



Policy Committee Meeting  
Tuesday, October 7, 2025  
9:00 AM  
Zoom Webinar

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- I. CALL TO ORDER, VERIFICATION OF QUORUM
- II. APPROVAL OF MINUTES
  - A. June 3, 2025
- III. POLICY WEBSITE (MicroScribe)
- IV. DISCUSSION OF POLICIES, REGULATIONS, AND BYLAWS
  - A. 1255 Civility
  - B. 4118.22 Code of Ethics
  - C. 5141.25 Student Wellness
- V. DISCUSSION OF POLICIES, REGULATIONS, AND BYLAWS IN FUTURE MEETINGS
- VI. NEXT SCHEDULED MEETING OF THE POLICY COMMITTEE
  - A. November 7, 2025, 9:00 AM, Via Zoom
- VII. ADJOURNMENT



**Policy Committee Meeting**

Tuesday, June 3, 2025

9:00 AM

Zoom Webinar

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**Present:** Sharon Ferraro, Michael Guido, Lisa Luft. Present: 3.

I. CALL TO ORDER, VERIFICATION OF QUORUM

Additional Attendees:

Deborah Low, Acting Superintendent of Schools; Tracy Edwards, Director of Pupil Personnel Services, Jessica Richman-Smith, Counsel (Shimpan & Goodwin)

The meeting began at 9:03 AM

II. APPROVAL OF MINUTES

A. Request for approval: May 5, 2025 meeting

Move that the Policy Committee approve the minutes from the May 5, 2025 meeting. Carried with a motion by Luft, Lisa and a second by Guido, Michael.

Sharon Ferraro: Yea, Michael Guido: Yea, Lisa Luft: Yea  
Yea: 3, Nay: 0

III. DISCUSSION OF POLICIES, REGULATIONS, AND BYLAWS

A. Visitors and Observations (1250)

The existing Visitors and Observations policy has been updated primarily for two reasons: New State-Mandated Requirements Regarding Immigration Officials; language was added to address procedures when federal immigration authorities appear at or contact schools. This aligns with new Connecticut State Department of Education (CSDE) guidance and legislation signed by Governor Lamont in March, and Health and Safety Protocol Compliance; additional language mandates visitors follow all relevant health and safety protocols during visits. In addition, the new policy reflects the repeal of schools being protected areas by the Trump administration. A new law requires districts to:

designate at least one administrator per school for immigration interactions by April 1, 2025 and update their safety plans to include procedures for immigration-related visits.

The policy must go through two readings before adoption, then the current Visitors and Observations policy will be repealed and replaced.

B. School Security and Safety (New)

The School Security and Safety policy was reviewed in tandem with the Visitors and Observations policy due to overlapping requirements related to the presence of federal immigration authorities. This policy is being updated to align with new Connecticut state law and CSDE guidance following a repeal of federal protections for school spaces. The changes stemmed from a new Connecticut law requiring updates to school security and safety protocols and the need to formally designate administrators responsible for immigration-related interactions. Language was added to address procedures if immigration officials come to a school.

C. Drug and Alcohol Use by Students (5131.6)

The district has regulations in place but no formal policy, which is atypical. The committee is now aligning with the Shipman & Goodwin legal policy model, updated with current Connecticut legislation. The aim is to replace the outdated, overly prescriptive regulations with a broader and more flexible policy. The previous regulations did not align with real-world situations occurring in schools. Administrators requested more discretionary authority to handle nuanced or minor violations. The new policy clearly prohibits criminal behaviors (e.g., possession or selling), while also supporting educational and rehabilitative responses for less severe infractions.

D. Student Code of Conduct: Summary Chart

IV. MICROSCRIBE UPDATE

We are moving forward with the new online policy website. It should be up and running for the start of the 2025-2026 school year.

V. DISCUSSION OF POLICIES, REGULATIONS, AND BYLAWS IN FUTURE MEETINGS

VI. NEXT SCHEDULED MEETING OF THE POLICY COMMITTEE

A. 2025-2026 proposed policy committee meeting schedule  
We will move the April 7 meeting to April 13, due to conflict with April Recess.

B. September 2, 2025, 9:00 AM, Zoom webinar (pending approval of 2025-2026 schedule)

VII. ADJOURNMENT

Michael Guideo left the meeting at 10:00 AM.

The meeting adjourned at 10:06 AM.

Move that the Policy Committee adjourn the [DATE] meeting.  
Carried with a motion by Luft, Lisa and a second by Ferraro, Sharon.

Sharon Ferraro: Yea, Lisa Luft: Yea

Yea: 2, Nay: 0

Respectfully submitted by:  
Jodi Sacchetta

## School/Community Relations

### Civility ~~Policy~~

#### Preamble

The Weston Board of Education (“the Board”) recognizes that education of children is a process that involves a partnership between a child’s parents/guardians, teachers, school administrators, and other school and Board personnel. In furthering the goal of productive partnership, The Board recognizes that parental/guardian participation

~~in their child’s educational process through parent/guardian/teacher conferences, scheduled classroom visitation, serving as a school volunteer, serving as a field trip chaperone, PTO participation, and other such service is critical to a child’s educational success. For that reason, the Board welcomes and encourages parental participation in the life of their child’s school and the District as a whole.~~

It is the intent of the Board to promote mutual respect, civility, ~~and~~ orderly conduct, and positive communication among students, District employees, ~~students~~, parents/guardians, and other members of the public while at school, on school property, at school-sponsored activities, and in connection with the Board’s educational programs and activities.

It is the Board’s policy that harassing, defamatory, obscene, abusive, discriminatory, intimidating, and/or threatening conduct at school, on school property, at school sponsored activities, or in connection with the Board’s educational programs and activities will not be tolerated.

It is not the intent of the Board to ~~deprive any person of his or her right to freedom of expression. The intent of this Policy is to~~ maintain, to the greatest extent reasonably possible, a safe, harassment-free workplace for students, ~~teachers, students~~, administrators, other staff members, parents/guardians, ~~and other members of the community and the public. In the interest of presenting teachers and other District employees as positive role models, the Board encourages positive communication and discourages disruptive, volatile, hostile, or aggressive communications or actions.~~

Policy Adopted: April 15, 2002

Policy Revised: February 25, 2019

Policy Revised: [DATE]

WESTON PUBLIC SCHOOLS  
Weston, Connecticut

~~However, from time to time parents/guardians, visitors to the District, and District employees act in a manner that disrupts the educational process, the work of District employees, or school activities. This type of conduct can be threatening and/or intimidating to students, District employees, parents/guardians, and visitors.~~

~~The purpose of this policy is to provide rules of conduct for parents, other visitors to schools, and District employees which encourage civil communication between parents, other persons, and District employees, and to empower the Board to identify and address those behaviors which are inappropriate and disruptive to the operation of a school or other District facility.~~

## ~~I. CONDUCT~~

### ~~1. Expected Level of Behavior:~~

~~a. District employees will treat colleagues, parents/guardians, students, and other members of the public with courtesy and respect.~~

~~b. Parents and other visitors to schools and school District facilities will treat teachers, students, school administrators, and other District employees with courtesy and respect.~~

~~4~~

### ~~2. Unacceptable/Disruptive Behavior:~~

~~a. Disruptive behavior includes, but is not necessarily limited to:~~

~~1. Behavior which interferes with or threatens to interfere with the educational process, the operation of a classroom, an employee's office or office area, an activity occurring anywhere on District property, or the work of a District employee. Such conduct includes, but is not limited to:~~

~~i. Using loud and/or offensive language, profane/obscene language, intimidating language, or display of temper;~~

~~ii. Threatening to do bodily harm (or causing bodily harm) to a District employee, Board member, a parent/guardian, student, or other individual if that individual is on District property or participating in a school~~

~~activity, regardless of whether or not the behavior constitutes or may constitute a criminal violation;~~

~~iii. Damaging or destroying District property;~~

~~iv. Any other behavior that disrupts the work of a District employee or the orderly operation of a school, a school classroom, any other Board of~~

~~Education facility; or other activity on District property;~~

~~v. Abusive, threatening, or obscene emails, texts, voice mail messages, or other communications; or~~

~~vi. The repeated use of emails, voicemails, or other communications intending to harass the recipient will be considered~~

~~unacceptable/disruptive behavior under this Policy.~~

## ~~H. RECOURSE~~

### ~~1. Parent/Guardian/Visitor Recourse:~~

~~Any parent/guardian or visitor who believes he/she was subject to~~

~~unacceptable/disruptive behavior on the part of a staff member should bring such behavior to the attention of the staff member's immediate supervisor, appropriate school administrator, and/or the Superintendent of Schools.~~

### ~~2. Employee Recourse:~~

~~Any District employee who believes he/she was subject to unacceptable/disruptive behavior by another staff member, parent/guardian, or visitor should notify his/her immediate supervisor, appropriate school administrator, and/or the Superintendent of Schools.~~

~~2~~

~~If any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly. If the conduct continues, the employee to whom the remarks are directed may, after giving appropriate notice to the speaker, terminate the meeting, conference, or telephone conversation. If the meeting or conference is on District property, any employee may request that an administrator or other authorized personnel direct the speaker to promptly leave the premises. If the person refuses to leave the premises as directed, the administrator or other authorized personnel shall seek the assistance of law enforcement and request that law enforcement take such action as is deemed necessary. If the employee is threatened with personal harm, the employee may contact law enforcement directly.~~

### ~~3. Student Recourse:~~

~~Any student who believes he/she was subject to unacceptable/disruptive behavior on the part of a staff member, parent/guardian, or visitor should bring such behavior to the attention of a teacher, guidance counselor or school administrator.~~

## ~~III. AUTHORITY OF DISTRICT EMPLOYEES:~~

~~1. Any individual who: (1) disrupts or threatens to disrupt school or school District operations; (2) threatens to or attempts to do or does physical harm to school board personnel, students, or others lawfully on District property; (3) threatens the health or safety of students, Board personnel, or others lawfully on District property; (4) intentionally causes damage to Board property, or property of others lawfully on District property; (5) uses loud or offensive language; or (6) who without authorization comes on District property may be directed to leave District property by a school's principal or assistant principal (or in their absence a person who is lawfully in charge of the school), or a District level administrator. If the person refuses to leave the premises as directed, the administrator or other authorized personnel shall seek the assistance of law enforcement and request that law enforcement take such action as is deemed necessary by law enforcement.~~

~~2. If an employee is threatened with personal harm, the employee may contact law~~

~~enforcement directly.~~

~~IV. ABUSIVE, THREATENING, OR OBSCENE ELECTRONIC COMMUNICATIONS  
AND VOICE MAIL~~

~~If any District employee receives an email, voice mail message, other electronic communication which is abusive, threatening, or obscene, the employee is not obligated to respond to the communication or return the telephone call. The employee may save the~~

~~3~~

~~message and contact a school administrator or the Superintendent of Schools. If the message threatens personal harm, the employee may contact law enforcement directly.~~

~~Policy Adopted: April 15, 2002~~

~~Policy Revised: February 25, 2019~~

~~WESTON PUBLIC SCHOOLS~~

~~Weston, Connecticut~~

~~4~~

School/Community Relations

Civility

The Weston Board of Education (“the Board”) recognizes that education of children is a process that involves a partnership between a child’s parents/guardians, teachers, school administrators, and other school and Board personnel. In furthering the goal of productive partnership, it is the intent of the Board to promote mutual respect, civility, orderly conduct, and positive communication among students, District employees, parents/guardians, and other members of the public while at school, on school property, at school-sponsored activities, and in connection with the Board’s educational programs and activities.

It is the Board’s policy that harassing, defamatory, obscene, abusive, discriminatory, intimidating, and/or threatening conduct at school, on school property, at school sponsored activities, or in connection with the Board’s educational programs and activities will not be tolerated.

In accordance with Policy #1255, these administrative regulations describe the Board’s and the Administration’s expectations for civility and outline consequences for failure to adhere to such expectations.

I. CONDUCT

1. Expected Level of Behavior:

~~a.~~ ~~a.~~ School and District employees/personnel will treat colleagues, parents/guardians, students, and other -members of the public with courtesy and respect.

a. \_\_\_\_\_

~~b.~~ Parents and other visitors to schools and school District facilities and school-sponsored activities will treat teachers, -students, school administrators, and other District employees/personnel with courtesy and -respect.

b. \_\_\_\_\_

~~1~~

2. Unacceptable/Disruptive Behavior:

~~a.~~ ~~a.~~ Unacceptable/~~d~~Disruptive behavior includes, but is not necessarily limited to:

I. ~~1.~~ Behavior which interferes with or threatens to interfere with the educational process, the operation of a classroom, an employee’s office or office area, areas of a school or facility open to the general public, an -activity occurring anywhere on District property, or the work of a District employee. Such conduct includes, but is not limited to:

i. ~~1.~~ Using loud and/or offensive language, profane/obscene

language, ~~intimidating language,~~ or display of temper;

~~ii. Threats of any type, including threatening to do bodily harm (or causing bodily harm) to a District employee, Board member, a parent/guardian, student, or other individual -if that individual is on District property or participating in a school-sponsored~~

activity, regardless of whether or not the behavior constitutes or may

ii. constitute a criminal violation;

iii. Engaging in physically aggressive or intimidating behavior, including, but not limited to: invading personal space, standing over another person in a threatening manner, blocking doorways, hallways, or exits to impede movement, or any other physical conduct intended to intimidate, coerce, or create fear;

iv. ~~iii. Damaging or destroying District property;~~

iv. Any other behavior that disrupts the work of a District employee or the orderly operation of a school, a school classroom, any other Board of

Education facility; or other activity on District property;

v. ~~v. Sending a~~Abusive, threatening, or obscene emails, texts, voice mail messages, or ~~other communications;~~~~or~~

i. ~~vi. The repeated~~Repeated use of emails, voicemails, or other communications intendeding to harass the recipient; ~~or will be considered~~

vi.

vii. Any other behavior that disrupts the work of a District employee or the orderly operation of a school, a school classroom, any other Board facility or other school-sponsored activity.

unacceptable/disruptive behavior under this Policy.

## II. RECOURSE

### 1. Parent/Guardian/Visitor Recourse:

Any parent/guardian or visitor who believes ~~he/she was~~they have been subject to unacceptable/disruptive behavior on the part of a staff member should bring such behavior to the attention of the staff member's immediate supervisor and/or appropriate -school administrator, and/or the Superintendent of Schools. The Administration will review any such reports in a timely manner and take appropriate action if the Administration determines that a violation of Board Policy #1255 and these regulations has occurred.

### 2. ~~2.~~Employee Recourse:

Any District employee who believes ~~he/she was~~they have been subject to

unacceptable/disruptive behavior by another staff member, a parent/guardian, or a visitor should notify his/her their immediate supervisor and/or an, appropriate school administrator, and/or the Superintendent of Schools.. The Administration will review any such reports in a timely manner and take appropriate action if the Administration determines that a violation of Board Policy #1255 and these regulations has occurred.

2

If any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly. If the conduct continues, the employee to whom the remarks are directed may, after giving appropriate notice to the speaker, terminate the meeting, conference, or telephone conversation. If the meeting or conference is on District property, any employee may request that an administrator or other authorized personnel direct the speaker to promptly leave the premises. If the person refuses to leave the premises as directed, the administrator or other authorized personnel shall seek the assistance of law enforcement and request that law enforcement take such action as is deemed necessary. If the employee is threatened with personal harm, the employee may contact law enforcement directly.

3. 3-Student Recourse:

Any student -who -believes he/she wasthey have been subject to unacceptable/disruptive behavior on -the part of a staff member, parent/guardian, or visitor should bring such behavior to -the attention of a teacher, guidanceschool counselor or school administrator. The Administration will review any such reports in a timely manner and take appropriate action if the Administration determines that a violation of Board Policy #1255 and these regulations has occurred.

III. ~~III.~~ AUTHORITY OF DISTRICT EMPLOYEES TO TERMINATE A MEETING:

1. If any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly. If the conduct continues, the employee to whom the remarks are directed may, after giving appropriate notice to the speaker, terminate the meeting, conference, or telephone conversation. If the meeting or conference is on District property, any employee may request that an administrator or other authorized personnel direct the speaker to promptly leave the premises. If the person refuses to leave the premises as directed, the administrator or other authorized personnel shall seek the assistance of law enforcement and request that law enforcement take such action as is deemed necessary.
2. If the employee is threatened with personal harm, the employee may contact law

enforcement directly.

IV. AUTHORITY OF DISTRICT EMPLOYEES TO DIRECT PERSONS TO LEAVE DISTRICT PROPOERTY:

1. 1. Any individual who: (1) disrupts or threatens to disrupt school or school District operations; (2) threatens to or attempts to do or does physical harm to school board Board personnel, students, or others lawfully on District property; (3) threatens the health or safety of students, Board personnel, or others lawfully on District property; (4) intentionally causes damage to Board property, or property of others lawfully on -District property; (5) uses loud or offensive language; or (6) who without -authorization comes on District property may be directed to leave District property by -a school's principal or assistant principal (or in their absence a person who is lawfully -in charge of the school), or a District level administrator. If the person refuses to -leave the premises as directed, the administrator or other authorized personnel shall -seek the assistance of law enforcement and request that law enforcement take such -action as is deemed necessary by law enforcement.

1.

2. 2. If an employee is threatened with personal harm, the employee may contact law enforcement directly.

IV. ~~IV. ABUSIVE, THREATENING, OR OBSCENE ELECTRONIC COMMUNICATIONS AND VOICE MAIL~~ AUTHORITY OF DISTRICT EMPLOYEES TO DECLINE TO RESPOND:

V.

If any District employee receives an email, voice mail message, or other electronic communication which is abusive, threatening, or obscene, the employee is not obligated to respond to the communication or return the telephone call. The Superintendent's office will create a standard response that may be used in such situations. The employee may save the

3

1. message and contact a school administrator or the Superintendent of Schools.

2. If the -message threatensemployee is threatened with personal harm, the employee may contact law enforcement directly.

Policy Adopted: April 15, 2002

Policy Revised: February 25, 2019

Regulation Approved: [DATE]



**School/Community Relations****Civility**

The Weston Board of Education (“the Board”) recognizes that education of children is a process that involves a partnership between a child’s parents/guardians, teachers, school administrators, and other school and Board personnel. In furthering the goal of productive partnership, it is the intent of the Board to promote mutual respect, civility, orderly conduct, and positive communication among students, District employees, parents/guardians, and other members of the public while at school, on school property, at school-sponsored activities, and in connection with the Board’s educational programs and activities.

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It is not the intent of the Board to deprive any person of his or her right to freedom of expression. The intent of this Policy is to maintain, to the greatest extent reasonably possible, a safe, harassment-free workplace for students, teachers, administrators, other staff members, parents/guardians, and the public.

Policy Adopted: April 15, 2002

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WESTON PUBLIC SCHOOLS  
Weston, Connecticut

## School/Community Relations

### Civility

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In accordance with Policy #1255, these administrative regulations describe the Board’s and the Administration’s expectations for civility and outline consequences for failure to adhere to such expectations.

#### I. CONDUCT

##### 1. Expected Level of Behavior:

- a. School and District personnel will treat colleagues, parents/guardians, students, and other members of the public with courtesy and respect.
- b. Parents and other visitors to school District facilities and school-sponsored activities will treat teachers, students, school administrators, and other District personnel with courtesy and respect.

##### 2. Unacceptable/Disruptive Behavior:

- a. Unacceptable/disruptive behavior includes, but is not necessarily limited to:

- I. Behavior which interferes with or threatens to interfere with the educational process, the operation of a classroom, an employee’s office or office area, areas of a school or facility open to the general public, an activity occurring anywhere on District property, or the work of a District employee. Such conduct includes, but is not limited to:
  - i. Using loud and/or offensive language, profane/obscene language, intimidating language, or display of temper;
  - ii. Threats of any type, including threatening to do bodily harm (or causing bodily harm) to a District employee, Board member, parent/guardian, student, or other individual if that individual is on District property or participating in a school-sponsored activity, regardless of whether or not

- the behavior constitutes or may constitute a criminal violation;
- iii. Engaging in physically aggressive or intimidating behavior, including, but not limited to: invading personal space, standing over another person in a threatening manner, blocking doorways, hallways, or exits to impede movement, or any other physical conduct intended to intimidate, coerce, or create fear;
- iv. Damaging or destroying District property;
- v. Sending abusive, threatening, or obscene emails, texts, voice mail messages, or other communications;
- vi. Repeated use of emails, voicemails, or other communications intended to harass the recipient; or
- vii. Any other behavior that disrupts the work of a District employee or the orderly operation of a school, a school classroom, any other Board facility or other school-sponsored activity.

## II. RECOURSE

### 1. Parent/Guardian/Visitor Recourse:

Any parent/guardian or visitor who believes they have been subject to unacceptable/disruptive behavior on the part of a staff member should bring such behavior to the attention of the staff member's immediate supervisor and/or appropriate school administrator. The Administration will review any such reports in a timely manner and take appropriate action if the Administration determines that a violation of Board Policy #1255 and these regulations has occurred.

### 2. Employee Recourse:

Any District employee who believes they have been subject to unacceptable/disruptive behavior by another staff member, a parent/guardian, or a visitor should notify their immediate supervisor and/or an appropriate school administrator. The Administration will review any such reports in a timely manner and take appropriate action if the Administration determines that a violation of Board Policy #1255 and these regulations has occurred.

### 3. Student Recourse:

Any student who believes they have been subject to unacceptable/disruptive behavior on the part of a staff member, parent/guardian, or visitor should bring such behavior to the attention of a teacher, school counselor or school administrator. The Administration will review any such reports in a timely manner and take appropriate action if the Administration determines that a violation of Board Policy #1255 and these regulations has occurred.

III. AUTHORITY OF DISTRICT EMPLOYEES TO TERMINATE A MEETING:

1. If any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly. If the conduct continues, the employee to whom the remarks are directed may, after giving appropriate notice to the speaker, terminate the meeting, conference, or telephone conversation. If the meeting or conference is on District property, any employee may request that an administrator or other authorized personnel direct the speaker to promptly leave the premises. If the person refuses to leave the premises as directed, the administrator or other authorized personnel shall seek the assistance of law enforcement and request that law enforcement take such action as is deemed necessary.
2. If the employee is threatened with personal harm, the employee may contact law enforcement directly.

IV. AUTHORITY OF DISTRICT EMPLOYEES TO DIRECT PERSONS TO LEAVE DISTRICT PROPERTY:

1. Any individual who: (1) disrupts or threatens to disrupt school or school District operations; (2) threatens to or attempts to do or does physical harm to Board personnel, students, or others lawfully on District property; (3) threatens the health or safety of students, Board personnel, or others lawfully on District property; (4) intentionally causes damage to Board property, or property of others lawfully on District property; (5) uses loud or offensive language; or (6) who without authorization comes on District property may be directed to leave District property by a school's principal or assistant principal (or in their absence a person who is lawfully in charge of the school), or a District level administrator. If the person refuses to leave the premises as directed, the administrator or other authorized personnel shall seek the assistance of law enforcement and request that law enforcement take such action as is deemed necessary.
2. If an employee is threatened with personal harm, the employee may contact law enforcement directly.

V. AUTHORITY OF DISTRICT EMPLOYEES TO DECLINE TO RESPOND:

1. If any District employee receives an email, voice mail message, or other electronic communication which is abusive, threatening, or obscene, the employee is not obligated to respond to the communication or return the telephone call. The Superintendent's office will create a standard response that may be used in such situations. The employee may save the message and contact a school administrator.
2. If the employee is threatened with personal harm, the employee may contact law enforcement directly.

Regulation Approved: [DATE]

WESTON PUBLIC SCHOOLS  
Weston, Connecticut

## **Certified/Non-Certified Staff**

### **Code of Ethics and Professional Responsibility for Personnel**

The Weston Board of Education (the "Board") requires all Board employees to follow any applicable Board policy concerning employee conduct, maintain high ethical and professional standards, and exhibit professional conduct and responsibility.

All employees of the Board shall comply with the following standards:

1. Maintain a just and courteous professional relationship with students, parents, staff members, Board members, and others.
2. Make the well-being of students the fundamental value of all decision-making and actions.
3. Fulfill professional responsibilities with honesty and integrity.
4. Support the principle of due process and protect the civil and human rights of all individuals.
5. Obey local, state, and national laws.
6. Adhere to, implement, and (as applicable) enforce the Board's policies and administrative rules and regulations.
7. Avoid using positions for personal gain through political, social, religious, economic, or other influence.
8. Accept academic degrees or professional certification only from duly accredited institutions.
9. Maintain the standards and seek to improve the effectiveness of the profession through research and continuing professional development.
10. Honor all contracts until fulfillment, release, or dissolution mutually agreed upon by all parties to the contract.
11. Refrain from engaging or participating in any activity and/or conduct, whether on duty or off duty, that is incompatible with the proper discharge of the employee's official duties, that would tend to impair the employee's independent judgment or action in the performance of the employee's professional duties, and/or that would erode the public's trust in the employee's ability to fulfill their professional duties.
12. Exhibit candor with supervisors and report to a supervisor any arrest or conviction of the employee that could erode the public's trust in the employee's ability to fulfill their professional duties.

13. Refrain from soliciting, accepting, or receiving, directly or indirectly, from any person, by rebate, gifts, or otherwise, any money, or anything of value whatsoever, or any promise, obligation, or contract for future reward or compensation in exchange for the performance of his/her duties as a Board employee. It is recognized that instructional personnel may receive unsolicited gifts from time to time from students and their families, typically associated with holidays, the end of the year, or other special occasions. This policy is not intended to prevent school personnel from accepting typical and customary gifts from students and their families in such circumstances.

14. Refrain from offering or providing any special consideration, treatment, favor, or advantage to any person, beyond that which is generally available to students and their families.

In addition:

15. Teachers must adhere to the Connecticut Code of Professional Responsibility for Teachers (Regulations of Connecticut State Agencies Section 10-145d-400a), which Code is incorporated herein by reference.

16. Administrators must adhere to the Connecticut Code of Professional Responsibility for School Administrators (Regulations of Connecticut State Agencies Section 10-145d-400b), which Code is incorporated herein by reference.

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

cf. [1255](#), Civility

cf. [4118.11/4218.11](#), Non-Discrimination

Legal References:

Regulations of Connecticut State Agencies, § 10-145d-400a Code of Professional Responsibility for Teachers; Connecticut Code of Professional

Regulations of Connecticut State Agencies, § 10-145d-400b, Code of Professional Responsibility for School Administrators

**Policy adopted: [DATE]**



**Series 5141.25  
Students**

**POLICY REGARDING WELLNESS**

It is the policy of the Weston Board of Education (the “Board”) to promote the health and well-being of district students. In furtherance of this policy, the Board has created an Advisory Committee on Wellness (“Advisory Committee”) to review any available state or federal guidance on wellness issues and to assist in formulating recommendations for specific goals and guidelines to promote lifelong wellness practices among district students. This Advisory Committee has representatives from each school building and includes parents, students, representatives from the school food authority (i.e. any private company employed to provide food services), physical education teachers, school health professionals, and school administrators. The Advisory Committee will be involved in the development and implementation of the policy and periodic updating of the policy.

The Board is committed to the optimal development of every student through the promotion of student wellness through nutrition, physical activity, and a supportive learning environment. This policy aims to meet or exceed the Connecticut Department of Education’s guidelines for school wellness, physical education, and nutrition.

**I. GOALS AND GUIDELINES**

The Board, following consultation with the Wellness Committee, seeks to implement the Whole School, Whole Community, Whole Child (WSCC) framework to promote student wellness. This framework includes the following key components:

- Physical Activity & Health Education
- Social Emotional & Behavioral Supports
- Community & Family Engagement
- Nutrition Services
- Safe Environment
- Employee Wellness
- Health Services

**II. MEASURING THE IMPLEMENTATION OF WELLNESS POLICY**

**A. Oversight of the Wellness Policy**

Pursuant to this policy, the Board shall designate the Assistant Superintendent to be responsible for the implementation and oversight of the school district's wellness program. The Assistant Superintendent will be responsible for ensuring that all of the components related to the goals and guidelines of this policy are met.

B. Measurement

Pursuant to this policy, the Wellness Advisory Committee will meet annually, or as needed, to evaluate the progress made in attaining the goals of this wellness policy and will provide the basis for appropriate updates or modifications to the wellness policy. Appropriate documentation will be maintained by the Wellness Advisory Committee.

C. Informing and Updating the Public

The Wellness Committee will inform and update the public (including parents, students, and others in the community) about the content and implementation of its wellness policy on the district website and at Board of Education meetings when applicable.

Legal References:

Connecticut General Statutes:

- § 10-215d Regulations re nutrition standard for school breakfasts and lunches.
- § 10-215f Certification that food meets nutrition standards.
- § 10-221o Lunch periods. Recess.
- § 10-221p Boards to make available for purchase nutritious and low-fat foods.
- § 10-221q Sale of beverages.

Federal Law:

42 U.S.C. § 1751

Richard B. Russell National School Lunch Act § 9(f)(1) and § 17(a), codified at 42 U.S.C. § 1758(f)(1), 42 U.S.C. § 1758b and 42 U.S.C. § 1766, as amended by Pub. L. 111-296, § 204, *Healthy, Hunger-Free Kids Act of 2010*.

20 U.S.C. § 7118, as amended by Pub. L. 114-95, *Every Student Succeeds Act*.

- 7 C.F.R. § 210.10 Meal requirements for lunches and requirements for afterschool snacks.
- 7 C.F.R. § 210.11 Competitive food service and standards.
- 7 C.F.R. § 210.31 Local school wellness policy.
- 7 C.F.R. § 220.8 Meal requirements for breakfasts.

ADOPTED: \_\_\_\_\_  
REVISED: \_\_\_\_\_

11/9/2021

**R5141.25**  
**Student Wellness**

**Administrative Regulations**

The following sets forth the procedures to implement Board of Education Policy 5141.25 concerning the wellness of students in the Weston Public Schools. Student wellness is important and every effort will be made to provide appropriate educational opportunities as well as a healthy environment to assist students in the development of lifelong behaviors that contribute to long-term wellness. The Assistant Superintendent of Schools and Building Administration will monitor the implementation of this regulation and will be advised by the Wellness Committee.

### **Physical Activity and Other School-Based Activities**

- All students will receive physical education instruction in accordance with national and Connecticut’s Physical Education standards.
- In grades K-8, students will have physical education yearly. In grades 9-12, students must complete graduation requirements for physical education.
- Teachers will be encouraged to incorporate physical movement into classroom activities using methods like “brain breaks” and active learning techniques.
- Students will not be denied participation in recess or other physical activities as punishment.
- Schools will ensure students engage in at least 20 minutes of outdoor recess daily at the elementary level. Unstructured play will be utilized when weather or other unforeseen circumstances prevent daily outdoor recess.
- At the high school, the school-sponsored interscholastic athletic programs will continue to encourage high participation rates and will report the percentage of students participating in at least one sport.

### **Health and Nutrition Education**

- **Age and Developmentally Appropriate Practices**  
The district recognizes that flexibility may be necessary in implementing wellness practices based on students’ age and developmental level. As such, school personnel may adapt food-related practices to be appropriate for the specific age group or educational setting, while maintaining the intent of wellness goals.
- **Oversight of Food Use**  
The school administration retains the right to review and approve any planned use of food during school hours, school-sponsored events, or classroom activities. This includes—but is not limited to—celebrations, fundraisers, curriculum-based activities, and rewards. Requests must be submitted in accordance with school procedures and reviewed for alignment with the wellness policy.

### **Social Emotional and Behavioral Support**

- Removal of recess will not be used as a consequence for classroom behavior for any student per state law.
- Each school will provide comprehensive learning experiences that promote social-emotional well-being.

### **Community and Family Involvement**

- Parents will be encouraged to provide healthy snacks and lunches.
- Community activities will continue to be made available for students in grades K-8 through community agencies.
- The schools will continue to be available to the community for after-school, weekend, and summer activities.

### **Nutrition Services**

- Any displays in cafeterias will promote healthy nutritional choices.
- Meals served will meet or exceed federal and state nutritional guidelines.
- School food services shall encourage the consumption of nutrient-dense foods by providing a variety of fresh fruits, vegetables, grains and dairy products.
- Each cafeteria will provide an atmosphere and food selections that encourage healthy eating.
- Food items that do not meet nutritional guidelines will not be included in fundraisers during school hours.
- Beverages sold at any location accessible to students in the school during school hours will meet all state and federal guidelines.
- The use of non-food items as a means to commemorate an occasion is encouraged.
- Access to free drinking water is available to all students and staff in all buildings.
- Breakfast is available for purchase only at the High School level. Lunch will be available for purchase at all schools.
- Students shall be provided adequate time (minimum of 20 minutes) and space in an appropriate environment to eat lunch.
- Food services information shall be made available to parents on the district website. Food services will provide families with opportunities for input and monitoring of their children's food purchases.
- Information regarding eligibility/application for free/reduced-priced lunch is made available on the district website.
- All school meals are prepared onsite and are managed by a food service management company.

### **Safe Environment**

- Students will be discouraged from sharing food with their peers.
- Education on food allergies will be taught during appropriate health class lessons

- In grades K-5, an opportunity for a healthy snack will be provided as warranted by the scheduled lunch for each class.

### **Employee Wellness**

- Nutrition Education and Employee Wellness opportunities will be offered to all staff throughout the school year.

### **Health Services**

- Communicate with school staff regarding student allergies and activity restrictions.
- Provide support for students with life-threatening food allergies.

### **LEGAL REFERENCES:**

#### **Federal Law:**

Child Nutrition and WIC Reauthorization Act of 2004, Pub.L. 108-265 § 204  
Child Nutrition Act § 10 (a)-(b) codified at 42 U.S.C. § 1799

Richard 8. Russell National School Lunch Act § 9(f)(I) and § 17(a) codified at 42  
U.S.C. § 1758(f)(I) and 42 U.S.C. § 1766

Regulation adopted: July 17, 2006

Weston Public Schools  
Weston Connecticut

## Student Wellness

It is the policy of the Weston Board of Education to promote the health and well being of district students. In furtherance of this policy, the Board has created an Advisory Council on Wellness (“Advisory Council”) to review any available state or federal guidance on wellness issues and to assist in formulating recommendations for specific goals and guidelines aimed at promoting lifelong wellness practices among district students. This Advisory Council involves parents, students, representatives from the school food authority (i.e. any private company employed to provide food services), school administrators, the Board of Education and members of the public.

### **I. Goals and Guidelines**

The Board, following consultation with the Advisory Council, adopts the following goals and guidelines in order to promote student wellness:

#### **A. Nutrition Education and Promotion**

- Setting an average weekly minimum time for classroom nutrition education.
- Providing a minimum number of hours per year of training to classroom teachers on how to integrate nutrition education into other basic subjects.
- Setting rules for marketing and guidelines for promotion of nutritious foods and health habits outside the classroom.

#### **B. Physical Activity and Other School-Based Activities**

- Setting minimum physical education requirements including time, frequency and intensity.
- Giving students and the community after school access to school activity facilities.
- Creating after school activity programs, student health council, and community/family programs that encourage healthy habits.
- Providing school meals at appropriate times in appropriate settings.
- Working with food service providers to assure the marketing of healthy food in ways that increase its appeal.
- Removal from physical activity/recess should not be used as a consequence.

C. Nutritional Guidelines for School Food

- Addressing such issues as nutritional values and portion size.
- Regulating a la carte, vending machine, concession and school store offerings.
- Regulating after school activity, field trip, school event and school store offerings.
- Limiting the use of food as a reward.
- Encouraging the offering of healthy food as a fundraiser.
- Training and certification of food preparation and food service staff.
- Evaluating food and drink contracts.

At a minimum, all reimbursable school meals (i.e. free and reduced lunches) shall meet the program requirements and nutritional standards established by the USDA regulations applicable to school meals.

**II. Measuring the Implementation of Wellness Policy**

Pursuant to this policy, the Board shall designate at least one (1) individual to be responsible for the oversight of the school district's wellness program. This individual will be responsible for ensuring that the goals and guidelines relating to nutrition education, physical activity, school-based wellness activities and nutritional value of school-provided food and beverages are met, that there is compliance with the wellness policy, and that all school policies and school-based activities are consistent with the wellness policy.

**LEGAL REFERENCES:**

**Federal Law:**

Child Nutrition and WIC Reauthorization Act of 2004, Pub. L. 108-265, § 204  
Child Nutrition Act § 10(a)-(b) codified at 42 U.S.C. § 1799

Richard B. Russell National School Lunch Act § 9(f)(1) and § 17(a), codified at  
42 U.S.C. § 1758(f)(1) and 42 U.S.C. § 1766

Policy adopted: May 22, 2006

**WESTON PUBLIC SCHOOLS**  
Weston, Connecticut

**Students****Wellness****Administrative Regulations**

The following sets forth the procedures to implement Board of Education Policy 5141.25 concerning wellness of students in the Weston Public Schools. The wellness of students is important and every effort will be made to provide appropriate educational opportunities as well as a healthy environment to assist students in the development of lifelong behaviors that contribute to long-term wellness. The Superintendent of Schools and Building Administration will monitor implementation of this regulation and will be advised by the Wellness Council.

Nutrition Education and Promotion

- Nutrition education is and will remain an integral component of the health/physical education curriculum and will be addressed yearly as a part of the curriculum in grades K-12. In grades 6-8, nutrition education is primarily addressed within Family and Consumer Sciences.
- Nutrition education will be incorporated into the study of other cultures that occurs in both the World Languages and Social Studies curriculum and as appropriate in other curricular areas.
- Nurses will promote nutrition through displays and materials available for students and families in each school clinic.
- Nutrition Education and Wellness will be addressed at a minimum of two faculty meetings per year.
- Displays in all cafeterias will promote healthy nutritional choices.

Physical Activity and Other School-Based Activities

- In grades K-5, in addition to physical education twice per week, students will have a daily recess period.
- Removal of recess will not be used as a consequence for classroom behavior for any student.
- In grades 6-12, students will have physical education yearly.
- At the high school, the school-sponsored interscholastic athletic programs will continue to encourage high participation rates and will report the percentage of students participating in at least one sport.
- Students in grades 6-8 will have appropriate intramural opportunities during the school year.
- Community activities will continue to be provided for students in grades K-8 by community agencies such as Parks and Recreation and Youth Services.

- The schools will continue to be available to the community for after school, weekend and summer activities.
- Each cafeteria will provide an atmosphere and food selections that encourage healthy eating.
- In grades K-5, an opportunity for a healthy snack will be provided as warranted by the scheduled lunch for each class.

### Nutritional Guidelines for School Food

- The cafeteria program will follow all federal and state nutritional guidelines.
- Food items that do not meet nutritional guidelines will not be included in fundraisers during school hours.
- Food items may not be used as a reward unless specified in an Individual Education Plan.
- Classroom activities involving food must provide students the opportunity to make a healthy food choice. The use of non-food items as a means to commemorate an occasion is encouraged.
- Parents will be encouraged to provide healthy snacks and lunches.
- Students will be discouraged from sharing food with their peers.
- Beverages sold at any location in the school during school hours will meet all state and federal guidelines.

### Communication

- Parents and students will be provided information about wellness in the annual legal update sent prior to the start of school.
- An annual “ Wellness” presentation will be made to each PTO.
- A display encouraging wellness will be set up at Back to School Nights at each school.
- Each school newsletter will address wellness in the first newsletter of the year and, at minimum, in two additional newsletters during the year.

### Measurement

Pursuant to this policy and direction from the Board, the Superintendent shall designate at least one individual to be responsible for the oversight of the school district’s wellness program.

- Each school shall designate a contact person for the implementation of the wellness policy at each school.
- Records will be maintained regarding cafeteria participation and sales.




**LEGAL REFERENCES:**

**Federal Law:**

Child Nutrition and WIC Reauthorization Act of 2004, Pub.L. 108-265§ 204  
Child Nutrition Act § 10 (a)-(b) codified at 42 U.S.C. §1799

Richard B. Russell National School Lunch Act§ 9(f)(1) and § 17(a) codified at 42  
U.S.C. § 1758(f)(1) and 42 U.S.C. §1766



Regulation adopted:  
July 17, 2006

Weston Public Schools  
Weston, Connecticut