

Board of Education Regular Meeting 2022

Wednesday, April 27, 2022 7:00 PM

BOE Meeting Access: BOE (4/27/22 at 7 p.m.) Web:

<https://zoom.us/j/96540023708> Dial In: (929) 205-6099 Meeting ID: 965 4002 3708, 3 Brush Hill Road, New Fairfield, CT 06812

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE MINUTES

III.A. April 7, 2022 - Regular

III.B. April 12, 2022 - Special at 6:45 p.m.

IV. APPROVAL OF THE AGENDA

V. **PUBLIC PARTICIPATION** - *The Board welcomes public participation. Pursuant to our Board Policy, public participation is limited to no more than three (3) minutes per speaker and a total of no more than thirty (30) minutes total for the entire meeting. Individuals who wish to speak longer are encouraged to attend any and all related subcommittee meetings where most of the board's groundwork is done. We value your input, but due to these time limitations, we ask you to be concise and to observe the rules of common courtesy. [9320(a) of Board Bylaws]*

VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS

VI.A. Chairman's Report

VI.B. Superintendent's Report

VI.C. Student Representatives' Report

VI.D. Committee Reports

VI.D.1. Business Operations/Resource Management (*Greg Flanagan*)

VI.D.2. Curriculum (*Stephanie Strazza*)

VI.E. Liaison Reports

VI.E.1. Board of Finance (*Ed Sbordone*)

VI.E.2. Parks and Recreation Committee (*K. LaTourette, G. Flanagan*)

VI.E.3. School Security and Safety Committee (*Samantha Mannion*)

VII. INFORMATION ITEMS

VII.A. Athletic Code of Conduct

VII.B. Board of Education Policies (*Second Reading*)

VII.B.1. Policy 4118.11/4218.11 – Nondiscrimination

VII.B.2. Policy 6146.11 - Grade Weighting and Class Rank

VII.B.3. Bylaw 9327 - Electronic Communications Among Board Members

VII.C. New Fairfield High School/Consolidated School Building Project Update

VII.D. 2022-23 Budget

VIII. **ACTION ITEMS**

VIII.A. Appointment of Principal of New Fairfield Middle School

VIII.B. Personnel Report

VIII.C. Quarterly FY 2021-22 Budget Transfers

VIII.D. Reduction in Force (*This item will be voted on after Executive Session.*)

IX. **PUBLIC PARTICIPATION** - *The Board welcomes public participation. Pursuant to our Board Policy, public participation is limited to no more than three (3) minutes per speaker and a total of no more than thirty (30) minutes total for the entire meeting. Individuals who wish to speak longer are encouraged to attend any and all related subcommittee meetings where most of the board's groundwork is done. We value your input, but due to these time limitations, we ask you to be concise and to observe the rules of common courtesy. [9320(a) of Board Bylaws]*

X. **FUTURE AGENDA ITEMS**

XI. **BOARD MEMBER COMMENTS**

XII. **EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING REDUCTION IN FORCE**

XIII. **ADJOURNMENT**

**NEW FAIRFIELD BOARD OF EDUCATION
NEW FAIRFIELD, CT**

The New Fairfield Board of Education held a regular meeting on Thursday, April 7, 2022, at 7:00 p.m. via Zoom

MINUTES – April 7, 2022

PRESENT: Dominic Cipollone (Chairman), Kathy Baker, Tim Blair, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

ABSENT: None

ALSO PRESENT: Superintendent of Schools Dr. Pat Cosentino, Director of Business and Operations Dr. Richard Sanzo, Assistant Superintendent of Schools Julie Luby, Director of Instructional Technology and Communications Dr. Karen Fildes, Pupil Personnel Director Katherine Matz, High School Assistant Principal Scott Rohwedder, Middle School Principal Christine Baldelli, Middle School Assistant Principal Cheryl Milo, Meeting House Hill School Principal James Mandracchia, Consolidated School Principal Rob Spino, Director of Curriculum Alyce Misuraca, Special Education Supervisor Melissa Busnel, First Selectman Pat Del Monaco, Selectman Khris Hall and Board of Finance Chairman Wes Marsh

Network Administrator Paul Gouveia explained the procedure for the virtual meeting and noted that this virtual meeting is available to everyone including members of the public.

I. CALL TO ORDER: Chairman Dominic Cipollone called the meeting to order at 7:01 p.m.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

A. March 17, 2022- Regular meeting - approved by consensus

IV. APPROVAL OF AGENDA

MOTION: Dominic Cipollone made a motion to amend the agenda to add an update on the Parks and Rec Commission under Committee Reports and to add Paraprofessional Leave of Absence Requests #3 and #4 in Executive Session. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

V. PUBLIC PARTICIPATION

John McCartney and Grace Smyth spoke in support of the BOE budget and their disappointment that the BOF did not approve sending the budget to the taxpayers as presented at their April 6th meeting.

VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS

A. Chairman's Report - Dominic Cipollone spoke of the following:

- Spoke of his visit to the high school and thanked everyone for the warm welcome.
- He spoke briefly of the budget and encouraged everyone to consider what is best for the students.

B. Superintendent's Report - Superintendent of Schools Dr. Pat Cosentino spoke of the following:

- Congratulated Middle School Principal Christine Baldelli on her retirement effective June 30th.
- Congratulated Paraprofessionals and Occupational Therapists in honor of Paraprofessional and Occupational Therapist Month. All staff will be celebrated in May.
- All students and staff will receive a COVID test kit before Spring Break. Everyone is asked to take an at-home test before returning to school on April 25th.
- High school students going on the Florida trip will also receive a COVID test.
- Wished all Spring Athletes Good Luck.
- Thanked everyone who has spoken in support of the budget.

C. Student Representative Report - None

D. Committee Reports

1. Curriculum - Stephanie Strazza noted that this committee met on March 28th and discussed the future of the Music Strings Program. There was a demonstration by Julie Luby about changes made to the website. The committee further discussed the Math Program.

2. Policy - Samantha Mannion spoke of three policies that were discussed that are on tonight's agenda for first reading. They include Nondiscrimination, Grade Weighting and Class Rank and Electronic Communications among Board Members. She also spoke of another policy regarding Hate Crimes and Bias Incidents in the Schools. There is a plan to vote to suspend the rules to bring this policy to the full Board tonight.

3. Special Education Ad Hoc - Stephanie Strazza spoke of the new location on Library Street in Danbury for the STRIDES program. There will be a ribbon cutting ceremony in May. She also clarified the eligibility for the ELC program for typical children who are old enough to attend Kindergarten and noted that they cannot be accommodated at ELC if the parents decide to hold their child back for a year.

4. Field Fees - Ed Sbordone noted that the Field Fees committee met and went into Executive Session to discuss vendors for the turf and track replacement.

5. Parks and Recreation Commission - Greg Flanagan noted that the Parks and Rec Commission met on March 28th and discussed installing a batting cage and shed at Memorial Field. The Sip and Stroll will be held on May 21st. The next meeting will be Monday, April 11th at 7:00 p.m.

E. Liaison Reports

1. Board of Finance - Ed Sbordone noted that the BOF met on March 23rd, March 30th and April 6th.

- March 23rd BOF meeting - The BOF discussed the medical plan and the capital plan. A motion was made to send the budget to the taxpayers without any additional cuts and to use \$1.2 million of the bond premium. The net result of this proposal would be a Mill Rate increase of 3.68%. This motion was amended to decrease the Town budget by \$50,000 and the BOE by \$150,000. Both the amendment and the original motion was denied.
- March 30th BOF meeting - The BOF discussed the medical plan and the optimal amount of reserves for the plan. No decision has been made yet regarding ASL or ISL.
- April 6th BOF meeting - The BOF discussed the final mark up. A motion was made to send the budget to the taxpayers without any additional cuts and to use \$1.2 million of the bond premium. The net result of this proposal would be a Mill Rate increase of 3.68%. This motion failed by a 3-3 vote. Another motion was made to reduce the BOS budget by \$25,000 and reduce the BOE budget by \$400,000 and to use \$1.2 million of the bond premium. This would result in an overall Mill Rate increase of 2.89%. This motion also failed by a 3-3 vote.

It was decided that there will be a special meeting held on Wednesday, April 13th to do the final mark up.

2. School Security and Safety Committee - Samantha Mannion noted that this committee met on March 28th and discussed an overview of the master plan for security and the SPEAK UP program in Executive Session.

VII. INFORMATION ITEMS

A. Fine Arts Update

Julie Luby introduced the Fine Arts teachers from all four schools. She spoke of the work that they have done this year and of the implementation of a unified districtwide program. She showed a short video of what the department has done recently and presented a schedule of upcoming concerts and art shows.

B. Board of Education Policies (*First Reading*)

1. Policy 4118.11/4218.11 - Nondiscrimination
2. Policy 6146.11 - Grade Weighting and Class Rank
3. Bylaw 9327 - Electronic Communications among Board Members

C. New Fairfield High School/Consolidated School Building Project Update

Dr. Sanzo noted both projects are on time and on budget. There was a steel topping ceremony at the high school. Interior work is starting at Consolidated School. There will be a joint meeting between the Permanent Building Committee and the Board of Education on Tuesday, April 12th to approve the playgrounds for the MHHS/CELA project. There will be a special meeting of the Zoning Commission on April 25th to discuss the resubmission by the PBC to use the current Consolidated School site for the bus lot. Board of Education members are encouraged to attend.

D. 2022-2023 Budget

Dr. Sanzo spoke of the status of the budget with the Board of Finance. He thanked the many members of the public that have spoken in support of the budgets. He further spoke of increased costs that are not included in next year's BOE budget. These include the special education costs in the amount of approximately \$220,000 above and beyond the special education contingency.

IX. ACTION ITEMS

A. Personnel Report

MOTION: Kathy Baker made a motion to recommend to the full Board the approval of the Personnel Report for April 5, 2022, as recommended by the administration. Samantha Mannion seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

B. New Fairfield Public Schools 2021-2022 Revised Calendar

MOTION: Kimberly LaTourette to recommend to the full Board the approval of the 2021-22 revised school calendar as presented. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

C. International Field Trip

1. Canada

MOTION: Dominic Cipollone made a motion to recommend to the full Board the approval of the international field trip to Quebec City, Canada for February 17-20, 2023, as presented. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

D. Acceptance of Donation

1. Old Timers Athletic Association of Greater Danbury

MOTION: Kathy Baker made a motion to recommend to the full Board to accept with gratitude the donation of \$3,000 for athletic equipment or other as needed. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

E. Board of Education Policy

Suspension of the Rules referring to Policy 0524

MOTION: Samantha Mannion made a motion to suspend the rules referring to Policy 0524. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

1. Policy 0524 - Hate Crimes and Bias Incidents in Schools

Samantha Mannion spoke of how this policy differs from previous policies and the best ways to implement and enforce this policy.

MOTION: Samantha Mannion made a motion to recommend to the full Board the approval of Board of Education Policy 0524 as presented. Kimberly LaTourette seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

F. Paraprofessional Leave of Absence Requests - Four requests were discussed in Executive Session.

G. Paraprofessional Grievance - Executive Session

IX. PUBLIC PARTICIPATION - None

X. FUTURE AGENDA ITEMS

Kimberly LaTourette asked if a discussion of the administration staff at MHHS and CELA can be discussed in the near future.

Dominic Cipollone asked to have the Athletic Director come to a meeting to discuss appropriate behaviors and expectations as sporting events.

XI. BOARD MEMBER COMMENTS

Samantha Mannion noted that the Focus Groups for the Superintendent Search will be held on April 11th. She spoke of the importance of having as much feedback as possible. She further spoke of her frustration with the BOF regarding the budget.

Greg Flanagan spoke encouraged the BOF members to send the budget to the taxpayers as presented. Stephanie Strazza thanked the public for their support of the budget. She thanked the Music Department and the Fine Arts Department for all their hard work.

Amy Johnson spoke of her excitement that concerts and field trips are back on and thanked the Fine Arts Department for all their hard work.

Kimberly LaTourette encouraged BOF members to send the budget to the voters.

Dominic Cipollone spoke of the responsibility of the citizens to support the district.

XII. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PARAPROFESSIONAL LEAVE OF ABSENCE REQUESTS

MOTION: Dominic Cipollone made a motion to go into Executive Session at 8:35 p.m. to discuss four Paraprofessional Leave of Absence requests and to invite Dr. Pat Cosentino and Dr. Rich Sanzo into the Executive Session. Ed Sbordone seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Kimberly LaTourette made a motion to come out of Executive Session at 8:45 p.m. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Stephanie Strazza made a motion to recommend to the full Board of Education the approval of a Leave of Absence request for the following paraprofessionals: Marianne Donovan, Stacie Killian, Sheri Anderson and Pamela McNally. Kimberly LaTourette seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

XIII. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PARAPROFESSIONAL GRIEVANCE

MOTION: Dominic Cipollone made a motion to go into Executive Session at 8:46 p.m. for the purpose of discussing a Paraprofessional grievance and to invite Dr. Pat Cosentino, Dr. Rich Sanzo, Michael Davis, Cynthia Ross-Zweig, Arlene Rollman, Linda Pasquariello, Lisa Marra and Kim DeBartolomeo into the Executive Session. Samantha Mannion seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Kimberly LaTourette made a motion to come out of Executive Session at 9:48 p.m. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Samantha Mannion made a motion to recommend to the full Board to deny the grievance and authorize the Chair to craft a response consistent with the Board's deliberations. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

XIV. ADJOURNMENT

MOTION: Kathy Baker made a motion to adjourn the meeting at 9:50 p.m. Ed Sbordone seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

Respectfully submitted, Suzanne Kloos

**NEW FAIRFIELD BOARD OF EDUCATION
NEW FAIRFIELD, CT**

The New Fairfield Board of Education held a special meeting on Tuesday, April 12, 2022 at 6:45 p.m. virtual meeting via Zoom.

MINUTES – April 12, 2022

PRESENT: Dominic Cipollone (Chairman), Kathy Baker, Tim Blair, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

ABSENT: Greg Flanagan

ALSO PRESENT: Superintendent of Schools Dr. Pat Cosentino, Dr. Richard Sanzo and Julie Luby (arrived at 7:10 p.m.)

I. CALL TO ORDER: Chairman Dominic Cipollone called the meeting to order at 6:45 p.m.

II. PLEDGE OF ALLEGIANCE

III. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING ADMINISTRATORS' APPOINTMENT PROCESS

MOTION: Dominic Cipollone made a motion to go into Executive Session at 6:47 p.m. to discuss administrators' appointment process and to invite Dr. Pat Cosentino, Dr. Richard Sanzo and Julie Luby into the Executive Session. Stephanie Strazza seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Ed Sbordone made a motion to come out of Executive Session at 7:25 p.m. Kimberly LaTourette seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

IV. ADJOURNMENT

MOTION: Dom Cipollone made a motion to adjourn the meeting at 7:27 p.m. Kimberly LaTourette seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Amy Johnson, Samantha Mannion, Ed Sbordone and Stephanie Strazza

Respectfully submitted,
Dr. Pat Cosentino

Existing policy with required revision.

Personnel - Certified/Non-Certified

Nondiscrimination

The conditions or privileges of employment in the school district, including the wages, hours, terms and benefits, shall be applied without regard to race, color, religion, sex, age, natural origin, ancestry, marital status, Veteran status, pregnancy, sexual orientation, gender identity or expression, disability, or genetic information, except in the case of a bona fide occupational qualification. The Board of Education seeks to extend the advantages of public education with full equality of educational opportunity to all students and personnel. For purposes of this policy, “genetic information” means the information about genes, gene products, or inherited characteristics that may derive from an individual or family member.

“Race” is inclusive of ethnic traits historically associated with race, including, but not limited to, hair texture and protective hairstyles. “Protective hairstyles” includes, but is not limited to, wigs, headwraps and hairstyles such as individual braids, cornrows, locs, twists, Bantu knots, afros and afro puffs.

Association Membership

No employee shall suffer any professional disadvantage by reason of the employee's membership in an employee association or participation in its lawful activities.

Grievances

No employee, employee association representative, member of any employee organization or any other participant in a grievance procedure shall suffer reprisals in any other way or suffer any professional disadvantage by reason of their opposition to any unfair labor practices or because of participation in the processing of any grievance. The Superintendent will provide procedures for alleged violations of Board policies, administrative regulations, and school district operations in general when not otherwise covered in employee organization agreements.

The District recognizes that it is a discriminatory practice to request or require, on an initial employment application, a prospective employee’s age, date of birth, dates of attendance at or date of graduation from an educational institution on an initial employment application, unless requesting or requiring such information is based on a bona fide occupational qualification or need, or when such information is required to comply with any provision of state or federal law.

(cf. 4111 - Recruitment and Selection)

(cf. 4111.1 - Affirmative Action)

(cf. 4118.112/4218.112 - Sexual Harassment)

(cf. 4135 - Organizations/Units)

Personnel - Certified/Non-Certified

Nondiscrimination

Legal References: Connecticut General Statutes

46a-60 Discriminatory employment practices prohibited. (as amended by PA 17-127 and PA 21-69)

46a-81a Discrimination on the basis of sexual orientation

10-15c Discrimination in public schools prohibited. School attendance by five-year olds (as amended by PA 21-2 §441.)

P.A. 11-55 An Act Concerning Discrimination

10-153 Discrimination on account of marital status.

10-153a Rights concerning professional organization and regulations.

Public Act 07-62 An Act Concerning the Deprivation of Rights on Account of Sexual Orientation

Public Act 07-245 An Act Concerning Family and Medical Leave for Municipal Employees and the Applicability of Certain Statutory Provisions to Civil Union Status

Federal Law:

Title VI of the Civil Rights Acts of 1964, 42 USC 2000d, et seq.

Title VII of the Civil Rights Acts of 1964, 42 USC 2000e et seq.

Title IX of the Educational Amendments of 1972, 20 USC 1681, et seq.

Age Discrimination in Employment Act, 29 USC 621

Americans with Disabilities Act, 42 USC 12101, as amended

Section 504 of the Rehabilitation Act of 1973, 29 USC 794

Policy adopted: June 1, 2006
Policy revised: August 19, 2010
Policy revised: November 17, 2011
Policy revised: March 1, 2018
Policy revised: November 4, 2021
Policy revised:

NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut

Appropriate as written.

Personnel - Certified/Non-Certified

Nondiscrimination

It is the express policy of the New Fairfield Board of Education to provide for the prompt and equitable resolution of complaints alleging any discrimination on the basis of protected characteristics such as race, color, religion, sex, age, natural origin, ancestry, marital status, Veteran status, pregnancy, sexual orientation, gender identity or expression, disability, or genetic information. In order to facilitate the timely resolution of such complaints and/or grievances, any employee who feels that he/she has been discriminated against on the basis of these protected characteristics should file a written complaint with:

Office of the Superintendent of Schools
New Fairfield Board of Education
3 Brush Hill Road
New Fairfield, CT 06812

Preferably, complaints should be filed within thirty (30) days of the alleged occurrence. Timely reporting of complaints and/or grievances facilitates the investigation and resolution of such complaints and/or grievances.

Complaints and/or grievances will be investigated promptly and corrective action will be taken when allegations are verified.

Specifically, upon receipt of a written complaint of discrimination, the Superintendent and/or his or her designee should:

1. offer to meet with the complainant to discuss the nature of his/her complaint;
2. provide the complainant with a copy of the Board's anti-discrimination policy and accompanying regulations;
3. investigate the factual basis of the complaint, including, as applicable, conducting interviews with individuals deemed relevant to the complaint;
4. conduct the investigation in a confidential manner, to the extent practicable, adhering to the requirements of state and federal law;
5. communicate the findings and/or results of any investigation to the complainant;
and
6. take appropriate corrective and disciplinary action, as deemed appropriate by the Superintendent and/or his or her designee.

Personnel - Certified/Non-Certified

Nondiscrimination

If the complaint involves an allegation of discrimination based on disability or sex, the complainant should be referred to the Board's policies and procedures related to Section 504 of the Rehabilitation Act (for claims of discrimination and/or harassment based on disability) and Sex Discrimination/Sexual Harassment. (for claims of discrimination and/or harassment based on sex).

For allegations pertaining to race, color or national origin discrimination, at any stage in this complaint procedure, the complainant has the right to file formal complaints regarding such matters with:

Boston Office
Office of Civil Rights
U.S. Department of Education
8th Floor
5 Post Office Square
Boston, MA 02109-3921
Tel. (617) 289-0111

If a complaint is filed with the Office of Civil Rights, it must be filed in writing no later than one hundred eighty (180) days after the occurrence of the alleged discrimination.

A complainant may also file a complaint with the Connecticut Commission on Human Rights and Opportunities, 1229 Albany Avenue, Hartford, CT 06112 (860 566-7710) and/or the Equal Employment Opportunity Commission, Boston Area Office, John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203 (617-565-3200).

(cf. 4118.112 – Sexual Harassment)
(cf. 5145.4 – Nondiscrimination on the Basis of Disability)
(cf. 5145.5 – Exploitation: Sexual Harassment)

Regulation approved: August 19, 2010
Regulation revised: November 17, 2011
Regulation revised: March 1, 2018
Regulation reviewed: November 4, 2021

NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut

**NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut 06312**

DISCRIMINATION COMPLAINT FORM

(For Complaints Based on race, color, religion, sex, age, natural origin, ancestry, marital status, Veteran status, pregnancy, sexual orientation, gender identity or expression, disability, or genetic information)

Name of the complainant _____

Date of the complaint _____

Date of the alleged discrimination/harassment _____

Name or names of the discriminator(s) or harasser(s) _____

Location where such discrimination/harassment occurred _____

Name(s) of any witness(es) to the discrimination/harassment. _____

Detailed statement of the circumstances constituting the alleged discrimination or harassment

Existing policy with modification based on P.A. 21-199.

Instruction

Grade Weighting and Class Rank

The New Fairfield School System believes it is necessary and important to provide differentiated quality points for the purpose of weighting its academic course offerings at the high school. Quality points are the weights that are assigned to courses in order to communicate their differing academic challenge. Calculation of the quality points assigned to academic courses multiplied by the grades a student achieves determines a student's Grade Point Average (GPA).

Weights assigned to academic courses communicate the level of academic challenge inherent in each course to students and their parents; therefore, the weights assigned help students to make more appropriate course selections. Additional weights assigned to college preparatory courses recognize that more challenging courses require advanced levels of work; therefore, advanced courses have higher course weights and impact the Grade Point Average accordingly.

Parents/guardians shall be advised as to whether a grade in an honors class, advanced placement class, International Baccalaureate program, Cambridge International program, dual enrollment, dual credit or early college is or is not given added weight for purposes of calculating grade point average and determining class rank. The grading system developed by the administration, subject to Board approval, shall reflect this.

Parents/Guardians and students shall be notified annually of the Board's position via the parent/student handbook and/or the high school's website.

New Fairfield High School has a two-tiered method for calculating students' Grade Point Averages (GPA). The first tier is the Academic Grade Point Average, which includes all grades earned in English, world languages, mathematics, science, social studies, and any honors or Advanced Placement courses. The second tier is the Overall Grade Point Average, which includes unweighted grades in all courses. Academic and Overall Grade Point Averages (GPA) are important ways to communicate a student's academic standing, and all colleges request GPA as part of the college acceptance process.

Advanced Placement courses will be distinguished from honors courses with higher weights, and honors courses will be distinguished from other college preparatory courses with higher weights for the determination of Grade Point Average and class rank. In order to qualify for the higher weight in Advance Placement courses, students must take the appropriate AP test; in addition, students enrolled in semester AP courses are required to complete successfully a teacher-assigned packet prior to the exam to qualify for the higher weight.

Academic Grade Point Average

Academic Grade Point Average is based on the arithmetic average (total grade points divided by credits taken) of grades earned in English, world languages, mathematics, science, social studies, and any honors or Advanced Placement courses.

Instruction

Grade Weighting and Class Rank

Academic Grade Point Average (continued)

<i>Instructional Level</i>	WT	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
AP with Exam	5.00	5.00	4.67	4.33	4.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	0
Honors/AP without Exam	4.00	4.67	4.33	4.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00	0
Level III	3.00	4.33	4.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00	0.67	0
Level II	2.00	4.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00	0.67	0.33	0
Level I	1.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00	0.67	0.33	0.16	0

Independent Study courses are assigned weight after students present their projects to a committee of teachers for assessment. This committee determines how successfully each of the independent Study objectives was met, and a grade and weight are determined at that time, according to standard guidelines and rubrics.

Any students who transfer into the district during high school will have their transcripts evaluated by the guidance department. This evaluation will assign comparable course weights to all transferred courses so that students will not be penalized or advantaged in class rank.

Overall Grade Point Average

An overall GPA will also be calculated based on the unweighted arithmetic average of grades in all courses, using numerical grade values as follows:

A+ = 4.33	B+ = 3.33	C+ = 2.33	D+ = 1.33	F = 0.00
A = 4.0	B = 3.0	C = 2.0	D = 1.0	
A- = 3.67	B- = 2.67	C- = 1.67	D- = 0.67	

Class Rank

New Fairfield High School will report Class Rank annually in deciles (tenths) instead of exact standing Class Rank. Students and colleges will receive Academic and Overall Grade point averages, and a decile rank. Salutatorian and valedictorian will be calculated at the completion of senior year using the Academic Grade point average as criteria.

Legal Reference: Connecticut General Statutes
~~P.A. 99-81 An Act Concerning Weighted Grading for Honors Classes~~
 10-220g Policy on weighted grades for honors and advanced placement classes (as amended by PA 21-199)

Policy adopted: June 11, 2001
 Policy revised: November 7, 2002
 Policy revised: December 4, 2008
 Policy revised: October 4, 2018
 Policy revised:

NEW FAIRFIELD PUBLIC SCHOOLS
 New Fairfield, Connecticut

A new bylaw to consider.

Bylaws of the Board

Meetings

Electronic Communications Among Board Members

The Board of Education believes that electronic communication among its members and the administration is an efficient and convenient way to disseminate information, but must not be misused to deliberate issues that are appropriately discussed only in a public meeting. Therefore, Board members and administrators shall exercise caution when communicating between and among themselves via electronic messaging services including but not limited to email, internet web forums and internet chat rooms. Electronic messaging communication shall conform to the same standards of judgment, propriety and ethics as other forms of board-related communication (committee meetings, telephone calls, etc.). Board members shall adhere to the following guidelines when communicating electronically:

1. Board members shall not use email or any other electronic messaging service as a substitute for deliberations at Board meetings. (A Board member may discuss District business in person or by electronic means with only one other Board member at a time. However, a Board member should not facilitate interactive communication by discussing District business in a series of visits with, or use of emails or telephone calls to, Board members individually.)
2. Board members shall be aware that email and email attachments received or prepared for use in Board business may be considered public records that may be open to public disclosure, upon request.
3. Board members shall avoid reference to confidential information about employees, students, or to others in email communications because of the risk of improper disclosure.
4. Board members shall adhere to the District's "acceptable use" policy in all email communications and refrain from sending inappropriate, profane, harassing or abusive emails.
5. The Superintendent or designee is permitted to email information to Board members. This can include Board meeting agendas and supporting information. When responding to a single Board member's request, the Superintendent should copy all other Board members and include a "do not reply/forward" alert to the group, such as "**BOARD MEMBER ALERT: This email is in response to a request. Do not reply or forward to the group but only to the sender.**"
6. Board members are permitted to provide information to each other, whether in person or by electronic means, that is non-deliberative and non-substantive. Examples of this type of communication include scheduling meetings and confirming receipt of information.

Bylaws of the Board

Meetings

Electronic Communications Among Board Members (continued)

7. A Board member should include a “do not reply/forward” alert when emailing a message concerning District business to more than one other Board member. The following is an example of such an alert: *“BOARD MEMBER ALERT: This email is not for interactive discussion purposes. The recipient should not reply to it or forward it to any other individual.”*
8. Board members are permitted to discuss any matter except District business with each other, whether in person or by electronic means, regardless of the number of members participating in the discussion. (For example, they may discuss league sports, work, current events, etc.)
9. IF BOARD MEMBERS ARE NETWORKED TO THE DISTRICT SYSTEM, THE FOLLOWING MAY BE APPROPRIATE:
 Board members shall not reveal their passwords to others in the network or to anyone outside of it, except to the system administrator. If any Board member has reason to believe a password has been lost or stolen, or that email is being accessed by someone without authorization, he/she shall notify the Superintendent of Schools immediately.
10. In the use of paperless Board meetings (**CABE BoardBook**), a type of electronic communication among its members and the administration that is an efficient and convenient way to exchange information pertaining to the meeting of the Board, care must be exercised to not misuse the process to deliberate issues that are appropriately discussed only in a public meeting.

The following guidelines should be considered regarding the conducting of a survey on an issue among Board members using electronic means:

1. Board members shall not use surveys, email or any other electronic messaging service as a substitute for deliberations at Board meetings.
2. Surveying will not be used for topics referring to confidential information about employees, students or others in email communications because of the risk of improper disclosure.
3. The district will avoid the appearance of conducting Board discussion or actions, in which opinions are exchanged among a quorum of Board members through repeated survey questions and answers, outside an open public meeting.

The Board shall annually review its electronic communication policy and practices with the Board attorney.

Bylaws of the Board

Meetings

Electronic Communications Among Board Members (continued)

Some additional language to consider included in the policy:

- ~~1. If the Board decides to conduct a meeting utilizing some form of instantaneous electronic communication, the meeting shall be posted along with the means by which members of the general public may access the meeting. At a minimum, this access shall include providing access to a computer or computer monitor to view the meeting as it is conducted.~~
1. The Board shall have no expectation of privacy for any messages sent, stored, or received electronically. Messages that have been deleted may still be accessible on a District storage device. Messages deleted or otherwise, may be subject to disclosure under the Freedom of Information Act, unless an exemption would apply.
2. District email addresses of all Board members who choose to have an account shall be published on the District website. Board members who choose not to forward and reply to messages via the District email system accept personal responsibility for compliance with the Freedom of Information Act.
- ~~3. All emails received or sent from a personal email address that pertains to Board business shall be immediately forwarded to a designated District account for archiving purposes.~~
3. Members of the Board shall not communicate among themselves by the use of any form of communication (*e.g.*, personal intermediaries, email, or other technological device) in order to reach a collective concurrence regarding any item that is within the subject matter jurisdiction of the Board.

Legal Reference: Connecticut General Statutes
 The Freedom of Information Act.
 1-200 Definitions.
 1-210 Access to public records. Exempt records.
 1-211 Disclosure of computer-stored public records.

Bylaw adopted by the Board:

cps 11/10

NEW FAIRFIELD BOARD OF EDUCATION
2021-2022 BUDGET TRANSFERS
April 27, 2022

SOURCES of FUNDS					USES of FUNDS				
Budget Unit	Budget Unit Title	Account	Account Title	Transfer From	Transfer To	Budget Unit	Budget Unit Title	Account	Account Title
Non-Payroll to Non-Payroll Transfers									
0112000100010002	Cons Inst'l	580	Conference / Travel	\$1,500	\$17,000	0118003100020301	SpEd Tuition	562	Tuition - In State Private
0112000100010002	Cons Inst'l	610	General Supplies	\$5,000					
0112000241010002	Cons Principal	610	General Supplies	\$500					
0112000100010002	Cons Inst'l	641	Textbooks & Workbooks	\$5,000					
0112000100010002	Cons Inst'l	642	Library Books	\$3,500					
0112000100010002	Cons Inst'l	730	Equipment	\$1,500					
Unanticipated special education costs									
0113000100010003	MHHS Inst'l	580	Conference / Travel	\$2,000	\$12,500	0118003100020301	SpEd Tuition	562	Tuition - In State Private
0113000241010003	MHHS Principal	580	Conference / Travel	\$3,000					
0113000100010003	MHHS Inst'l	641	Textbooks & Workbooks	\$7,500					
Unanticipated special education costs									
0113000100010003	MHHS Inst'l	641	Textbooks & Workbooks	\$1,576	\$1,576	0113000100010003	MHHS Inst'l	640	Magazines & Subscriptions
Charge proper account									
0113000100010003	MHHS Inst'l	580	Conference / Travel	\$440	\$440	0113000100010003	MHHS Inst'l	610	General Supplies
Increased supply costs									
0113000241010003	MHHS Principal	810	Dues & Fees	\$220	\$220	0113000100010003	MHHS Inst'l	810	General Supplies
Charge proper account									
0114000270410004	MS Field Trips	510	Pupil Transportation	\$1,000	\$16,500	0118003100020301	SpEd Tuition	562	Tuition - In State Private
0114000100010004	MS Inst'l	580	Conference / Travel	\$1,500					
0114000100010004	MS Inst'l	641	Textbooks & Workbooks	\$3,800					
0114000100010004	MS Inst'l	642	Library Books	\$2,500					
0114000100010004	MS Inst'l	730	Equipment	\$2,800					
0114000100010004	MS Inst'l	733	Furniture	\$4,900					
Unanticipated special education costs									
0114000100010004	MS Inst'l	642	Library Books	\$650	\$650	0114000260010004	MS Rep Maint	430	Repairs & Maint
Additional instrument repairs									
0115000100010007	HS Inst'l	320	Prof Educ Svcs	\$2,500	\$40,000	0118003100020301	SpEd Tuition	562	Tuition - In State Private
0115000270410007	HS Field Trips	510	Pupil Transportation	\$3,000					
0115000100010007	HS Inst'l	550	Printing	\$1,500					
0115000100010007	HS Inst'l	580	Conference / Travel	\$4,500					
0115000100010007	HS Inst'l	610	General Supplies	\$5,000					
0115000212010007	HS Counseling	610	General Supplies	\$1,500					
0115000241010007	HS Principal	610	General Supplies	\$1,500					
0115000100010007	HS Inst'l	640	Magazines & Subscription	\$1,300					
0115000100010007	HS Inst'l	641	Textbooks & Workbooks	\$7,000					
0115000100010007	HS Inst'l	730	Equipment	\$1,000					
0115000100010007	HS Inst'l	810	Dues & Fees	\$7,000					
0115000241010007	HS Principal	811	Accreditation	\$4,200					
Unanticipated special education costs									
0115500290091005	Athletics	340	Other Prof Svcs	\$1,000	\$20,000	0118003100020301	SpEd Tuition	562	Tuition - In State Private
0115500290191005	Officials	340	Other Prof Svcs	\$6,500					
0115500290091005	Athletics	490	Reconditioning	\$2,000					
0115500270491005	Athl Trans	510	Pupil Transportation	\$10,500					
Unanticipated special education costs									
0116000266010009	Security Guards	340	Other Prof Svcs	\$6,000	\$57,500	0118003100020301	SpEd Tuition	562	Tuition - In State Private
0116000280010001	Employee Benefits	260	Unemployment	\$8,000					
0116000280010001	Employee Benefits	270	Wrks Comp	\$12,000					
0116300251010001	Financial Svcs	650	Software	\$4,000					
0116400257010001	HR	810	Dues & Fees	\$2,500					
0116500223010001	Technology	730	Equipment	\$10,000					
0116700100010001	Copiers	440	Rentals	\$15,000					
Unanticipated special education costs									
0116100231010001	BOE	580	Conference / Travel	\$750	\$15,750	0116100231010001	BOE	810	Dues & Fees
0116200232010001	Central Office	540	Advertising	\$4,000					
0116000280010001	Employee Benefits	260	Unemployment	\$11,000					
Superintendent search									
0116300251010001	Financial Svcs	650	Software	\$350	\$350	0116400257010001	HR	650	Software
Unanticipated cost increase in HR software									
0117001224040001	Enrich Testing	340	Other Prof Svcs	\$300	\$5,500	0117001100040001	Enrichment	320	Prof Educ Svcs
0117001100040001	Enrichment	610	General Supplies	\$3,200					
0117001100040001	Enrichment	810	Dues & Fees	\$600					
0117000221010001	Curr & Inst	810	Dues & Fees	\$1,400					
Enrichment consultant									
0117000221010001	Curr & Inst	580	Conference / Travel	\$3,300	\$3,300	0117000221010001	Curr & Inst	330	Emp Train & Dev Svcs
Change to in-district professional learning									
0119000263010001	Grounds	431	Svc Contracts	\$10,000	\$19,150	0119000263010001	Grounds	450	Projects
0119000261010001	Oper of Build	431	Svc Contracts	\$9,150					

Conduit and electric install for fiber project									
0119000260010001	Blg & Grd	730	Equipment	\$2,700	\$1,300	0119000263010001	Grounds	610	General Supplies
					\$1,400	0119000260010001	Blg & Grd	580	Conference / Travel
Additional grounds supplies and maintenance mileage									
0116500223010001	Technology	340	Other Prof Svcs	\$6,500	\$6,500	0116500223010001	Technology	610	General Supplies
Additional parts for repairs									
0116500100010001	Dist Inst Tech	650	Tech Software	\$34,750	\$1,100	0116500100010002	Cons Inst Tech	650	Tech Software
					\$8,000	0116500100010003	MHHS Inst Tech	650	Tech Software
					\$8,900	0116500100010004	MS Inst Tech	650	Tech Software
					\$6,750	0116500100010007	HS Inst Tech	650	Tech Software
					\$10,000	0116500223010001	Dist Sys Tech	650	Tech Software
Charge proper accounts									
0116500100020301	PPS Inst Tech	650	Tech Software	\$7,100	\$15,300	0116500223010001	Dist Sys Tech	650	Tech Software
0116500223010001	Technology	730	Equipment	\$8,200					
Charge proper accounts / Added cost of Zoom									
0116500100010007	HS Inst Tech	650	Tech Software	\$3,600	\$1,800	0116500100010002	Cons Inst Tech	650	Tech Software
					\$1,500	0116500100010003	MHHS Inst Tech	650	Tech Software
					\$300	0116500100010004	MS Inst Tech	650	Tech Software
Charge proper accounts									
				\$273,286	\$273,286				