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Regular BOE Agenda
September 15, 2026

Council Chambers
3 Primrose St.
Newtown, CT 06470
7:00 PM

As stewards of Newtown Public Schools, we commit to conducting ourselves with honesty, integrity, and respect. Guided by Newtown's Core Values and the Portrait of a Graduate, we will strive to prepare every student to think critically and innovate with curiosity; adapt, persevere, and pursue goals with strategic focus; act with compassion, collaborate across differences, and communicate with clarity. We hold ourselves to the same attributes we seek to instill in our students, embodying them in our work together.

AGENDA

1. PLEDGE OF ALLEGIANCE
2. CONSENT AGENDA
 - A. Minutes from September 1, 2026
 - B. Correspondence Report
3. **PUBLIC PARTICIPATION
4. REPORTS
 - A. Chair Report
 - B. Superintendent's Report
 - C. Committee and Liaison Reports
 - D. Student Representatives Report
 - E. Action on the Itemized Estimate Report for the Month Ending August 31, 2026.
5. PRESENTATIONS
 - A. CIP Presentation — John Barlow, Director of Facilities
 - B. 2026-27 Goals Overview/Operational Goals — Anne Uberti, Superintendent
6. OLD BUSINESS
 - A. Second Read and Action on Bylaws and Policies
 1. 9700 Code of Conduct for Board Members
 2. 9710 Removal of Board Officers
 3. 9690 Meeting Conduct
 4. 4115.3 Evaluation of Coaches
 5. 4118.21/4218.21 Principles of Teaching and Learning

6. 4118.231/4218.231 - Alcohol Tobacco and Drug-free Workplace
7. 4118.12/4218.12 - Social Media
8. 4118.5/4218.5 - Employees Use of District's Computer Systems and Electronic Communications
9. 4200 - Code of Ethics
10. 4300R - Bloodborne Pathogens

B. Second Read and Action on Bylaws and Policies to be Rescinded.

1. 9222 Resignation / Removal from office
2. 9325 Meeting Conduct
3. 9325.3 Parliamentary Procedures
4. 9326 Taping/Recording Board Meetings
5. 9140 Meetings with Town Boards and Commissions
6. 9150 Board Consultants
7. 9160 Board of Education Student Representation
8. 9230 Orientation of Board Members
9. 9240 Board Member Professional Development
10. 9271 Code of Ethics
11. 9310 Dissemination of Policies
12. 9327 Electronic Mail Communications
13. 9330 Board School System Records
14. 9350 Hearings
15. 9360 School Board Legislative Program
16. 9400 Monitoring Products and Processes
17. 4118.211 - Retaliation and Whistleblowing
18. 4121/4221 - Substitute Teachers
19. 4212.42 - Drug Testing for Bus Drivers
20. 4215.1 - Evaluation of Nurses

C. Second Read and Action on Policies to Rescind After Adoption of Replacement Policies.

1. 4118.21 - Academic Freedom and Responsibility
2. 4118.231/4218.231 - Certified Alcohol Tobacco Drug Free Workplace
3. 4118.5-4218.5 - Acceptable Use of Computer Systems and Electronic Communications
4. 4147.11/5141.24 - Students/Staff with HIV
5. 4147.22/4247.22 - Communicable Diseases

7. NEW BUSINESS

A. Approval and Possible Action on the CAGE 2026-2027 Board Recognition Application

B. Recommended Policies for First Read

1. Video Surveillance
2. 5118 Residency Policy
3. 5119 Nonresident or Tuition Student Policy
4. Restriction of Electric Personal Mobility Devices, Recreational Equipment, and Skateboards

C. Recommended Policies to be Rescinded

1. 5131.111 Video Surveillance
2. 5118 Non-Resident or Tuition Student

8. PUBLIC PARTICIPATION

9. ADJOURNMENT

***During the first Public Participation, the Board welcomes commentary regarding items on the agenda. After being recognized, please state your name and address for the record. Per Board Policy 9325, we request that speakers be respectful and limit comments to not more than three minutes, and we note that public complaints about employees are not permitted during meetings. All such concerns should instead be submitted to the Superintendent. During the second Public Participation, commentary may address the agenda or may introduce issues for the Board to consider in the future. The Board does not engage in dialogue during either public comment period. If you desire more information or answers to specific questions, please email the Board: NewtownBOE@newtown.k12.ct.us*



Minutes of the Board of Education - September 1, 2026

Council Chambers 3 Primrose Street, Newtown, CT 06470

Please Note: These minutes are pending Board approval.

Members Present: Alison Plante, Chair, Doria Linnetz, Vice Chair, Donald Ramsey, Secretary, Shannon Tomai (remote), Melissa Beylouni

Members Absent: Chris Gilson, John Vouras

Staff Present: Anne Uberti, Superintendent, Frank Purcaro, Assistant Superintendent, Tanja Gouveia, Director of Business, John Barlow, Director of Facilities

Other: Press and 20+ Public

Meeting was called to order at 7:02 by Alison Plante

1. Pledge of Allegiance

2. Appointment of the Reed Intermediate School Principal

The Board addressed the critical appointment of leadership for Reed Intermediate School. Superintendent Uberti presented her recommendation of Leslie Ford for the principalship, noting that Mrs. Ford distinguished herself among an exceptionally strong pool of 52 candidates. Superintendent Uberti highlighted Mrs. Ford's current success as an assistant principal at the intermediate level and her collaborative approach to instructional leadership.

MOTION: Melissa Beylouni moved that the Board of Education accept the recommendation of the Superintendent and appoint Leslie Ford as Principal of Reed Intermediate School. Seconded by Shannon Tomai. Motion passes unanimously.

Mrs. Ford addressed the Board to express her gratitude, noting that for the past 26 years, she has had the privilege of serving students and families as both a teacher and administrator. She pledged to foster strong relationships and support high-quality learning environments.

3: Consent Agenda

MOTION: Michelle Beylouni moved that the Board of Education approve the Consent Agenda which includes the Minutes from the Board of Education Meeting on August 11, 2026, the donations to the Sandy Hook Garden Project and the Correspondence Report for August 8, 2026 through August 31, 2026. Seconded by Ms. Linnetz. Motion passes unanimously.

4: Public Participation:

Don Lococo, 27 Hi Barlow Road, addressed the Board to voice support for the new diversity and inclusion signage recently installed within the district.

5. Reports

Chair and Superintendent Reports

Chair Alison Plante reported she has worked with the Superintendent on the Board's agendas for the next several months, which will include the annual presentations on district- and school-level goals as well as special topics requested by Board members at the summer retreat. She will share the tentative plan with members for visibility.

Superintendent Uberti reported that transportation is currently fully staffed with bus drivers. She noted that Stop Arm Enforcement cameras are scheduled for installation on September 14, 2026. Regarding the state's free breakfast program, the Superintendent clarified that funding is only available to schools participating in the federal school breakfast program, which in Newtown is currently limited to the High School. She detailed the "grab and go" logistical challenges that would face other schools, including the need for additional supervision and the difficulty of bus drop-off timing, where students arrive anywhere from 20 minutes to 2 minutes before the start of school. This clarification will be included in the Superintendent's newsletter next Tuesday. Finally, the Superintendent reported ongoing facilities planning for a new grade 6-8 middle school. The district will soon appear before a joint meeting of the Legislative Council and Board of Finance to provide an overview of the Facilities Planning Committee's recommendation.

Committee and Liaison Reports

The Policy Committee confirmed the completion of its review of the 9000 series bylaws, with future sessions scheduled for October. Secretary Donald Ramsey praised the recent Convocation event, noting the inspirational tone set by the guest speaker and the recognition of the Teacher of the Year.

Financial Report: Year-End Financial Report - Fiscal Year 2025-26

Director of Business Tanja Gouveia presented the year-end fiscal analysis for the period ending June 30, 2026. The district closed with a balance of \$181,787 (0.2% of the budget). Key variances included savings in salaries, professional development and a surplus in special education out of district expenses. Higher costs were seen in negotiations due to extra legal costs and emergency repairs at NHS. Details: [PDF FY26 Year End Presentation.pdf](#)

MOTION: *Melissa Beylouni moved that the Board of Education approve the 2025-2026 Itemized Estimate Report for the year ending June 30, 2026. Seconded by Doria Linnetz. Motion passes unanimously.*

6. Presentations

Director of Facilities John Barlow provided a summary of summer improvements. The Board commended the Director for the strategic use of in-house labor for plumbing and electrical work, which provided substantial overall cost savings.

All completed projects may be viewed here: [PDF Summer2026CapitalProjects](#) .

Project highlights:

- **Reed Intermediate:** Crews removed a "Volkswagen-sized root ball" from a catch basin that had been the primary cause of courtyard flooding. New foyer flooring was also installed.
- **Middle Gate School:** Replaced 76 classroom bulletin boards, renovated bathrooms, cafeteria ceiling replacement, a new student drop-off sidewalk and remediation of a poison ivy patch to create an expanded playground area.
- **Newtown High School:** Completed pool remodeling (Marsite, tiling, and deck restoration) and HVAC upgrades. Professional development rooms 151/152 were renovated using 90% in-house labor.
- **Middle School:** Installed a new staff kitchen via grant funding and built a new Dean's office.

7. New Business

Discussion and possible action on request for unexpended funds from the 2025-2026 budget to be deposited in the non-lapsing account.

The Board discussed the practice of depositing the year's surplus of \$181,787 into its non-lapsing account. There was consensus to deposit it for general use and not earmark it for Special Education at this time. [PDF FY26 Non Lapsing Account - pre audit.pdf](#)

MOTION: *Melissa Beylouni moved that the Board of Education approve the request for the unexpended funds from the 2025-2026 budget to be deposited in the non-lapsing account consistent with current state statutes. Seconded by Donald Ramsey. Motion passes unanimously.*

Discussion and possible action on the use of the non-lapsing account for fuel excise tax adjustment.

Director of Business Tanja Gouveia addressed a \$40,500 liability resulting from a federal audit of the 2024-2025 fuel excise tax program.

MOTION: *Melissa Beylouni moved that the Board of Education approve using funds from the non-lapsing account in the approximate amount of \$40,500 to cover the fuel excise tax liability resulting from an adjustment in the 2024-2025 fiscal year. Seconded by Doria Linnetz. Motion passes unanimously.*

Action on the 2026-2027 Itemized Estimate Report and adjustments for the month ending July 31, 2026

Ms. Gouveia reviewed the Itemized Estimate Report and adjustments for the month ending July 31, 2026.  FY27 Salary Adjustment Presentation.pdf

MOTION: Melissa Beylouni moved that the Board of Education approve the 2026-2027 Itemized Estimate Report and adjustments for the month ending July 31, 2026. Seconded by Don Ramsey. Motion passes unanimously.

Discussion and Possible Action on the 2027-31 Administrators' Contract Settlement

MOTION: Melissa Beylouni moved that the Board of Education approve the collective bargaining agreement between the Board of Education and the Newtown Association of School Administrators, effective July 1, 2027, through June 30, 2031, as presented, and authorize the Board Chair to execute the final contract. Seconded by Doria Linnetz. Motion passes unanimously.

Discussion and Possible Action on Tuition for the 2026-2027 School Year

The Board moved to set the annual tuition rate, noting that utilizing the state's per-pupil expenditure calculation provides a more streamlined process than previous internal formulas.

MOTION: Melissa Beylouni moved that the Board of Education set the tuition for the 2026-2027 school year at \$23,200. Seconded by Donald Ramsey. Motion passes unanimously.

Discussion and Possible Action to nominate CABA Area Director

MOTION: Doria Linnetz moved that the Board of Education nominate Alison Plante as the CABA Area Director. Seconded by Donald Ramsey. Motion passes unanimously.

Policies and Bylaws for First Read and to be rescinded:

All questions can be directed to Mr. Ramsey or Ms. Linnetz.

8. Old Business

Second Read Bylaws and Policies

The Board continued its review of policy alignment to ensure all district bylaws and policies remain compliant with evolving state statutes.

MOTION: Melissa Beylouni moved that the Board of Education approve the policies and bylaws listed under 8A in Old Business. Seconded by Doria Linnetz. Motion passes unanimously.

MOTION: Melissa Beylouni moved that the Board of Education rescind the bylaws and policies listed under 8B in Old Business. Seconded by Doria Linnetz. Motion passes unanimously.

MOTION: Melissa Beylouni moved that the Board of Education rescind the policies listed under 8C given the adoption of replacement policies. Seconded by Doria Linnetz. Motion passes unanimously.

8. Public Participation

A Sandy Hook resident addressed the Board to propose a 6-foot extended mechanical safety arm for school buses. The speaker suggested that the arm would create a physical buffer to deter illegal passing. The Board was urged to consider a pilot program on high-violation routes to evaluate the mechanical arm's efficacy.

9. Adjournment

MOTION: Melissa Beylouni moved to adjourn. Seconded by Donald Ramsey. The motion passed unanimously.

Meeting adjourned at 8:45PM

Respectfully Submitted,

Donald Ramsey, Secretary



Correspondence Report

[illegible]

Date	Sender Name	Subject

The Correspondence Report reflects a periodic summary of correspondence received by the Newtown Board of Education. In accordance with applicable privacy laws and Board policies, certain communications may be excluded from the Report from time to time.

**NEWTOWN BOARD OF EDUCATION
2026-27 ITEMIZED ESTIMATE
FOR THE MONTH ENDING AUGUST 31, 2026**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2025 - 2026	2026- 2027 APPROVED BUDGET	YTD TRANSFERS 2026- 2027	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
GENERAL FUND BUDGET											
100	SALARIES	\$ 57,060,935	\$ 59,990,443	\$ -	\$ 59,990,443	\$ 3,357,557	\$ 53,649,654	\$ 2,983,232	\$ 2,983,232	\$ -	100.00%
200	EMPLOYEE BENEFITS	\$ 15,983,490	\$ 16,814,237	\$ -	\$ 16,814,237	\$ 308,150	\$ 331,178	\$ 16,174,908	\$ 16,174,908	\$ -	100.00%
300	PROFESSIONAL SERVICES	\$ 803,806	\$ 769,639	\$ -	\$ 769,639	\$ 38,674	\$ 109,415	\$ 621,550	\$ 621,550	\$ -	100.00%
400	PURCHASED PROPERTY SERV.	\$ 1,992,246	\$ 1,853,267	\$ -	\$ 1,853,267	\$ 255,434	\$ 483,273	\$ 1,114,561	\$ 1,114,561	\$ -	100.00%
500	OTHER PURCHASED SERVICES	\$ 11,555,744	\$ 11,663,431	\$ -	\$ 11,663,431	\$ 848,393	\$ 3,135,992	\$ 7,679,046	\$ 7,679,046	\$ -	100.00%
600	SUPPLIES	\$ 3,618,884	\$ 3,694,313	\$ -	\$ 3,694,313	\$ 422,000	\$ 311,781	\$ 2,960,532	\$ 2,960,532	\$ -	100.00%
700	PROPERTY	\$ 475,315	\$ 587,528	\$ -	\$ 587,528	\$ 1,772	\$ 20,273	\$ 565,483	\$ 565,483	\$ -	100.00%
800	MISCELLANEOUS	\$ 72,438	\$ 89,061	\$ -	\$ 89,061	\$ 34,815	\$ 2,741	\$ 51,505	\$ 51,505	\$ -	100.00%
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	100.00%
TOTAL GENERAL FUND BUDGE		\$ 91,562,857	\$ 95,561,919	\$ -	\$ 95,561,919	\$ 5,266,796	\$ 58,044,307	\$ 32,250,816	\$ 32,250,816	\$ -	100.00%
						5.51%	60.74%	33.75%			
900	TRANSFER NON-LAPSING (unau. \$ 181,787 \$ - amount recommended for transfer into BoE's Non-Lapsing Fund										
GRAND TOTAL		\$ 91,744,644	\$ 95,561,919	\$ -	\$ 95,561,919	\$ 5,266,796	\$ 58,044,308	\$ 32,250,816	\$ 32,250,817	\$ -	100.00%

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2025 - 2026	2026- 2027 APPROVED BUDGET	YTD TRANSFERS 2026- 2027	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
100	SALARIES										
	Administrative Salaries	\$ 4,407,122	\$ 4,606,905	\$ -	\$ 4,606,905	\$ 601,995	\$ 3,834,449	\$ 170,461	\$ 170,461	\$ -	100.00%
	Teachers & Specialists Salaries	\$ 36,381,686	\$ 38,098,446	\$ -	\$ 38,098,446	\$ 1,548,756	\$ 36,495,625	\$ 54,065	\$ 54,065	\$ -	100.00%
	Early Retirement	\$ 76,309	\$ 76,000	\$ -	\$ 76,000	\$ 68,000	\$ -	\$ 8,000	\$ 8,000	\$ -	100.00%
	Continuing Ed./Summer School	\$ 137,405	\$ 152,520	\$ -	\$ 152,520	\$ 84,215	\$ -	\$ 68,305	\$ 68,305	\$ -	100.00%
	Homebound & Tutors Salaries	\$ 150,716	\$ 188,753	\$ -	\$ 188,753	\$ -	\$ 113,583	\$ 75,170	\$ 75,170	\$ -	100.00%
	Certified Substitutes	\$ 873,868	\$ 938,688	\$ -	\$ 938,688	\$ -	\$ 493,220	\$ 445,468	\$ 445,468	\$ -	100.00%
	Coaching/Activities	\$ 716,131	\$ 738,933	\$ -	\$ 738,933	\$ -	\$ -	\$ 738,933	\$ 738,933	\$ -	100.00%
	Staff & Program Development	\$ 81,358	\$ 123,500	\$ -	\$ 123,500	\$ 14,040	\$ 106,000	\$ 3,460	\$ 3,460	\$ -	100.00%
	CERTIFIED SALARIES	\$ 42,824,595	\$ 44,923,745	\$ -	\$ 44,923,745	\$ 2,317,005	\$ 41,042,878	\$ 1,563,862	\$ 1,563,862	\$ -	100.00%
	Supervisors & Technology Salaries	\$ 938,509	\$ 1,036,414	\$ -	\$ 1,036,414	\$ 132,193	\$ 842,983	\$ 61,239	\$ 61,239	\$ -	100.00%
	Clerical & Secretarial Salaries	\$ 2,351,114	\$ 2,415,093	\$ -	\$ 2,415,093	\$ 223,428	\$ 2,166,391	\$ 25,273	\$ 25,273	\$ -	100.00%
	Paraeducators	\$ 3,126,385	\$ 3,384,313	\$ -	\$ 3,384,313	\$ 21,418	\$ 2,954,470	\$ 408,425	\$ 408,425	\$ -	100.00%
	Nurses & Medical Advisors	\$ 1,022,990	\$ 1,064,202	\$ -	\$ 1,064,202	\$ 43,283	\$ 996,879	\$ 24,040	\$ 24,040	\$ -	100.00%
	Custodial & Maint. Salaries	\$ 3,483,692	\$ 3,640,139	\$ -	\$ 3,640,139	\$ 468,251	\$ 3,076,167	\$ 95,721	\$ 95,721	\$ -	100.00%
	Non-Certified Adj	\$ -	\$ 4,910	\$ -	\$ 4,910	\$ -	\$ -	\$ 4,910	\$ 4,910	\$ -	100.00%
	Career/Job Salaries	\$ 211,202	\$ 222,725	\$ -	\$ 222,725	\$ 12,689	\$ 270,438	\$ (60,403)	\$ (60,403)	\$ -	100.00%
	Special Education Svcs Salaries	\$ 1,900,877	\$ 2,131,601	\$ -	\$ 2,131,601	\$ 101,928	\$ 1,776,746	\$ 252,926	\$ 252,926	\$ -	100.00%
	Security Salaries & Attendance	\$ 736,154	\$ 761,672	\$ -	\$ 761,672	\$ -	\$ 512,702	\$ 248,970	\$ 248,970	\$ -	100.00%
	Extra Work - Non-Cert.	\$ 115,131	\$ 124,629	\$ -	\$ 124,629	\$ 28,349	\$ 10,000	\$ 86,281	\$ 86,281	\$ -	100.00%
	Custodial & Maint. Overtime	\$ 329,132	\$ 249,000	\$ -	\$ 249,000	\$ 8,166	\$ -	\$ 240,834	\$ 240,834	\$ -	100.00%
	Civic Activities/Park & Rec.	\$ 21,155	\$ 32,000	\$ -	\$ 32,000	\$ 848	\$ -	\$ 31,152	\$ 31,152	\$ -	100.00%
	NON-CERTIFIED SALARIES	\$ 14,236,341	\$ 15,066,698	\$ -	\$ 15,066,698	\$ 1,040,552	\$ 12,606,776	\$ 1,419,370	\$ 1,419,370	\$ -	100.00%
	SUBTOTAL SALARIES	\$ 57,060,935	\$ 59,990,443	\$ -	\$ 59,990,443	\$ 3,357,557	\$ 53,649,654	\$ 2,983,232	\$ 2,983,232	\$ -	100.00%
200	EMPLOYEE BENEFITS										
	Medical & Dental Expenses	\$ 12,719,930	\$ 13,402,282	\$ (6,000)	\$ 13,396,282	\$ 2,844	\$ 985	\$ 13,392,453	\$ 13,392,453	\$ -	100.00%
	Life Insurance	\$ 89,018	\$ 91,195	\$ -	\$ 91,195	\$ 7,217	\$ -	\$ 83,978	\$ 83,978	\$ -	100.00%
	FICA & Medicare	\$ 1,748,214	\$ 1,828,310	\$ -	\$ 1,828,310	\$ 135,503	\$ -	\$ 1,692,807	\$ 1,692,807	\$ -	100.00%
	Pensions	\$ 982,144	\$ 1,028,182	\$ 6,000	\$ 1,034,182	\$ 64,473	\$ 8,250	\$ 961,459	\$ 961,459	\$ -	100.00%
	Unemployment & Employee Assist.	\$ 55,683	\$ 71,800	\$ -	\$ 71,800	\$ 800	\$ 30,000	\$ 41,000	\$ 41,000	\$ -	100.00%
	Workers Compensation	\$ 388,501	\$ 392,468	\$ -	\$ 392,468	\$ 97,314	\$ 291,943	\$ 3,210	\$ 3,210	\$ -	100.00%
	SUBTOTAL EMPLOYEE BENEFIT	\$ 15,983,490	\$ 16,814,237	\$ -	\$ 16,814,237	\$ 308,150	\$ 331,178	\$ 16,174,908	\$ 16,174,908	\$ -	100.00%

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2025 - 2026	2026- 2027 APPROVED BUDGET	YTD TRANSFERS 2026- 2027	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
300	PROFESSIONAL SERVICES						\$ 122,474				
	Professional Services	\$ 608,143	\$ 526,350	\$ -	\$ 526,350	\$ 27,274	\$ -	\$ 499,076	\$ 499,076	\$ -	100.00%
	Professional Educational Serv.	\$ 195,663	\$ 243,289	\$ -	\$ 243,289	\$ 11,400	\$ 109,415	\$ 122,474	\$ 122,474	\$ -	100.00%
	SUBTOTAL PROFESSIONAL SEI	\$ 803,806	\$ 769,639	\$ -	\$ 769,639	\$ 38,674	\$ 109,415	\$ 621,550	\$ 621,550	\$ -	100.00%
400	PURCHASED PROPERTY SERV.					-39361	-60061				
	Buildings & Grounds Contracted Svc.	\$ 661,777	\$ 582,800	\$ -	\$ 582,800	\$ 155,189	\$ 214,031	\$ 213,579	\$ 213,579	\$ -	100.00%
	Utility Services - Water & Sewer	\$ 108,952	\$ 117,700	\$ -	\$ 117,700	\$ 3,815	\$ -	\$ 113,885	\$ 113,885	\$ -	100.00%
	Building, Site & Emergency Repairs	\$ 521,704	\$ 505,000	\$ -	\$ 505,000	\$ 66,465	\$ 35,184	\$ 403,351	\$ 403,351	\$ -	100.00%
	Equipment Repairs	\$ 218,054	\$ 217,044	\$ -	\$ 217,044	\$ 28,533	\$ 14,386	\$ 174,125	\$ 174,125	\$ -	100.00%
	Rentals - Building & Equipment	\$ 309,755	\$ 293,223	\$ -	\$ 293,223	\$ 1,432	\$ 219,671	\$ 72,120	\$ 72,120	\$ -	100.00%
	Building & Site Improvements	\$ 172,003	\$ 137,500	\$ -	\$ 137,500	\$ -	\$ -	\$ 137,500	\$ 137,500	\$ -	
	SUBTOTAL PUR. PROPERTY SE	\$ 1,992,246	\$ 1,853,267	\$ -	\$ 1,853,267	\$ 255,434	\$ 483,273	\$ 1,114,561	\$ 1,114,561	\$ -	100.00%
500	OTHER PURCHASED SERVICES										
	Contracted Services	\$ 1,567,447	\$ 1,436,793	\$ -	\$ 1,436,793	\$ 517,545	\$ 197,328	\$ 721,919	\$ 721,919	\$ -	100.00%
	Transportation Services	\$ 5,519,467	\$ 5,798,446	\$ -	\$ 5,798,446	\$ 70,210	\$ -	\$ 5,728,236	\$ 5,728,236	\$ -	100.00%
	Insurance - Property & Liability	\$ 452,570	\$ 434,401	\$ -	\$ 434,401	\$ 132,016	\$ 295,383	\$ 7,002	\$ 7,002	\$ -	100.00%
	Communications	\$ 222,700	\$ 216,676	\$ -	\$ 216,676	\$ 34,800	\$ 170,424	\$ 11,452	\$ 11,452	\$ -	100.00%
	Printing Services	\$ 23,530	\$ 28,180	\$ -	\$ 28,180	\$ 78	\$ 1,870	\$ 26,232	\$ 26,232	\$ -	100.00%
	Tuition - Out of District	\$ 3,579,960	\$ 3,542,205	\$ -	\$ 3,542,205	\$ 91,800	\$ 2,378,331	\$ 1,072,074	\$ 1,072,074	\$ -	100.00%
	Student Travel & Staff Mileage	\$ 190,070	\$ 206,730	\$ -	\$ 206,730	\$ 1,943	\$ 92,656	\$ 112,131	\$ 112,131	\$ -	100.00%
	SUBTOTAL OTHER PURCHASEI	\$ 11,555,744	\$ 11,663,431	\$ -	\$ 11,663,431	\$ 848,393	\$ 3,135,992	\$ 7,679,046	\$ 7,679,046	\$ -	100.00%
600	SUPPLIES										
	Instructional & Library Supplies	\$ 909,433	\$ 906,627	\$ -	\$ 906,627	\$ 101,357	\$ 175,761	\$ 629,509	\$ 629,509	\$ -	100.00%
	Software, Medical & Office Supplies	\$ 233,064	\$ 277,277	\$ -	\$ 277,277	\$ 22,941	\$ 58,007	\$ 196,329	\$ 196,329	\$ -	100.00%
	Plant Supplies	\$ 335,618	\$ 359,000	\$ -	\$ 359,000	\$ 74,721	\$ 43,478	\$ 240,801	\$ 240,801	\$ -	100.00%
	Electric	\$ 1,072,013	\$ 1,296,450	\$ -	\$ 1,296,450	\$ 49,232	\$ -	\$ 1,247,218	\$ 1,247,218	\$ -	100.00%
	Propane & Natural Gas	\$ 496,026	\$ 388,900	\$ -	\$ 388,900	\$ 25,139	\$ -	\$ 363,761	\$ 363,761	\$ -	100.00%
	Heating Oil	\$ 74,662	\$ 73,938	\$ -	\$ 73,938	\$ -	\$ -	\$ 73,938	\$ 73,938	\$ -	100.00%
	Fuel for Vehicles & Equip.	\$ 235,120	\$ 158,794	\$ -	\$ 158,794	\$ 1,856	\$ -	\$ 156,938	\$ 156,938	\$ -	100.00%
	Textbooks	\$ 262,948	\$ 233,327	\$ -	\$ 233,327	\$ 146,755	\$ 34,535	\$ 52,037	\$ 52,037	\$ -	100.00%
	SUBTOTAL SUPPLIES	\$ 3,618,884	\$ 3,694,313	\$ -	\$ 3,694,313	\$ 422,000	\$ 311,781	\$ 2,960,532	\$ 2,960,532	\$ -	100.00%

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2025 - 2026	2026- 2027 APPROVED BUDGET	YTD TRANSFERS 2026- 2027	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
700	PROPERTY										
	Technology Equipment	\$ 404,425	\$ 498,451	\$ -	\$ 498,451	\$ -	\$ -	\$ 498,451	\$ 498,451	\$ -	100.00%
	Other Equipment	\$ 70,890	\$ 89,077	\$ -	\$ 89,077	\$ 1,772	\$ 20,273	\$ 67,032	\$ 67,032	\$ -	100.00%
	SUBTOTAL PROPERTY	\$ 475,315	\$ 587,528	\$ -	\$ 587,528	\$ 1,772	\$ 20,273	\$ 565,483	\$ 565,483	\$ -	100.00%
800	MISCELLANEOUS										
	Memberships	\$ 72,438	\$ 89,061	\$ -	\$ 89,061	\$ 34,815	\$ 2,741	\$ 51,505	\$ 51,505	\$ -	100.00%
	SUBTOTAL MISCELLANEOUS	\$ 72,438	\$ 89,061	\$ -	\$ 89,061	\$ 34,815	\$ 2,741	\$ 51,505	\$ 51,505	\$ -	100.00%
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	100.00%
	TOTAL LOCAL BUDGET	\$ 91,562,857	\$ 95,561,919	\$ -	\$ 95,561,919	\$ 5,266,796	\$ 58,044,307	\$ 32,250,816	\$ 32,250,816	\$ -	100.00%
900	Transfer to Non-Lapsing	\$ 181,787									
	GRAND TOTAL	\$ 91,744,644	\$ 95,561,919	\$ -	\$ 95,561,919	\$ 5,266,796	\$ 58,044,307	\$ 32,250,816	\$ 32,250,816	\$ -	100.00%

OBJECT		2026- 2027	YTD		YTD			ANTICIPATED	PROJECTED	%
CODE	EXPENSE CATEGORY	EXPENDED 2025 - 2026	APPROVED BUDGET	TRANSFERS 2026- 2027	CURRENT BUDGET	EXPENDITURE	ENCUMBER	OBLIGATIONS	BALANCE	EXP

SPECIAL REVENUES

	EXCESS COST GRANT REVENUE	EXPENDED 2025-2026	APPROVED BUDGET @ 68%	SUBMITTED Dec 1 @	STATE ESTIMATE Jan 1 @	STATE ESTIMATE March 1 @	ESTIMATED Total	VARIANCE to January	% TO BUDGET
51266	Special Education Svcs Salaries ECG		\$ -				\$ -	\$ -	#DIV/0!
	Additional Services*		\$ -				\$ -	\$ -	
forecast	Transportation Services - ECG	\$ (428,821)	\$ (512,138)				\$ -	\$ -	0.00%
54160	Tuition - Out of District ECG	\$ (1,415,612)	\$ (1,327,845)				\$ -	\$ -	0.00%
	Total	\$ (1,844,433)	\$ (1,839,983)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	*Additional services								
	Nursing (professional service)	\$ (35,716)					\$ -	\$ -	
	Para Salaries / BT Services	\$ (32,148)					\$ -	\$ -	
	Total	\$ (1,912,297)	\$ (1,839,983)	\$ -	\$ -	\$ -	\$ -	\$ -	

Transportation Grant for Magnet	\$ 16,900	\$ (15,600)				\$ -	\$ (15,600)
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(included in transportation forecast)

	APPROVED BUDGET	ANTICIPATED	RECEIVED	BALANCE	% RECEIVED
<u>BOARD OF EDUCATION FEES & CHARGES - SERVICES</u>					
LOCAL TUITION	\$33,325	\$33,325		\$33,325	0.00%
HEALTH GRANT	\$26,886	\$27,516		\$26,886	0.00%
HIGH SCHOOL FEES FOR PARKING PERMITS	\$30,000	\$30,000		\$30,000	0.00%
MISCELLANEOUS FEES	\$6,000	\$6,000		\$6,000	0.00%
TOTAL SCHOOL GENERATED FEES	\$69,325	\$69,325	\$0	\$69,325	0.00%

	Health Grant	E.C.G	E.C.S	Tuition	Misc.	Other
August						
September						
October						
November						
December						
January						
February						
March						
April						
May						
June						
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2028 Capital Improvement Plan

Newtown Board of Education

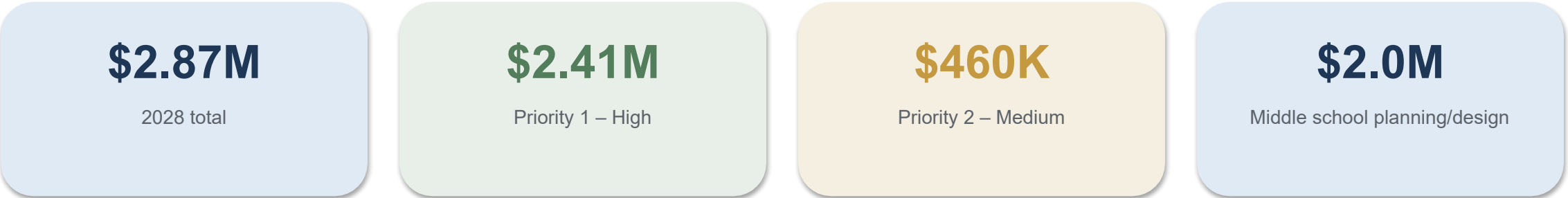
2028 priorities and a 10-year facilities outlook | 2028–2037



A straightforward look at where we need to invest, why, and when.

2028 at a glance

Four projects are identified in the supplied 2028 capital plan.



New Middle School	\$2,000,000	Priority 1	Planning/design in 2028
High Athletic Facilities	\$410,000	Priority 1	Stadium lighting, drainage & tennis courts
HS Exterior Doors	\$210,000	Priority 2	Replace 14 exterior doors
HS Window Replacement	\$250,000	Priority 2	Replace failed insulated glass units

2028 Priority 1 | New Middle School

BOE2028 | Total project cost: \$135 million | 2028 allocation: \$2 million

\$2.0M

2028 planning/design



- The Board of Education has recommended pursuing a new grades 6–8 middle school; location is to be determined. The proposed \$2 million allocation will provide funding for planning, design, site evaluation, cost estimating, and related professional services should the Town authorize a Building Committee to move the project forward.
- The project is being proposed to address the approximately \$53 million in repairs and improvements identified in the 2024 Facilities Condition Assessment, the need to provide our students with an updated, 21st-century learning environment, as well as documented capacity constraints at the elementary schools.
- Funding at this stage supports planning and design and does not represent a commitment to construction.

2028 Priority 1 | High Athletic Facilities

BOE10027 | \$410,000



Existing stadium drainage

- Upgrade Blue & Gold Stadium lighting to modern LED.
- Address cracking and failed drainage grates around the track.
- Resurface tennis courts to improve safety and extend useful life.
- LED lighting is intended to reduce energy use, maintenance and glare.

Investment focus: safety • reliability • lower long-term maintenance

2028 Priority 2 | High School Exterior Doors

BOE0020 | \$210,000 | Replace 14 exterior doors



Existing exterior door condition

- The supplied plan identifies 14 obsolete exterior doors.
- Several doors show deterioration, including rotted materials and worn latching devices.
- Replacement is intended to improve security, safety, reliable operation and access control.
- New assemblies would be durable and code-compliant while reducing ongoing maintenance.

14

Doors

\$210K

Project

2028 Priority 2 | High School Window Replacement

BOE00232 | \$250,000



Example of failed insulated glass

- Replace window glass with broken seals.
- Failed seals are causing visible condensation, fogging and deterioration of insulated glass units.
- Replacement is intended to restore insulation, improve energy efficiency and maintain the facility.
- The plan notes incremental energy savings from reduced infiltration.

\$250K

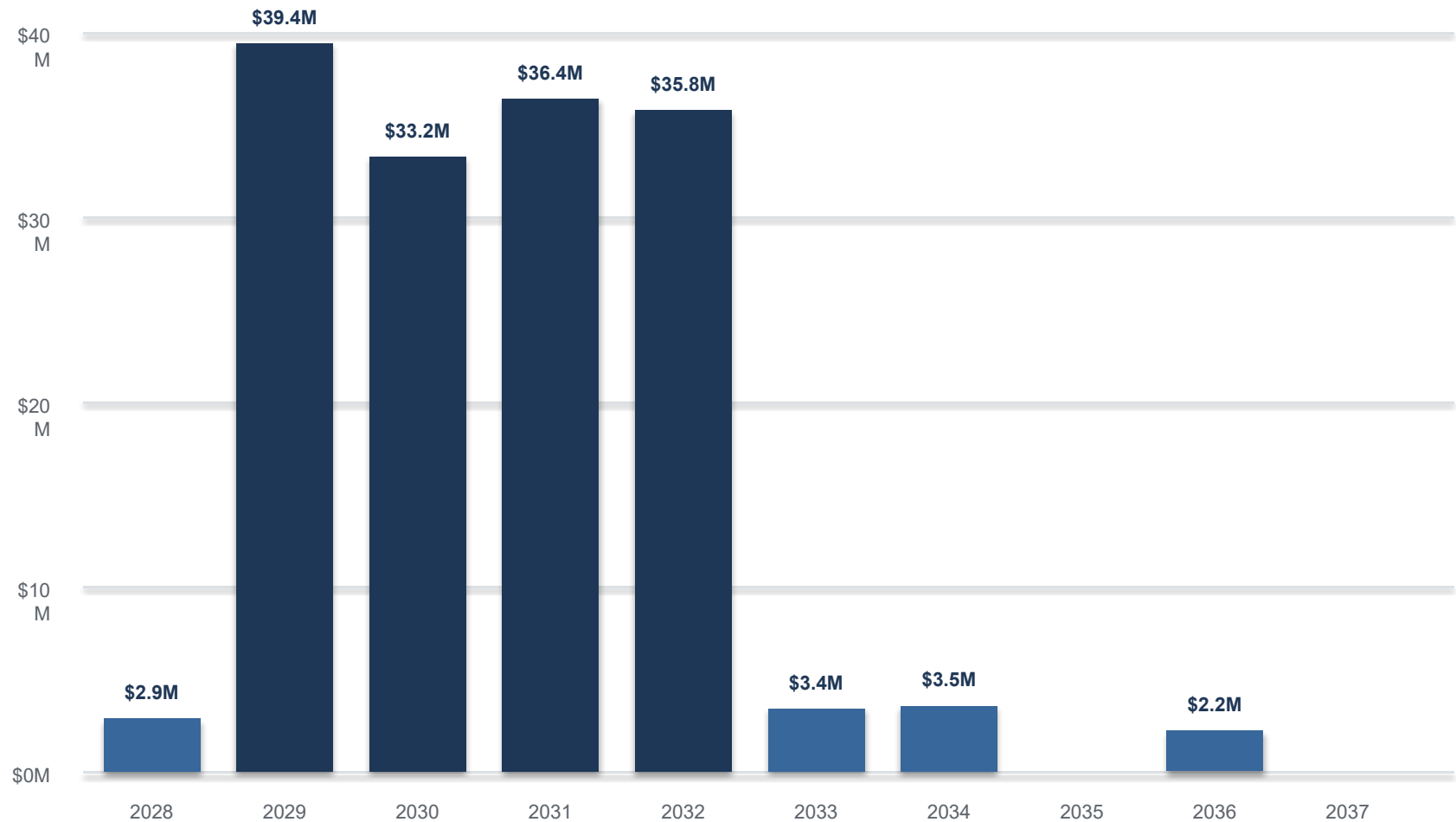
Project

\$30K

Average annual debt service

The 10-year capital picture

2028–2037 | Supplied projects by year



\$156.85M
2028–2037 listed total

Where the investment occurs

- 2029–2032: major middle-school investment
- 2033–2036: school and district renewals
- 2035 & 2037: no projects listed

10-year roadmap by project

Major projects shown in the order and priority contained in the supplied report.

2028	\$2.87M	New Middle School planning; athletic facilities; HS doors; HS windows
2029	\$39.40M	Middle School; ADA study; security software/access control; window film; Hawley drainage/roof; Middle Gate driveway; Reed roof
2030	\$33.25M	Middle School
2031	\$36.39M	Middle School; HS interior renovations
2032	\$35.79M	Middle School; Hawley ADA; Middle Gate HVAC; Reed HVAC
2033	\$3.40M	HS electronic systems
2034	\$3.55M	District security camera hardware; Reed chillers/controls; Middle Gate interior renovations
2035	—	No projects listed
2036	\$2.20M	Head O' Meadow windows; Middle Gate windows
2037	—	No projects listed

What the plan is telling us

A simple framework for BOE discussion

1

Condition & safety

Address aging infrastructure before failures become emergencies — including doors, drainage, windows, HVAC and roofs.

2

Plan for the district

The middle-school project is the largest element and drives the scale and timing of the capital program.

3

Long-term value

Planned replacement and modernization can reduce maintenance pressure and extend the useful life of facilities.

The goal is to sequence investments so Newtown can maintain safe, functional and sustainable facilities.

Discussion / next steps

Recommended focus for the BOE capital planning conversation

- Confirm the 2028 priorities and the proposed \$2.87 million program.
- Use the 10-year plan as a sequencing tool — not just a list of projects.
- Continue refining project scopes, estimates, timing and funding as projects approach.
- Keep the plan flexible enough to respond to building condition, safety needs and the middle-school decision process.

\$2.87M

2028 plan

\$156.85M

2028–2037 listed total

10 Years

Planning horizon

2025–2028 STRATEGIC PLAN · YEAR 2 UPDATE

Newtown Public Schools

Operational Goals: 2026–2028

A Board of Education Review of Facilities & Security, Business & Finance, and Human Resources

Anne Uberti, Superintendent

Frank Purcaro, Assistant Superintendent

Board of Education Meeting, September 15, 2026, September 15, 2026

A Quick Reminder: How Our Strategic Goals Are Organized

Every 3-Year Strategic Goal sits under one of two umbrellas — Operational or Instructional.



Tonight, we'll go deep on the five Operational departments above — the Instructional goals will be reviewed separately.

Our Five Overarching 3-Year Goals

Adopted for 2025–2028 — these remain our North Star for all operational and instructional work.

1	Curriculum & Instruction	Cultivate a dynamic learning environment that improves instruction, nurtures creativity and innovation, and increases engagement and achievement.	
2	Facilities & Security	Ensure all school facilities are safe, secure, and equipped with modern infrastructure and technology.	OP
3	Business & Finance	Ensure fiscal responsibility, transparency, and strategic allocation of resources to maximize outcomes and sustainability.	OP
4	Human Resources & Hiring	Attract, recruit, develop, and retain a high-quality, diverse, passionate workforce dedicated to student success.	OP
5	Family & Community Relations	Cultivate strong, reciprocal partnerships with families and the community to support learning and well-being.	

Staying the Course, Adapting as We Go

We remain firmly within the original three-year Operational Goals and Strategies adopted for 2025–2028. Within that fixed frame, the specific Strategic Actions are a living work plan — refined each year based on progress made and shifting priorities.

1

MODIFYING

Sharpening the scope or wording of an action based on what we learned in Year 1.

2

ADJUSTING

Re-sequencing timelines or responsible parties as real-world work has unfolded.

3

ADDING

Introducing new actions where priorities emerged — e.g., the Newtown High School weapons detection system rollout.

4

OMITTING

Retiring or folding in actions that are complete, no longer needed, or superseded by a better approach.

Every action you'll see tonight is mapped back to its original Goal and Strategy — nothing here departs from the plan presented to the Board in Year 1.

Tonight's Focus: Operational Goals — Year 2

We'll walk through each Operational Goal, its Strategies, and the Strategic Actions with a spotlight on the 2026–27 action steps.

2

Goal 2: Facilities & Security

3 Strategies · Safety & security, communication technology, network & cybersecurity infrastructure

3

Goal 3: Business & Finance

2 Strategies · Budget modernization and district-wide operational efficiency

4

Goal 4: Human Resources & Hiring

2 Strategies · Hiring practices, job descriptions, and HR systems modernization

OPERATIONAL GOAL 2

Facilities & Security

Ensure that all school facilities are safe, secure, and equipped with modern infrastructure and technology to support student learning, staff effectiveness, and community engagement.

Strategies in this Goal

1

Maintain and enhance school safety and security measures while evaluating cost efficiency.

2

Ensure that each school is equipped with updated, user-friendly communication technologies that enable effective collaboration among staff, families, and community stakeholders.

3

Develop and sustain a secure, future-ready technology infrastructure that enhances teaching and learning, supports operational efficiency, and empowers all users through equitable access, digital literacy, and innovation.

Strategy 1: Maintain and Enhance School Safety and Security Measures While Evaluating Cost Efficiency

Evaluate district safety and security programs, practices, staffing, technology, and resources to ensure effectiveness and responsible resource allocation.

- Conduct a comprehensive review of district safety and security programs, practices, staffing, technology, equipment, training, and resource allocation.
- Assess current safety and security needs and identify opportunities to strengthen effectiveness, efficiency, and resource allocation.
- Evaluate staffing levels and deployment to determine alignment with district and school needs and recommend adjustments, as appropriate.
- Gather input from administrators, security personnel, law enforcement, and other key stakeholders to inform the evaluation.
- Identify and address immediate needs during the year and develop prioritized short- and long-term recommendations for the Superintendent, including operational and budget implications.

Strategy 1: Maintain and Enhance School Safety and Security Measures While Evaluating Cost Efficiency

Ensure that district safety and security protocols are clearly defined, consistently implemented, practiced, regularly reviewed, and improved across all schools.

- Develop and implement a communication plan to ensure administrators, security personnel, and staff understand districtwide safety and security expectations.
- Assess training needs related to existing protocols, procedures, and tools; identify priorities and provide targeted training.
- Develop a standardized process and tool for building-based safety and security reviews, and complete an initial review of each school during 2026–27.
- Develop a process and schedule for scenario-based walk-throughs with administrators, and conduct an initial round of priority scenarios in 2026–27.
- Summarize findings from building reviews, training assessments, and exercises and identify priorities for continued improvement in 2027–28.

Strategy 1: Maintain and Enhance School Safety and Security Measures While Evaluating Cost Efficiency

NEW

Support implementation and evaluate the effectiveness and future use of the weapons detection system.

- Support implementation of the weapons detection system at Newtown High School, including procedures, staffing, training, communication, and coordination with school administration and law enforcement.
- Establish a process for monitoring implementation and gathering data and stakeholder feedback on effectiveness, efficiency, operational challenges, and impact on school operations.
- Evaluate implementation and make recommendations regarding the future use of the weapons detection system.

Strategy 2: Ensure Each School Is Equipped with Updated, User-Friendly Communication Technologies

Prioritize capital improvement projects that maintain and improve school facilities through fiscally responsible, long-term planning.

- Refine the district's multi-year Capital Improvement Plan for FY2028 and beyond, prioritizing safety, operational continuity, and facility condition.
- Review planned capital investments at Newtown Middle School in light of the proposed new middle school project and recommend which should proceed, be deferred, modified, or incorporated into longer-term planning.
- Effectively manage approved 2026–27 capital improvement projects through completion, monitoring scope, timelines, budgets, and emerging concerns.
- Support planning for the proposed new middle school by providing facilities expertise and coordinating with district administration, Town departments, and consultants.
- Maintain clear, consistent communication with district and Town stakeholders regarding current capital projects and long-term facilities planning.

Strategy 2: Ensure Each School Is Equipped with Updated, User-Friendly Communication Technologies

Ensure each building, including Central Office, is equipped with adequate group meeting spaces that incorporate current technology.

- Complete development of the designated district meeting and training space at Newtown High School, including furnishings, technology, and equipment for in-person and hybrid meetings.
- Establish procedures for use of the space, including scheduling, room setup, technology support, and operational expectations.
- Provide training and resources to appropriate staff to ensure effective use of the room and its technology.
- Assess the Newtown High School lecture hall for potential use as an additional large-capacity, hybrid-capable public meeting space.
- Based on the assessment, develop recommendations, preliminary costs, and an implementation plan for potential lecture hall upgrades.

Strategy 3: Develop and Sustain a Secure, Future-Ready Technology Infrastructure

Evaluate and improve consistency of teacher and front-of-classroom technology to ensure classrooms are equipped with reliable, appropriate technology.

- Establish a baseline technology configuration for teacher and front-of-classroom technology, with flexibility for specialized instructional needs.
- Prioritize classrooms and technology for replacement or upgrade based on need, equipment condition, instructional impact, and resources.
- Develop a phased implementation and replacement plan, including anticipated costs and replacement cycles.
- Identify training and technical support needs associated with implementation of updated classroom technology.

Assess and improve cybersecurity posture, including firewall, endpoint protection, MFA implementation, and phishing awareness training.

- Remediate identified applications and devices using legacy SMTP relay.
- Formally adopt a cybersecurity framework aligned to our organization.
- Investigate the viability of implementing Security Orchestration, Automation & Response (SOAR).
- Review and update the Disaster Recovery Framework baseline.

Persons Responsible: Superintendent, Director of Technology

Strategy 3: Develop and Sustain a Secure, Future-Ready Technology Infrastructure

Upgrade network and Wi-Fi infrastructure to ensure reliable connectivity in all learning spaces, including outdoor and community use zones.

- Use the Risk Map and performance data to proactively replace wireless access points and switches in the 10 worst-performing / highest-density areas (e.g., auditoriums, libraries, high school wings).
- Evaluate current network segmentation (VLANs/SSIDs) to identify improvements for students, staff, and guests.
- Conduct a post-installation assessment to certify that coverage, capacity, and reliability meet standards.
- If appropriate, pilot Zero-Touch Provisioning (ZTP) in a production environment.

OPERATIONAL GOAL 3

Business & Finance

Ensure fiscal responsibility, transparency, and strategic allocation of resources to maximize student outcomes and district sustainability.

Strategies in this Goal

1

Strengthen and modernize the district's budget process to ensure efficiency, transparency, and alignment with strategic priorities.

2

Identify and implement opportunities to improve efficiency across district operations in order to maximize resources, reduce redundancy, and ensure resources are allocated effectively.

Strategy 1: Strengthen and Modernize the District's Budget Process

Strengthen the budget development process to improve efficiency, transparency, and alignment of resources with district priorities.

- Refine the budget development process by establishing a clear baseline for maintaining current services and evaluating proposed investments against historical spending, demonstrated needs, and district priorities.
- Establish periodic budget review meetings with cost center leaders to monitor current-year expenditures, identify projected variances, and inform future planning.
- Develop a public-facing budget document to enhance transparency and community understanding of the district budget.
- Align development of the 2027–28 budget with Year 2 priorities and action steps identified in the three-year strategic goals.
- Develop and implement a process for documenting and standardizing key budget and business office procedures, with training for responsible staff.

Strategy 2: Improve Efficiency Across District Operations

Implement operational improvements that increase efficiency, reduce redundancy, and strengthen continuity of district business operations.

- Collaborate with Human Resources during implementation of the new onboarding system to align Business Office processes and reduce redundant data entry and tracking.
- Evaluate additional digital platforms, including a digital onboarding system, that can further consolidate operations.
- Identify high-impact operational areas for cross-training to strengthen workflow sustainability and resilience, and begin documenting procedures.
- Review Business Office spreadsheets and tracking processes that intersect with Human Resources to determine which can be eliminated, consolidated, or modified.

Strategy 2: Improve Efficiency Across District Operations

Improve the efficiency, cost-effectiveness, and communication surrounding student transportation.

- Develop and conduct a competitive RFP process for student transportation services to secure a new contract effective with the 2027–28 school year.
- Use ridership, route, and GPS data to collaborate with the transportation provider on ongoing route improvements that support district policy, efficient resource use, and reasonable travel times.
- Update the district's school attendance area and address assignment information to reflect current roads and residential development.

OPERATIONAL GOAL 4

Human Resources & Hiring

Attract, recruit, develop, and retain a high-quality, diverse, and passionate workforce dedicated to student success.

Strategies in this Goal

1

Develop and implement consistent, inclusive, and equitable hiring and recruitment practices that align with district needs.

2

Enhance Human Resources systems and streamline operations.

Strategy 1: Consistent, Inclusive & Equitable Hiring and Recruitment Practices

Develop and maintain clear, consistent job descriptions that define responsibilities and expectations for district positions.

- Complete standardized job descriptions for Social Workers, School Psychologists, Elementary Classroom Teachers, and Special Education Teachers.
- Establish a consistent process for providing job descriptions to new hires for review, acknowledgment, and personnel-file documentation.
- Identify and prioritize additional positions requiring new or updated job descriptions for 2027–28.

Persons Responsible: Superintendent, Director of Human Resources

Develop and standardize district hiring procedures and resources to promote consistent, efficient, and compliant hiring practices.

- Complete and implement standardized district hiring procedures and guidance for hiring administrators.
- Review current use and capabilities of Applitrack and establish consistent expectations for its use throughout hiring.
- Develop and provide training for hiring administrators on district hiring procedures and effective use of Applitrack.

Persons Responsible: Superintendent, Director of Human Resources

Strategy 1: Consistent, Inclusive & Equitable Hiring and Recruitment Practices

Develop and implement a districtwide Employee Handbook with clear, accessible information on key policies and expectations.

- Review the handbook for alignment with Board policies, collective bargaining agreements, legal requirements, and district practices.
- Establish a process for annual distribution, review, and employee acknowledgment in preparation for 2027–28 implementation.

Continue efforts to attract, recruit, and develop a diverse educator workforce.

- Continue implementation of the district's Increasing Educator Diversity Plan and identify opportunities to strengthen recruitment and hiring practices that support a diverse applicant pool.
- Review recruitment and hiring data to assess progress and identify priorities for continued improvement.

Strategy 2: Enhance Human Resources Systems and Streamline Operations

Modernize Human Resources operations by streamlining processes and improving coordination with Business and Finance.

- Evaluate the effectiveness of the new onboarding process and revised HR/Finance workflows using staff and new-employee feedback and operational data.
- Evaluate initial implementation of revised workflows, identify necessary adjustments, and determine additional operational or budget priorities for 2027–28.

Persons Responsible: Superintendent, Director of Human Resources

Collaborate with Business and Finance to streamline shared processes, reduce duplication, and improve the accuracy of information management.

- Put into practice the prioritized recommendations from the workflow analysis included in the adopted budget.
- Ensure staff in both Finance and HR are trained on revised workflows, systems, or procedures.
- Assess the effectiveness of the newly implemented HR and Finance workflows, measuring efficiency gains, cost savings, and staff satisfaction.

Persons Responsible: Superintendent, Director of Human Resources, Director of Business & Finance

Strategy 2: Enhance Human Resources Systems and Streamline Operations

Implement a centralized, automated onboarding system to improve departmental efficiency and free up staff time for other critical tasks.

- Complete full system rollout, including technical setup, onboarding form digitization, and workflow automation.
- Deliver comprehensive staff training, including HR staff, supervisors, and other stakeholders.
- Gather initial user feedback through surveys and focus groups to identify early issues and improvement areas.

What This Means Going Forward

- The 2025–2028 Operational Goals and Strategies remain essentially the same — our commitments to the Board and community hold.
- Strategic Actions and 2026–27 action steps reflect real progress from Year 1 and the priorities that matter most right now.
- Departments will report back on 2026–27 progress to me at the end of the year.
- Those results will be presented in a report to the Board.
- Further refinements will be made for the 2027–28 school year. .
- We welcome the Board's questions and input on any Goal, Strategy, or Action reviewed tonight.

Thank you.

NEWTOWN PUBLIC SCHOOLS

3-Year Strategic Goals

Operational Goals — Year 2 Action Plan 2026–2027

Anne Uberti, Superintendent
Frank Purcaro, Assistant Superintendent

We remain within the original 2025–2028 Goals and Strategies adopted by the Board. The Strategic Actions below reflect Year 2 priorities — modified, adjusted, added, or omitted as progress and district needs evolve.

How Our Strategic Goals Are Organized

Every 3-Year Strategic Goal sits under one of two umbrellas.

OPERATIONAL GOALS <i>Anne Uberti, Superintendent</i> Facilities • Security • Business & Finance • Human Resources • Technology ★ This document's focus ★	INSTRUCTIONAL GOALS <i>Frank Purcara, Assistant Superintendent</i> Special Education • Teaching & Learning • School-Based Goals <i>Reviewed separately</i>
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Our Five Overarching Goals (2025–2028)

- 1. Curriculum & Instruction** — Cultivate a dynamic learning environment that improves instruction, nurtures creativity and innovation, and increases engagement and achievement.
- 2. Facilities & Security** — Ensure all school facilities are safe, secure, and equipped with modern infrastructure and technology. [OPERATIONAL]
- 3. Business & Finance** — Ensure fiscal responsibility, transparency, and strategic allocation of resources to maximize outcomes and sustainability. [OPERATIONAL]
- 4. Human Resources & Hiring** — Attract, recruit, develop, and retain a high-quality, diverse, passionate workforce dedicated to student success. [OPERATIONAL]
- 5. Family & Community Relations** — Cultivate strong, reciprocal partnerships with families and the community to support learning and well-being.

GOAL 2 FACILITIES & SECURITY

Ensure that all school facilities are safe, secure, and equipped with modern infrastructure and technology to support student learning, staff effectiveness, and community engagement.

Strategy 1 · Maintain and Enhance School Safety and Security Measures While Evaluating Cost Efficiency

Evaluate district safety and security programs, practices, staffing, technology, and resources to ensure effectiveness and responsible resource allocation.

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- Evaluate staffing levels and deployment to determine alignment with district and school needs and recommend adjustments, as appropriate.
- Gather input from administrators, security personnel, law enforcement, and other key stakeholders to inform the evaluation.
- Identify and address immediate needs during the year and develop prioritized short- and long-term recommendations for the Superintendent, including operational and budget implications.

Persons Responsible: Director of Safety & Security, Superintendent

Ensure that district safety and security protocols are clearly defined, consistently implemented, practiced, regularly reviewed, and improved across all schools.

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- Summarize findings from building reviews, training assessments, and exercises and identify priorities for continued improvement in 2027-28.

Persons Responsible: Director of Safety & Security, Superintendent

NEW FOR 2026-27 Support implementation and evaluate the effectiveness and future use of the weapons detection system.

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- Establish a process for monitoring implementation and gathering data and stakeholder feedback on effectiveness, efficiency, operational challenges, and impact on school operations.
- Evaluate implementation and make recommendations regarding the future use of the weapons detection system.

Persons Responsible: Director of Safety & Security, Superintendent

Strategy 2 · Ensure That Each School Is Equipped with Updated, User-Friendly Communication Technologies

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Persons Responsible: Superintendent, Director of Facilities

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- Assess the Newtown High School lecture hall for potential use as an additional large-capacity, hybrid-capable public meeting space.
- Based on the assessment, develop recommendations, preliminary costs, and an implementation plan for potential lecture hall upgrades.

Persons Responsible: Superintendent, Director of Facilities, Director of Technology

Strategy 3 - Develop and Sustain a Secure, Future-Ready Technology Infrastructure

Evaluate and improve consistency of teacher and front-of-classroom technology to ensure classrooms are equipped with reliable, appropriate technology.

- Establish a baseline technology configuration for teacher and front-of-classroom technology, with flexibility for specialized instructional needs.
- Prioritize classrooms and technology for replacement or upgrade based on need, equipment condition, instructional impact, and resources.
- Develop a phased implementation and replacement plan, including anticipated costs and replacement cycles.
- Identify training and technical support needs associated with implementation of updated classroom technology.

Persons Responsible: Superintendent, Director of Technology

Assess and improve cybersecurity posture, including firewall, endpoint protection, MFA implementation, and phishing awareness training.

- Remediate identified applications and devices using legacy SMTP relay.
- Formally adopt a cybersecurity framework aligned to our organization.
- Investigate the viability of implementing Security Orchestration, Automation & Response (SOAR).
- Review and update the Disaster Recovery Framework baseline.

Persons Responsible: Superintendent, Director of Technology

Upgrade network and Wi-Fi infrastructure to ensure reliable connectivity in all learning spaces, including outdoor and community use zones.

- Use the Risk Map and performance data to proactively replace wireless access points and switches in the 10 worst-performing / highest-density areas (e.g., auditoriums, libraries, high school wings).
- Evaluate current network segmentation (VLANs/SSIDs) to identify improvements for students, staff, and guests.
- Conduct a post-installation assessment to certify that coverage, capacity, and reliability meet standards.
- If appropriate, pilot Zero-Touch Provisioning (ZTP) in a production environment.

Persons Responsible: Superintendent, Director of Technology

GOAL 3 BUSINESS & FINANCE

Ensure fiscal responsibility, transparency, and strategic allocation of resources to maximize student outcomes and district sustainability.

Strategy 1 • Strengthen and Modernize the District's Budget Process

Strengthen the budget development process to improve efficiency, transparency, and alignment of resources with district priorities.

- Refine the budget development process by establishing a clear baseline for maintaining current services and evaluating proposed investments against historical spending, demonstrated needs, and district priorities.
- Establish periodic budget review meetings with cost center leaders to monitor current-year expenditures, identify projected variances, and inform future planning.
- Develop a public-facing budget resource to enhance transparency and community understanding of the district budget.
- Align development of the 2027–28 budget with Year 2 priorities and action steps identified in the three-year strategic goals.
- Develop and implement a process for documenting and standardizing key budget and business office procedures, with training for responsible staff.

Persons Responsible: Superintendent, Director of Business & Finance

Strategy 2 • Improve Efficiency Across District Operations

Implement operational improvements that increase efficiency, reduce redundancy, and strengthen continuity of district business operations.

- Collaborate with Human Resources during implementation of the new onboarding system to align Business Office processes and reduce redundant data entry and tracking.
- Evaluate additional digital platforms, including a digital onboarding system, that can further consolidate operations.
- Identify high-impact operational areas for cross-training to strengthen workflow sustainability and resilience, and begin documenting procedures.
- Review Business Office spreadsheets and tracking processes that intersect with Human Resources to determine which can be eliminated, consolidated, or modified.

Persons Responsible: Superintendent, Director of Business & Finance

Improve the efficiency, cost-effectiveness, and communication surrounding student transportation.

- Implement a districtwide app giving families reliable, privacy-safe, real-time visibility into school bus status (ETA, route changes, and student boarding, if enabled).
- Develop and conduct a competitive RFP process for student transportation services to secure a new contract effective with the 2027–28 school year.
- Use ridership, route, and GPS data to collaborate with the transportation provider on ongoing route improvements that support district policy, efficient resource use, and reasonable travel times.
- Update the district's school attendance area and address assignment information to reflect current roads and residential development.

Persons Responsible: Superintendent, Director of Business & Finance

GOAL 4 HUMAN RESOURCES & HIRING

Attract, recruit, develop, and retain a high-quality, diverse, and passionate workforce dedicated to student success.

Strategy 1 • Consistent, Inclusive & Equitable Hiring and Recruitment Practices

Develop and maintain clear, consistent job descriptions that define responsibilities and expectations for district positions.

- Complete standardized job descriptions for Social Workers, School Psychologists, Elementary Classroom Teachers, and Special Education Teachers.
- Establish a consistent process for providing job descriptions to new hires for review, acknowledgment, and personnel-file documentation.
- Identify and prioritize additional positions requiring new or updated job descriptions for 2027–28.

Persons Responsible: Superintendent, Director of Human Resources

Develop and standardize district hiring procedures and resources to promote consistent, efficient, and compliant hiring practices.

- Complete and implement standardized district hiring procedures and guidance for hiring administrators.
- Review current use and capabilities of Applitrack and establish consistent expectations for its use throughout hiring.
- Develop and provide training for hiring administrators on district hiring procedures and effective use of Applitrack.

Persons Responsible: Superintendent, Director of Human Resources

Develop and implement a districtwide Employee Handbook that provides all employees with clear, accessible information regarding key policies and expectations.

- Review the handbook for alignment with Board policies, collective bargaining agreements, legal requirements, and district practices.
- Establish a process for annual distribution, review, and employee acknowledgment in preparation for 2027–28 implementation.

Persons Responsible: Superintendent, Director of Human Resources

Continue efforts to attract, recruit, and develop a diverse educator workforce.

- Continue implementation of the district's Increasing Educator Diversity Plan and identify opportunities to strengthen recruitment and hiring practices that support a diverse applicant pool.
- Review recruitment and hiring data to assess progress and identify priorities for continued improvement.

Persons Responsible: Superintendent, Director of Human Resources

Strategy 2 • Enhance Human Resources Systems and Streamline Operations

Modernize Human Resources operations by streamlining processes and improving coordination with Business and Finance.

- Evaluate the effectiveness of the new onboarding process and revised HR/Finance workflows using staff and new-employee feedback and operational data.
- Evaluate initial implementation of revised workflows, identify necessary adjustments, and determine additional operational or budget priorities for 2027–28.

Persons Responsible: Superintendent, Director of Human Resources

Collaborate with Business and Finance to streamline shared processes, reduce duplication, and improve the accuracy of information management.

- Put into practice the prioritized recommendations from the workflow analysis included in the adopted budget.
- Ensure staff in both Finance and HR are trained on revised workflows, systems, or procedures.
- Assess the effectiveness of the newly implemented HR and Finance workflows, measuring efficiency gains, cost savings, and staff satisfaction.

Persons Responsible: Superintendent, Director of Human Resources, Director of Business & Finance

Implement a centralized, automated onboarding system to improve departmental efficiency and free up staff time for other critical tasks.

- Complete full system rollout, including technical setup, onboarding form digitization, and workflow automation.
- Deliver comprehensive staff training, including HR staff, supervisors, and other stakeholders.
- Gather initial user feedback through surveys and focus groups to identify early issues and improvement areas.

Persons Responsible: Superintendent, Director of Human Resources, Director of Business & Finance

CABE Board Recognition Award Criteria							
Category	🔍	Level	Criteria	Evidence Required	📄	Status	Link(s) to Support Documentation
Board Leadership / Student Achievement		Level One	A. The Board has developed district goals for this year	Provide copy of goals	Complete		NPS 3-year Strategic Goals - October 7, 2025.pdf
Board Leadership / Student Achievement		Level One	B. The Board has conducted a self-evaluation and developed a plan for improvement in the past 12 months	Provide copy of plan or descriptive narrative	Complete		20260708 - BOE Retreat - Board Self-Reflection.docx
Board Leadership / Student Achievement		Level One	C. The Board has conducted a superintendent evaluation in past 12 months	None specified	Complete		Conducted in executive session on June 24, 2026 - Minutes
Board Leadership / Student Achievement		Level One	D. The Board monitors its performance against a Board of Education code of conduct	Provide copy of code	Complete		9271-Code Of Ethics
Board Leadership / Student Achievement		Level One	E. The Board has conducted meetings pursuant to Board policy	None specified	Complete		
Board Leadership / Student Achievement		Level One	F. The Board has established a calendar to ensure all responsibilities are conducted in timely manner	Provide copy of meeting calendar			
Board Leadership / Student Achievement		Level One	G. The Board ensures that student voice is part of its decision-making process	Provide bylaws that allow for student voice	Complete		9160-Board of Education Student Representatives
Board Leadership / Student Achievement		Level One	H. The Board models civil discourse while conducting Board business	Provide examples	Complete	The Board developed a "shared values statement" that appears on all meeting agendas and is read aloud at the beginning of every meeting to highlight how we operate together: "As stewards of Newtown Public Schools, we commit to conducting ourselves with honesty, integrity, and respect. Guided by Newtown's Core Values and the Portrait of a Graduate, we will strive to prepare every student to think critically and innovate with curiosity; adapt, persevere, and pursue goals with strategic focus; act with compassion, collaborate across differences, and communicate with clarity. We hold ourselves to the same attributes we seek to instill in our students, embodying them in our work together."	
						Board members rated the Board highly on the following dimensions related to civil discourse as part of our self-reflection conducted in June 2026 (1-5 scale): - "The Board establishes a Code of Ethics and conducts business in accordance with the code." - 5 - "The Board members honor board decisions even when the vote is not unanimous." - 5 - "The Board deals with both internal and external conflicts openly, honestly and respectfully." - 5	
Board Leadership / Student Achievement		Level One	I. The Board conducts orientation for new Board members	Provide agenda or bylaws			
Board Member Professional Development		Level One	A. A majority of Board members have taken part in workshops or other in-service training during the last year	Provide list of workshops and/or in-service training	Complete		CABE / CAPSS Conference (November 21, 2025) AI presentation by Matt Mervis, EdAdvance (March 17, 2026) - Minutes Town-wide FOIA training by Russell Blair, FOI Commission (January 6, 2026)
Board Member Professional Development		Level One	B. The Board provides adequate funds to permit Board members to take part in training	Provide budget or listing for Board professional development	Complete		During the 2025-2026 school year, we budgeted \$2,700 for Board member professional development. These funds were spent on registration expenses for Board members to attend the annual CABE / CAPSS conference.
Board Member Professional Development		Level One	C. A majority of the Board attended the CABE/CAPSS Convention in the last 12 months	Provide list of Convention participants	Complete		Alison Plante, Chris Gilson, Don Ramsey, Melissa Beylouni
Board Member Professional Development		Level One	D. A majority of the Board participated in the CABE Board Member Academy in the last 12 months	Provide list of programs and board members who attended			
Board Member Professional Development		Level One	E. The Board has used a CABE facilitator or other outside group for Board workshop/retreat in last 12 months	Provide agenda			
Board Member Professional Development		Level One	F. New Board members are provided orientation, including attending CABE New Board Member Orientation	Provide list of 2024–2025 participants			
Board Member Professional Development		Level One	G. The Board has participated in professional development about issues of diversity, equity and inclusion	Provide a list of workshops and provider			The Board maintains a formal, structured procedure for policy review and adoption. The Board subscribes to Shipman & Goodwin's policy service, through which it receives model policies reflecting current state statutes and recognized best practices. The Board's Policy Committee reviews each proposed policy, comparing it against existing Board policy, and consults with relevant staff—including the Directors of Human Resources, Security, and Business, as well as school administrators—to ensure operational input is incorporated. The Committee then considers any modifications warranted by Newtown's specific context, needs, or practices before bringing a draft policy to the full Board for a "first read," during which Board members are encouraged to discuss the policy and raise questions. The Committee reviews and addresses any questions raised, incorporating modifications as needed, and returns the policy to the full Board for a "second read" and possible adoption. Using this process, the Board completed a comprehensive review of its entire policy manual over the past 24 months and has since transitioned to an ongoing maintenance cycle, reviewing and acting on new and revised model policies as they are issued by Shipman & Goodwin.
Policy		Level One	A. The Board has developed and adhered to procedure for policy review	Provide procedure	Complete		
Policy		Level One	B. The Board has a regular process for reviewing policies every three years	None specified	Complete		Yes - see above.
Policy		Level One	C. The Board uses CABE or a similar policy update service to ensure that policies remain current	None specified	Complete		Shipman & Goodwin
Policy		Level One	D. The Board has adopted all required policies	None specified	Complete		Yes
Policy		Level One	E. The Board has reviewed appropriate policies as law and regulations have changed	None specified	Complete		Yes - see above.
Policy		Level One	F. The Board relies on policies as "living documents," by referring to them at Board meetings or in Board agendas	None specified	Complete		Yes
Policy		Level One	G. The Board provides the district policy manual in a searchable online version	Provide URL	Complete		Policies
Policy		Level One	H. The Board has a Code of Ethics	Provide Code of Ethics	Complete		9271-Code Of Ethics
Community Relations		Level One	A. The Board has clear, written policies on Community-Board Relations	Provide copy	Complete		9325-Meeting Conduct
Community Relations		Level One	B. The Board provides opportunities for appropriate participation at meetings by members of the community	Provide copies of two recent agendas	Complete		The Board routinely holds two public participation sessions at each regular meeting. Here are two agendas from the end of the 2025-26 school year: June 2 , June 24 .
Community Relations		Level One	C. The Board seeks active community involvement with the schools	Provide examples			
Community Relations		Level One	D. The Board demonstrates cooperation with news media	Describe	Complete		Newtown is fortunate to have an active local newspaper, and the Board has a close and productive relationship with The Newtown Bee's education reporter. She attends all of our meetings, knows our Board members and district leadership, and actively covers a wide variety of school events.
Community Relations		Level One	E. The Board promotes the school system to the public	Provide copies of information disseminated			
Community Relations		Level One	F. The Board disseminates information to the public on its decisions in a unified, timely manner	Provide copy of information provided	Complete		Minutes from Board meetings are posted promptly (typically within 48 hours of meetings), and Board meetings are routinely video-recorded and posted on the Town's website for additional transparency. Further, the Superintendent publishes a weekly newsletter to all parents and staff that contains a section summarizing upcoming or recent Board meetings, decisions, or discussion topics. Please see our website here .

Related Organizational Leadership	Level One	A. A Board member serves on the CABE Board of Directors	Provide name	Complete	Chris Gilson (served as Area Director through January 2026), Alison Plante (applied in September 2026).
Related Organizational Leadership	Level One	B. One or more Board members are active participants in the Convention Committee, CABE Government Relations Committee, Resolutions Committee or Federal Relations Network	Provide name(s)		
Related Organizational Leadership	Level One	C. One or more Board members actively serve on a RESC Board	Provide name(s) and RESC	Complete	EdAdvance - Alison Plante (through March 2026), Melissa Beylouni (March 2026 onward).
Related Organizational Leadership	Level One	D. One or more Board members participated in the NSBA Convention, CUBE or other NSBA-sponsored activity in the last 12 months	Provide name(s)		
Related Organizational Leadership	Level One	E. One or more Board members have participated in the CABE Delegate Assembly or Day-on-the-Hill in last 12 months	Provide name(s)		
Related Organizational Leadership	Level One	F. The Board has submitted a resolution to CABE for consideration by the CABE Delegate Assembly in last two years	Provide resolution(s)		
Related Organizational Leadership	Level One	G. The Board ensures that all collective bargaining agreements and the superintendent's contract are sent in a timely manner to CABE's Negotiations Service	Provide date information sent	Complete	Confirmed, this was completed in March 2026.
Optional	Level One	Please tell us what, in your opinion, makes your Board's leadership especially effective. Feel free to provide any information that other Boards would find beneficial in learning about your Board's leadership.		Complete	The Newtown Board of Education stands out for the combination of talent, collaboration, and structure that our members bring to the work. As one board member put it, "the dynamic of the Board is quite remarkable in terms of talent, heart, communication, and respect". Meetings are run with structure and efficiency, organized around an annual calendar of topics and consistently anchored to a set of shared annual goals. This keeps both Board and subcommittee discussions focused and purposeful. The Board also treats its partnership with the Superintendent as a true collaboration, working to align on long-term strategic vision and engaging in frank and open discussions that focus both on what is working well in the district and what needs improvement (and importantly, how the Board can support the Superintendent in driving that improvement). Members describe the board culture as respectful even when views differ, with disagreements handled openly and honestly rather than politically. Additionally, the Board is committed to its own growth: the Board conducted a comprehensive, CABE/CAPSS-aligned self-evaluation this year and used the results to shape a board retreat. From that process, the Board plans to further enhance its operating model, targeting priorities like more consistent professional development for members, closer alignment between board goals and subcommittee agendas, and a baseline orientation process for new members (including an FOIA refresher). Finally, the Board is consistently and relentlessly focused on what's best for children in Newtown. We are deeply invested in the community: collectively, our Board members are parents to 12 current and former district students, have 50+ years of teaching in Newtown Public Schools, and dozens of years of volunteering for district PTAs and booster organizations. These deep ties inform our work and the mutual respect with which we engage with each other.
Attestation	Both	To be eligible for the Board of Distinction Award, a motion must be made at a board meeting to approve the application. If the majority votes in favor, the Board Chair and Superintendent should sign the form.	Please attach minutes	Planned	Attach minutes from September meeting reflecting the motion + vote

CABE Board Recognition Awards

Board Leadership Award and Board of Distinction Award

CABE believes that Boards of Education and Superintendents which exhibit the most effective leadership are characterized by their ability to work together as “teams.” The **CABE Board Recognition Awards** are designed to recognize Boards which work effectively in this manner. Boards which fulfill 22 of the following 37 Level One criteria, including a minimum of three in each area, will earn the Level One **CABE Board Leadership Award**.

In order to appropriately recognize those Boards which are truly exemplary, CABE has now established a second level of awards, the **Board of Distinction Award**. Only Boards which have achieved Level One distinction at least twice in the prior four years are eligible to receive the **Board of Distinction Award**.

Please respond to the criteria requested on this form and send your information, with supporting data, to CABE when you believe your Board has earned a Leadership Award or a Board of Distinction Award. If you have any questions, need further information, or require help in satisfying any of the criteria, please contact us for assistance.

Deadline for submission is: **Friday, October 2, 2026**

REQUIRED CRITERIA

1. Board Leadership/Student Achievement

Level One (minimum of three)

- | | |
|--|---|
| ☐ A. The Board has developed district goals for this year. (provide copy of goals) | ☐ D. The Board uses data to make informed decisions regarding student achievement. (provide examples) |
| ☐ B. The Board has conducted a self-evaluation and developed a plan for improvement in the past 12 months. (provide copy of plan or descriptive narrative) | ☐ E. The Board addresses issues of diversity, equity, and inclusion. (provide examples) |
| ☐ C. The Board has conducted a superintendent evaluation in past 12 months. | |
| ☐ D. The Board monitors its performance against a Board of Education code of conduct. (provide copy of code) | |
| ☐ E. The Board has conducted meetings pursuant to Board policy. | |
| ☐ F. The Board has established a calendar to ensure all responsibilities are conducted in timely manner. (provide copy of meeting calendar) | |
| ☐ G. The Board ensures that student voice is part of its decision-making process. (provide bylaws that allow for student voice) | |
| ☐ H. The Board models civil discourse while conducting Board business. (provide examples) | |
| ☐ I. The Board conducts orientation for new Board members. (provide agenda or bylaws) | |

Level Two (minimum of three)

- | | |
|--|---|
| ☐ A. The Board of Education works to improve student achievement. (provide description) | |
| ☐ B. The Board relates the mission statement and goals to agenda items. (provide examples) | |
| ☐ C. The Board supports the appropriate use of technology in educational programming. (provide examples) | |
| | ☐ 2. Board Member Professional Development |
| | Level One (minimum of three) |
| | ☐ A. A majority of Board members have taken part in workshops or other in-service training during the last year. (provide list of workshops and/or in-service training) |
| | ☐ B. The Board provides adequate funds to permit Board members to take part in training. (provide budget or listing for Board professional development) |
| | ☐ C. A majority of the Board attended the CABE/CAPSS Convention in the last 12 months. (provide list of Convention participants) |
| | ☐ D. A majority of the Board participated in the CABE Board Member Academy in the last 12 months. (provide list of programs and board members who attended) |
| | ☐ E. The Board has used a CABE facilitator or other outside group for Board workshop/retreat in last 12 months. (provide agenda) |
| | ☐ F. New Board members are provided orientation, including attending CABE New Board Member Orientation. (provide list of 2025-2026 participants) |
| | ☐ G. The Board has participated in professional development about issues of diversity, equity and inclusion. (provide a list of workshops and provider) |

CABE Board Recognition Awards

Board Leadership Award and Board of Distinction Award

Level Two (minimum of two)

- ☐ A. The Board has developed district goals and reviews them on a regular basis. **(provide examples)**
- ☐ B. The Board has incorporated Board professional development into policy. **(provide examples)**
- ☐ C. The Board holds a retreat outside of a regular meeting with a component offering professional development. **(provide copy of agendas)**

3. Policy

Level One (minimum of three)

- ☐ A. The Board has developed and adhered to procedure for policy review. **(provide procedure)**
- ☐ B. The Board has a regular process for reviewing policies every three years.
- ☐ C. The Board uses CABE or a similar policy update service to ensure that policies remain current.
- ☐ D. The Board has adopted all required policies.
- ☐ E. The Board has reviewed appropriate policies as law and regulations have changed.
- ☐ F. The Board relies on policies as “living documents,” by referring to them at Board meetings or in Board agendas.
- ☐ G. The Board provides the district policy manual in a searchable online version. **(provide URL)**
- ☐ H. The Board has a Code of Ethics. **(provide Code of Ethics)**

Level Two (minimum of three)

- ☐ A. The Board relates applicable agenda items to appropriate policies. **(provide sample agendas that show this practice)**
- ☐ B. Policy discussions are a regular part of Board meetings. **(provide agendas where this takes place)**
- ☐ C. The Board has adopted a policy addressing diversity equity, and inclusion. **(provide policy)**
- ☐ D. The Board has adopted a policy on civility. **(provide policy)**

4. Community Relations

Level One (minimum of three)

- ☐ A. The Board has clear, written policies on Community-Board Relations. **(provide copy)**
- ☐ B. The Board provides opportunities for appropriate participation at meetings by members of the community. **(provide copies of two recent agendas)**
- ☐ C. The Board seeks active community involvement with the schools. **(provide examples)**
- ☐ D. The Board demonstrates cooperation with news media. **(describe)**

- ☐ E. The Board promotes the school system to the public. **(provide copies of information disseminated)**
- ☐ F. The Board disseminates information to the public on its decisions in a unified, timely manner. **(provide copy of information provided)**

Level Two (minimum of two)

- ☐ A. The Board sponsored a community-wide discussion of issues (courageous conversations, community conversations, CABE Equity Toolkit, etc.) during the past year. **(provide agenda and report the end results of the program)**
- ☐ B. The Board has successfully worked with other community leaders. **(provide description and/or supporting documentation)**
- ☐ C. The Board works with the community's local cable access channel. **(provide description)**
- ☐ D. The Board works with other Boards of Education. **(provide description)**

5. Related Organizational Leadership

Level One (minimum of three)

- ☐ A. A Board member serves on the CABE Board of Directors. **(provide name)**
- ☐ B. One or more Board members are active participants in the Convention Committee, CABE Government Relations Committee, Resolutions Committee or Federal Relations Network. **(provide name(s))**
- ☐ C. One or more Board members actively serve on a RESC Board. **(provide name(s) and RESC)**
- ☐ D. One or more Board members participated in the NSBA Convention, CUBE or other NSBA-sponsored activity in the last 12 months. **(provide name(s))**
- ☐ E. One or more Board members have participated in the CABE Delegate Assembly or Day-on-the-Hill in last 12 months. **(provide name(s))**
- ☐ F. The Board has submitted a resolution to CABE for consideration by the CABE Delegate Assembly in last two years. **(provide resolution(s))**
- ☐ G. The Board ensures that all collective bargaining agreements and the superintendent's contract are sent in a timely manner to CABE's Negotiations Service. **(provide date information sent)**

CABE Board Recognition Awards

Board Leadership Award and Board of Distinction Award

Level Two *(minimum of two)*

- ☐ A. Representatives of the Board presented a workshop related to a district initiative at the annual CABE/CAPSS Convention or NSBA Convention. ***(provide a copy of any handouts and presentation materials)***
- ☐ B. The Board has sponsored a Legislative Breakfast or some other legislative event. ***(provide invitation or agenda)***
- ☐ C. The Board works closely with its local legislative delegation to improve the schools. ***(provide description)***
- ☐ D. The Board sponsors an annual area meeting. ***(provide agenda)***

Optional Question:

Level One

Please tell us what, in your opinion, makes your Board's leadership especially effective.
Feel free to provide any information that other Boards would find beneficial in learning about your Board's leadership.

Level Two

Please tell us what, in your opinion, makes your Board's leadership especially effective in improving student achievement.

CABE Board Recognition Awards

Board Leadership Award and Board of Distinction Award

To be eligible for the Board of Distinction Award, a motion must be made at a board meeting to approve the application. If the majority votes in favor, the Board Chair and Superintendent should sign below (***please attach minutes***).

_____	_____
Board Chair	Date
_____	_____
Superintendent	Date

Students

Conduct

Video Surveillance

The Newtown Board of Education (the “Board”) authorizes the use of video surveillance in and around the school buildings and property of the Newtown Public Schools (the “District”) for purposes of safety and security and in accordance with applicable law. District video surveillance cameras will only be utilized in public areas where there is no “reasonable expectation of privacy.” Audio recordings shall not be utilized by District employees in conjunction with video surveillance without the express permission of the Superintendent or designee.

To further the Board’s objective, the District Security and Safety Committee (DSSC) shall meet as appropriate and/or deemed necessary to develop, implement and review District and building level security and safety practices, emergency operations plans, and emergency response procedures. The DSSC shall also make recommendations to the Superintendent regarding the implementation and use of video surveillance cameras as authorized by the Board. The Superintendent shall retain final decision-making authority regarding the recommendations of the DSSC concerning video surveillance and shall notify the Board as to the procedures to be implemented with regard to the use of video surveillance by the District.

In determining the most appropriate use and implementation of video surveillance in the schools, on school buses, and/or on school grounds, the DSSC’s recommendation will be guided by, at a minimum, the following considerations:

- Demonstrated need for the device at designated locations;
- Appropriateness and effectiveness of proposed protocol;
- The use of additional, less intrusive, means to further address the issue of school safety (e.g. restricted access to buildings, use of pass cards or identification badges, increased lighting, alarms);
- Expense involved installing and maintaining the use of surveillance cameras at designated locations, including school buses and/or on school grounds.
- The possibility of linking “live” the video surveillance system with local law enforcement monitoring.

Any video recording used for surveillance purposes in school buildings, on school buses, and/or on school property, shall be the sole property of the District. The Superintendent or designee will be the custodian of such recordings (“Custodian of Recordings”); the Superintendent may designate a different Custodian of Recordings for individual school buildings. All recordings will be maintained for a minimum of 30 calendar days; recordings will be recycled after the minimum retention period has concluded.

If it is necessary maintain a video surveillance recording for longer than the retention period identified in this policy, the Custodian of Recordings shall ensure that said recording is securely and accurately downloaded and maintained, in accordance with applicable law and Board policies and procedures.

Requests for viewing a video surveillance recording must be made in writing to the Custodian of Recordings and, if the request is granted, such viewing must occur in the presence of the Custodian of Recordings. Any viewing or copying of video surveillance recordings shall be in accordance with applicable federal and state law and guidance, including but not limited to the Family Educational Rights and Privacy Act (“FERPA”), and Board policies and administrative regulations.

Notification to students, Board employees and members of the public concerning video surveillance shall be in accordance with applicable law.

Video Cameras on School Transportation

1. Video surveillance cameras may be installed on school buses operated by the Board or its transportation contractor. The operation of the cameras must be the type initiated by the ignition switch and not controlled in any way by the vehicle driver. All video surveillance recordings are the property of the Board but will remain in the custody of the transportation provider, unless otherwise determined by the Custodian of Recordings.
2. The maintenance, retention and viewing of school bus video surveillance shall be the same as for other video surveillance within the District and consistent with this policy and administrative regulations.

The Board authorizes the Superintendent or designee to develop administrative regulations to implement this policy.

(cf. 4112.6/4212.6 – Personnel
Records)

(cf. 4118.5/4218.5 – Acceptable Use of
Computer Systems and Electronic
Communications)

(cf. 5125 – Student Records)

(cf. 5131.1 – Bus

Conduct) (cf. 5131.5 –
Vandalism)

(cf. 5145.12 – Search and Seizure)

Legal Reference: Family Educational Rights and Privacy Act, 20 U.S.C. §

1232g.

Connecticut General Statutes

10-186 Duties of local and regional boards of education re school attendance.

10-220 Duties of boards of education.

Policy adopted: November 1, 2016
Revised: September __, 2026

NEWTOWN PUBLIC SCHOOLS
Newtown, Connecticut

Students

Conduct

Video Surveillance in School Buildings, Campuses, and Buses Video Surveillance System Operation

1. The Newtown Public Schools (the “District”) may use video surveillance: (i) to monitor and protect District property; (ii) for purposes of safety and security of students, staff, and visitors, including but not limited to as relating to student and staff conduct; and (iii) in response to specific inquiries and proceedings relating to law enforcement.
2. Video surveillance cameras will be used in school buildings, on school grounds, and on school buses as recommended by the District Security and Safety Committee (DSSC) and approved by the Superintendent. The District will notify students, staff, and the public that video surveillance is in operation, as may be required by applicable law.
3. Video recording equipment will be installed prominently. Equipment shall not be installed in a manner that allows monitoring of areas where students, employees and public have a reasonable expectation of privacy, such as locker rooms, and adult and student restrooms. Video recording equipment may be in operation 24 hours per day, and monitored “live” by local law enforcement personnel, in accordance with an agreement between the District and local law enforcement.
4. The Superintendent designates the District’s Director of Security as the districtwide Custodian of Recordings; the Superintendent may designate a Custodian of Recordings for individual school buildings within the District, if appropriate. The District Custodian of Recordings will retain administrative oversight of the District’s surveillance camera program and work collaboratively with (i) building principals with respect to the use of video surveillance at individual school buildings; and (ii) the Transportation Supervisor with respect to the use of video surveillance on school buses.
5. Video recordings should only be reviewed where there is a need to do so, either because an incident has been reported or is suspected to have occurred. Examples of such include, but are not limited to: incidents of vandalism and/or property damage, theft, trespassing, assault, illicit drugs, personal injury, or student conduct that may violate a school rule or Newtown Board of Education (“Board”) policy, etc.
6. Building Administrators, School Security Personnel, and School Resource Officers assigned to the video surveillance system will be required to review and apply these administrative regulations in performing their duties and functions related to operation of the system. All staff and students shall be made aware of the Board’s

video surveillance policy. The administrative regulations shall be incorporated into training and orientation programs for staff. It shall be the responsibility of the Superintendent or designee to review and update these administrative regulations periodically.

7. Staff and students are prohibited from unauthorized use, tampering with or otherwise interfering with video recordings and/or video camera equipment and will be subject to appropriate disciplinary action and/or police involvement for such conduct. Disciplinary action shall be consistent with Board policies.
8. The District shall provide reasonable safeguards including, but not limited to, password protection, well-managed firewalls and controlled physical access to protect the surveillance system from unauthorized access.
9. Video surveillance monitors shall be located in administrative offices and/or at security work stations within the schools. Local law enforcement personnel shall also have the ability to monitor the system “live.”
10. Video surveillance equipment will be used in accordance with all Board policies, including but not limited to the Board’s nondiscrimination policies.

Storage/Security

1. The Custodian of Recordings may, in their discretion and in collaboration with school administrators, maintain video surveillance recordings beyond the minimum retention period for reasons related to safety or security of persons or property, for purposes of student or staff discipline, or as may be required by law.
2. The Custodian of Recordings shall determine the most appropriate manner in which to maintain such recordings while a matter is being resolved, taking into account data security, confidentiality, applicable laws and Board policies, and other matters in their professional discretion.
3. Once maintained beyond the minimum retention period, such recordings must be kept, and may only be destroyed, in accordance with the laws and Board policies applicable to the recording’s particular category of record.

Requests to View Video Surveillance

Requests to review video surveillance shall comply with all applicable state and federal laws and with Board policies. All requests for review of video surveillance that are considered education records, as defined by the Family Educational Rights and Privacy Act (“FERPA”) and Board policy, will be as follows:

1. All requests to review video surveillance must be submitted to the building principal

in writing. Requestors are reminded that video surveillance is maintained for a period of 30 days and is then recycled. Any request to view a video surveillance that has been recycled and not otherwise maintained will be denied, as the video surveillance will no longer exist.

2. The Custodian of Recordings and the building principal shall determine if the requested video surveillance constitutes an education record, in accordance with FERPA and applicable guidance. If a video surveillance recording does not constitute an education record, the Custodian of Recordings shall submit the request for review to the Superintendent who shall determine the appropriate next steps.
3. In accordance with FERPA, a parent (or eligible student) shall have access to the education records of their own child. District staff may be permitted to access education records if they have a legitimate educational interest in such records.
4. The Custodian of Recordings and building principal will make best efforts to inform a requesting party of the approval/denial of a request for viewing within seven (7) school days of receipt of the request.
5. Video surveillance recordings will be made available for inspection and view in accordance with Section V of Board Policy 5125, Confidentiality and Access of Education Records.
6. Actual viewing will be permitted only at District buildings and in the presence of the Custodian of Recordings, the building principal, or designee of the Superintendent.
7. A written log will be maintained at the District Office or at each school building of those viewing video surveillance recordings that are education records, in accordance with Section VI of Board Policy 5125, Confidentiality and Access of Education Records.
8. Video surveillance recordings will remain the property of the District and may be copied only if required by law.
9. Timelines may be altered for requests for viewing that arise at the end of a school year or prior to vacation periods.

Regulation revised: September __, 2026

Appendix

Video Surveillance Notification to Post on District and School Websites and Literature

The Newtown Board of Education has authorized the use of electronic surveillance systems on school property and on school buses transporting students. The system will be used to promote and maintain a safe and secure environment for all. Please see Board Policy and Administrative Regulations 5131 for additional details concerning video surveillance in the schools.

RESIDENCY POLICY

The Newtown Board of Education (“Board”) shall furnish, by transportation or otherwise, school accommodations in accordance with federal and state law.

If the Newtown Public Schools (“District”) denies school accommodations, including a denial based on an issue of residency, it shall inform the parent or guardian of such child or the child, in the case of an emancipated minor, a student eighteen years of age or older or an unaccompanied youth, of the right to request a hearing by the Board in accordance with Connecticut General Statutes Section 10-186.

To facilitate compliance with Board policy and applicable law, the Board directs the Administration to develop administrative regulations regarding procedures for establishing and verifying residency for purposes of enrollment and school accommodations.

Legal References:

Federal Law:

The McKinney-Vento Homeless Education Assistance Act, 42 U.S.C. §§ 11431 et seq., as amended by Every Student Succeeds Act, Pub. L. 114-95.

Martinez v. Bynum, 461 U.S. 321, 328 (1983)

Plyler v. Doe, 457 U.S. 202 (1982)

U.S. Department of Justice and U.S. Department of Education, Dear Colleague Letter, May 8, 2014

State Law:

Connecticut General Statutes

- | | |
|--------|--|
| 10-15f | Interstate Compact on Educational Opportunity for Military Children |
| 10-253 | School privileges for children in certain placements, nonresident children, children in temporary shelters, homeless children and children in juvenile residential centers. Liaison to facilitate transitions between school districts and juvenile and criminal justice systems |

10-186

Duties of local and regional boards of education re school attendance. Hearings. Appeals to state board. Establishment of hearing board. Readmission. Transfers

State Department of Education, Enrollment Guidance for Parents or Guardians Enrolling Children in a Connecticut Public School, available at <https://portal.ct.gov/-/media/SDE/Digest/2022-23/Model-Enrollment-Guidance.pdf>.

State Department of Education, Memorandum regarding Guidance for Connecticut School Districts: Enrollment Process and Practice (Aug. 22, 2017), available at <https://portal.ct.gov/-/media/SDE/Legal/Enrollment/Enrollment-GuidanceMemo8-22-17.pdf>

State Department of Education, Guidance for Connecticut School Districts: Enrollment Process and Practice, available at <https://portal.ct.gov/-/media/SDE/Legal/Enrollment/Enrollment-GuidanceAugust-2017Updates.pdf>

State Department of Education, Guidance for Connecticut School Districts: Enrollment Process and Practice At-a-Glance Overview, available at portal.ct.gov/-/media/SDE/Legal/Enrollment/EnrollmentAtAGlanceCSDE.pdf

ADOPTED:

ADMINISTRATIVE REGULATIONS REGARDING RESIDENCY

The Newtown Board of Education (“Board”) shall furnish, by transportation or otherwise, school accommodations in accordance with federal and state law. The Board shall provide school accommodations to any child (or eligible individual over the age of eighteen) who, in accordance with Connecticut law, resides in Newtown, Connecticut, meets the state’s age requirements, and has not graduated from high school. The Board’s commitment to providing school accommodations to all children (and eligible adults) who reside in Newtown includes those who are not citizens and/or whose parents are not citizens. In addition, the Board shall provide school accommodations to children who are homeless and unaccompanied youth in accordance with state and federal law and the Board’s policy regarding Homeless Students, and in any other circumstances required by law.

The Administration has approved the following procedures to facilitate compliance with Board policy and applicable law, as they relate to establishing and verifying residency for purposes of enrollment and school accommodations. The procedures described in these administrative regulations, including the requirements for the completion of forms, shall be used for all students enrolled in, or seeking to enroll in, the Newtown Public Schools (the “District”), unless a student is entitled to attend District schools in accordance with the Board’s Non-Resident Admission/Tuition Students policy. Notwithstanding the foregoing, if any procedure or form described in these administrative regulations conflicts with the procedures described in the Board’s Policy regarding Homeless Students, the provisions of that policy shall control.

In addition, prior to attending school, in accordance with state law and Board policy, the District will require proof of age and adequate proof of health assessments and immunizations.

I. PROOF OF RESIDENCY

A. Prior to Enrollment

In order for a student to enroll in the District, the student’s parent or legal guardian, or the student if the student is eighteen years or older or an emancipated minor (an “adult student”), must show proof of residency.

For children who live in Newtown with their parents, or for adult students, the District shall require completion of the Verification of Residence, Certification of Residence, and/or additional documentation that may be necessary to establish residency.

For children or adult students whose parents do not reside in Newtown, parents, guardians, and/or adult students must demonstrate that the student has established residency in Newtown with “another person” under the following conditions:

1. Residency with another person is intended to be permanent.

2. Residency is provided without pay from the student or the student's family.
3. Residency is not for the sole purpose of obtaining school accommodations in Newtown Public Schools.

In such circumstances, the parent or adult student shall submit a notarized Residency Affidavit and Parent's or Adult Student's Statement, and the other person shall sign a notarized affidavit, the Host's Statement, indicating that the student is residing with them.

The District shall carefully review affidavits, documentation, and other available evidence and inform the parent, guardian, or adult student of the results of such review.

B. When There Is Reason to Believe an Enrolled Student Is No Longer Entitled to School Accommodations in the District

The District recognizes that there may be circumstances in which there is reason to believe that a student attending school in the District is not entitled to school accommodations based on residency. In such instances, the District shall seek additional information and documentation from the student's parent or legal guardian, the individual with whom the student lives, and/or the adult student. Depending on the particular facts and circumstances, the District may direct the parent, guardian, other responsible adult and/or adult student to submit and/or complete relevant documentation, including but not limited to documents described in Section I.A of these regulations.

The District shall carefully review affidavits, documentation, and other available evidence and inform the parent, guardian, or adult student of the results of such review.

II. DECISIONS REGARDING RESIDENCY AND ENROLLMENT

The decision regarding the residency status of any student shall be made by the Superintendent or designee. The Superintendent or designee's decision and approval of the enrollment of a non-resident student in any school year shall not be binding in any subsequent school year. At the end of each school year, the Superintendent or designee will review the status of each non-resident student enrolled pursuant to this policy and the Board's policy on Non-Resident Admission/Tuition for approval or denial for the ensuing school year. The Superintendent's decision regarding the acceptance for enrollment or continued enrollment of a non-resident student under the Board's policy on Non-Resident Admission/Tuition is final and not appealable to the Board of Education.

III. DENIAL OF SCHOOL ACCOMMODATIONS ON THE BASIS OF RESIDENCY

If a student is denied school accommodations for residency reasons, the District shall inform the parent, guardian, or adult student of the right to request a hearing before the Board in writing within ten (10) school days of receiving notice of denial of school

accommodations. A copy of the Board's Residency policy and these regulations shall also be provided.

The Board shall provide a hearing within ten (10) days after receipt of such request. The Board may (A) conduct the hearing, (B) designate a subcommittee of the board composed of three board members to conduct the hearing, or (C) establish a local impartial hearing board of one or more persons not members of the Board to conduct the hearing. After such hearing is held, the Board shall (1) make a stenographic record or tape recording of the hearing; (2) make a decision on student eligibility to attend District schools within ten (10) days after the hearing; and (3) notify the parent, guardian, or adult student of its findings. Hearings shall be conducted in accordance with the provisions of Section 10-186 of the Connecticut General Statutes.

Any parent, guardian, or adult student aggrieved by the Board's finding shall, upon request, be provided with a transcript of the hearing within thirty (30) days of such request and may take an appeal from the finding to the State Board of Education ("State Board"). If an appeal is not taken to the State Board of Education within twenty (20) days of the mailing of the finding to the aggrieved party, the decision of the Board, subcommittee or local impartial hearing board shall be final.

If a State Board hearing is requested in writing, the student has the right to attend District schools pending a hearing before the State Board. In addition, the Board shall, within ten (10) days after receipt of notice of an appeal, forward the hearing record to the State Board.

If the State Board determines that the student was not a resident of the District and therefore not entitled to school accommodations in the District, a per diem tuition (equal to the District expenditure per student divided by 180) will be assessed for each day the student attended District schools when not eligible to attend.

Legal References:

Federal Law:

The McKinney-Vento Homeless Education Assistance Act, 42 U.S.C. §§ 11431 et seq., as amended by Every Student Succeeds Act, Pub. L. 114-95.

Martinez v. Bynum, 461 U.S. 321, 328 (1983)

Plyler v. Doe, 457 U.S. 202 (1982)

U.S. Department of Justice and U.S. Department of Education, Dear Colleague Letter, May 8, 2014

State Law:

Connecticut General Statutes

- | | |
|--------|--|
| 10-15f | Interstate Compact on Educational Opportunity for Military Children |
| 10-253 | School privileges for children in certain placements, nonresident children, children in temporary shelters, homeless children and children in juvenile residential centers. Liaison to facilitate transitions between school districts and juvenile and criminal justice systems |
| 10-186 | Duties of local and regional boards of education re school attendance. Hearings. Appeals to state board. Establishment of hearing board. Readmission. Transfers |

State Department of Education, Enrollment Guidance for Parents or Guardians Enrolling Children in a Connecticut Public School, available at <https://portal.ct.gov/-/media/SDE/Digest/2022-23/Model-Enrollment-Guidance.pdf>.

State Department of Education, Memorandum regarding Guidance for Connecticut School Districts: Enrollment Process and Practice (Aug. 22, 2017), available at <https://portal.ct.gov/-/media/SDE/Legal/Enrollment/Enrollment-GuidanceMemo8-22-17.pdf>

State Department of Education, Guidance for Connecticut School Districts: Enrollment Process and Practice, available at <https://portal.ct.gov/-/media/SDE/Legal/Enrollment/Enrollment-GuidanceAugust-2017Updates.pdf>

State Department of Education, Guidance for Connecticut School Districts: Enrollment Process and Practice At-a-Glance Overview, available at portal.ct.gov/-/media/SDE/Legal/Enrollment/EnrollmentAtAGlanceCSDE.pdf

ADOPTED:

NEWTOWN PUBLIC SCHOOLS

VERIFICATION OF RESIDENCE

(For New Enrollee/Student Transfer/Change of Address)

Parent/Legal Guardian Statement

I (print name) _____ the parent or legal guardian of (student name) _____
_____ (address) _____

certify that the above named student actually lives full time (typically 7 days per week) at the above address. The telephone number at the same address is _____ and the telephone number in an emergency is _____.

Student Aged 18 or Older or Emancipated Minor ("Adult Student") Statement

I (print name) _____ am eighteen years of age or older or an emancipated minor, and reside at _____ (address). The telephone number at the same address is _____ and the telephone number in an emergency is _____.

This information and the documents provided are accurate. I authorize representatives of the Newtown Public Schools to verify this information, and I understand falsification of any information or documents required for this verification will result in revocation of registration for the student, and may lead to liability for tuition and to civil penalties for fraud.

Parent/Guardian Signature: _____ Date: _____

AND/OR

Adult Student Signature: _____ Date: _____

For Transfers only

Current School (*send records*) _____ **New School** _____

FOR OFFICE USE ONLY

In order to verify district residence, the parents, guardians, or adult student must sign above and provide documents from any category of the items listed below.

__ 1. Copy of one of the following at address within the district in the parent's, guardian's or adult student's name:

- __ a. Deed to home or current rental agreement
- __ b. Escrow papers or signed mortgage commitment
- __ c. Mortgage document, property tax record, or homeowner's insurance policy

- ___ d. Current utility, cable or telephone bills
 - ___ e. Correspondence related to government benefits (e.g., Medicaid, Medicare, SNAP)
 - ___ f. Driver's license, automobile registration, or automobile insurance
 - ___ g. Notarized letter from landlord or owner acknowledging parent/guardian's and student's residence
-
- ___ 2. Certification of Residence and affidavits to be filled out by person with whom family and/or student reside. Verification visit by Residency Confirmation staff may follow; **student may attend school.**
 - ___ 3. Verification visit by Residency Confirmation staff (for situations not covered by 1 and 2); **student may not attend school until complete.**

Documents seen by: _____ on _____

NEWTOWN PUBLIC SCHOOLS
CERTIFICATION OF RESIDENCE
(For student living in a leased dwelling)

DATE: _____

RE: _____

As part of our residency process, we are requesting that you as the landlord/owner of or the family residing at the following residence providing this notarized statement verify that:

Name of Student(s)

Name of Parent(s)

Reside at the following address: _____.

I, _____ certify that the named student(s) and parents (local resident/relative/guardian, etc.) (cross out what does not apply)

() live/rent, or () reside with me at the above-listed address, in a home owned or occupied by me in Newtown.

I realize that if I make a false statement as to residency, I may be held liable for a share of the cost for the education of said student(s) if they, in fact, do not reside in Newtown.

I understand that my failure to respond to this request, or that a perjured or fraudulent statement may lead to the disenrollment of the above-named student(s). I also understand that this document may be used as evidence in a court of law.

I agree to immediately notify the Newtown Public Schools if the above-described student(s) cease(s) to reside at this address.

Signed:

Date: _____

Signed and sworn to before me this ____ day of ____, 20__

Notary Public

If you have any questions regarding this form, please contact _____, Newtown Public Schools.

NEWTOWN PUBLIC SCHOOLS

CONFIDENTIAL RESIDENCY AFFIDAVIT

(For student residing with someone other than the student's parent/guardian)

The Newtown Public Schools, in compliance with statute 10-253(d) of the State of Connecticut, requires this form to be completed for any student who claims residence in Newtown and is not residing with their parent(s) and whose parents are not residing in Newtown. This form is required when there is a question about the student's actual residence. The student, parent and person with whom the student is living must fill out this form together.

Date _____

1. Student's Name _____ DOB: _____
(Last) (First) (Middle)

2. Student's Newtown Address _____
(No. and Street)
Telephone # _____

3. Name of Person With Whom Student Lives _____
Relationship _____
Address _____
(No. and Street)
Telephone #) _____

4. Date Student Moved to Newtown _____
(Month) (Day) (Year)

5. Student's Former Address _____
(No. and Street) (Town) (State)

6. Former School _____ Grade _____

7. Name of Student's Parent _____

Parent's Address _____
(No. and Street) (Town) (State)
(Telephone #) _____

8. Name of Student's Parent _____

Parent's Address _____
(No. and Street) (Town) (State)
(Telephone #) _____

9. Name, Address and Telephone Number of Student's Court Appointed Legal Guardian,
if Applicable _____

PARENT'S/ADULT STUDENT'S STATEMENT

I hereby certify that _____ is my _____
(Student's Name) (Relationship)

and the student reside(s) with _____ who is _____
(Name of Person) (Relationship)

at _____
(No. Street) (Telephone #)

I further certify that this is intended to be a bona fide permanent address at which the student will be living for _____ days and _____ nights per week and that I am not providing payment for having the student reside with _____.

For Parents:

I further certify that my child is not living with me because _____

For Adult students:

I certify that I am not living with my parents because: _____

As a parent of the student and/or the adult student named on this form, and as a nonresident of the Town of Newtown, I attest to the accuracy of the information contained in this form. Further, I certify that, while a permanent resident of the Town of Newtown, the student is eligible for free school privileges. I agree to notify school officials immediately regarding the termination of the student's permanent residency in the Town of Newtown, in which event the student will no longer be eligible for free school privileges. Finally, I understand that, should the student be found to be attending Newtown Public Schools illegally, the Newtown Public Schools reserves the right to recover the costs for such education from me, the undersigned.

I also understand that this document may be used in a court of law as evidence against me.

Parent's Signature

Date

Adult Student's Signature

Date

OPTIONAL: I hereby certify that the said _____ has
(Person's Name)

the full right to act in my child's behalf concerning any and all school disciplinary, administrative, and medical matters.

Parent's Signature

Date

Witnessed By:

Witness (Notary Public)

Date

HOST'S STATEMENT

I hereby certify that _____ is my _____
(Student's Name) (Relationship)

and that the student resides with me at _____
(No. and Street)

. I further certify that this is intended as a bona fide permanent address, that this student will be living with me ____ days and ____ nights per week, and that I am not receiving payment for having this student reside with me.

I certify that this student is residing with me because _____

As the host of the student named on this form, and as a resident of the Town of Newtown, I attest to the accuracy of the information contained in this form. Further, I certify that, as a permanent resident of the Town of Newtown, the student is eligible for free school privileges. I agree to notify school officials immediately regarding the termination of the student's permanent residency in the Town of Newtown in which event the student will no longer be eligible for free school privileges. Finally, I understand that, should the student be found to be attending Newtown Public Schools illegally, the Newtown Public School reserves the right to recover the costs of such education from me, the undersigned.

I also understand that this document may be used in a court of law as evidence against me.

* * If you are the guardian of the student, please indicate the date and source of your authority:

Date Authority _____

OPTIONAL: I, _____, understand

(Name of Person)

that I have full responsibility for this student concerning any and all school disciplinary, administrative, and medical matters.

Host's Signature

Date

Witnessed By:

Witness (Notary Public)

Date

NEWTOWN PUBLIC SCHOOLS
(Notification of Need to Establish Residency Prior to Enrollment)

DATE:

RE:

DOB:

Dear [Name of Parent(s) or Adult Student]:

In order for a student to attend public school in Newtown, the student's parent or legal guardian or the adult student must live in Newtown or the parent or adult student must officially establish that residency in Newtown with "another person" under the following conditions:

1. Residency with another person is intended to be permanent.
2. Residency is provided without pay from the student or the student's family.
3. Residency is not for the sole purpose of obtaining school accommodations in Newtown Public Schools.
4. The parent or adult student submits a notarized Residency Affidavit and Parent's or Adult Student's Statement.
5. The other person signs a notarized affidavit (Host's Statement) that the student is residing with them.

Enclosed is a three page form titled "Residency Affidavit" which contains the parent's/adult student's and host's statement. Complete the residency affidavit personally and ensure the Parent's/Adult Student's and the Host's statements are completed. Please fill them out completely, having the parent's/adult student's and host's statements notarized. Please schedule an appointment with the residency coordinator within ten days to review this information.

Unless we receive these documents which prove the student does have a permanent address in Newtown, we will begin disenrollment proceedings.

Sincerely,

CC: Principal
Newtown Resident
Special Education Director

NEWTOWN PUBLIC SCHOOLS
(Notification of Need to Establish Residency
or District will Initiate Disenrollment Proceedings)

DATE:

RE:

DOB:

Dear [Name of Parent(s) or Adult Student]:

In order for a student to attend public school in Newtown, the student's parent or legal guardian must live in Newtown or the parent, or an adult student, must officially establish residency in Newtown with "another person" under the following conditions:

1. Residency with another person is intended to be permanent.
2. Residency is provided without pay from the student or the student's family.
3. Residency is not for the sole purpose of obtaining school accommodations in Newtown Public Schools.
4. The parent or adult student submits a notarized Residency Affidavit and Parent's or Adult Student's Statement.
5. The other person signs a notarized affidavit (Host's Statement) that the student is residing with them.

Enclosed is a three page form titled "Residency Affidavit" which contains the parent's/adult student's and host's statement. Please fill them out completely, having the parent's/adult student's and host's statements notarized. Please schedule an appointment with the principal within ten days to review this information.

Unless we receive these documents which prove the student does have a permanent address in Newtown, we will deny school accommodations to the above named student.

Sincerely,

CC: Principal
Newtown Resident
Special Education Director

NEWTOWN PUBLIC SCHOOLS
RESIDENCY AFFIDAVIT RENEWAL

DATE: _____

TO WHOM IT MAY CONCERN:

I _____
(NAME OF LOCAL RESIDENT)

CERTIFY THAT THE RESIDENCY

AFFIDAVIT FILED ON _____
(DATE)

ON BEHALF OF MY

(RELATIONSHIP)

_____, REMAINS TRUE. THE ABOVE NAMED STUDENT
(STUDENT'S NAME)

RESIDES WITH ME AT

(ADDRESS)

CONNECTICUT AND THE TELEPHONE NUMBER IS _____.

(SIGNATURE OF LOCAL RESIDENT)

WITNESSED BY:

(NOTARY PUBLIC)

NEWTOWN PUBLIC SCHOOLS
(Notice of Need to Renew Residency Affidavit)

DATE:

RE:

DOB:

Dear

Enclosed is a copy of the Residency Affidavit on file for the above named student as well as a Residency Affidavit Renewal Form.

Please review the information on the original Affidavit, complete the Renewal form, and return both documents to me.

This information must be returned by _____ in order to assure
_____ continued enrollment in the Newtown Public Schools.

If you have any questions regarding this request, please feel free to call me at
_____.

Sincerely,

**NEWTOWN PUBLIC SCHOOLS
(Notice of Denial of Child's Enrollment)**

DATE:

RE:

DOB:

Dear [Name of Parent/Guardian]

An investigation has been conducted to determine whether your child is a "permanent resident" of Newtown. Our investigation leads us to conclude that your child is not a "permanent resident" of Newtown and is, therefore, denied enrollment in Newtown Public Schools for the following reasons:

1. We have established your permanent residence to be: _____.
2. We cannot find any permanent residence in Newtown for your child.
3. We have been informed by _____ that your child, _____ has been with _____ on a temporary basis and will be leaving this residence by _____.
4. We were informed on _____ by _____ that your child, _____, no longer resides in Newtown.

You, as legal guardian of your child, have a right to a hearing on denial of school accommodations based on residency by the Newtown Public Schools, at which time you may present evidence contrary to our investigation.

Within ten (10) school days of your receiving this letter, you must notify me in writing that you want a hearing by the Board of Education because of the denial of school accommodations.

If no such request is received in ten (10) school days, your child will not be allowed to enroll in the Newtown Public Schools.

If you choose a hearing, you have the right to counsel at your own expense, and the hearing will be conducted in accordance with Conn. Gen. Stat. 10-186.

Sincerely,

Enc: Board Policy and Administrative Regulations Regarding Residency

CC: Superintendent

Special Education Director

Principal of Nexus Town

Newtown Principal

Newtown Resident

NEWTOWN PUBLIC SCHOOLS
(Notice of Denial of Adult Student's Enrollment)

DATE:

RE:

DOB:

Dear [Name of Adult Student]:

An investigation has been conducted to determine whether you are a "permanent resident" of Newtown. Our investigation leads us to conclude that you are not a "permanent resident" of Newtown and therefore, you are denied enrollment in Newtown Public Schools for the following reasons:

1. We have established your permanent residence to be: _____.
2. We cannot find any permanent residence in Newtown for you.
3. We have been informed by _____ that you have been with _____ on a temporary basis and will be leaving this residence by _____.
4. We were informed on _____ by _____ that you no longer reside in Newtown.

You have a right to a hearing on denial of school accommodations based on residency by the Newtown Public Schools, at which time you may present evidence contrary to our investigation.

Within ten (10) school days of your receiving this letter, you must notify me in writing that you want a hearing by the Board of Education because of the denial of school accommodations.

If no such request is received in ten (10) school days, you will not be allowed to enroll in the Newtown Public Schools.

If you choose a hearing, you have the right to counsel at your own expense, and the hearing will be conducted in accordance with Conn. Gen. Stat. 10-186.

Sincerely,

Enc: Board Policy and Administrative Regulations Regarding Residency

PC: Superintendent

Special Education Director

Principal of Nexus Town

Newtown Principal

Newtown Resident

NEWTOWN PUBLIC SCHOOLS
(Notice of Child's Disenrollment)

DATE:

RE:

DOB:

Dear [Name of Parent/Guardian]:

An investigation has been conducted to determine whether your child is a "permanent resident" of Newtown. Our investigation leads us to conclude that your child is not a "permanent resident" of Newtown and is, therefore, denied enrollment in Newtown Public Schools for the following reasons:

1. We have established your permanent residence to be: _____.
2. We cannot find any permanent residence in Newtown for your child.
3. We have been informed by _____ that your child, _____ has been with _____ on a temporary basis and will be leaving this residence by _____.
4. We were informed on _____ by _____ that your child, _____, no longer resides in Newtown.

You, as legal guardian of your child, have a right to a hearing on disenrollment by the Newtown Public Schools, at which time you may present evidence contrary to our investigation.

Within ten (10) school days of your receiving this letter, you must notify me in writing that you want a hearing by the Board of Education because of the denial of school accommodations and disenrollment of your child. You have the right to request, within ten (10) school days, that your child remain in Newtown Public Schools while the hearing is in progress. Should it be determined through the hearing process that your child was not entitled to attend Newtown Public Schools, you will be responsible for tuition during such period in accordance with Conn. Gen. Stat. 10-186(b)(4).

If no such request is received in ten (10) school days, your child will no longer be allowed to attend school in Newtown Public Schools.

If you choose a hearing, you have the right to counsel at your own expense, and the hearing will be conducted in accordance with Conn. Gen. Stat. 10-186.

Sincerely,

Enc: Board Policy and Administrative Regulations Regarding Residency

PC: Superintendent

Special Education Director

Principal of Nexus Town

Newtown Principal

Newtown Resident

NEWTOWN PUBLIC SCHOOLS
(Notice of Adult Student's Disenrollment)

DATE:
RE:
DOB:

Dear [Name of Adult Student]:

An investigation has been conducted to determine whether you are a "permanent resident" of Newtown. Our investigation leads us to conclude that you are not a "permanent resident" of Newtown and therefore, you are denied enrollment in Newtown Public Schools for the following reasons:

1. We have established your permanent residence to be: _____.
2. We cannot find any permanent residence in Newtown for you.
3. We have been informed by _____ that you, _____, have been with _____ on a temporary basis and will be leaving this residence by _____.
4. We were informed on _____ by _____ that you, _____, no longer resides in Newtown.

You have a right to a hearing on disenrollment by the Newtown Public Schools, at which time you may present evidence contrary to our investigation.

Within ten (10) school days of your receiving this letter, you must notify me in writing that you want a hearing by the Board of Education because of the denial of school accommodations and your disenrollment. You have the right to request, within ten (10) school days, that you remain in Newtown Public Schools while the hearing is in progress. Should it be determined through the hearing process that you were not entitled to attend Newtown Public Schools, you will be responsible for tuition during such period in accordance with Conn. Gen. Stat. 10-186(b)(4).

If no such request is received in ten (10) school days, you will no longer be allowed to attend school in Newtown Public Schools.

If you choose a hearing, you have the right to counsel at your own expense, and the hearing will be conducted in accordance with Conn. Gen. Stat. 10-186.

Sincerely,

Enc: Board Policy and Administrative Regulations Regarding Residency

PC: Superintendent

Special Education Director
Principal of Nexus Town
Newtown Principal
Newtown Resident

NEWTOWN PUBLIC SCHOOLS
(Final Notice of Child's Disenrollment)

DATE:

RE:

DOB:

Dear [Name of Parent(s)/Guardian(s)]:

On _____ we sent you a registered letter outlining our investigation, which concluded that your child does not have a permanent residence in Newtown. Further, we afforded you an opportunity to request a hearing by the Newtown Board of Education regarding eligibility for school accommodation in Newtown.

As of this date, you have not responded to our correspondence. Based on our investigation, we are denying school accommodation to and disenrolling _____ as of this date. If your child has any personal items in the school building where your child has been attending school, please call _____ to arrange an appointment to pick them up.

We encourage you to contact the _____ Public Schools in order to enroll your child so that your child's education is not interrupted.

If you have any questions regarding this matter, do not hesitate to call me.

Sincerely,

PC: Superintendent
Special Education Director
Newtown Principal
Newtown Resident

NEWTOWN PUBLIC SCHOOLS
(Final Notice of Adult Student's Disenrollment)

DATE:

RE:

DOB:

Dear [Name of Adult Student]:

On _____ we sent you a registered letter outlining our investigation, which concluded that you do not have a permanent residence in Newtown. Further, we afforded you an opportunity to request a hearing by the Newtown Board of Education regarding eligibility for school accommodation in Newtown.

As of this date, you have not responded to our correspondence. Based on our investigation, we are denying you school accommodation and disenrolling you as of this date. If you have any personal items in the school building where you have been attending school, please call _____ to arrange an appointment to pick them up.

We encourage you to contact the _____ Public Schools in order to enroll so that your education is not interrupted.

If you have any questions regarding this matter, do not hesitate to call me.

Sincerely,

PC: Superintendent
Special Education Director
Newtown Principal
Newtown Resident

NEWTOWN PUBLIC SCHOOLS
(Final Notice of Child's Denial of Enrollment)

DATE:

RE:

DOB:

Dear [Name of Parent(s)/Guardian(s)]:

On _____ we sent you a registered letter outlining our investigation, which concluded that your child does not have a permanent residence in Newtown. Further, we afforded you an opportunity to request a hearing by the Newtown Board of Education regarding eligibility for school accommodations in Newtown.

As of this date, you have not responded to our correspondence. Based on our investigation we are denying school accommodation to _____. Your child will not be permitted to enroll in the Newtown Public Schools.

We encourage you to contact the _____ Public Schools in order to enroll your child so that your child's education is not interrupted.

If you have any questions regarding this matter, do not hesitate to call me.

Sincerely,

PC: Superintendent
Special Education Director
Newtown Principal
Newtown Resident

NEWTOWN PUBLIC SCHOOLS
(Final Notice of Adult Student's Denial of Enrollment)

DATE:

RE:

DOB:

Dear [Name of Adult Student]:

On _____ we sent you a registered letter outlining our investigation, which concluded that you do not have a permanent residence in Newtown. Further, we afforded you an opportunity to request a hearing by the Newtown Board of Education regarding eligibility for school accommodations in Newtown.

As of this date, you have not responded to our correspondence. Based on our investigation we are denying school accommodation to you. You will not be permitted to enroll in the Newtown Public Schools.

We encourage you to contact the _____ Public Schools in order to enroll so that your education is not interrupted.

If you have any questions regarding this matter, do not hesitate to call me.

Sincerely,

PC: Superintendent
Special Education Director
Newtown Principal
Newtown Resident

POLICY REGARDING NON-RESIDENT ADMISSION/TUITION STUDENTS

The Newtown Board of Education (the “Board”) recognizes the potential benefits to the student body and community of permitting non-resident students to participate in the educational programs offered in the Newtown Public Schools (the “District”). The attendance of non-resident students may require the payment of tuition or may, under specific circumstances, be provided tuition-free.

For purposes of this policy, a nonresident student is a student who:

1. resides outside of the school district; or
2. resides within the school district on a temporary basis; or
3. resides within the school district on a permanent basis but with pay to the person(s) with whom the student is living; or
4. resides within the school district for the sole purpose of obtaining school accommodations.

Tuition Rate Determination

For purposes of this policy, “tuition rate” means the annual tuition rate for nonresident students established by the Board of Education, ordinarily at its July or August business meeting.

The tuition rate shall be based on the Net Per Pupil Expenditure (NPPE) from the prior fiscal year, as reported by the Connecticut State Department of Education, and may be adjusted as deemed appropriate by the Board.

The Superintendent shall administer the application of this rate, including prorations and waivers, in accordance with Board policy and implementing regulations.

Interdistrict Agreements

The Board of Education recognizes that, on occasion, it may be appropriate to admit or place students through cooperative arrangements with other school districts.

The Superintendent of Schools is authorized to collaborate with other Boards of Education to develop and administer mutually beneficial interdistrict agreements for the temporary or tuition-based enrollment of students. Such agreements may be made:

- To assist another district in extraordinary circumstances (e.g., facilities emergencies, specialized program needs, or student hardship);

- To provide for the education of a student whose needs can be better met in another district's program; or
- As a reciprocal courtesy when the impact on enrollment and resources is minimal.

The Superintendent shall ensure that all such arrangements:

1. Are consistent with state statutes;
2. Do not result in additional cost to the district unless approved by the Board; and
3. Are reported to the Board of Education with FERPA compliance for informational purposes.

Special Education Programs and Services

This policy does not obligate the Board to provide special education programs or services or create unique programs for students who are not entitled to free school accommodations from the District. If a non-resident student is approved to enrolled or continued in enrollment in the District and such student is eligible for services under the Individuals with Disabilities Education Act ("IDEA"), the Board shall not act as the local education agency for such child. In instances where special or additional services are provided for a non-resident student, a supplemental tuition or fee may be charged based upon the actual costs associated with providing the special or additional services, provided such fees are justified by a substantial increase in costs to the District, and in accordance with applicable law.

Administration of Policy

The Board authorizes the Superintendent to accept non-resident students in the District and to develop and enforce regulations to carry out the provisions of this policy.

Legal Reference: Connecticut General Statutes

4-176e through 4-185 Uniform Administrative Procedure Act.

10-186 Duties of local and regional Boards of education re school attendance. Hearings. Appeals to state Board. Establishment of hearing board.

10-253 School privileges for students in certain placements and temporary shelters.

10-76d Duties and powers of boards of education to provide special education programs and services. . . . Public agency placements; apportionment of costs. . . .

Policy adopted: August 14, 2018
Policy revised: February 18, 2026

NEWTOWN PUBLIC SCHOOLS
Newtown, Connecticut

**Series 5000
Students**

**ADMINISTRATIVE REGULATIONS REGARDING NON-RESIDENT ADMISSION/
TUITION STUDENTS**

The Newtown Public Schools (the “District”) recognizes the potential benefit of permitting non-resident students to participate in the educational programs offered by the District. The attendance of non-resident students may require the payment of tuition or may, under specific circumstances, be provided tuition-free. In accordance with Newtown Board of Education (the “Board”) policy, the following provisions shall apply to the admittance of non-resident students.

I. General Provisions:

The following terms and conditions are to be used as guidelines when determining eligibility of non-resident students enrolling or continuing in the District:

- A. The Superintendent or designee may approve the enrollment or continuation of a non-resident student in attendance if class size and the availability of resources permit. Decisions regarding class size and/or the availability of resources shall be made by the Superintendent or designee.
- B. The Superintendent or designee shall not hire additional staff to permit enrollment or continuation of non-resident students under this policy. If staffing is insufficient to permit enrollment or continuation of a non-resident student, then the non-resident student may not be enrolled or permitted to continue.
- C. Non-resident students shall be assigned to whichever class the Superintendent or designee deems appropriate.
- D. Non-resident student attendance shall be for one school year or less, unless such attendance is extended at the discretion of the Superintendent or his/her designee.
- E. If a non-resident student approved to enrolled or continue in enrollment in the District and requires specialized programming the cost of which exceeds per pupil expenditures (i.e. the base tuition rate) or the discounted tuition rate, a supplemental tuition or fee may be charged based upon the actual costs associated with providing the special or additional services, provided such costs are justified by a substantial increase in cost to the District, and in accordance with applicable law.
- F. Application for enrollment shall be made in writing annually on a form supplied by the Superintendent or his/her designee. Enrollment, if approved, will be conditioned upon annual execution of a formal contract between the Board and the parent or legal guardian.

- G. No student applying for initial or continued enrollment shall be enrolled in the District until the Board has received tuition payment on behalf of such student in accordance with Section III, below.
- H. The non-resident student's immediate past principal or responsible administrator must make a recommendation on behalf of the child, attesting to the student's good citizenship, in order to be eligible for initial or continued enrollment. This provision does not apply for students who have never before attended a public or private elementary or secondary school.
- I. A non-resident student's enrollment and/or continuation in the District is contingent upon compliance with the contractual agreement between the Board and the parent or legal guardian (or the district of residence, as applicable).
- J. A non-resident student's continuation in the District will be contingent upon the student's compliance with all applicable rules and regulations of the Board and the individual school, satisfactory attendance and academic progress, and the availability of staff and school resources. The Superintendent or designee may terminate the non-resident student's enrollment at any time if, in the Superintendent's opinion, continuation is not in the best interest of the school system or the student.

Only non-resident students who meet the criteria set forth in the Board's policy and these administrative regulations may enroll or continue in enrollment within the District.

II. Tuition Exceptions for Certain Students

A. Enrollment Without Tuition

1. For a family who will become residents of Newtown and are in transition, the tuition may be waived by the Superintendent for the first month of school attendance.
2. For a family who has a signed bona fide construction contract for a new home in Newtown, the Superintendent may grant an initial tuition waiver for 60 calendar days and can extend this waiver, not to exceed an additional 60 calendar days.
3. For a family who moves from Newtown after May 1, the Superintendent will grant a tuition waiver for May and June of the same school year in which the family moved from Newtown.
4. For a family who moves from Newtown after their child's junior year, the Superintendent will grant a tuition waiver for the child's senior year.
5. For a family who experiences divorce and where one parent maintains a Newtown residence and shares joint legal custody, with the student residing with the resident parent at least 50% of the time, the Superintendent may grant a tuition waiver.

6. Requests for special extensions or exemptions of tuition waivers will be considered on an individual basis by the Board of Education.

B. Enrollment With Pro-Rated Tuition

1. For a family who has a child attending the District and then establishes residency in another community, the Superintendent shall establish a pro rata tuition rate to be payable from the date of the new community residency to the date when the children are withdrawn or transferred to the new community
2. For a family who moves from Newtown prior to July 1 of their child's junior year, the Superintendent will establish a pro-rata tuition rate for the remainder of the school year.
 - A. III. Enrollment With Tuition Requests to enroll as a tuition student when the student does not meet one or more of the criteria under Section II of this policy, may be granted upon written approval of the Superintendent of Schools and with payment of the tuition rate.
 - B. An annual tuition rate shall be set by the Board of Education, in accordance with the associated Board policy. Additional educational and/or support programming or costs shall be determined on an individualized basis for students in accordance with the contract between the Board and the parent or guardian. Any additional charges shall be justified by a substantial increase in cost to the District.
 - C. Tuition and additional fees, if applicable, for the entire school year must be paid at least fifteen (15) days prior to the beginning of the school year. Students who fail to make payment for the entire school year by such date shall not be eligible to enroll in the District for that school year, but may reapply the following year. In the event a student withdraws from District schools or otherwise no longer attends school within the District in the middle of the school year, pro-rata fees will be refunded. Tuition may be paid by the school district of residence or by the parent(s)/guardian(s) of the non-resident student.

Transportation

This policy does not obligate the Board to provide transportation to non-resident students. When a non-resident student is granted permission to attend the Newtown Public Schools either on a tuition or tuition exemption basis, the family assumes responsibility for transportation.

Foreign Exchange Students

- A. Students holding a valid J-1 visa residing with a host family in Newtown may attend the District schools at the discretion of the Board. Students who apply must not have the equivalent of a high school diploma from a foreign school system. Students who are accepted and placed in grade 12 will only receive an honorary diploma. Only foreign exchange students sponsored by organizations screened by the administration will be accepted.

B. J-1 visa students must meet the following criteria established by the administration:

1. The application for admission must be reviewed by the appropriate school administrator before July 1 of the school year for which the student wishes to enroll.
2. The school must have room for the student and be able to accommodate his/her attendance without incurring additional costs or burdens.
3. The student may not be enrolled more than one year.
4. In the event that a foreign exchange student attends the District, the District will comply the reporting requirements of the Immigration and Naturalization Services as required by law.
5. The student is not eligible to receive a diploma but can receive an honorary diploma.
6. The student may be eligible to play sports if he/she meets the CIAC criteria.
7. If the student is not participating in and attending the school program or is disruptive to the smooth and efficient operation of the school, the student may be disenrolled.

C. The District is not currently accepting students on F-1 or M-1 visas.

Children of Staff Employed by the Board Not Living in Newtown

Full-time staff employed by the Board who reside outside of Newtown and who wish for their child(ren) to attend the District schools may apply to the Superintendent of Schools in writing for assignment to an elementary school, the intermediate school, the middle school, or the high school and may be allowed to attend District schools as a tuition student upon written approval by the Superintendent or designee. The guidelines in Sections I and III apply to such requests, except for the tuition rates, as described below. Notwithstanding the foregoing, continuation of a non-resident staff member's child as a tuition student will not be contingent on class size constraints as long as the parent remains a member of the Board's full-time staff.

Tuition for children of full-time non-resident staff members will be at an annual rate of 25% of the regular yearly tuition rate established by the Board of Education. Staff enrolling more than one child in the District in a school year will pay a reduced rate of 15% of the regular yearly tuition rate for each additional child.

If specialized programming or services are required for the non-resident student, the non-resident employee may be charged additional fees in accordance with the tuition contract between the

Board and the non-resident employee and applicable law. Any additional charges shall be justified by a substantial increase in cost to the District.

Newtown Public Schools
Request for Enrollment of Out-of-District Student

Request form must be completed and submitted by the student's parent or guardian. The student's transcripts or report cards for the last two years must be attached to the initial enrollment request. Completed forms should be submitted to the Superintendent of Schools at [insert information].

Name of Student: _____

Grade at Time of Request: _____

Name of Requesting Parent or Guardian: _____

Phone Number: _____

Address: _____

Is this an initial enrollment request or request for continued enrollment? _____

For initial enrollment, please give reason for request: _____

I have read the policy and administrative regulations regarding Non-Resident Attendance and Tuition (Policy [redacted]) and understand that enrollment, if approved, is subject to the terms and conditions stated therein and the terms and conditions of a contract between me and the Board of Education. I further understand that tuition payment will be payable fifteen (15) days prior to the beginning of the school year. I understand that that my child will not be allowed to enroll or continue as a student in the Newtown Public Schools if payment is not made at the times identified in the policy, administrative regulation and contract.

Parent/Guardian Signature

Date

Safety

Restriction of Electric Personal Mobility Devices, Recreational Equipment, and Skateboards**I. Statement of Policy**

The Board of Education is dedicated to maintaining a safe, secure, and orderly environment for all students, staff, and visitors. The Board recognizes the severe safety risks, collision hazards, severe personal injuries, property damage, and fire hazards associated with electric micro-mobility devices and recreational equipment.

Accordingly, it is the policy of the Board of Education to strictly prohibit the presence, operation, storage, charging, or use of all electric personal mobility devices, hoverboards, and unauthorized recreational vehicles on all school district grounds and within district facilities at all times. Standard, non-motorized bicycles, skateboards/rollerblades, and non-powered scooters used strictly for commuting are the sole exception and must be operated in accordance with this policy.

II. Definitions

- **Prohibited Devices:** Includes, but is not limited to:
 - **Electric Mobility Devices:** Electric bicycles (e-bikes of all classes), electric scooters (e-scooters), hoverboards, self-balancing boards, electric skateboards, motorized unicycles, and any other battery-powered or motor-assisted personal transport device.
- **Permitted Device:** Standard, non-motorized, human-powered bicycles and non-motorized skateboards, trick scooters, rollerblades, roller skates, and longboards used for transportation purposes.
- **District Grounds:** All property owned, leased, or operated by the Board of Education, including school buildings, athletic fields, parking lots, driveways, sidewalks, and outdoor recreational areas.

III. Policy Guidelines**1. Strict Prohibition on Campus**

- Prohibited Devices (e-bikes, e-scooters, hoverboards, and other similar powered mobility devices) are strictly forbidden on district grounds at all times, including during school hours, extracurricular events, and non-school hours.
- Students, staff, and visitors are prohibited from riding, pushing, carrying, storing, or bringing Prohibited Devices or their associated batteries into any school building or onto campus property.

Students

Safety: Restriction of Electric Personal Mobility Devices, Recreational Equipment, and Skateboards

III. Policy Guidelines (continued)

2. Prohibition of Indoor Storage and Battery Charging

- Due to lithium-ion battery fire hazards, under no circumstances may any electric mobility device or removable battery pack be brought into a school building or charged using district electrical outlets.

3. Exception for Standard Non-Motorized Bicycles

- Standard, human-powered bicycles are permitted strictly for commuting purposes.
- Riders must dismount their bicycles at the boundary of school property or specified areas and walk their bicycles directly to designated outdoor bike racks.
- Bicycles must be secured in outdoor racks with student-provided locks. The district assumes no liability for lost, stolen, or damaged property. Bicycles are strictly forbidden inside school buildings.
- Students riding non-motorized bicycles to or from school must comply with all applicable Connecticut helmet requirements.

4. Non-School Hours & Trespassing

- The prohibition of Prohibited Devices applies 24 hours a day, 7 days a week. Operating prohibited electric or recreational devices on school grounds during non-school hours is strictly forbidden. Violators will be treated as trespassers and reported to local law enforcement.

5. Confiscation, Consequences, and Parent Retrieval

- Any Prohibited Device brought onto district grounds will be immediately confiscated by school administration or security personnel and released only to a parent or guardian.
- Student violations of this policy will result in disciplinary action in accordance with the district's Student Code of Conduct.

Legal References: Connecticut General Statutes

14-1 – Establishes the statutory definitions for bicycles, electric bicycles (Classes 1, 2, and 3), electric foot scooters, and motor-driven cycles.

14-286 – Grants local authorities (including boards of education and municipalities) the right to prohibit or restrict e-bikes and scooters on sidewalks and property under their jurisdiction and prohibits motor-driven cycles on sidewalks.

Students

Safety: Restriction of Electric Personal Mobility Devices, Recreational Equipment, and Skateboards

Legal References: Connecticut General Statutes (continued)

14-286b – Regulates riding behaviors, passengers, and requirements to keep hands on handlebars.

14-286d – Mandates helmet use for riders under 16 operating traditional bicycles, non-motorized scooters, or skateboards.

14-289k – Mandates protective headgear (helmets) for riders and passengers of electric bicycles in CT regardless of age. Restricts persons under 16 years of age from operating Class 3 e-bikes, and bars Class 3 e-bikes from multi-use trails/paths unless specifically allowed.

10-220 – Establishes the broad statutory duty of local boards of education to maintain safe school facilities, care for school property, and preserve an orderly educational environment.

10-221 – Empowers local boards to establish student conduct codes, safety rules, and administrative sanctions for violations on school grounds.

53a-107 – Criminal Trespass in the First Degree & C.G.S. § 53a-108: Provides the legal basis for the policy's 24/7 non-school hours prohibition, allowing school officials to treat unauthorized motorized recreational riding after hours as unlawful trespassing.

16 C.F.R. Part 1512 – Federal Consumer Product Safety Commission standards governing bicycle and e-bike manufacturing safety.

UL 2272 & UL 2849 Electrical Standards: (Industry safety standards frequently referenced in administrative regulations) Governing electrical systems for personal e-mobility devices and lithium-ion battery fire safety/ thermal runaway mitigation.

Policy adopted:

Students

Safety

Restriction of Electric Personal Mobility Devices, Recreational Equipment, and Skateboards

These administrative regulations outline implementation and enforcement protocols for Policy 5142.3. Building administrators and staff shall strictly enforce these procedures to maintain facility security and student safety.

1. Communication and Policy Awareness

At the beginning of each school year and as required thereafter, building administrators shall communicate this restriction clearly to students, parents, and staff through:

- Student handbooks and codes of conduct.
- Direct email and district notifications to parents/guardians detailing the prohibition and the rationale (pedestrian safety and lithium-ion fire hazards).
- Prominently displayed signage at all campus entry points, parking lots, and building entrances stating:

"NOTICE: All E-Bikes, E-Scooters, Skateboards, Hoverboards, and Motorized Mobility Devices are Strictly Prohibited on School Grounds. Unauthorized devices will be confiscated."

2. Enforcement and Campus Perimeter Protocols

- **Perimeter Enforcement:** School staff and campus security monitoring morning arrival and afternoon dismissal shall stop any student attempting to enter school grounds with a Prohibited Device.
- **Immediate Turnaround or Confiscation:**
 - If identified prior to entering campus grounds, the student will be instructed that the device cannot be brought onto property.
 - If the device is already on school property, it will be confiscated by staff and taken to the Main Office.

3. Confiscation, Logging, and Retrieval Procedures

When a Prohibited Device is brought onto district property, administrators shall carry out the following steps:

1. School administrators or security staff shall take possession of the item and transfer it to a secure, locked storage location in the Main Office.
2. The administrator or designee shall record the infraction in the school safety log, noting:
 - Student name and grade level.
 - Date, time, and specific location on campus.
 - Device description, brand, color, and serial number (if applicable).
 - Name of the staff member who confiscated the item.

3. **Confiscation, Logging, and Retrieval Procedures** (continued)

3. Administration shall contact the student's parent/guardian on the day of the infraction to inform them of the policy violation and the retrieval protocol.

4. **Mandatory Parent Retrieval:**

- **First Offense:** The device is released only to a parent, guardian, or adult designee. The parent/guardian must sign an acknowledgment of the policy upon retrieval. Devices will not be handed back to students.
- **Subsequent Offenses:** Repeated violations will require a mandatory parent-administrator conference and will result in formal disciplinary consequences and/or restorative practices under Board policy and the Student Code of Conduct (e.g., detention, loss of privileges, or suspension).

4. **Community Use and Police Coordination**

- **Non-School Hours Monitoring:** School grounds are monitored during evening and weekend hours.
- **Trespassing & Property Damage:** Individuals using prohibited electric personal mobility devices as defined in policy 5142.3 on school property during or outside of school hours will be cited for trespassing. Any damage caused to district grounds (e.g., curb grinding, turf damage) will be referred immediately to local police.

Regulation approved: