

BOARD OF EDUCATION, NEW FAIRFIELD, CT
Policy Subcommittee Meeting

Name of Subcommittee: Policy Meeting type: Regular
Date of Meeting: 1/28/26 Place of Meeting: Zoom
Members present: Amy Johnson (~7:10 p.m.), Kimberly LaTourette, Samantha Mannion
Members absent: Kathy Baker
Other attendees: Ken Craw, Kris Woleck, Carrie DePuy, Paul Gouveia, Ed Sbordone, Dom Cipollone (~7:10 p.m.)
Minutes submitted by: Kim LaTourette
Meeting Access: Policy Subcommittee (1/28/26 at 7:00 p.m.)
Web: <https://zoom.us/j/98745770267> Dial In: (929) 205-6099 Meeting ID: 987 4577 0267

The meeting was called to order at 7:01 p.m.

II. APPROVAL OF MINUTES

A. December 10, 2025 - Regular

Motion: To approve the minutes of December 10, 2025, as presented

Made by: Kim LaTourette

Seconded by: Samantha Mannion

Recording of Vote: All in favor

III. INFORMATION/ACTION ITEMS

A. Residency Update

Paul Gouveia attended this meeting to provide us with an update on this topic. He praised our registrar for all of her work, in conjunction with the town (tax department), to investigate and look into several different cases. Many tips from staff, bus drivers, members of our community do come in as something to look into. We are up to 14 attempted enrollments this year that we did not process. This is easier than having to disenroll students that are already here. There are a variety of ways that we get information to confirm residency. Samantha asked about the amount of savings the district has had due to being able to put this policy in place and ensure that the students that are enrolled are residents of NF. We are up to 62 students across 12 grades since 2023. We do not currently have any students in the appeal process - the last one withdrew. The district is also letting families know that if the district finds that the student does not reside in town, they will be responsible for BOE funds, as well as reminding them of the criminal offense. This has resulted in many of the forms not coming back. We have also had several landlords refuse to sign forms that state they are legal landlords with a legal lease/rental.

B. Policy 3542.43 – Charging Policy

Carrie DePuy provided an overview of the most recent guidance and updated policy. This new policy reflects the new state policy in regard to meals that have not been paid for. We are up to a \$24,000 balance right now and the district will have to absorb that if families do not take care of their balance. We used to be able to pay for it through the food service fund and we are no longer able to do that. There are guidelines on how to communicate with families. An automated email will go out to families once a meal is received and not paid for. Then there are weekly emails by food services and then an administrator. We will email and call aggressively. If families get to 30 meals, resources from town are also provided to families - social worker, food pantry. Within the state guidelines, we cannot withhold them from any activities or put in place any consequences. Carrie will change the name to reflect that this policy is in regard to meals.

Motion: To bring this policy to the full board with a suspension of the rules

Made by: Samantha Mannion

Seconded by: Amy Johnson

Recording of Vote: All in favor

C. Policy 6161.12 – Library Collection Development and Maintenance, and Library Displays and Programs, and Library Material Review and Reconsideration Policy

Dr. Craw and Dr. Woleck incorporated the feedback received at the last meeting into this policy so that anyone with an invested interest can recommend additions to the library material. This was done in collaboration with all three library media specialists, and they were appreciative of the board's support.

Motion: To bring this policy to the full board

Made by: Samantha Mannion

Seconded by: Kim LaTourette

Recording of Vote: All in favor

IV. OTHER

Motion: To nominate Samantha Mannion as Chair of the Policy Subcommittee

Made by: Amy Johnson

Seconded by: Kim LaTourette

Recording of Vote: All in favor

Samantha Mannion accepted.

We will receive a cell phone policy update next month.

V. ADJOURNMENT

Motion to adjourn: Made by: Amy Johnson

Seconded by: Samantha Mannion

Recording of vote: All in favor

Meeting adjourned at: 7:37 p.m.