIOR BUILDING ENVIRONMENT

The scope of this project involves the installation of HVAC equipment and related components. There will be no changes to windows or doors. There will be changes to acoustics through the addition of drop ceilings with acoustic tile in areas that previously did not have such installation. The school recently received LED lighting improvements and these fixtures will be reinstalled. Due to the installation of ductwork and other services, ceiling heights will be lowered which could improve lighting in classrooms and hallways. All designed HVAC and electrical systems will meet current building and energy codes.

## SITE DEVELOPMENT

The scope of this project involves the installation of HVAC equipment and related components. There are no changes to the site or its usage.

## CONSTRUCTION BONUS REQUESTS

Hawley Elementary School does not house any of the special programs eligible for a school construction bonus.

## COMMUNITY USES

During normal school hours, the school is dedicated to educational needs for students.

Outside of normal school hours, there is community use of the facility. These areas include the gymnasium, cafeteria, and multi-purpose room. Groups that use these areas include after-school programs (EdAdvance), boy scouts, girl scouts, PTA, and recreation department. Additionally, on the property there are athletic fields used by youth sports groups for baseball, softball, and football.

## STUDENT TEACHERS

The Newtown Public Schools accepts a responsibility to provide apprentice teaching opportunities for student teachers from colleges and universities.

The Superintendent may enter into agreements with colleges and universities concerning the assignment of student teachers. Agreements that have financial obligations for the Newtown Board of Education will be submitted by the Superintendent for approval and funding. The Superintendent or his/her designee shall determine the number to be placed in the schools at any one time.

Reference: CGS 4-109,4119

Adopted 3/12/96

## **Personnel – Certified/Non-Certified**

### **Alcohol, Tobacco, and Drug-Free Workplace**

The purpose of this policy is to establish a workplace that is free of the effects of alcohol and second-hand smoke, and free from drug abuse. By accomplishing this purpose, the Board also seeks to promote a safe, healthy working environment for all employees and to reduce absenteeism, tardiness, and other job performance problems that may be caused by alcohol and/or drug abuse. This policy is adopted in accordance with state law and the Drug Free Workplace Act.

### **Definitions**

“**Any area**” means the interior of a school building and the outside area within twenty-five feet of any doorway, operable window or air intake vent of a school building.

“**Cannabis**” means marijuana, as defined in Conn. Gen. Stat. § 21a-240.

“**Controlled substance**” means a controlled substance in schedules I through V of section 202 of the Comprehensive Drug Abuse Prevention and Control Act of 1970 (21 U.S.C. 812), including marijuana.

“**Inhalant**” means use of products in a manner not intended and for the purpose of becoming “high” or intoxicated.

“**Electronic cannabis delivery system**” means an electronic device that may be used to simulate smoking in the delivery of cannabis to a person inhaling the device and includes, but is not limited to, a vaporizer, electronic pipe, electronic hookah and any related device and any cartridge or other component of such device.

“**Electronic nicotine delivery system**” means an electronic device used in the delivery of nicotine to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, including, but not limited to, electronic cigarette liquid or synthetic nicotine.

“**School property**” means any land and all temporary and permanent structures comprising the district’s school and administrative office buildings and includes, but is not limited to, classrooms, hallways, storage facilities, theatres, gymnasiums, fields, and parking lots.

“**School-sponsored activity**” means any activity sponsored, recognized, or authorized by a board of education and includes activities conducted on or off school property.

“**Smoke**” or “**smoking**” means the burning of a lighted cigar, cigarette, pipe or any other similar device, whether containing, wholly or in part, tobacco, cannabis or hemp.

**P4118.231(b)**  
**4218.231**

**“Vapor product”** means any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine or cannabis and is inhaled by the user of such product.

Employees shall not be involved with the unlawful manufacture, distribution, possession, or use of an illegal drug, a controlled substance, ~~or~~ alcohol, or inhalant and shall not be under the influence of such substances while on school property or while conducting Board business on or off school property. Any employee who discovers illegal drugs, a controlled substance, ~~or~~ alcohol, or inhalant on school property shall notify the Superintendent or the Superintendent’s designee who shall investigate the matter.

An employee must report any conviction under a criminal drug statute for violations occurring on or off school property while on Board business to the Superintendent or his/her designee within five (5) days after the conviction. The Board will notify any agency awarding a grant to the Board of such conviction within ten (10) days thereafter.

Employees shall only use prescription drugs on school property, or during the conduct of Board business, that have been prescribed to them by a licensed medical practitioner, and such drugs shall be used only as prescribed. However, in accordance with Conn. Gen. Stat. § 21a-408a through 408q, the Board specifically prohibits the palliative use of marijuana on school property, at a school-sponsored activity, or during the conduct of Board business, and specifically prohibits employees from being under the influence of intoxicating substances during work hours.

The Board prohibits smoking, including smoking using an electronic nicotine delivery system (e.g., e-cigarettes), electronic cannabis delivery system, or vapor product, and the use of tobacco products in any area of a school building, on school property, including property owned, leased, contracted for, or utilized by the Board, or at any school-sponsored activity.

While Connecticut law allows for the legal use of marijuana under certain circumstances, because marijuana use is still prohibited under federal law, the use of marijuana at work, or outside of work if it impairs an employee’s ability to perform their job, constitutes a violation of this policy.

Violations of this policy may result in disciplinary action, up to and including possible termination of employment.

**Employee Assistance**

In appropriate circumstances, the Board shall provide an employee with an opportunity for rehabilitation in overcoming addiction to, dependence upon or other problem with alcohol or drugs.

Employees who feel they have developed an addiction to, dependence upon, or other problem with alcohol or drugs are encouraged to seek assistance. Certain benefits for alcoholism or drug addiction are provided under the Board's group medical insurance plan. An employee may be given an opportunity to participate in a rehabilitation program that requires absence from work for bona fide treatment. Such absence may be charged to the employee's accrued and unused sick leave, subject to the provisions of the employee's collective bargaining agreement and/or any applicable Board policies and regulations.

**P4118.231(c)**  
**4218.231**

Any request for assistance with a drug or alcohol problem will be treated as confidential and only those persons "needing to know" will be made aware of such request.

Legal References:

Connecticut General Statutes:

Conn. Gen. Stat. § 10-233a(h) (definition of school-sponsored activity)

Conn. Gen. Stat. § 19a-342

Conn. Gen. Stat. § 19a-342a

Conn. Gen. Stat. § 21a-408a through 408q (palliative use of marijuana)

June Special Session, Public Act No. 21-1

United States Code:

Pro-Children Act of 2001, 20 U.S.C. § 7973, as amended by the Every Student Succeeds Act, Public Law 114-95, § 4001

Drug Free Workplace Act, 41 U.S.C. § 8101 et seq.