

Please Note: These minutes are pending Board approval.
Board of Education
Newtown, Connecticut

Minutes of the Board of Education meeting on November 6, 2018 at 7:30 p.m. in the Council Chambers at 3 Primrose Street.

M. Ku, Chair	L. Rodrigue
R. Harriman-Stites, Vice Chair (absent)	J. Evans Davila
D. Cruson, Secretary	R. Bienkowski
D. Leidlein	5 Staff
J. Vouros (absent)	20 Public
A. Clure	2 Press
D. Delia	
C. Dubois	
R. Morrill	

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

Item 1 – Pledge of Allegiance

Item 2 – Celebration of Excellence

Dr. Rodrigue was celebrating students and staff for their outstanding job representing Newtown schools at the Student Gun Violence Summit in Washington, D.C. in October. Jordan Gomes is a sophomore at Newtown High School and a member of the Jr. Newtown Action Alliance. Bear Nikitchyuk is a freshman at the Fairchild Wheeler Interdistrict Science Magnet School in Bridgeport. Jordan was in fourth grade and Bear was in third grade at Sandy Hook School on December 14, 2012. The students at this summit worked on a bill of rights to reduce gun violence. The staff who attended were Abbey Clements, fourth grade teacher at Head O'Meadow School and Tom Kuroski, science teacher at Newtown High School and President of the Newtown Federation of Teachers.

Jordan spoke about serving on the advisory board and meeting students from other states. Bear said it was an incredible experience to represent Newtown and to meet so many other students.

Mrs. Clements said the highlight was seeing students rise up and say it's not okay to be in a lock-down nation. It was most incredible watching students in the breakout sessions discussing issues such as mental health and school and community strategies.

Mr. Kuroski stated this was one of the top experiences he has had in his life getting together with students from across the country to make our lives better and creating this bill of rights. He is looking forward to legislators seeing this document which will not go away.

Item 3 – Consent Agenda

MOTION: Mr. Cruson moved that the Board of Education approve the consent agenda which includes the minutes of October 16, 2018, the high school Debate Team field trip, the donations to Sandy Hook School and Newtown High School, and the correspondence report.

Mrs. Leidlein seconded. Motion passes unanimously.

Item 4 – Public Participation

Item 5 – Reports

Chair Report: Mrs. Ku reminded the Board that the next meeting will be a continuation of their self-evaluation. She, Mr. Bienkowski and Mrs. Leidlein attend the October 18 Board of Finance meeting that provided questions we would address in December. She appreciated them

attending that meeting. She received a notification from CABE that they are collecting public comments regarding the State special education funding.

Superintendent's Report:

Dr. Rodrigue said it was an exciting professional development day for the entire district held at the high school. The motivation and enthusiasm was contagious. There were close to 60 workshops with a variety of offerings. She thanked Mrs. Davila, Donna Norling, and the staff that helped coordinate this event. This was on the scale of a national conference which we've never had before. We will look to continue this in the future.

Dr. Rodrigue sent out some tips to parents in light of the bus tragedies this week. It is important for community members to say something if they see something that is questionable. Today the last special education forum with our consultants was held for all staff. Tomorrow staff will receive a follow up survey which will conclude the discussion and forums contributing to the self-study.

Committee Reports:

Mrs. Leidlein reported on the CIP committee discussion regarding the current year's budget with projects and Mr. Bienkowski spoke about some projects needing to move around. They also talked about carpet replacement at Reed and the subcommittee was unanimous that we should move forward with that. Global Mechanical made a presentation about ductless splits air conditioning systems which are substantially less than the standard air conditioning systems but it doesn't bring in air from outside. New numbers were provided for some air conditioning projects and lightning protection at Sandy Hook School. We also discussed vehicles that needed to be replaced

Mr. Cruson said Head O'Meadow School has two sections of wall being painted by staff members with inspirational phrases. The first one says "Kindness Changes Everything" and the second one says "Make the World More Awesome."

Student Reports:

Claire Dubois reported that the students went all out for spirit week last week which ended in a schoolwide pep rally on Friday. The Homecoming Dance was Monday night at the Amber Room.

Robert Morrill reported that three teams competed for SWCs and last Friday the football team continued its winning streak. Their coach was recognized by the New York Jets as the tri-state coach of the week. Unified soccer had their last practice and Thursday had their SWC tournament at NYA with five other schools. Student Government hosted a talent show and Families United in Newtown had their Halloween event. Mr. Kuroski's anatomy and physiology classes had an in-school field trip to hold trivia games as a review for an upcoming test.

Mr. Clure thanked the high school staff for organizing the dance last night.

Item 6 – Old Business

Dr. Rodrigue introduced Athletic Director Matt Memoli who formed a committee to conduct a self-study of the athletic program. This was a great deal of work, time and energy which will be beneficial to our athletes and she thanked the entire team.

Athletic Program Self-Study:

Mr. Memoli thanked committee members Deb Modzelewski, Nathalie de Brantes, Laura Roche, Dennis Brestovansky, Andrew Tammero, Aaron Blank, Becky Osborne, Jackie Matthews,

Steffan Burns and Todd Petersen and provided an overview of the athletics program and analysis of funding. Mr. Brestovansky also spoke about the report.

The areas addressed by the committee include the establishment of an equitable funding structure among all sports, assess pay to participate fees in view of department funding needs, and create a recognition program for individual and team accomplishments during high school and beyond.

Mr. Memoli recommended a baseline increase of \$60,000 in the next budget to provide equity between the sports. Pay to play would remain \$160 per sport and ice hockey moved to \$250. The family cap would be \$450. This puts us in the middle of our DRG. The \$60,000 would help fund facility rentals for indoor track, ice hockey and all spring sports, unified sports, ice hockey additional coaches, and uniforms. Additional funding would support athletic training services and professional development for coaches.

Jackie Matthews and Becky Osborne spoke about their research on the history of Newtown High School athletics and the possibility of having a hall of fame.

Mr. Delia said that regarding the facilities costs, he feels it's important to provide all student athletes with a venue to participate and to take that responsibility seriously.

Mr. Clure asked if there could be a motion on the non-lapsing account.

Mrs. Ku said we wouldn't make any motions this evening as it isn't on the agenda.

Mrs. Leidlein said you can't have action if it isn't noticed because it doesn't allow the public to come in to speak to it.

Mrs. Ku said we can add this to the December meeting. We have added coaches to the budget and we definitely support sports in many ways and have reduced the pay to play fees.

Action on Policies:

MOTION: Mr. Cruson moved that the Board of Education approve Policy 3520.13 Data-Based Information and Management Systems/Student Data Protection and Privacy/Cloud-Based Issues. Mr. Delia seconded. Motion passes unanimously.

MOTION: Mr. Cruson moved that the Board of Education approve Policy 5131.81 Use of Electronics – Use of Private Technology Devices by Students. Mrs. Leidlein seconded.

MOTION: Mr. Delia moved to replace the second sentence typed in red under Use of Privately Owned Technological Devices on page one with "Use of devices during non-instructional time will be approved by the administration." Mr. Cruson seconded. Motion passes unanimously.

Motion on amended policy passes unanimously.

MOTION: Mr. Cruson moved that the Board of Education approve Policy 5131.82 Use of Electronic Devices/Restrictions on Publications and Written or Electronic Material. Mrs. Leidlein seconded. Motion passes unanimously.

MOTION: Mr. Cruson moved that the Board of Education approve Policy 6141.321 Responsible Computer, Network and Internet Use. Mrs. Leidlein seconded. Motion passes unanimously.

Item 7 – New Business

Changing Dental Insurance Carriers:

MOTION: Mr. Cruson moved that the Board of Education award the contract for provision of Dental Benefits to the Anthem Blue Cross and Blue Shield Flex Dental Plan effective January 1, 2019. Mrs. Leidlein seconded.

Mr. Bienkowski said we presented this to the bargaining units and it has comparable coverage. Motion passes unanimously.

2019 Schedule of Board of Education Meetings:

MOTION: Mr. Cruson moved that the Board of Education approve the 2019 Schedule of Board of Education Meetings. Mrs. Leidlein seconded.

Mr. Clure asked to cancel the regular part of the January 22 Board meeting and remove the January 29 meeting to help reduce the number of meetings in January.

Mr. Bienkowski said the budget calendar has been approved with these dates and is on record. It would be too much if you try to combine a public hearing with a meeting.

Mr. Cruson was concerned to try to combine budget and the public hearing which could make it very long.

Mrs. Leidlein understood why Mr. Clure was suggesting this but it usually takes three different meetings for every aspect of the budget to be presented. She likes to have that time between the initial presentation and the final meetings to have an informed discussion.

Mr. Cruson requested that September 3 not be a date for open houses and that November 5, Election Day, should be avoided as a meeting night.

Mr. Clure supported that as next year would be a Board of Education election night.

It was agreed to move the November 5 Board meeting to Wednesday, November 6. Motion passes unanimously.

Non-Lapsing Account:

Dr. Rodrigue provided the State Statute on the unexpended education fund account and wanted to approach this with our priorities in mind. In December we will have the non-athletic extracurricular self-study presented. The statute is flexible but we need to be able to determine what the priorities are and move forward in the operational plan.

Mr. Bienkowski said this is another tool available to us for financing expenditures. We also wanted to look at this for special education costs. A number of things have come up where we could use this money having to do with air conditioning and decided to hold on any recommendations until we got into the budget.

Mr. Cruson verified that there was nothing in the Charter about this account and that a couple of things were paid for from this account.

Mr. Bienkowski said our original request when we asked for it to be put into that account was for local funding for a security grant for \$4,800 in 2014 and in 2015 we needed an infrared scan for the high school roof for a little over \$4,950. This was related to the CIP. We spent \$9,750 since the non-lapsing account inception. This statute allows the formation of the non-lapsing account. The procedure is the Board of Education votes on it unanimously and requests that the Board of Finance approve. We would also provide any details they might need.

Mrs. Ku said this should only be used for long-term projects and emergencies. She doesn't want to go to the Board of Finance for things that should be in our budget but rather keep it as a savings account for the Board of Education. Before we had that account we would figure out what to do when an expense came up. If we use it for recurring costs year after year it will be harder to budget for the following year. We should look at that account to expand programs and better the education of our students. If we start granting piece meal requests for money from that account we will hear from various groups who might need money for something else. This needs to have a long-term plan.

Mr. Cruson asked if it could be used for staffing or anything else as long as the Board of Finance agrees.

Mr. Bienkowski said there is a best practice that you don't use one-time revenues to support an ongoing expense.

Mr. Delia questioned whether we should revisit the Board policy on that so we aren't putting us in the position of getting requests because the money is there. That gives the Board a little more direction on decisions, or it may limit us to have it in the policy when we need to use it.

Mr. Bienkowski said when you open the door to develop policies then you open it to a lot of things. The simpler you keep it the better. It was put forward so money wouldn't go back to the Town and not be used for education purposes. He feels we should not use it for recurring expenses such as electricity but for more appropriate big expenses that happen occasionally such as lightning protection for a school and things that have long term benefit.

Mrs. Ku said there are towns that have memorandums of understanding with the town on how they use the funds.

Mrs. Leidlein feels we should have a conversation about what projects we would like to earmark money for and how long it would take to have enough to fund the project. We should also keep a percentage of that money for emergencies. She would be in favor of having a discussion, setting a time frame, and including the projects we feel will enhance learning but are not part of the operational expenses. The CIP finance committee can play a role in that. She also asked if the policy committee would do some research as to what other towns do and what CIBE recommends. It would be helpful to see what is working in other communities.

Dr. Rodrigue said this came up in one of the superintendent's meetings and she found that more are using MOUs than policies. A common theme was unexpected expenses not part of the operational plan. We need to have a plan moving forward before we go to the Town.

Mr. Clure envisioned it that if you keep a percent for emergencies and anything above that we would look at projects to fund. This could be shared with the other boards on how we would move forward. Also, is there a procedure to actually take action on this to take the next step? A positive to have it on the next agenda.

Item 8 – Public Participation

Dennis Brestovansky, 11 Longview Heights Road, said a point was raised to not add new sports until they can be fully funded. He feels a sport should start if there is sufficient interest. We have a detailed budget for the athletic department but we don't have a system to be able to track the sport and expenses. Last year a motion was made for \$25,000 to increase the athletic budget but was not passed. The committee was formed to analyze the data. \$15,000 would

make a difference in the programs that have to pay their own way. It has to come from an outside fund.

Paul Esposito, teacher at Newtown Middle School and coaches the high school ice hockey team. He said the coaches give a lot. Last year the CEO of Dick's Sports spoke about the benefit of sports. He feels the athletic programs are underfunded and need more coaches.

MOTION: Mr. Cruson moved that the Board of Education go into executive session to discuss a personal matter and invited Dr. Rodrigue. Mrs. Leidlein seconded.

Item 9 – Executive Session

Item 10 – Public Session for Possible Vote

MOTION: Mr. Cruson moved that the Board of Education support, as recommended by the Superintendent, Pia Ledina's request pertaining to Article 31.2 of the teacher contract. Mrs. Leidlein seconded. Motion passes unanimously.

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

Item 11 – Adjournment

The meeting adjourned at 10:14 p.m.

Respectfully submitted:

Daniel J. Cruson, Jr.
Secretary

If you would like to view all attachments included with these Board of Education minutes click the following link and select "11-6-18 minutes" from the listing:

<http://www.newtown.k12.ct.us/District-Information/Board-of-Education/BOE-2018-2019-Agendas-Minutes>

12 Dickinson Drive
Sandy Hook, CT 06482
(203) 426-7657

Sandy Hook School

Memo

To: Newtown Board of Education
From: Erin Ardino for Maryrose Kristopik
cc:
Date: October 16, 2018
Re: Donation to Music Dept @ SHS

Our music teacher Maryrose Kristopik received a donation from AFH Artists in the amount of \$3,076.09 to be used by the SHS music department.

We have attached a copy of the check as well as a copy of the letter that was included with the donation.

We are asking the Board to please approve of this donation. Once approved, we will deposit the check into the SHS Activity account to be spent appropriately.

If you have any questions, please contact Maryrose Kristopik at the telephone number above.

Thank you!

THE WELLER FOUNDATION, INCORPORATED

Box 1145, Woodbury, Connecticut 06798 / Telephone (203) 263-0229

October 17, 2018

Dr. Kimberly Longobucco
Principal
Newtown High School
12 Berkshire Road
Sandy Hook, CT 06482

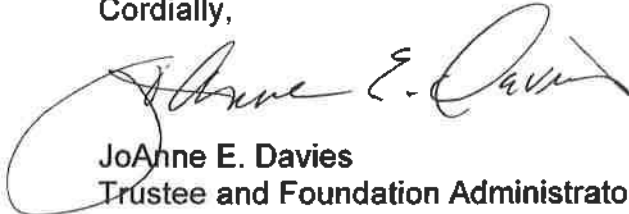
Subject: 2018 Donation - \$3,680 Four PLTW Aerospace Engineering Vex Kits

Dear Dr. Longobucco:

I am pleased to inform you that The Board of Trustees at its October 16, 2018 Meeting approved a \$3,680 donation to purchase four PLTW Aerospace Engineering VEX Kits as outlined in your September 6, 2018 donation request.

Enclosed is our Foundation Check #4929 in the amount of \$3,680. The Foundation is proud to support your high school with this donation.

Cordially,



JoAnne E. Davies
Trustee and Foundation Administrator

JED

Enclosure – Check #4929

cc: Kitty Latowicki – Career Center Coordinator/Weller Liaison, Newtown H.S.
Dr. Lorrie Rodrigue – Superintendent of Schools, Newtown ✓

Correspondence Report
10/02/2018 – 10/15/2018

Date	Name	Subject
10/22/2018	Alissa Mendoza	Dyslexia Forum/Newtown Bee
10/23/2018	Abby Hill	Special Ed
10/25/2018	Pamela Stone-Shaw	Self study forums
10/30/2018	Caren Wellman	Personnel Letter
11/02/2018	Sandy T. Roussas	School bus stop accidents
11/05/2018	Monica Bruenn	Personnel Issue

From: Athletic Department Self-Study Committee
To: Newtown Board of Education
Re: Executive Summary - Committee Findings and Recommendations
Date: 30 October 2018

The self-study committee on athletics has concluded its analysis of its chartered issues and has developed specific, data-based recommendations to address potential concerns. The attached powerpoint presentation provides full details. Key points are summarized below.

Areas addressed are:

- Establishing an equitable funding structure among all sports
- Assessing pay to participate fees in view of department funding needs
- Creating an evergreen recognition program for individual and team accomplishments both during high school and beyond

Specific financial recommendations are:

- Provide a baseline increase of \$60,000 for next year (or any available funding for this budget year)
- Fix the pay to participate fee at a flat \$160 per sport ice hockey \$250 to off-set inflationary cost increases and partially alleviate the funding shortfall borne by a small number of athlete parents

Analysis

Comparison of recent budgets with actual expenditures reveals a shortfall in needed support for the athletic department, which cascades into disparities in funding among sports and outsized parent payments. Pay to participate fees and ticket proceeds are now essentially entirely consumed by departmental operating expenses for site workers and security, officials and fees, tournament fees and transportation, whereas in the past there was a surplus of funds available from this source. Further, parents are directly paying an additional \$70,000 – above and beyond BOE and pay to participate/ticket sales - to support operating expenses for consumables (balls, tape, etc.), coaching, facility rentals for third party gyms, indoor tracks or ice rinks, uniforms, and additional costs for officials and staff and security for some sports.

While the number of sports offered by Newtown High School is well within that of other schools in the local area, the total number of teams supported by the department has grown from 28 to 34 in recent years. At the same time, BOE operating expense funding on a per sport basis has declined over the past 5 to 6 years. (Overhead expenses are excluded from operating expenses as they are relatively independent of the number of sports supported. These overhead costs have increased by \$31,000 or 15% over the past 2 years).

As a result, 5 to 6 teams are receiving less than 85% of their non-discretionary, essential operational funding from BOE and pay to participate plus ticket sales sources. Teams include boys volleyball, boys ice hockey, dance, baseball and gymnastics among others. Some receive as little as 35 to 60% of their operating costs from the BOE and pay to participate and tickets.

As noted above, this shortfall is made up via direct parent payments (in excess of the pay to participate fee) and to a lesser extent from booster club fundraising activity. Booster clubs are no longer raising funds only for discretionary items that are not essential to running the team.

The disproportionate distribution of the shortfall creates significant inequities between sports. A handful of sports (and associated parents of athletes) bear the brunt. These disparities would be even larger if funding from sources outside the BOE, such as parks and rec, were taken into account. That is, costs to operate the playing fields used by some sports are not included in the operating costs of those sports.

The committee finds that these inequities result from historical developments. Teams begin with the understanding that they will be parent funded until it is proven that sufficient interest is present to form an ongoing team. However, there has been no process to move these teams from parent funded status to Athletic Department status. Further, until now, full BOE funding for these teams has not been requested during the budget process.

It is worth noting that these underfunded teams have brought recognition back to the school in the form of state and conference championships, all state and all conference players as well as support of many charitable causes. Some have been in existence for more than 15 years as recognized varsity sports. A specific process to move teams from startup through to full varsity status with BOE support is described in the presentation.

In view of the above, a reduction in pay to participate fees is untenable. The committee finds that a modest increase to \$160 per sport with a family cap of \$450 total is both in line with other schools in our district reference group and warranted and would provide \$160,000 per year in badly needed ongoing funding.



NEWTOWN ATHLETICS



OVERVIEW

- Analysis of Athletic Department funding from all sources
- Historical trends – BOE funding per sport
- Equity assessment among sports
- Proposal to improve equity among sports
- Currently ongoing enhancements to athletic department business processes and procedures
- Comments on long term considerations outside scope of equity analysis
- Comparison of NHS athletics with neighboring and comparably sized schools
- Pay to Participate Structure Recommendation
- Newtown Middle School Athletics
- History and Accomplishments

ANALYSIS OF FUNDING

2017/18 AD BUDGET AND ACTUAL OPERATING COSTS

	2017 / 2018		
	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Paid from BOE Budget	\$893,860	\$913,505	(\$19,645)
Total Proceeds from Pay to Participate and Tickets	\$145,443	\$145,970	(\$527)
P to P and Ticket Sales Spent	\$138,073	\$138,600	(\$527)
P to P and Ticket Sales Back to Town	\$7,370	\$7,370	\$0
Total AD Spend from BOE, P to P and Ticket Sales	\$1,031,933	\$1,052,105	(\$20,172)
Total Parent Payment and Booster Club Funding	\$0	\$73,376	(\$73,376)
True Operating Cost of AD	\$1,031,933	\$1,125,481	(\$93,548)

Direct Parent Payments and Booster Club Financing

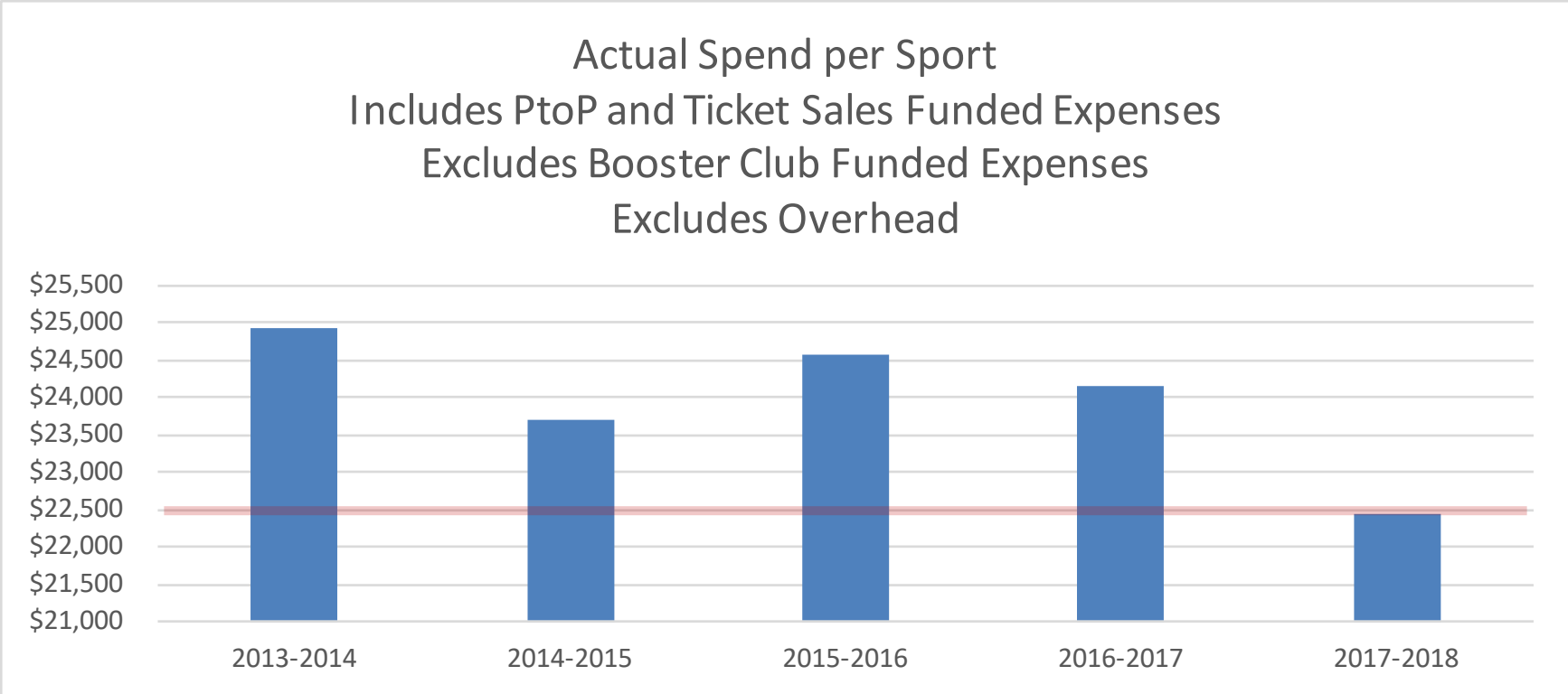
Uniforms	\$5,970
Rentals	\$44,600
Coaching	\$19,108
Transport	\$310
Supplies	\$1,014
Staff/Security	\$2,074
<u>Officials</u>	<u>\$300</u>
Total	\$73,376

Direct payments from parents (beyond pay to participate)
and booster club funds are required to
support real operating costs of the
Athletic Department

Booster Clubs no longer providing only “nice to have” expenses

HISTORICAL PERSPECTIVE

- AD budget has not kept pace with inflation and growth in number of varsity sports
- Recent additions include Unified Sports (3 teams), Girls Golf, Boys Volleyball (JV/V), Gymnastics



Operating Expenses Included

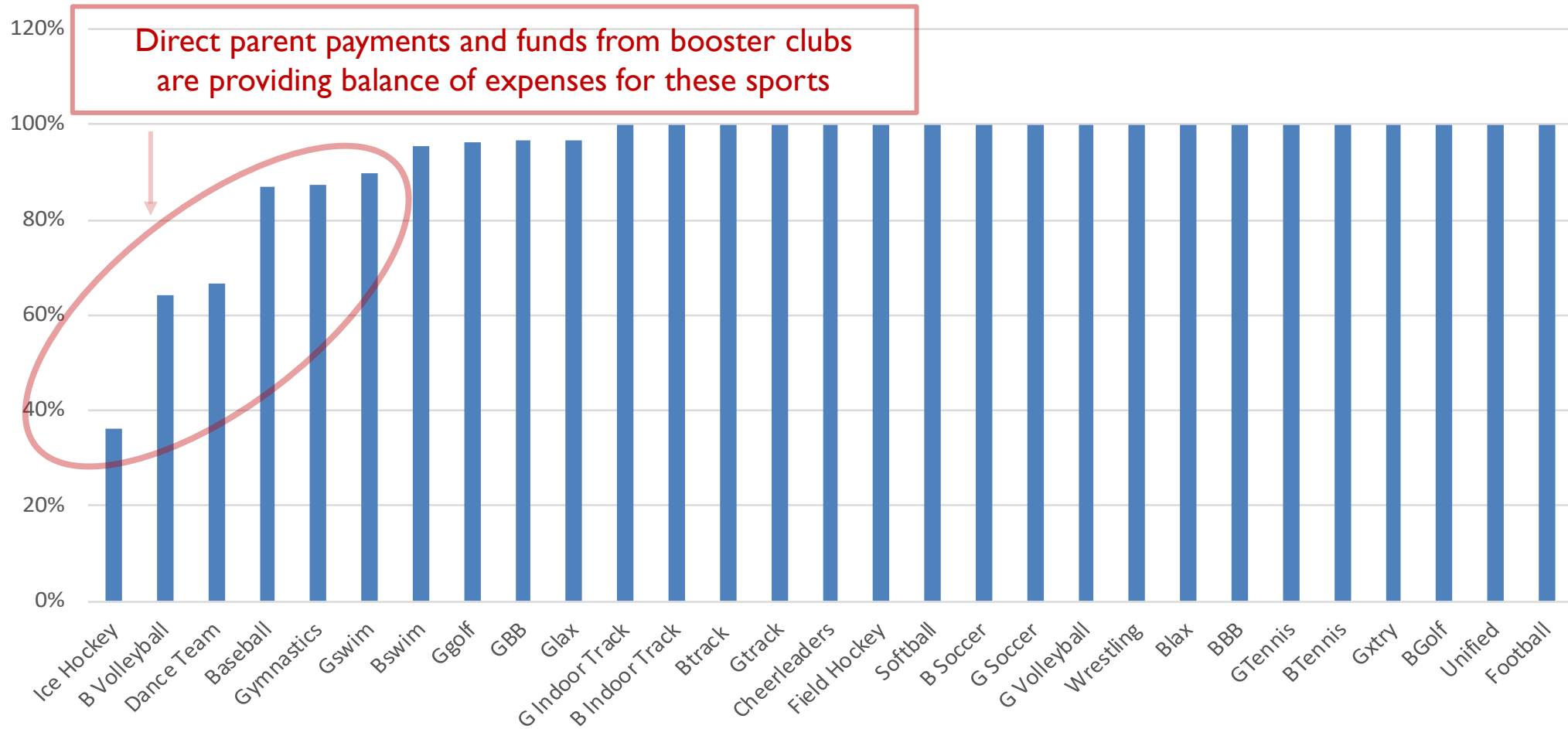
- Coaching*
 - Equipment Repair and Rent
 - Contracted Services
 - Staff Mileage
 - Student Travel*
 - Supplies
 - Memberships
 - Equipment
- * 3%/year inflation assumed

Overhead Excluded

- AD and Trainer salaries
- Staff Training
- Insurance

BOE FUNDING SHORTFALL CREATE INEQUITIES AMONG SPORTS

% of Team Financial Needs Provided in BOE Budget - 2017 / 2018



IMPROVING EQUITY

- **\$60,000 increase in AD funding will significantly improve funding equity between sports**
- **Pay to participate for '19-'20 recommended fixed at \$160 per sport (Ice Hockey \$250)**
- **Resulting spend per sport remains below historical norms**

WHAT WILL IT DO?

- **An Increase of \$60,000 would help fund:**
- Facility rentals for Indoor Track and Ice Hockey as well as all spring sports
- Unified Sports
- Ice Hockey
- Additional Coaches
- Uniforms
- **Additional Funding would support:**
- Athletic Training Services
- Professional Development for coaches (Coaching courses and clinics, guest speakers)

ATHLETIC DEPARTMENT PROCESS ENHANCEMENTS

- Instituting formal budget requests from coaching staff prior to BOE budget cycle
- Monthly expense tracking by sport to enhance expenditure decision making and alignment of spend by sport with budget
- Develop formal policy or guidelines for new sports from early years to migration to formal varsity sports

SAMPLE PROCEDURE FOR A NEW SPORT

- Sport will:
- Apply to be a recognized sport by showing adequate participation levels
- Be self funded for the first two years
- Receive partial funding during the third year (Coach/ officials/ Transportation paid by BOE)
- Receive full funding by fourth year (Equipment, Supplies, Rentals Etc.)

LONG TERM PLANNING

- Foregoing analysis only addresses yearly operating expenses
- Current funding inadequate to address long term needs of athletic department
- Longer term planning needs include:
 - Periodic uniform replacement per historical policy (Every 5 years)
 - Field, facility and equipment improvements
 - Staffing Additions

3-5 YEAR PLAN

- **I. Staffing**
- AD position moved to full time 12 month position
- Seasonal Site Supervisor-change current associate AD position to Site Supervisor Position
- Add coaches to teams that have shown increased numbers of participants (XC,Track, Football are only teams with BOE paid assistants)
- Continue to encourage teachers in the district to coach our teams

II. Athletic Program

- Expand sports offered to include girls' hockey at NHS along with 1-2 new sport(s) at N.M.S
- Create a Newtown Athletics Hall of Fame
- Continue to encourage community service projects for all teams
- Expand the funding for the ice hockey program
- Create a position for a full time strength and conditioning coach
- Increase and expand the student athlete advisory committee and the Class Act Committee. Implement these committees at the middle level

- **III. Professional Development**

- Continue to support coaches who wish to attend clinics and seminars.
- Continue to bring in knowledgeable speakers to work with our coaches on timely topics.
- Incorporate a PD program for middle and high school coaches to meet and speak about current/relevant topics

- **IV. Supplies and Equipment**

- Continue to replace large equipment items such as goals and tennis posts. Replace flooring on pool deck and side gym

- **VI. Facilities**

- Construction of field house at Blue and Gold Stadium
- Continue to ensure gender equity in use of facilities.
- Improve conditions of all team rooms.
- Install artificial turf on at least one of our back practice fields. (Benefits would be band members as well as athletes.)
- Back Field renovations: Additional fencing, Net behind backstop, additional bullpens (Baseball/Softball) Scoreboard (Baseball)
- Resurface tennis courts

- **V. Technology**

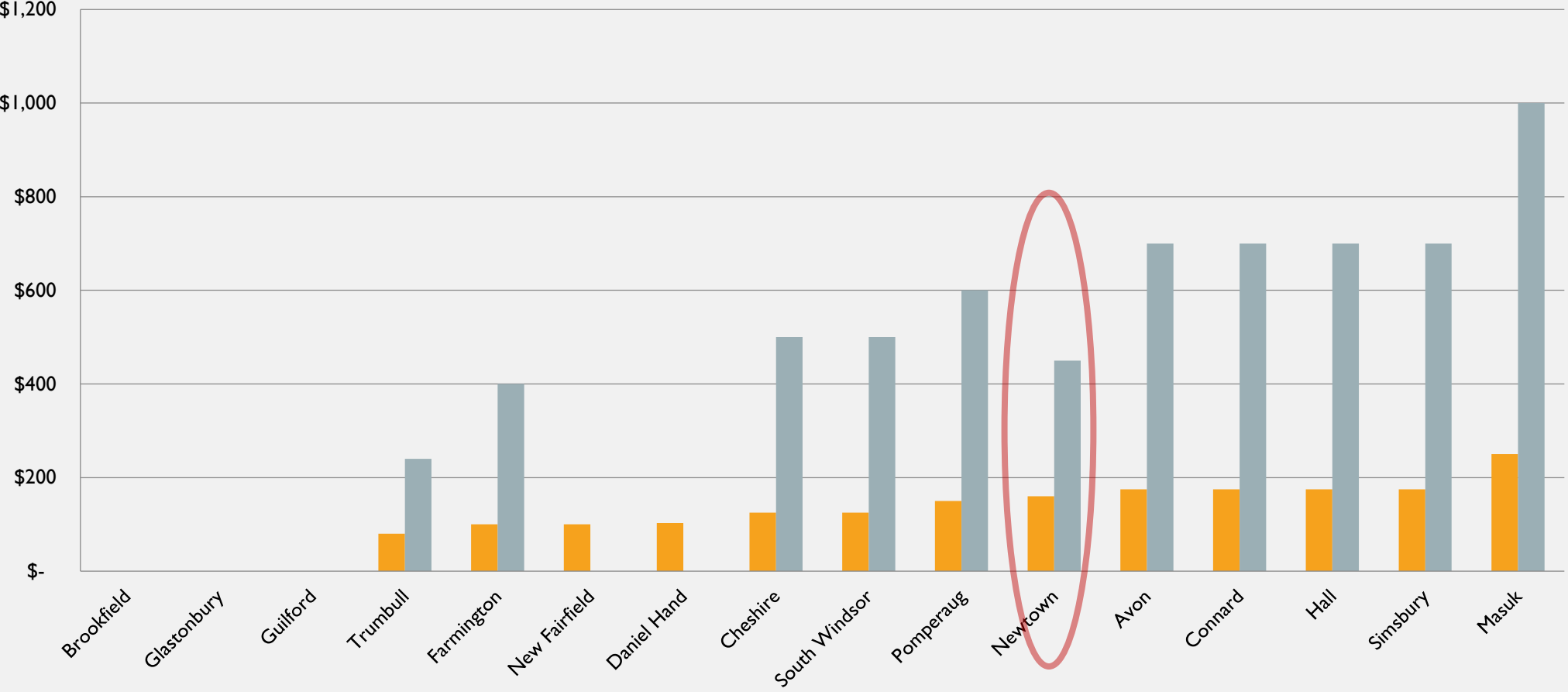
- Expand our livestreaming of events through nfhs network

PAY TO PARTICIPATE

- The committee recommends pay to participate of \$160 per sport with ice hockey being \$250
- This is in line with other schools in our DRG.
- Given the funding needs of the athletic department, a reduction is not feasible.
- \$160 pay to Participate will bring in \$160,000 Dollars for 2019-2020

Pay to Participate Fees in DRG

- Pay to Participate Fee
- Family Cap



DRG B SPORTS OFFERINGS

School Name	DRG	Class	Conference	Sports Supported	Additional Non-CIAC Sports	Teams Supported
Amity	B	LL	SCC	30	B/G Ski Racing, G Hockey	
Avon	B	L	CCC	25	N/A	
Brookfield	B	M	SWC	29	B/G Skiing, Bowling	51
Cheshire	B	L	SCC	31	B/G Skiing, Fencing	53
Conard	B	LL	CCC	30		46
Daniel Hand	B	LL	SCC	34	Girls Ice Hockey, Sailing, Fencing, Alpine Skiing	60
Fairfield Ludlowe	B	LL	FCIAC	33	bowling, fencing, sailing, skiing, G Ice hockey	64
Fairfield Warde	B	LL	FCIAC	33	bowling, fencing, sailing, skiing, G Ice hockey	64
Farmington	B	LL	CCC	34	Crew	33
Glastonbury	B	LL	CCC	34	B/G Crew Fall and spring, Ski racing, bowling, boys water polo ,girls water polo ,girls ice hockey ,boys rugby girls rugby boys sailing, girl sailing boys fencing ,girls fencing, dance, boys skiing, girls skiing	61
Greenwich	B	LL	FCIAC	41		67
Guilford	B	LL	SCC	30	Fencing, Skiing, Crew	49
Hall	B	LL	CCC	30	G ice Hockey	46
Masuk	B	L	SWC	30	Bowling, Fencing, G Hockey	48
Newtown	B	LL	SWC	30	G Hockey Co-Op	58
South Windsor	B	LL	CCC	30	N/A	
Granby	B	M	NCCC	29	N/A	40
New Fairfield	B	L	SWC	24	N/A	
Pomperaug	B	LL	SWC	25	Bowling	51
Simsbury	B	LL	CCC	36	Crew, G. ice Hockey, G/B Rugby	56
Trumbull	B	LL	FCIAC	27	N/A	52

NEWTOWN MIDDLE SCHOOL

- Currently Newtown Middle School has the following interscholastic sport options:
- Unified Soccer (Fall)
- Unified Basketball (Winter)
- G/B Cross Country
- G/B Basketball
- Softball
- Baseball

NEWTOWN MIDDLE SCHOOL

- Head and assistant coach for Unified Soccer and Basketball
- Head Coach for boys and head coach for girls Cross Country
- Head Coach for 7th and 8th grade girls and boys basketball
- Head and assistant coach for softball
- Head and assistant coach for baseball
- There is no fee to participate in athletics at NMS
- Generous donations from Newtown Babe Ruth assists the baseball and softball programs

GOALS AND PLANS FOR NMS

- Increase offerings to add an additional sport over the next 1-2 years.
- Add a unified sport for the spring
- Continue to encourage teachers at the Middle level to coach
- Mainstream NHS and NMS coaches and parent meetings
- Offer more Professional Development to NMS coaches



ATHLETIC DEPARTMENT HISTORY

A small group of us have been given the task of researching the history of NHS Athletics.

We researched yearbooks back to 1904 where the first group of Newtown Athletes were photographed.

WHAT DID WE FIND?

- Very useful information on the history of the number of teams, athletes that Newtown supported each year, records and coaches.
- How the program and department has grown to accommodate the every changing desires of the community and the town.
- Some really awesome old pictures and stories that are sadly hidden in these old yearbooks.



BASKET BALL TEAM



TRACK TEAM

WHAT ARE WE HOPING TO ACCOMPLISH?

- Instituting a Newtown Athletics Hall of Fame
- History of Newtown Athletics book that can be used as a future fundraiser.
- Instituting an Athletics Historian who can continue the research and keep accurate yearly stats on the athletic department and athletes we produce.



MOVING FORWARD!

- We hope to institute a board of NHS community members and members of the greater Newtown community to be the Hall of Fame board.
- We will continue to research the past and start compiling data and photos for a potential book.
- We hope to keep more accurate records of current athletes and athletes from the past so we have a greater understanding of our role in the school and community as a whole.



A revised policy to consider.

Business and Non-Instructional Operations

Data-Based Information and Management Systems

Student Data Protection and Privacy/Cloud-Based Issues

The Board of Education (Board) may, pursuant to this policy, enter into a contract with a third party for either or both of the following purposes:

1. To provide services, including Cloud-based services, for the digital storage, management, and retrieval of student records.
2. To provide digital educational software that authorizes a third-party provider of digital educational software to access, store, and use student records in accordance with the contractual provisions listed below.

The Board ~~on or after July 1, 2018~~ when entering into a contract with a contractor for purposes listed above, shall ensure the contract includes, but is not limited to the following:

1. A statement that student records, student information and student generated content continues to be the property of and under the control of the Board. (They are not the property of, or under the control of a software or electronic service contractor.)
2. A description of the means by which the Board ~~students, their parents or legal guardians, may retain possession and control of student generated content, and if applicable, means by which a student, parent or legal guardian of a student may transfer student generated content to an electronic mail account.~~ may request the deletion of any student information, student records or student-generated content in the possession of the contractor that is not (a) otherwise prohibited from deletion or required to be retained under state or federal law, or (b) stored as a copy of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the contractor, provided the Board of Education may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate data following a disaster recovery.
3. A statement that the contractor will not use student information, student records, or student-generated content for any purposes except those the contract authorizes.
4. A description of the procedures by which a student, parent or legal guardian, of a student may review personally identifiable information (PII) contained in the student's record, student information or student-generated content and correct erroneous information, if any in such student material.
5. A statement that the contractor shall take actions designed to ensure the security and confidentiality of student records, student information, and student-generated content.

Business and Non-Instructional Operations

Data-Based Information and Management Systems

Student Data Protection and Privacy/Cloud-Based Issues (continued)

6. A description of the procedures that a contractor will follow for notifying ~~a student, the parent or legal guardian of a student, parent, legal guardian of a student, and the Board,~~ in compliance with C.G.S. 10-234dd as soon as practical, but not later than forty eight (48) hours after the contractor becomes aware of or suspects that any student record, student information, or student-generated content under the contractor's control has been subject to unauthorized access or suspected unauthorized access. when there has been an unauthorized release, disclosure or acquisition of student information, student records or student-generated content.
7. A statement that a student's records, student information, or student-generated content shall not be retained or available to the contractor upon ~~completion~~ expiration of the ~~contracted services unless~~ contract between the contractor and the Board of Education except a student, parent or legal guardian of a student ~~chooses~~ may choose to independently establish or maintain an electronic account with the contractor after the expiration of such contract for the purpose of storing student-generated content. (e.g., essays, research papers, portfolios, creative writing, music, audio files, or photographs, but not standardized assessment responses.)
8. A statement that the contractor and the Board shall ensure compliance with the federal Family Educational Rights and Privacy Act (FERPA), 20 USC 1232g.
9. A statement that Connecticut laws shall govern the rights and duties of all parties to the contract, (contractor and the Board).
10. A statement that if any provision of the contract or the application of the contract is held invalid by a court of competent jurisdiction, the invalidity does not affect other provisions of the contract which can be given effect without the invalid provision or application.
11. A prohibition against the contractor using personally identifiable information contained in student records to engage in advertising or for any other purposes other than those authorized pursuant to the contract.

The Board of Education may use a student data privacy agreement as provided by Shipman and Goodwin, current counsel, or the uniform student data privacy terms-of-service agreement addendum, developed by the Commission for Educational Technology (CET), in contracts entered into pursuant to C.G.S. 10-234bb. Such amendment shall conform to the requirements for a contract listed above.

Any provision of a contract or the terms-of-service agreement addendum entered into between a contractor and the Board on or after July 1, 2018, that conflicts with the provisions listed above shall be void. Moreover, a contract is void if it lacks any of the above provisions. The Board will give the contractor reasonable notice to amend the contract or the terms-of-service agreement addendum to include the missing provisions.

Business and Non-Instructional Operations

Data-Based Information and Management Systems

Student Data Protection and Privacy/Cloud-Based Issues (continued)

Any contract entered into on and after July 1, 2018, or the terms-of-service agreement addendum that does not include the provisions listed above shall be void, provided the Board has given reasonable notice to the contractor and the contractor has failed within a reasonable time to amend the contract or the terms-of-service agreement addendum to include the required provisions.

The Board of Education shall maintain and update, as necessary, a website with information relating to all contracts entered into pursuant to this policy. Not later than five business days after executing a contract pursuant to this policy the Board shall ~~provide electronic notice to any student and the parent or legal guardian of a student affected by the contract~~ post notice of such contract on the Board's website. The notice shall include the contract and (1) state that the contract has been executed and the date that such contract was executed, (2) provide a brief description of the contract and the purpose of the contract, and (3) state what student information, student records or student-generated content may be collected as a result of the contract. ~~The Board shall post such notice and the contract on the Board's Internet website.~~

On or before September 1st annually, the Board of Education shall electronically notify students and the parents/guardians of students of the address of the Internet website described in this policy.

The Board of Education and a contractor may include in any contract executed pursuant to this policy, the uniform student data privacy ~~provided by Shipman and Goodwin current counsel or the~~ terms-of-service agreement addendum, previously described, to satisfy the requirements of this policy.

The Board of Education is not required to enter into a contract pursuant to this policy if the use of an Internet website, online service or mobile application operated by a consultant or an operator is unique and necessary to implement a child's individualized education program or plan pursuant to Section 504 of the Rehabilitation Act of 1973, as amended from time to time, and such Internet website, online service or mobile application is unable to comply with the provisions of this policy, provided (1) such Internet website, online service or mobile application complies with the Family Educational Rights and Privacy Act of 1974, 20 USC 1232g, as amended from time to time, and the Health Insurance Portability and Accountability Act of 1996, P.L. 104-191, as amended from time to time, (2) the Board of Education can provide evidence that it has made a reasonable effort to (A) enter into a contract with such consultant or operator to use such Internet website, online service or mobile application, and (B) find an equivalent Internet website, online service or mobile application operated by a consultant or an operator that complies with the provisions of this section, (3) the consultant or operator complies with the provisions of section 10-234cc, as amended for such use, and *****(4) the parent/legal guardian of such child, and, in the case of a child with an individualized education program, a member of the planning and placement team, sign an agreement that (A) acknowledges such parent/legal guardian is aware that such Internet website, online service or mobile application is unable to comply with the provisions of this policy, and (B) authorizes the use of such Internet website, online service or mobile application.** The Board of Education shall, upon the request of a child's parent/legal guardian, provide the evidence described above to such parent/legal guardian.

Business and Non-Instructional Operations

Data-Based Information and Management Systems

Student Data Protection and Privacy/Cloud-Based Issues (continued)

The Board expects that an operator shall implement and maintain reasonable security procedures and practices that meet or exceed industry standards and that are designed to protect student information, student records, and student-generated content from unauthorized access, destruction use, modification and disclosure; and delete any student information, student records or student-generated content within a reasonable amount of time if a student, parent/guardian or Board requests deletion of such student information, student records or student generated content unless:

1. state or federal law prohibits such deletion or otherwise requires the retention of such student information, student records or student-generated content, or
2. a copy of such student information, student records or student-generated content is in the possession of the operator as part of a disaster recovery storage system and is inaccessible to the public and unable to be used in the normal course of business by the operator, provided such student, parent/legal guardian of a student or the Board may request the deletion of any such student information, student records or student-generated content if such copy is used by the operator to repopulate accessible data following a disaster recovery.

~~that, based on the data's sensitivity and risk from unauthorized access, do the following:~~

- ~~1. use technology and methodologies consistent with guidance issued about protected health information under the federal Health Information Technology for Economic and Clinical Health Act of 2009. (HITECH Act),~~
- ~~2. maintain technical safeguards for student records in a manner consistent with federal HITECH Act regulations on technical safeguards for electronic protected Health Information, and~~
- ~~3. otherwise meet or exceed industry standards.~~

The Board will utilize the written guidance developed by the Department of Education in consultation with the Commission for Educational Technology concerning the implementation of FERPA and the laws relating to student data privacy. Such written guidance includes, a plain language explanation of how such student data privacy laws are to be implemented, information about the uniform student data privacy terms-of-service agreement addendum, and (3) how such addendum may be incorporated into contracts executed pursuant to section 10-234bb, as amended.

Business and Non-Instructional Operations

Data-Based Information and Management Systems

Student Data Protection and Privacy/Cloud-Based Issues (continued)

Notice of Breach of Security/Data Breaches

Upon notice of a breach of security by a contractor, the Board shall, not later than two business days after receipt of such notice, notify the students and the parents/legal guardians of the students whose student information, student records, or student-generated content was involved in such breach. The Board shall also, as required, post notice of the breach on its website.

Upon the discovery of a breach of security that results in the unauthorized release of student information, excluding directory information, the contract shall contain the provision that the contractor must notify the Board of such breach without unreasonable delay, and in no case later than thirty (30) days from the discovery of the breach.

Upon the discovery of a breach of security that results in the unauthorized release of directory information, student records, or student-generated content, the contract shall contain the provision that the contractor must notify the Board without unreasonable delay and in no case later than sixty (60) days from the discovery of the breach.

Note: ~~The Board may desire to contract for more prompt notice of a breach of security.~~

Definitions

1. **“Contractor”** means an operator or consultant that is in possession of or has access to student information, student records or student-generated content as a result of a contract with a local or regional Board of Education.
2. **“Operator”** means the operator of an Internet website, online service, online application, (app) or mobile application with actual knowledge that such Internet website, service, or mobile application is used primarily for school purposes and was designed and marketed for school purposes and who collects, maintains or uses student information.
3. **“Consultant”** means a professional who provides non-instructional services, including administrative, planning, analytical, statistical, or research services to a board of education under a contract.
4. **“Student”** means a Connecticut resident enrolled in a preschool program participating in the state-wide public school information system, pursuant to section 10-10a of the general statutes, or enrolled in grades K to 12, inclusive, in a public school, or receiving special education and related services under an individualized education program, or otherwise the responsibility of the Board.

Business and Non-Instructional Operations

Data-Based Information and Management Systems

Student Data Protection and Privacy/Cloud-Based Issues

Definitions (continued)

5. **“Deidentified information”** means any information that has been altered to prevent the identification of an individual student.
6. **“Eligible student”** means a student who has reached 18 years of age.
7. **“Student-generated content”** means materials created by a student, including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, or photographs. “Student-generated content” does not include student responses to a standardized assessment.
8. **“Student records”** means any information directly related to a student that is maintained by the school district, the State Board of Education or the Department of Education or any information acquired from a student through the use of educational software assigned to the student by a teacher or other district employee.

“Student records” does not mean any of the following:

- a. Deidentified information, allowed under the contract to be used by the contractor to improve educational products for adaptive learning purposes and for customizing student learning.
 - b. Deidentified information, used to demonstrate the effectiveness of the contractor’s products in the marketing of such products.
 - c. Deidentified information, used for the development and improvement of the contractor’s products and services.
9. **“Online service”** includes Cloud computing services, which must comply with this policy if they otherwise meet the definition of an operator.
 10. **“Student information”** is personally identifiable information regarding a student that in any media or format that is not publicly available that meets any of the following:
 - a. Is created or provided by a student, or the student’s parent or legal guardian, by using an operators’ website, online service, or mobile application (app) for school purposes.
 - b. Is created or provided by an employee or agent of the board of education, to an operator for school purposes.

Business and Non-Instructional Operations

Data-Based Information and Management Systems

Student Data Protection and Privacy/Cloud-Based Issues

Definitions (continued)

- c. Is gathered by an operator through the operation of the operator’s Internet website, online service, or mobile application (app) and identifies a student including but not limited to information in the student’s educational record or email account, first and last name, home address, telephone number, date of birth, email address, or other information that allows physical or online contact, discipline records, test results, special education data, juvenile dependency records, grades, evaluations, criminal records, medical records, health records, social security number, biometric information, disabilities, socioeconomic information, food purchases, political affiliations, religious information, text messages, documents, student identifiers, search activity, photos, voice recordings, or behavioral assessments.
11. **“School purposes”** means purposes that customarily take place at the direction of a teacher, or a board of education or aid in the administration of school activities, including, but not limited to, instruction in the classroom, administrative activities, and collaboration among students, school personnel, or parents/legal guardians.
 12. **“Targeted advertising”** means presenting an advertisement to a student where the selection of the advertisement is based on student information, student records or student-generated content or inferred from the usage of the operator’s Internet website, online service or mobile application by such student. It does not include any advertising to a student on a website that the student accesses at the time or in response to a student’s response or request for information or feedback.

The Board, through this policy, places restrictions on an “operator” as defined in this policy. An operator shall not knowingly engage in any of the following activities with respect to their internet website, online service or mobile application:

1. Engage in targeted advertising on the operator’s site, service, or application, or on any other Internet website, online service or mobile application;
2. Use student information to create a profile of a student for purposes other than the furtherance of school purposes;
3. Sell student information, unless the sale is part of the purchase, merger, or acquisition of an operator by a successor operator and the operator and the successor operator continue to be subject to the provisions of this policy regarding student information; or

Business and Non-Instructional Operations

Data-Based Information and Management Systems

Student Data Protection and Privacy/Cloud-based Issues (continued)

4. Disclose student information, unless the disclosure is made (a) in furtherance of school purposes of the Internet website, online service or mobile application, provided the recipient of the student information uses such student information to improve the operability and functionality of the Internet website, online service or mobile application and complies with this policy; (b) to ensure compliance with federal or state law; (c) in response to a judicial order; (d) to protect the safety of users or others, or the security of the Internet website, online service or mobile application; or (e) to an entity hired by the operator to provide services for the operator's Internet website, online service or mobile application, provided the operator contractually (i) prohibits the entity from using student information for any purpose other than providing the contracted service to, or on behalf of, the operator, (ii) prohibits the entity from disclosing student information provided by the operator to subsequent third parties, and (iii) requires the entity to comply with this policy.

The Board recognizes that an operator may:

1. Use student information (1) to maintain, support, evaluate or diagnose the operator's Internet website, online service or mobile application (app), or (2) for adaptive learning purposes or customized student learning.
2. Use de-identified student information (1) to develop or improve the operator's Internet website, online service or mobile application (app), or other Internet websites, online services or mobile applications owned by the operator, or (2) to demonstrate or market the effectiveness of the operator's Internet website, online service or mobile application.
3. Share aggregated de-identified student information for the improvement and development of Internet websites, online services or mobile applications designed for school purposes.

Nothing in this policy shall be construed to:

1. limit the ability of a law enforcement agency to obtain student information from an operator as authorized by law or pursuant to a court order;
2. limit the ability of a student or the parent or legal guardian of a student to download, transfer or otherwise save or maintain student information;
3. impose a duty upon a provider of an interactive computer service, as defined in 47 USC 230, as amended from time to time, to ensure compliance with this section by third-party information content providers, as defined in 47 USC 230, as amended from time to time;
4. impose a duty upon a seller or provider of online services or mobile applications to ensure compliance with this policy with regard to such online services or mobile applications;

Business and Non-Instructional Operations

Data-Based Information and Management Systems

Student Data Protection and Privacy/Cloud-based Issues (continued)

5. limit an Internet service provider from providing a student, parent or legal guardian of a student or local or regional Board of Education with the ability to connect to the Internet;
6. prohibit an operator from advertising other Internet websites, online services or mobile applications that are used for school purposes to parents or legal guardians of students, provided such advertising does not result from the operator's use of student information;
7. apply to Internet websites, online services or mobile applications that are designed and marketed for use by individuals generally, even if the account credentials created for an operator's Internet website, online service or mobile application may be used to access Internet websites, online services or mobile applications that are designed and marketed for school purposes.

The Board, upon determination that a request for directory information is related to school purposes, may disclose directory information to any person requesting such directory information. If the Board determines that a request for directory information is not related to school purposes, the Board shall not disclose such directory information.

(cf. 3520.1 – Information Security Breach and Notification)

(cf. 3520.11 – Electronic Information Security)

(cf. 3520.12 – Data-Based Information Management System Confidentiality Policy)

(cf. 5125 – Student Records)

(cf. 5145.15 – Directory Information)

(cf. 6162.51 – Surveys of Students/Student Privacy)

Legal Reference: Connecticut General Statutes

1-19(b)(11) Access to public records. Exempt records.

7-109 Destruction of documents.

10-15b Access of parent or guardians to student's records.

10-209 Records not to be public.

10-234aa Definitions

10-234bb Contracts between boards of education and contractors re student data. Requirements. (as amended by PA 18-125)

10-234cc Requirements for operators re student data

10-234dd Duties re unauthorized release, disclosure or acquisition of student data (as amended by PA 18-125)

11-8a Retention, destruction and transfer of documents

11-8b Transfer or disposal of public records. State Library Board to adopt regulations.

Business and Non-Instructional Operations

Data-Based Information and Management Systems

Student Data Protection and Privacy/Cloud-based Issues

Legal Reference: Connecticut General Statutes (continued)
46b-56(e) Access to Records of Minors.
Connecticut Public Records Administration Schedule V - Disposition of Education Records (Revised 1983).
P.A. 16-189 An Act Concerning Student Privacy
PA 17-200 An Act Making Revisions to the Student Data Privacy Act of 2016
PA 18-125 An Act Concerning Revisions to the Student Data Privacy Act
Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C.1232g).
Dept. of Educ, 34 C.F.R. Part 99 (May 9, 1980 45 FR 30802) regs. implementing FERPA enacted as part of 438 of General Educ. Provisions Act (20 U.S.C. 1232g) parent and student privacy and other rights with respect to educational records, as amended 11/21/96.
Protection of Pupil Rights Amendment (PPRA) 20 U.S.C. § 1232g (2014)
Children's Online Privacy Protection Act (COPPA) 15 U.S.C. §§6501 *et seq.* (2014)

Policy adopted:

cps 6/16
rev 9/16
rev 7/17
rev 6/18

Students

Use of Electronic Devices

Use of Private Technology Devices by Students

Students may possess privately owned technological devices on school property and/or during school sponsored activities, in accordance with the mandates of this policy and any applicable administrative regulations as may be developed by the Superintendent of Schools. The Newtown Board of Education (“Board”) considers allowing students to bring to school such devices to be a privilege and not a right. The Board reserves the right to revoke this privilege if a student fails to adhere to the following guidelines and/or the Board’s ~~acceptable~~ responsible use and student discipline policies.

Parents and/or guardians must read and sign the attached agreement form before a student may be permitted to bring to school a privately owned technological device.

Definitions

Board Technology Resources

For the purposes of this policy, “Board Technology Resources” refers to the Board’s computers and instructional technologies; communications and data management systems; informational technologies and the Internet; and any other technology resources used by the school district and accessible by students.

Privately Owned Technological Devices

For the purposes of this policy, “Privately Owned Technological Devices” refers to privately owned wireless and/or portable electronic hand-held equipment that can be used for word processing, wireless Internet access, image capture and recording, sound recording, information transmitting and/or receiving, storing, etc. These devices may include, but are not limited to, personal laptops, Smartphones, network access devices, Kindles, Nooks, cellular telephones, radios, walkmen, CD players and walkie-talkies, Blackberries, personal data assistants, I-Phones and other electronic signaling devices.

Use of Privately Owned Technological Devices

Privately owned technological devices may not be used during instructional time, except as specifically permitted by instructional staff. Privately owned technological devices may only be used during non-instructional time when approved by administration. ~~Privately owned technological devices may not be used during school recess ***~~ or on a school bus.

Note: *Use of devices is governed by the Responsible Use of Technology Policy (BOE P6141.321).*

Students

Electronic Devices

Use of Privately Owned Technological Devices (continued)

Use of any such device for an improper purpose is prohibited. Improper purposes include, but are not limited to the following:

- Sending any form of harassing, threatening, or intimidating message, at any time, to any person (such communications may also be a crime);
- Gaining or seeking to gain unauthorized access to Board technology resources;
- Damaging Board technology resources;
- Accessing or attempting to access any material that is obscene or contains pornography;
- The sending, sharing, viewing or possessing pictures, e-mails or other material of a sexual nature in electronic or any other form on a cell phone or other electronic device is prohibited; in the school setting.”
- Cyberbullying;
- ~~Taking pictures without the specific permission of the subject of the picture;~~
- ~~Using a privately owned technological device to violate~~ Violating any school rules, including the unauthorized ~~recording (photographic or audio)~~ visual or audio recording of another individual without the permission of the individual or individuals; ~~or a school staff member;~~ or
- Taking any action prohibited by any Federal or State law.

Additional guidelines around distribution of electronic material can be found in BOE Policy 5131.82.

Sexting

The taking, disseminating, transferring or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, e-mailing or sexting, etc.) may constitute a crime under State and/or Federal law. Any person taking, disseminating or sharing obscene, pornographic, lewd or otherwise illegal images or photographs, even if the subject is oneself, may be punished under this policy/code of conduct and will be reported to law enforcement and/or other appropriate state or federal agencies, which may result in arrest, criminal prosecution and lifetime inclusion on sexual offender registries.

Students

Electronic Devices (continued)

Search of Privately Owned Technological Devices

A student's privately owned technological device may be searched if there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school. Any such search shall be reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

Responsibility for Privately Owned Technological Devices

Students are responsible for the safety and use of their privately owned technological devices. If a privately owned technological device is stolen, lost, or damaged, a report should be made to the building principal, who will investigate the loss in a manner consistent with procedures for stolen or damaged personal property. Students and parents should be aware that the Board is not liable for any privately owned technological device that is stolen, lost, or damaged while at school. Furthermore, the Board shall not be liable for any data plan charges or any other costs associated with the use of private technological devices. For that reason, students are advised not to share or loan their privately owned technological devices with other students.

Students shall take full responsibility for their device and shall keep it safely stored when not in use. Classroom teachers will determine the best storage location for such devices. Students are required to take home their privately owned technological devices at the end of each school day.

Disciplinary Action

Misuse of the Board's technology resources and/or the use of privately owned technological devices to access or utilize the Board's technology resources in an inappropriate manner or in a manner inconsistent with this policy will not be tolerated and will result in disciplinary action. For students, a violation of this policy may result in loss of access privileges, a prohibition on the use and/or possession of privately owned technological devices on school property, and/or suspension or expulsion in accordance with the Board's policies related to student discipline.

Access to Board Technology Resources

It is the policy of the Board of Education to permit students, using their privately owned technology devices, to access the Board's ~~computers~~ and instructional technologies; communications and data management systems; informational technologies and the Internet; and any other technology resources used by the school district and accessible by students. Additionally, it is the expectation of the Board of Education that students who access these resources while using privately owned technology devices will act at all times appropriately in

Students

Electronic Devices (continued)

Access to Board Technology Resources (continued)

ways which are fully in accord with applicable policies concerning technology use as well as all local, state, and federal laws.

Through the publication and dissemination of this policy statement and others related to use of the Board's computer systems, as well as other instructional means, the Board educates students about the Board's expectations for technology users.

The Board technology resources shall only be used to access educational information and to promote learning activities both at home and at school. The Board considers access to its technology resources to be a privilege and not a right. Students are expected to act at all times appropriately in ways which are fully in accord with applicable policies concerning technology use as well as all local, state, and federal laws when using the Board technology resources. Failure to do so will result in the consequences outlined herein and in other applicable policies (including, but not limited to, the Safe School Climate Plan, the Student Discipline Policy and the Use of Computers Policy).

Students must abide by the procedures outlined in this policy and all policies and applicable regulations outlined in the Board's computer use and other applicable policies. Students will be given specific information for log-on and access procedures using school accounts. No user may deviate from these log-on/access procedures. Students are advised that the Board's network administrators have the capability to identify users and to monitor all privately owned technological devices while they are logged on to the network. Students must understand that the Board has reserved the right to conduct monitoring of Board technology resources and can do so despite the assignment to individual users of passwords for system security. Any password systems implemented by the Board are designed solely to provide system security from unauthorized users, not to provide privacy to the individual system user. The system's security aspects, message delete function and personal passwords can be bypassed for monitoring purposes. Therefore, students should be aware that they should not have any expectation of personal privacy in the use of privately owned technological devices to access Board technology resources. This provision applies to any and all uses of the Board's technology resources and that any privately owned technological devices access same.

Harm to Board Technology Resources

Any act by a student using a privately owned technological device that harms the Board's technology resources or otherwise interferes with or compromises the integrity of Board technology resources will be considered vandalism and will be subject to discipline and/or appropriate criminal or civil action.

Closed Forum

~~This policy shall not be construed to establish a public forum or a limited open forum.~~

- (cf. 5114 – Suspension and Expulsion/Due Process)
- (cf. 5131 – Conduct)
- (cf. 5131.8 – Off School Grounds Misconduct)
- (cf. 5131.82 – Restrictions on Publications and Written or Electronic Material)
- (cf. 5131.911 – Bullying)
- (cf. 5131.913 – Cyberbullying)
- (cf. 5144 – Discipline/Punishment)
- (cf. 5145.5 – Sexual Harassment)
- (cf. 5145.51 – Peer Sexual Harassment)
- (cf. 6141.321 – Computers: Responsible Computer, Network and Internet Use)

Legal References: Connecticut General Statutes

10-233j Student possession and use of telecommunications devices

31-48d Employees engaged in electronic monitoring required to give prior notice to employees.

53a-182 Obstructing free passage: Class C misdemeanor.

53a-183 Harassment in the second degree: Class C misdemeanor.

53a-250 Definitions.

Electronic Communication Privacy Act, 28 U.S.C. §§2510 through 2520.

Eisner v. Stamford Board of Education, 440 F. 2d 803 (2nd Cir 1971)

Trachtman v. Anker, 563 F. 2d 512 (2nd Cir. 1977) cert. denied, 435 U.S. 925 (1978)

Hazelwood School District v. Ruhlmeir, 484 U.S. 260, 108 S Ct 562 (1988)

Bethel School District v. Fraser, 478 US 675 (1986)

Tinker v. Des Moines Independent Community Dist., 393 US 503, (1969)

Policy adopted: NEWTOWN PUBLIC SCHOOLS

cps 7/12

Newtown, Connecticut

rev 3/14

~~Bring Your Own Device Student Agreement~~

~~The use of technology to provide educational material is a privilege at school that we wish all students to have beginning in grade ____ in _____, 20___. When abused, privileges will be taken away. When respected, they will benefit the learning environment tremendously.~~

~~Students and parents who bring their own device must adhere to the Student Code of Conduct as well as all Board policies, particularly the Internet Acceptable Use and Internet Safety. Additionally, students must adhere to the following:~~

~~Devices are to be used for instructional purposes connected to the approved curriculum, not to cheat on assignments or tests, not to make personal phone calls, not to send text messages, and not to post information, photos, or videos not authorized by the teacher.~~

~~Students acknowledge the following: *(Determine which the District wants to include.)*~~

- ~~• Only the school's Internet will be accessed. Attempts will not be made to bypass the local connection.~~
- ~~• The District's network filters will be applied to one's connection to the Internet and attempts will not be made to bypass them.~~
- ~~• Only authorized data can be accessed. Infecting the network with a virus, Trojan, or program designed to damage, alter, or destroy the network; and hacking, altering, or bypassing security policies are not allowed.~~
- ~~• The school District has the right to collect and examine any device that is suspected of causing problems or was the source of an attack or virus infection.~~
- ~~• All data must be stored on the student's hard drive. Backing up the data through a jump drive, an external drive, or another media device regularly is strongly encouraged.~~
- ~~• As we are working to achieve a more paperless environment, printing from personal laptops will not be possible.~~
- ~~• As we do not have enough outlets for students to charge their devices in classrooms, each student must charge his or her own device prior to bringing it to school daily.~~
- ~~• Using a personal device to transmit or share inappropriate content during the school day will result in the loss of BYOD/BYOT privileges. Additional consequences may be applied depending upon the circumstances. Transmission of material of a bullying nature or sexual nature will not be tolerated.~~
- ~~• Using a personal device at unauthorized times will result in the loss of BYOD/BYOT privileges. Use of these devices in the cafeteria, gymnasium, locker rooms, hallways, and bathrooms is strictly prohibited. The purpose of BYOD/BYOT is purely for the extension and enrichment of the learning environment.~~

- ~~Devices cannot be used during assessments, unless otherwise directed by a teacher.~~
- ~~Students must immediately comply with teachers' requests to shut down devices or close the screen. Devices must be in silent mode and put away when asked by teachers.~~

5131.81
Form 1
 (continued)

~~Bring Your Own Device Student Agreement~~

- ~~Students are not permitted to transmit or post photographic images/videos of any person on campus on public and/or social networking sites.~~
- ~~Students can only access files on the computer or Internet sites which are relevant to the classroom curriculum and suggested by a teacher.~~
- ~~Students are not to physically share their personal devices with other students, unless approved in writing by their parent/guardian.~~
- ~~Personal devices may not be used to cheat on assignments, tests or for non-instructional purposes, such as making personal phone call and text/instant messaging.~~
- ~~Personal devices may not be used to send inappropriate e-messages during the school day.~~

~~As a student, I understand and will abide by all on this agreement. I further understand that any violation is unethical and may result in the loss of my device privileges as well as other disciplinary action.~~

~~As a parent, I understand that my child will be responsible for abiding by the policy pertaining to this program and its guidelines. I have read and discussed them with him/her and he/she understands the responsibility he/she has in the use of their personal device.~~

~~Signature _____ Signature _____
 of Student: _____ of Parent: _____~~

~~Printed _____ Printed _____
 Name: _____ Name: _____~~

~~Date: _____ Date: _____~~

5131.81 Form 1



NEWTOWN PUBLIC SCHOOLS
3 PRIMROSE STREET
NEWTOWN, CT 06470

OFFICE OF THE SUPERINTENDENT
(203) 426-7620
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BUSINESS OFFICE
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Newtown Public Schools

Bring Your Own Device (BYOD) Grades K-8 Form Student Wireless Device Agreement

Technology has changed the way we approach education as we prepare our students for future opportunities. We understand the many educational benefits of using technology in the classroom and the importance of the integration of technology in our curriculum. In an effort to encourage our students to continue to develop 21st century skills, students in Newtown Public Schools may now bring their own technology to school.

Use of devices to enhance learning in the classroom will be pursued when deemed appropriate at individual teacher discretion. Examples may include taking notes, maintaining planners, reading eBooks, accessing online resources, researching and collaborating with others using [Google's G Suite for Education \(G Suite\)](#), etc. It is suggested that students save their work to their [G Suite](#) accounts so they can access it from anywhere.

The use of personal devices by students is optional. Students who do not participate in BYOD will not be penalized. Alternate modes of participation will be available.

If a student wishes to use a personally owned electronic device in school, the student and parent/guardian must read and sign this agreement and return it to the school. Students participating in BYOD must also adhere to the pre-existing [Responsible Use Policy\(BOE P6141.321\)](#), [Use of Electronic Devices Policy\(BOE P5131.81\)](#) and [Restrictions on Publications and Written or Electronic Material Policy\(BOE P5131.82\)](#)

Definition of Device

For purposes of BYOD, “device” means a personal wireless and/or portable electronic device that may (but is not required to) offer capability to connect to wireless networks. The device must easily and comfortably permit a user to read electronic content and utilize productivity software.

Internet Access

Students MUST connect to the school’s filtered wireless network when accessing the Internet. Personal Wi-Fi enabled devices such as, but not limited to, smart phones/iPads/personal

5131.81
Form 1
(cont’d)

hotspots are not permitted to be used to access other Internet networks. Only the Internet service provided by the school may be accessed while in school.

Security and Damages

Responsibility to keep the device secure rests with the individual owner. Schools, including their staff or employees, are not liable for any device stolen or damaged on school grounds. If a device is stolen or damaged, it will be handled through the administrative office similar to other personal belongings that are impacted in similar situations (e.g., graphing calculators). It is recommended that students personalize their devices for easy identification and utilize protective cases.

BYOD Student Agreement (Elementary, Intermediate, & Middle School)

Use of technology in a school is a privilege which comes with great responsibility. Students will be allowed to use their laptops, tablets, smartphones or other electronic devices for educational purposes at school.

In addition, devices:

- must be in silent mode while in school
- must be used for instructional purposes at all times (Personal communications, such as phone calls, texting, instant messaging are not allowed during instructional times.)
- must be used only with the approval of teacher or school administrator.
- must not waste or abuse school resources through unauthorized system use (e.g. playing online games, downloading music, watching video broadcasts, participating in chat rooms, etc.)
- must be charged prior to bringing them to school and must be capable of running off battery while at school
- must have up-to-date virus protection and not be used to bypass network security or with the intent to cause damage to the network
- must be used ethically and not for hacking, altering or bypassing security policies
- may, ~~teacher and those included in the video or recording approval,~~ be used to record, transmit or post images or video during school hours and/or activities such as field trips for educational purposes only with the approval of those included in the video or recording approval
- ~~may not be used during lunch in the cafeteria or between classes~~

It is NOT the responsibility of teachers or the staff of Newtown Public Schools to troubleshoot individual devices during the school day. Check your owner’s manual for issues regarding connectivity.

The school reserves the right to inspect a student’s personal device if there is a reason to believe that the student has violated the Responsible Use Agreement.

I understand and will abide by the above guidelines. I further understand that any violation may result in disciplinary action.

Signature of student: _____ Date: _____

Printed name of student: _____

Signature of parent/guardian: _____ Date: _____

**5131.81
Form 2**



**NEWTOWN PUBLIC SCHOOLS
3 PRIMROSE STREET
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Newtown Public Schools

Bring Your Own Device (BYOD) Grades 9-12 Form Student Wireless Device Agreement

Technology has changed the way we approach education as we prepare our students for future opportunities. We understand the many educational benefits of using technology in the classroom and the importance of the integration of technology in our curriculum. In an effort to encourage our students to continue to develop 21st century skills, students in Newtown Public Schools may now bring their own technology to school.

Use of devices to enhance learning in the classroom will be pursued when deemed appropriate at individual teacher discretion. Examples may include taking notes, maintaining planners, reading eBooks, accessing online resources, researching and collaborating with others using [Google's G Suite for Education \(G Suite\)](#), etc. It is suggested that students save their work to their [G Suite](#) accounts so they can access it from anywhere.

The use of personal devices by students is optional. Students who do not participate in BYOD will not be penalized. Alternate modes of participation will be available.

If a student wishes to use a personally owned electronic device in school, the student and parent/guardian must read and sign this agreement and return it to the school. Students participating in BYOD must also adhere to the pre-existing [Responsible Use Policy \(BOE P6141.321\)](#), [Use of Electronic Devices Policy\(BOE P5131.81\)](#) and [Restrictions on Publications and Written or Electronic Material Policy\(BOE P5131.82\)](#)

Definition of Device

For purposes of BYOD, “device” means a personal wireless and/or portable electronic device that may (but is not required to) offer capability to connect to wireless networks. The device must easily and comfortably permit a user to read electronic content and utilize productivity software.

Internet Access

Students **MUST** connect to the school’s filtered wireless network when accessing the Internet. Personal Wi-Fi enabled devices such as, but not limited to, smart phones/iPads/personal hotspots are not permitted to be used to access other Internet networks. Only the Internet service provided by the school may be accessed while in school.

**5131.81
Form 2
(cont’d)**

Security and Damages

Responsibility to keep the device secure rests with the individual owner. Schools, including their staff or employees, are not liable for any device stolen or damaged on school grounds. If a device is stolen or damaged, it will be handled through the administrative office similar to other personal belongings that are impacted in similar situations (e.g., graphing calculators). It is recommended that students personalize their devices for easy identification and utilize protective cases.

BYOD Student Agreement (High School)[1]

Use of technology in a school is a privilege which comes with great responsibility. Students will be allowed to use their laptops, tablets, smartphones or other electronic devices for educational purposes at school.

In addition, devices:

- must be in silent mode while in school
- must be used for instructional purposes at all times
- must be used only with the approval of teacher
- must not waste or abuse school resources through unauthorized system use (e.g. playing online games, downloading music, participating in chat rooms, etc.)
- must be charged prior to bringing them to school and must be capable of running off battery while at school
- must have up-to-date virus protection and must not be used to infect the network with a virus, trojan, program designed to alter or destroy the network
- must be used ethically and not for hacking, altering or bypassing security policies
- may, ~~teacher and those included in the video or recording approval,~~ be used to record, transmit or post images or video during school hours and/or activities such as field trips for educational purposes only with the approval of those included in the video or recording approval.

It is **not** the responsibility of teachers or the staff of Newtown Public Schools to troubleshoot individual devices during the school day. Check your owner’s manual for issues regarding connectivity.

The school reserves the right to inspect a student’s personal device if there is a reason to believe that the student has violated this agreement.

I understand and will abide by the above guidelines. I further understand that any violation may result in disciplinary action.

Signature of student: _____ Date: _____

Printed name of student: _____

Signature of parent/guardian: _____ Date: _____

R5131.81(a)



A new sample regulation to consider.

Students

Electronic Device

Use of Beepers – Paging Devices/Cellular Telephones

Option #1: (Ban on devices except for emergency need)

~~Students who have extenuating and special circumstances, such as, but not limited to, personal, or family health related situations, may, upon the parent(s)/guardian(s) request, or request of the student himself/herself if over eighteen years of age, be in possession of a cellular telephone, pager/beeper, or other emergency electronic communications device.~~

~~“Walkie Talkies,” portable CB radios, portable “HAM” radios, portable police scanning devices, or portable games or toys that transmit a signal more than 20 feet or through walls, shall not be allowed in any circumstance unless proof is offered that such a device is necessary for health emergency purposes and permission is granted for their use by the building Principal.~~

~~Except for situations involving a bona fide health or safety emergency, electronic communications devices are not to be used during class or instructional time, or during the passing time between classes, unless specific permission has been granted by the building Principal.~~

~~Students found to be using any electronic communications device to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and the device shall be confiscated and not returned until a parent conference has been held. Students violating this rule will be disallowed from~~

~~carrying any personal communication device following the incident unless a bona fide health emergency exists. In no case will a device be allowed which has the capability to take “photographs” of any kind.~~

~~Option #2: (Communication devices allowed, with parental permission and with controls)~~

~~While certain electronic communication devices are allowed in school, the following regulations apply:~~

- ~~• “Walkie Talkies,” portable CB radios, portable “HAM” radios, portable scanning devices, or portable games or toys that transmit a signal more than 20 feet or through walls, shall not be allowed in the schools in any circumstances unless specific permission has been granted by the building Principal or Superintendent.~~
- ~~• Cellular telephones, pagers/beepers shall be turned off during instructional or class time, during passing times between classes and at any school sponsored events where there is a reasonable expectation of quiet attentiveness or where use of the device would cause any disruption unless there is a bona fide health or safety emergency.~~

R5131.81(b)

Students

Electronic Device

~~Use of Beepers – Paging Devices/Cellular Telephones (continued)~~

~~Option #2: (continued)~~

- ~~• Devices operated in violation of this rule shall be confiscated and not returned until, where appropriate, a parent/guardian conference has been held.~~
- ~~• Students found to be using any electronic communications device to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and the device shall be confiscated and not returned until a parent conference has been held. Students violating this rule will be disallowed from carrying any personal communication device following the incident unless a bona fide health emergency exists. In no case will a device be allowed which has the capability to take “photographs” of any kind.~~
- ~~• Students found to be using any electronic communications device in violation of these rules shall be subject to disciplinary action. Where appropriate, police authorities may be contacted.~~

~~Option #3: (Communication devices allowed without parent/guardian permission sought and with controls)~~

While certain electronic communication devices are allowed in school, the following regulations apply:

- ~~“Walkie Talkies,” portable CB radios, portable “HAM” radios, portable scanning devices, or portable games or toys that transmit a signal more than 20 feet or through walls, shall not be allowed in the schools in any circumstances unless specific permission has been granted by the building Principal. In no case will any device be allowed which has the capability to take “photographs” of any kind.~~
- ~~Cellular telephones, pagers/beepers shall be turned off during instructional or class time, during passing times between classes and at any school sponsored events where there is a reasonable expectation of quiet attentiveness or where use of the device would cause any disruption unless there is a bona fide health or safety emergency.~~
- ~~Devices operated in violation of this rule, or for any illegal purpose, shall be confiscated, and not returned until, where appropriate, a parent/guardian conference has been held.~~
- ~~Students found to be using any electronic communications device to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and the device shall be confiscated and not returned until a parent conference has been held. Students violating this rule will be disallowed from carrying any personal communication device following the incident unless it can be established by the building Principal that such a device is necessary for a bona fide health or safety emergency.~~

R5131.81(e)

Students

Electronic Device

Use of Beepers – Paging Devices/Cellular Telephones (continued)

Option #3: (continued)

- ~~Students found to be using any electronic communications device in violation of these rules shall be subject to disciplinary action. Where appropriate, policy authorities may be contacted.~~

An optional policy to consider.

Basis for the NMS Ethical and Appropriate Use of Technology letter to be used by district.

Students

Use of Electronic Devices

Restrictions on Publications and Written or Electronic Material

School-Sponsored Publications and Websites: School-sponsored publications, productions, and websites are part of the curriculum and are not a public forum for general student use. School authorities may edit or delete material that is inconsistent with the District's educational mission.

All school-sponsored communications shall comply with the ethics and rules of responsible journalism. Text that is libelous, obscene, vulgar, lewd, invades the privacy of others, conflicts with the basic educational mission of the school, is socially inappropriate, is inappropriate due to the maturity of the students, or is materially disruptive to the educational process will not be tolerated.

The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media.

Non-School Sponsored Publications and Web Sites Accessed or Distributed at School: Students are prohibited from accessing and/or distributing at school any written or electronic material, including material from the Internet that:

1. Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to, material that is libelous, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to the maturity level of the students, including, but not limited to, material that is **discriminating**, obscene, pornographic, or pervasively lewd and vulgar, or contains indecent or vulgar language; or
4. Is primarily intended for the immediate solicitation of funds.

The distribution of non-school sponsored written material shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution of the material is endorsed by the School District.

Accessing or distributing "at school" includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

5131.82(b)

Students

Use of Electronic Devices

Restrictions on Publications and Written or Electronic Material (continued)

Student-Created or Distributed Written or Electronic Material Including Blogs: A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing written or electronic material, including Internet material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

** add from NMS letter ?

Using the Internet to harass, humiliate, or defame any person, student, teacher, or adult alike is unacceptable. Acts of cyberbullying are not tolerated, are disruptive to the learning process, and are therefore prohibited in the district. As stated in the Newtown Public Schools Acceptable Responsible Use of Technology Agreement, it is each person's responsibility to "report inappropriate behaviors and uses to an administrator or staff member.

Parental responsibility is essential. Parents are legally responsible for their child's online activity until the child is 18 years of age. Parents need to be aware of their child's online activities. It is the responsibility of parents to frequently monitor their child's technology usage. — Can we say this?

Sexting (repeated from 5131.81)

The taking, disseminating, transferring or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, e-mailing or sexting, etc.) may constitute a crime under State and/or Federal law. Any person taking, disseminating or sharing obscene, pornographic, lewd or otherwise illegal images or photographs, even if the subject is oneself, may be punished under this policy/code of conduct and will be reported to law enforcement and/or other appropriate state or federal agencies, which may result in arrest, criminal prosecution and lifetime inclusion on sexual offender registries."

(cf. 0521 – Nondiscrimination)

(cf. 5114 – Suspension and Expulsion/Due Process)

(cf. 5131 – Conduct)

(cf. 5131.8 – Off School Grounds Misconduct)

(cf. 5131.81 – Use of Electronic Devices)

(cf. 5131.911 – Bullying Prevention and Intervention Policy)

(cf. 5131.913 – Cyberbullying)

(cf. 5144 – Discipline/Punishment)

(cf. 5145.4 – Nondiscrimination)

(cf. 5145.5 – Sexual Harassment)

(cf. 5145.51 – Peer Sexual Harassment)

(cf. 6145.3 – Publications)

Need to verify these policies

Legal Reference: *Eisner v. Stamford Board of Education*, 440 F. 2d 803 (2nd Cir 1971)

Trachtman v. Anker, 563 F. 2d 512 (2nd Cir. 1977) cert. denied, 435 U.S. 925 (1978)

Hazelwood School District v. Ruhlmeir, 484 U.S. 260, 108 S Ct 562 (1988)

Bethel School District v. Fraser, 478 US 675 (1986)

Tinker v. Des Moines Independent Community Dist., 393 US 503, (1969)

Policy adopted:

cps 12/09

NEWTOWN PUBLIC SCHOOLS

2018-2019

ETHICAL AND APPROPRIATE USE OF TECHNOLOGY

Dear Parent(s)/Guardian(s),

~~According to the Newtown Public School mission statement, we are committed to creating an environment where “tolerance and understanding of every person’s rights and beliefs” is essential to the school community. This includes the proper and ethical use of technology.~~

~~Students are actively using technology to send, post, share, and forward photos, videos, and/or audio files in the public domain, including through social networking sites. Although students are not permitted to use technology in this way during the school day, our school’s ethical expectations still apply in these situations outside school time. It is unacceptable to use the Internet to harass, humiliate, or defame any person, student, teacher, or adult alike. Acts of cyberbullying are not tolerated, are disruptive to the learning process, and are therefore prohibited in the district.* As stated in the Newtown Public Schools Acceptable Use of Technology Agreement, it is each person’s responsibility to “report inappropriate behaviors and uses to an administrator or staff member.”~~

~~Parental responsibility is essential. Parents are legally responsible for their child’s online activity until the child is 18 years of age. Parents need to be aware of their child’s online activities. It is the responsibility of parents to frequently monitor their child’s technology usage.~~

~~Understanding that our school community respects the privacy of our students, teachers, and staff, **photos, videos, and/or audio files are not to be sent, posted, shared, or forwarded on the Internet without the permission of the individual(s). Violators will face consequences in accordance with the school and district disciplinary codes and may also face serious legal ramifications.**~~

~~In order for all members of our community to feel safe, it is important that these appropriate ethical standards are followed.~~

~~Please discuss these standards with your child, sign the attached expectations, and return the third sheet to your child’s homeroom teacher tomorrow. You may keep this first page for your reference.~~

* Reference: Newtown Board of Education Bullying Policy (5131.911)

Instruction

Computers: Responsible Computer, Network and Internet Use

Overview

The [Newtown](#) Board of Education (Board) provides its students and staff access to a multitude of technology resources. Access to information and communication technologies (ICT) is considered a privilege and not a right. ICT resources consist of any technology and/or devices that access or convey information, software applications, Internet resources and Internet environments.

These resources provide opportunities to enhance learning and improve communication within our community and with the global community beyond the local campus. The advantages of having access to these resources are viewed by the Board as far greater than any potential downside. However, with the privilege of access is the responsibility of students, teachers, staff and the public to exercise appropriate personal responsibility in their use of these resources. The policies of the Board are intended to promote the most effective, safe, productive, and instructionally sound uses of networked information and communication tools. The District also makes a good faith effort to protect its students from exposure to Internet materials that are harmful or explicit. The District maintains a system of Internet content filtering ~~devices and software controls~~ that meet federal standards established in the Children's Internet Protection Act (CIPA).

Digital Citizen

The District uses information and technology in safe, legal, and responsible ways. It is incumbent upon all members of the school community to use technology ethically, constructively, and with respect for the work of others. Independent and appropriate use of information and communication technologies is predicated upon responsible and ethical conduct. Therefore, a responsible digital citizen, whether staff, student or volunteer, is one who:

- **Respects One's Self.** Users will select online names that are appropriate and honest about one's identity, and will consider the information and images that are posted online. Users will communicate and interact with others in respectful ways.
- **Respects Others.** Users will refrain from using technologies to bully, tease or harass other people. Users will not access or use hate-based or sexually explicit materials (inclusive of sexting regardless of if the subject is oneself) nor will they disparage others.
- **Protects One's Self and Others.** Users will protect themselves and others by reporting abuse and not forwarding inappropriate materials or communications. Users will adhere to age requirements and guidelines of all websites. Users will protect personal information and respect the privacy of others' information by not revealing any such information through email communications or the use of the Internet unless directed by a staff member.

Instruction

Computers: Responsible Computer, Network and Internet Use

Digital Citizen (continued)

- **Respects Intellectual Property.** Users will suitably cite any and all use of websites, books, media, etc.
- **Protects Intellectual Property.** Users will request to use the software and media others produce. Respect will be shown for intellect and creativity by asking permission, giving credit and observing the law.
- **Respects Classroom Guidelines.** Users will follow all guidelines set by teachers regarding the use of electronic devices. Users will respect teachers and classmates by keeping all communication school related.

Expectations

Responsible use of the technology resources provided by the Board is expected to be ethical, respectful, academically honest, and supportive of the school's mission. Each computer user has the responsibility to respect every other person in our community and on the Internet. Digital storage and electronic devices used for school purposes will be treated as extensions of the physical school space. Administrators, or their designees, may review files and communications (including electronic mail and chats) to insure that users are using the system in accordance with Board policy. Users should not expect that files stored ~~on servers or disks~~ or stored in district-provided resources will be private.

Some activities are expressly prohibited by law. Users are expected to abide by the generally accepted rules of network etiquette. The following guidelines are intended to clarify expectations for conduct, but they should not be construed as all-inclusive. Given the nature of emerging technologies, it is impossible to anticipate or prevent all problems that may occur.

- Use of electronic devices should be consistent with the Board's educational objectives, mission and curriculum.
- Transmission of any material in violation of any local, federal and state laws is prohibited. This includes, but is not limited to copyrighted material, licensed material and threatening or obscene material.
- Intentional or unintentional use of computing resources to access or process, proxy sites, pornographic material, explicit text or files, or files dangerous to the integrity of the network is strictly prohibited.
- Software and/or services may not be installed or downloaded on school devices without prior approval of the Superintendent or designee.

Instruction

Computers: Responsible Computer, Network and Internet Use

Expectations (continued)

- Use of computing resources for non-school sponsored commercial activities, product advertisement or religious or political lobbying is prohibited.
- Users may be held personally and financially responsible for vandalism. ~~Malicious or intentional damage done to network software, data, user accounts, hardware and/or unauthorized costs incurred~~ Vandalism is defined as any malicious or intentional attempt to harm, destroy, modify, abuse or disrupt operation of any network within the District or any network connected to the Internet, operation of any form of electronic communications, the data contained on any network or electronic communications, the data of another user, usage by another user, or District-owned software or hardware. This includes, but is not limited to, the uploading or creation of computer viruses and the use of encryption software.
- Files stored on district-managed networks or in district-provided resources are the property of the school district and, as such, may be inspected at any time and should not be considered private.
- Materials published for electronic publication must be for educational purposes. School administrators, teachers and staff may monitor these materials to ensure compliance with content standards.

Communications via ICT resources are often public in nature and general school rules and communication apply. It is expected that users will at all times comply with District standards and will act in a responsible and legal manner in accordance with District standards as well as with federal and state laws.

The District recognizes its responsibility to educate students regarding appropriate behavior on social networking and chat room sites about cyberbullying. Therefore, students shall be provided instruction about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms and cyberbullying awareness and response. (***) meets the erate requirement)

It is important that all users and parents understand that the District, as owner of the ICT resources, reserves the right to monitor and review the use of ICT resources. Such monitoring or review will be limited and done, as needed to ensure that the systems are being used for District-related educational purposes. Therefore, all users must be aware that they should not have any expectation of personal privacy in the use of these ICT resources.

Instruction

Computers: Responsible Computer, Network and Internet Use (continued)

Optional Language: Monitoring access is for, but not limited to, the following reasons:

- Ensuring the safety and security of people and resources;
- Ensuring positive learning and work environments;
- Keeping schools safe from harassment, intimidation or threats;
- Ensuring ICT resources use relates to educational mission and goals;
- Preventing breaches of confidentiality;
- Prevention of copyright infringements;
- Ensuring appropriate Internet access;
- Ensuring appropriate communication messages, such as email, blogs, chats and discussion forums; and
- Ensuring appropriate file downloads and print requests.

Policy Violations

The District reserves the right to refuse access to the Internet to anyone. Violating any portion of this policy may result in disciplinary action, including temporary or permanent ban on computer or Internet use, suspension or dismissal from school, and/or legal action. The District may cooperate with law enforcement officers in investigations related to illegal activities conducted through its network.

Legal Reference: Connecticut General Statutes

53a-182b Harassment in the first degree: Class D felony. (as amended by PA 95-143)

20 U.S.C. Section 6777, No Child Left Behind Act

20 U.S.C. 254 Children's Internet Protection Act of 2000

47 U.S.C. Children's Online Protection Act of 1998

Public Law 110-385 Broadband Data Improvement Act/Protecting Children in the 21st Century Act

Policy adopted

Staff Technology Use Guideline

The Newtown Public Schools (NPS) provide computers, networks and Internet access to support the Newtown Public Schools mission statement, to enhance the curriculum and learning opportunities for students and to assist staff in the efficient completion of job related tasks and duties. Notwithstanding the foregoing, incidental use of the network, e-mail and internet system by staff members is permitted as long as such use is limited in frequency and duration, does not interfere with the primary intended use of the system, and is initiated during non-work periods. All members of staff have a responsibility to use the school's network in a professional, lawful, and ethical manner.

All District devices and network services are under the custody and supervision of the Newtown Public School system. Only the staff of the Technology Department is authorized to install programs or hardware and grant access to computers and district resources on the wired network.

The school system reserves the right to monitor all computer and Internet activity by employees. Employees should have no expectation of privacy in their use of district computers and related services. This includes, but is not limited to, the use of a District assigned email address. Email accounts are provided to staff for the purpose of conducting school related business. ~~The appropriate use of such accounts is defined in the Newtown Public Schools [Email Guidelines for Staff \(Guideline #5\)](#) *this is outdated.*~~ All emails to and from the employee using the Newtown Public School address are archived for a period of up to 10 years.

Internet access is provided via the school network on a filtered, as-available basis. The District shall not be liable for any claims, losses, damages, or costs (including legal fees) of any kind, suffered directly or indirectly, arising out of the use of the District's network in violation of this policy including, but not limited to, "identity theft." Each user is responsible for the content of all electronic text, audio, or imagery that he/she transmits. Users are not responsible for unsolicited information that he/she receives. No user will knowingly download or store on district technology pirated or unlawfully attained music, video or electronic resources.

Electronic communications with students should be professional, and transparent. All communication between staff and student should be considered a matter of record regardless of whether it is communication for an educational or otherwise sponsored school activity. The distinction between the role of a public educator and personal friendships with students should always be visible and strongly communicated. Acceptable forms of communication include the use of district supplied email, PowerSchool/Teacher, teacher websites, [Google Classroom](#) and SchoolMessenger. Staff is warned of the dangers of texting. Texting, although quick and convenient, can easily stray off topic and easily be misinterpreted by a parent. Unacceptable forms of communication include the use of non-district supplied email accounts and partaking in online gaming activities.

The District has implemented the use of an enterprise anti-virus solution. Acknowledging that the quantity and composition of viruses and worms is constantly changing, no virus protection is 100% reliable. The District shall not be liable for the transmission of any virus or worm to the employee's home system through the employee's use of USB storage devices or email. For the employee's protection in general, it is strongly recommended that they are protecting their home systems with an up-to date anti-virus product.

The District will be providing wireless connectivity as a guest service and offers no guarantees that any use of the wireless connection is in any way secure, or that any privacy can be protected when using this wireless connection. Use of the NPS wireless network is entirely at the risk of the user, and the school district is not responsible for any loss of information, injury or damages resulting from the use of the wireless connection.

Inappropriate use of the Newtown Public Schools' network may result in loss of user privileges or other disciplinary actions, up to and including discharge. Illegal uses of the district's computer networks and Internet services may also result in referral to law enforcement authorities.

**Responsible ~~Acceptable~~ Use of Technology
Staff Agreement**

Staff is to utilize the Newtown Public Schools' devices, networks, and Internet for job related and educational purposes. The use of bullet points in this document is meant to clarify and explain the preceding text. The bullet points are not meant to be interpreted independently. Examples of unacceptable uses may include but are not limited to:

- Accessing websites designed for dating or personal relationships
- Adult entertainment
- Entering competitions or sweepstakes for personal gain
- Gambling
- Installing, downloading, distributing, or storing any non-job related files or file attachments such as add-on animation screen saver programs, chain letters, etc. The employee is to refrain from storing music and imagery of a personal nature, unless job-related or for incidental personal use.
- Private business, monetary or personal gain
- Solicitation of non-District business

Attempts to use someone else's identity, and/or password or to bypass existing Internet access restrictions provided by the District's filter are in violation of acceptable use.

Staff must take care when using social networking websites even when such use occurs in their own time using their own computer. Social Networking sites invite users to participate in informal ways that can be open to abuse, and often make little or no distinction between adult users and children.

You must not allow any ~~pupil~~ **student** to access personal information you post on a social networking site. In particular:

- You must not add a ~~pupil~~ **student**, other than a family member, to your 'friends list'.
- You should ensure that personal information is not accessible via a 'Public' setting, but ensure it is set to a 'Friends only' level of visibility.
- You should avoid contacting any ~~pupil~~ **student** privately via a social networking website, even for school-related purposes.

Electronic communications with students should be professional, and transparent. All communication between staff and student should be considered a matter of record regardless of whether it is communication for an educational or otherwise sponsored school activity.

- The distinction between the role of a public educator and personal friendships with students must always be visible and strongly communicated.
- Avoid texting. It can easily stray off topic and easily be misinterpreted by a parent.
- Avoid the use of non-district supplied email accounts and partaking in online gaming activities.

Staff should also take care when posting to any public website (including online discussion forums or blogs) that their comments do not harm their professional standing or the reputation of the school – even if their online activities are entirely unrelated to the school.

- Unless authorized to do so, you must not post content on websites that may appear as if you are speaking for the school.
- You should not post any material online that can be clearly linked to the school that may damage the school’s reputation.
- You should avoid posting any material clearly identifying yourself, another member of staff, or a ~~pupil~~ student, that could potentially be used to embarrass, harass, or defame the subject.

Staff is required to use reasonable care in the use of local technology resources (hardware, software, and communications devices):

- Use computers and the network appropriately in the completion of daily duties.
- Resources should not be used for private business, monetary or personal gain.
- Respect copyrights. Copyrighted software and other instructional materials must not be copied or transferred to another except as provided under the license agreement or copyright notice. Unlawfully gained, or pirated content, is forbidden.
- Authorship and/or publishers of information in electronic form must be appropriately acknowledged in writing and research (footnotes, bibliographies, etc).
- Vandalism or theft of resources (including data and files) will not be tolerated.
- Passwords must not be exchanged and other's passwords must not be used. The individual is responsible to maintain the privacy of ~~their~~ his/her own user accounts and to respect the privacy of other users’ accounts.
- Report inappropriate behaviors and uses to an administrator. Hacking, altering system or network configurations, and installation of software without the permission of the Technology Department are inappropriate behaviors.

The school district reserves the right to:

- monitor device and/or network use
- review files and messages stored on network servers

I have read, understand, and will abide by the ~~Acceptable~~ Responsible Use of Technology Staff Agreement.

Signature

Date _____

Printed Name _____

Rev’d January 13,2012



NEWTOWN PUBLIC SCHOOLS
3 PRIMROSE STREET
NEWTOWN, CT 06470

OFFICE OF THE SUPERINTENDENT
(203) 426-7620
FAX (203) 270-6199

BUSINESS OFFICE
(203) 426-7618
FAX (203) 270-6110

Newtown Public Schools
Responsible Use of Technology Agreement
Grades 5-12

Statement of Purpose:

The Newtown Public School District, ~~as referenced by BOE Policy 8-300~~, believes that all students should have access to technology when they act in a responsible, efficient, courteous, and legal manner. Internet access and other online services, available to students and teachers, offer a multitude of global resources. Our goal in providing these services is to enhance the educational development of our students as digital citizens.

Responsible use of technology, whether provided by district or student-owned, is devoted to activities that support teaching and learning. The following are our agreements about the use of technology in the Newtown Schools.

Terms of Agreement:

The district

- will take reasonable steps to ensure that students use information technology ~~responsibility~~ **responsibly.**
- cannot guarantee nor be held responsible for the accuracy of the information students find on the Internet.
- utilizes a filtering system to minimize the possibility of a student reaching inappropriate sources.
- may review files and messages stored on our servers or transmitted within our network (File space is comparable to a school locker).

It is important for parents and students to understand the responsibilities that accompany the use of district technology and are listed below.

Students

- must use District-provided technologies, such as computers, network resources and the Internet **solely** for educational purposes. They must
 - respect the intellectual property of others.
 - always cite electronic sources from which information is accessed.
 - never intentionally access, transmit, copy, or create material that is illegal (such as obscenity, stolen materials, or illegal copies of copyrighted works).

Students (continued)

- must respect the rights of the individual and practice safe behaviors. They must
 - never distribute private information about themselves or others.
 - only use their own assigned accounts.
 - always maintain the privacy of their own user account and respect the privacy of another's account.
 - always report to a staff member any perceived problem with information that someone is giving or asking of them.

- must use computers, electronic devices, and the network appropriately. They must
 - never destroy or damage data, networks, or other resources belonging to fellow network users or the school community.
 - never disable or circumvent any technology protection measure installed on school technological resources.
 - report inappropriate behaviors and uses to an administrator or staff member including hacking, altering system/network configurations, bypassing Internet content filtering systems and/or the installation of software or hardware without the permission of a staff member.

- must respect and practice the principles of community. They must
 - only communicate in ways that are kind and respectful.
 - never use technology to harass, humiliate or defame any individual.
 - always report threatening or discomfiting respect the rights of the individual and practice safe behaviors.

Consequences:

Inappropriate use of the Newtown Public Schools' network and technology resources may result in loss of user privileges in addition to other disciplinary and/or legal actions.

Reference:

[BOE policy P6141.321](#)

[BOE policy P5131.81](#)

[BOE policy P5131.82](#)

8-300

(This is only included if paper form is handed out)

Newtown School District Responsible Use Of Technology Agreement
Grades 5-12

The district will provide an environment consistent with its mission, the requirements of the Connecticut State Board of Education, and federal/state laws, where students can receive the benefits available through the instructional use of technology that will assist them in accomplishing the goals of the district.

Signing below indicates we understand the Responsible Use of Technology Agreement.

Student: _____ **Parent/Guardian:** _____

Printed name: _____ **Printed name:** _____

School: _____ **Grade:** _____

Date: _____

Parents of students entering grades 5, 7 & 9 and newly-enrolled students will be asked to complete this form.

Please return this signed form to your child's school.



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Newtown Public Schools
Responsible Use of Technology Agreement
Grades K-4

Parents and Students,

Please read together, sign and return the next page to the school.

Statement of Purpose

The Newtown Public School District, ~~as referenced by BOE Policy 8-300,~~ believes that all students should have access to technology when they act in a responsible, efficient, courteous, and legal manner. Internet access and other online services, available to students and teachers, offer a multitude of global resources. Our goal in providing these services is to enhance the educational development of our students.

Responsible use of technology, whether provided by district or student-owned, is devoted to activities that support teaching and learning. The following are our agreements about the use of technology in the Newtown Schools.

Terms of Agreement

Using the computer correctly and responsibly is very important. I promise to follow these rules.

1. I promise to use all computer equipment with care and respect.
2. I promise to only work on programs and web pages that my teachers tell me to use.
3. I promise to ask for help if I don't know what to do.
4. I promise to tell an adult if I read or see something on the computer that is not appropriate.

5. I promise never to use the computer to hurt, frighten, or bully others.
6. I promise to print only when my teacher tells me to.
7. I promise to use only my assigned accounts.
8. I promise to be considerate of other computer users and their privacy. I will not touch someone else's computer equipment.
9. I promise never to give out personal information about myself or anyone else when using the computer.
10. I promise to help others follow these rules.
11. I understand that if I break any of these promises, I might not be able to use the computers.

(Only included if paper form used.)

I will sign my name to show that I will follow the rules for the Responsible use of technology.

Student Name (Print) _____

Student Signature _____

Classroom Teacher _____

Grade _____ Date Signed _____

Signing below indicates we understand the rules of the technology agreement. I have read this responsible Use Agreement and have discussed it with my child.

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____ Date Signed: _____

Please return this form to your child's homeroom teacher.

Reference:

BOE policy P6141.321

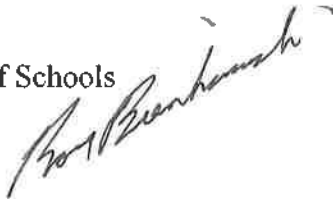
BOE policy P5131.81

BOE policy P5131.82

8-300

**NEWTOWN PUBLIC SCHOOLS
BUSINESS OFFICE**

MEMORANDUM

DATE: November 1, 2018
TO: Dr. Lorrie Rodrigue, Superintendent of Schools
FROM: Ron Bienkowski, Director of Business 
SUBJECT: Dental RFP

We previously reported the Town and Board have been working collaboratively with Joe Spurgeon, the Districts Benefits Advisor, to review the current dental plan offering for district and town employees.

This review led to the development of an RFP which resulted in receiving five proposals from dental services providers, Anthem, Cigna, Delta, TR Paul and Sterling. After a thorough review, we can announce that Anthem has submitted a proposal that matches all benefits currently offered to BOE employees. The Anthem plan has been presented to all district unions for their contract required review period. All groups are in agreement that the benefits provided are equivalent to the current provider TR Paul. The next step is for the Board to approve the change and then we will begin the process of re-enrollment for everyone to have their benefits in place for January 1, 2019.

Total annual projected cost for this benefit is approximately \$431,000. Approximate cost savings are estimated at \$100 - \$125,000 for the Town and Board.

**NEWTOWN BOARD OF EDUCATION
2019 SCHEDULE OF MEETINGS**

Meetings will be held in the Council Chambers in the Newtown Municipal Center, 3 Primrose Street, at 7:30 p.m. with the exception of the January 22, February 19, September 3, October 15, and November 6 meetings which will be held in the Reed Intermediate School library.

January 8
January 15 (budget overview)
January 17 (budget)
January 22 – (regular/budget) – *Reed Intermediate School Library*
January 29 (public hearing & discussion)
February 5 (regular/budget adoption)
February 19 – *Reed Intermediate School Library*
March 5
March 19
April 2
April 9
May 7
May 21
June 4
June 18
July 16
August 13
September 3 – *Reed Intermediate School Library*
September 17
October 1
October 15 – *Reed Intermediate School*
November 6 (Wednesday) – *Reed Intermediate School Library*
November 19
December 3
December 17

January 7, 2020
January 21, 2020 – *Reed Intermediate School*