

# Board of Education Regular Meeting 2023

Thursday, December 7, 2023 7:00 PM

New Fairfield Community Room, 33 Route 37, New Fairfield, CT., 33 Route 37,  
New Fairfield, Connecticut 06812

## I. CALL TO ORDER

## II. PLEDGE OF ALLEGIANCE

## III. ELECTION OF NEW BOARD OF EDUCATION OFFICERS

## IV. APPROVAL OF THE MINUTES

### IV.A. November 2, 2023 - Regular

## V. APPROVAL OF THE AGENDA

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

## VII. BOARD AND ADMINISTRATIVE COMMUNICATIONS

### VII.A. Chairman's Report - BOE Subcommittee and Liaison Assignments

### VII.B. Superintendent's Report

### VII.C. Student Representatives' Report

### VII.D. Committee Reports

#### VII.D.1. Curriculum

#### VII.D.2. Policy (*Samantha Mannion*)

#### VII.D.3. New Fairfield High School Start and End Time Ad Hoc Subcommittee (*Kathy Baker*)

### VII.E. Liaison Reports

#### VII.E.1. Board of Finance (*Ed Sbordone*)

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

#### VII.E.3. Calendar Committee (*Ed Sbordone*)

## VIII. INFORMATION ITEMS

VIII.A. New Fairfield High School Start and End Time Update

VIII.B. Budget Assumptions

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

VIII.D. Board of Education Policy *(Second Reading)*

VIII.D.1. Policy 7230.2 – Extensions/Renovations or Replacements

VIII.D.2. Policy 6172.6 Distance Education

**IX. ACTION ITEMS**

IX.A. Personnel Report

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

**XI. FUTURE AGENDA ITEMS**

**XII. BOARD MEMBER COMMENTS**

**XIII. ADJOURNMENT**

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

The New Fairfield Board of Education held a regular meeting on Thursday, November 2, 2023, at 7:00 pm in the New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

**MINUTES – November 2, 2023**

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

**ABSENT:** None

**ALSO PRESENT:** Superintendent of Schools Dr. Kenneth Craw, Pupil Personnel Director Maria Kennedy, High School Principal James D’Amico, High School Director of Guidance Kim Laughlin, New Fairfield Middle School Principal Karen Gruetzner, Elementary School Principal Allyson Story, Athletic Director Mark Ottusch, and Director of Buildings and Grounds Phil Ross

- I. CALL TO ORDER:** Chairman Dominic Cipollone called the meeting to order at 7:01 p.m.
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF MINUTES**
  - A. October 19, 2023 - Regular meeting - approved by consensus
- IV. APPROVAL OF AGENDA** - approve by consensus
- V. PUBLIC PARTICIPATION** - None
- VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS**
  - A. Chairman’s Report - Dominic Cipollone reported on the following:
    - Spoke of intellectual atrophy and gave suggestions for ways to stimulate the mind and enhance mental cognitive ability. He thanked the teachers and staff in New Fairfield for helping the students stay mentally active.
  - B. Superintendent’s Report
    - Dr. Kenneth Craw congratulated members of the Class Act Council. Athletic Director Mark Ottusch introduced representatives from the Class Act Council. He noted that New Fairfield received the Michael’s Cup Award for sportsmanship. He gave a brief overview of what has been done in New Fairfield to improve the level of sportsmanship.
  - C. Student Representative Reports

Senior Representative Brennan Hearty noted that:

    - Beta Club will hold a “Fall Festival” on Saturday, November 4<sup>th</sup>.
    - The first quarter ends on Friday, November 3<sup>rd</sup>.
    - Financial Aid Night will be held at the high school in the near future.
    - The National Honor Society held their induction ceremony.
    - College visits are available for Juniors and Seniors.
    - DECA will hold a tailgate before the football game on November 3<sup>rd</sup>.

#### D. Committee Reports

1. Curriculum - Stephanie Strazza noted that this committee met on October 23<sup>rd</sup>. They received a report from Dr. Judith Wilson with some feedback on how the district is doing with curriculum and alignment. The Middle School will return to traditional grading. The committee discussed how a later start will affect curriculum.

2. Policy - Samantha Mannion noted that this committee met on October 25<sup>th</sup>. They discussed three policies that are coming up for action. One will be voted on at tonight's meeting, one will be going through the three-reading process and the third policy was tabled pending further information. The committee discussed how the new Kindergarten age requirement will affect policies.

3. Special Education Ad Hoc - Stephanie Strazza noted that this committee met on November 2<sup>nd</sup>. This was the first meeting with the new Pupil Personnel Director Maria Kennedy. The transition with the new director has been smooth. The committee also discussed the reading curriculum and the STRIDES program.

#### E. Liaison Reports

1. School Security and Safety Committee - Samantha Mannion noted that this committee met on October 25<sup>th</sup> with the entire meeting held in Executive Session.

### VII. **INFORMATION ITEMS**

#### A. NFPS 2023 Student Outcomes Report

High School Director of Guidance Kim Laughlin gave an update on standardized testing and an overview of the Class of 2023. She further spoke of the Counseling Department including the makeup of the department and the duties of the counselors. There was an overview of the College and Career prep, including Junior Year and Senior Year events. There was a suggestion of encouraging "trade schools" for students and the possibility of having a "Trades Fair."

#### B. NESDEC Enrollment Projections

Dr. Craw spoke of NESDEC projections for enrollment. It was noted that enrollment has remained steady for the last four years. There was a discussion of historical numbers vs. projected enrollment. There was a brief discussion of how the new age requirement for Kindergarten will affect enrollment.

#### C. Middle School Space Utilization and Facilities Update

Dr. Craw spoke of the space at the Middle School and noted that extra space was inherited from the old high school. He spoke of potential uses for the extra space and of challenges with certain spaces and facilities in the school. He spoke of the relocation of specific departments into the Middle School including the Security Operations Center, Technology Department, PPS Department and Facilities Department. Middle School Principal Karen Gruetzner spoke of how the relocation of certain departments have affected certain program. She noted that certain music programs are currently taught in the hallways and cafeteria. There was a discussion of how the relocation affects the Library and Media Center and storage areas.

Director of Buildings and Grounds Phil Ross spoke of potential uses for the old high school cafeteria and possible renovation. His recommended next steps include moving the Security Operations Center (SOC) to the Police Station and hiring professional services for a facilities study for the old high school cafeteria. It was suggested that this be brought to the Planning Commission at their November 27<sup>th</sup> Plan of Conservation and Development meeting.

#### D. Board of Education Policy (First Reading)

1. Policy 7230.2 - Extensions/Renovations or Replacements

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

1. Consolidated School Punch List Update - Phil Ross spoke of some issues at the Consolidated School, specifically a leak at the main entrance and an issue with the rubber surface on the playground. He noted that fixing of both these items is weather dependent and it is hopeful that it can be done this season.

2. High School Building Project - High School Principal James D'Amico spoke of the punch list for the high school project, specifically gas jets in the Science labs, temperature control throughout the building and AV systems in the theater.

Dr. Craw thanked James D'Amico, Phil Ross, Paul Gouveia, Allyson Story and their respective staff for their hard work with the construction projects.

**VIII. ACTION ITEMS**

A. Personnel Report

**MOTION:** Kathy Baker motion to recommend to the full Board the approval of the Personnel Report for November 1, 2023, as recommended by the administration. Greg Flanagan seconded the motion.

**IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

B. Board of Education 2024 Regular Meeting Dates

**MOTION:** Kathy Baker made a motion to recommend to the full Board the approval of the 2024 Board of Education Regular and Board of Education Subcommittee meeting dates as presented. Kimberly LaTourette seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

C. Board of Education Policy - Suspension of the Rules (referring to Policy 6159)

1. Policy 6159 - Individualized Education Programs/Special Education Program

**MOTION:** Samantha Mannion motion to suspend the rules referring to Policy 6159. Kimberly LaTourette seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

**MOTION:** Samantha Mannion motion to recommend to the full Board the approval of Board of Education Policy 6159 as presented. Stephanie Strazza seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

D. Paraprofessional Leave of Absence Request - Executive Session

**IX. PUBLIC PARTICIPATION - None**

**X. FUTURE AGENDA ITEMS - Building project update**

**XI. BOARD MEMBER COMMENTS**

Greg Flanagan wished his fellow board members good luck in the election on Tuesday. Dominic Cipollone thanked all the Veterans for their service in honor of Veterans Day.

**XII. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING SCHOOL SECURITY AND SAFETY**

### **XIII. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PARAPROFESSIONAL LEAVE OF ABSENCE REQUEST**

**MOTION:** Dominic Cipollone made a motion to go into Executive Session at 8:40 p.m. to discuss School Security and a Paraprofessional Leave of Absence Request and to invite Dr. Ken Craw, James D'Amico and Phil Ross into the Executive Session. Kimberly LaTourette seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

**MOTION:** Dominic Cipollone made a motion to come out of Executive Session at 9:06 p.m. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

**MOTION:** Kimberly LaTourette made a motion to recommend to the full Board of Education the approval of Pamela McNally's request for an extension of an unpaid leave of absence, with a return to work on December 19, 2023. Samantha Mannion seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

### **XIV. ADJOURNMENT**

**MOTION:** Dominic Cipollone made a motion to adjourn the meeting at 9:07 p.m. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

Respectfully submitted,  
Suzanne Kloos



**New Fairfield Public Schools  
Budget Assumptions  
December 2023  
FY 2025**

**The Superintendent will develop and present a budget request to the Board of Education that is transparent, fiscally responsible, and ensures continuous improvement and reflects the mission, vision, priorities and goals of the District.**

The following factors will be considered in developing the Superintendent’s Recommended FY 2025 Operating Budget:

1. The administration will recommend a budget that is framed by New Fairfield Public Schools:
  - a. Vision of a Graduate - Graduates of the New Fairfield Public Schools are: Knowledgeable Scholars; Talented Communicators; Critical and Creative Thinkers; Engaged Global Citizens, and, Self-determined; and Self-Reliant Individuals.
  - b. High-Quality Instruction (HQI) - Provide all students with high-quality instruction and curricula in an adaptive and flexible learning environment.
  - c. Healthy Learning Environment - Ensure a healthy learning environment that fosters physical and emotional safety, respect and a sense of belonging for all students.
2. The district will continue to explore and implement opportunities to be more cost effective, and to avoid and contain costs wherever possible.
  - a. Staffing - Review current staffing models for cost efficiencies, where possible. Decisions around staffing will be driven by their potential impact on raising student achievement while honoring the commitment to be fiscally responsible.
  - b. Operations - Areas for exploration for cost containment include transportation, energy, technology services and continuing to partner with the town agencies for shared services to achieve the greatest efficiencies possible.
  - c. Programs and Services - The schools and departments will develop strategies to accomplish the same results with efficient and effective approaches, employing innovative strategies to optimize outcomes at the lowest cost to the community.

3. In order to reduce the strain on the general budget, the District will explore alternative funding sources including grants and incentive programs from the state and federal governments as well private organizations.
4. Enrollment for the current school year is only one student less than last year. The NESDEC projected enrollment data indicates that enrollment will remain fairly stable for the next 5-10 years. Therefore, it is anticipated that staffing levels will remain relatively constant as well. The PPS department examines ELC trends and will make a recommendation for appropriate staffing levels.
5. Class size goals (K-5) are employed in determining the appropriate number of elementary sections at each grade level. The table below lists the class size goals that have been applied in the past as well as the current average class sizes on October 1, 2023.

<b>Grade</b>	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Class Size Goals	18	18-20	20-22	20-22	20-22	20-24
23-24 Average Class Sizes	18.3	18.3	20.9	19.7	22.3	23.7

6. The FY 24 operating budget was partially supported with funding from the ARP ESSER grants which have now all been exhausted. In order to maintain essential services supported by ARP ESSER, the FY 25 budget may need to assume up to \$390,000.
7. Costs associated with the negotiated settlements with our employee unions will be included in the FY 25 operating budget. The cost of hourly employees will rise to keep pace with the State’s increasing minimum wage.
8. The cost of consumable goods and services will be based on existing contracts and estimated to reflect inflation costs where we do not have contractual increases in place. In an economy that is experiencing high inflation, continued supply chain issues, ongoing labor shortages and growing need for competitive wage increases (e.g., BCBA’s, RBT’s, School Nurses, etc.) we anticipate a significant impact on multiple aspects of the FY 25 budget.
9. Meet all Federal and State mandates that pertain to Connecticut school districts, including IDEA and Section 504. Continue to fulfill obligations to provide Pupil Services and Special Education programs and services. These costs can increase at any point during the year due to unanticipated costs for students requiring services based on individual needs.
10. The Connecticut State Department of Education (CSDE) is requiring school districts to adopt a state approved literacy program according to the Right to Read Act. New Fairfield Public

Schools applied for a waiver from these requirements. We recently received a **Transitional Waiver** designation requiring us to substitute specific programmatic or curriculum components. As a result, we will need to purchase one of the state approved reading programs for fluency, comprehension and vocabulary estimated to cost us between \$200,000 and \$250,000 for the first year of implementation, including the extensive revision of curriculum, purchase of required materials and necessary professional learning.

11. The current contract with First Student to provide school transportation services expires at the end of the 23-24 school year. Accordingly, a Request for Proposals (RFP/Bid) was issued in October and responses were opened at the end of November. As we are currently in the negotiation phase for a new contract, it is too early to determine what impact this will have on the FY 25 budget.
12. There is a new state mandate, requiring school districts to evaluate the indoor air quality (IAQ and heating, ventilation and air conditioning (HVAC) systems in all school buildings by January 1, 2025, regardless of their age. This work must be performed by a certified testing, adjusting and balancing (TAB) technician, a certified industrial hygienist or a mechanical engineer. This new requirement is expected to have a significant impact on the FY 25 budget.
13. Capital Budget - There are a number of critically important projects that should be undertaken in FY 25 to ensure the health, safety and welfare of students, staff and community members using our facilities. These include the Turf Field & Track Replacement at the high school, several ongoing, age-related projects at the Middle School and the relocation of the Security Operation Center (SOC) to create a STEAM classroom and reclaim the library.
14. Provide all staff with an ongoing high-quality professional learning program in support of the district's instructional agenda.
15. The budget will provide resources to support the multi-year technology replacement plan.
16. The new high school includes a number of added features that will require new service contracts and increased cost to some existing contracts. Added features include: gym bleachers, emergency generator, food service kitchen, boiler plant and new security technology. Increased cost to existing service contracts include: building management system, emergency exit and lighting systems, kitchen and culinary hood cleaning, water system operator services and water quality testing services.

*Existing policy updated to reflect P.A. 23-167.*

## **Construction**

### **Extensions/Renovations or Replacements**

### **Indoor Air Quality**

The Board of Education recognizes that the maintenance of acceptable temperature, relative humidity and adequate fresh air ventilation in school buildings is a primary objective in the creation and maintenance of an optimal learning environment.

### **Indoor Air Quality in Existing Facilities**

The Superintendent or his/her designee shall implement an indoor air quality program that provides for ongoing maintenance and facility reviews, in accordance with all applicable state statutes, necessary for the maintenance and improvement of the indoor air quality of all District facilities.

The District shall report biennially, in a manner as required, to the Commissioner of Administrative Services on the condition of its facilities, its long range facilities program, and on its air quality program, and green cleaning program. **The Board must utilize standard reporting forms to conduct and report on both IAQ and HVAC inspections and must provide The Department of Administrative Services (DAS) the completed forms for each school. The forms and/or reports must be made available at a regularly scheduled Board of Education meeting and on the Board of Education/individual school website.**

~~Prior to January 1, 2008 and every three (3) years thereafter,~~ Starting on January 1, 2025 and annually thereafter, for all ~~for any~~ District facilities ~~that has been constructed, extended, renovated or replaced on or after January 1, 2003,~~ the Board of Education shall provide for a uniform inspection and evaluation program of indoor air quality ~~within such buildings, such as complying with~~ the Environmental Protection Agency's **Tools for Indoor Air Quality for Schools Program.**

The results of the evaluation shall be made available for public inspection at a regularly scheduled Board of Education Meeting and also posted on the District's website.

The inspection and evaluation program shall include, but not be limited to, a review, inspection or evaluation of the following:

1. the heating, ventilating, and air conditioning (HVAC) systems;
2. radon levels in the air and water;
3. potential for exposure to microbiological airborne particles, including fungi, mold, and bacteria;
4. chemical compounds of concern to indoor air quality, including volatile organic compounds;
5. pest infestation, including insects and rodents;
6. pesticide usage;

## **Construction**

### **Extensions/Renovations or Replacements**

### **Indoor Air Quality**

#### **Indoor Air Quality in Existing Facilities** (continued)

7. the presence and plans for removal of certain hazardous substances identified under federal law;
8. ventilation systems (i.e. exhaust fans);
9. plumbing, including water distribution systems, drainage systems, and fixtures;
10. moisture incursion (leaks);
11. the facilities' overall cleanliness;
12. building structural elements, including roofing, basements, and slabs;
13. the use of space, particularly in areas designed to be unoccupied; and
14. the provision of indoor air quality maintenance training for building staff.

Heating, ventilation, and air conditioning systems shall be maintained in accordance with the prevailing maintenance systems, such as Standard 62. The Board direct the Superintendent or his/her designee to ensure that such systems shall be operated continuously during the hours in which students or school personnel occupy school facilities except during periods of scheduled maintenance or emergency repairs or at other times when it can be demonstrated that the air supply system meets the Standards 62 requirements for air changes per hour.

Records shall be maintained on the maintenance of the District's heating, ventilation, and air conditioning systems for a period of not less than five years. Such records shall be available to the public upon request.

Prior to January 1, ~~2024~~ 2025, and every five years thereafter, the local or regional Board of Education shall provide for a uniform inspection and evaluation of the heating, ventilation and air conditioning system within each school building under its jurisdiction. Such inspection and evaluation shall be performed by a certified testing, adjusting and balancing technician, an industrial hygienist certified by the American Board of Industrial Hygiene or the Board for Global EHS Credentialing, or a mechanical engineer. Such heating, ventilation and air conditioning systems inspection and evaluation shall include, but need not be limited to:

1. Testing for maximum filter efficiency
2. Physical measurements of outside air delivery rate
3. Verification of the appropriate condition and operation of ventilation components
4. Measurement of air distribution through all system inlets and outlets
5. Verification of unit operation and that required maintenance has been performed in accordance with the most recent indoor ventilation standards promulgated by the American Society of Heating, Refrigerating and Air-Conditioning Engineers

## **Construction**

### **Extensions/Renovations or Replacements**

#### **Indoor Air Quality**

##### **Indoor Air Quality in Existing Facilities** (continued)

6. Verification of control sequences
7. Verification of carbon dioxide sensors and acceptable carbon dioxide concentrations indoors, and
8. Collection of field data for the installation of mechanical ventilation if none exist.

The ventilation systems inspection and evaluation shall identify to what extent each school's current ventilation system components, including any existing central or non-central mechanical ventilation system, are operating in such a manner as to provide appropriate ventilation to the school building in accordance with most recent indoor ventilation standards promulgated by the American Society of Heating, Refrigerating and Air-Conditioning Engineers. The inspection and evaluation shall result in a written report, and such report shall include any corrective actions necessary to be performed to the mechanical ventilation system or the heating, ventilation and air conditioning infrastructure, including installation of filters meeting the most optimal level of filtration available for a given heating, ventilation and air conditioning system, installation of carbon dioxide sensors and additional maintenance, repairs, upgrades or replacement. Any such corrective actions shall be performed, where appropriate, by a contractor, who is licensed in accordance with chapter 393. The local or regional Board of Education conducting an inspection and evaluations pursuant to this subsection shall make available for public inspection the results of such inspection and evaluation at a regularly scheduled meeting of such Board and on the Internet website of such Board and on the Internet website, if any, of each individual school. The local or regional Board of Education shall not be required to provide for a uniform inspection and evaluation under this subdivision for any school building that will cease to be used as a school building within the three years from when such inspection and evaluation is to be performed.

##### **Indoor Air Quality in New or Renovated Facilities**

In order to secure appropriate indoor air quality in District schools, the Board of Education believes that when new facilities are constructed and when existing facilities are renovated, the following requirements shall be specified to the architect or design professional responsible for the construction project:

1. Adhere to the requirements defining minimum air circulation contained in the State Building Code which apply only when constructing new space.
2. The building/space meets or exceeds the ASHRAE (American Society of Heating, Ventilating and Air Conditioning Engineers) 62-1999 standard, "Ventilation for Acceptable Indoor Air Quality," which considers chemical, physical and biological contaminants that can affect air quality as referenced by the State Code adopted pursuant to C.G.S. 29-252.

## **Construction**

### **Extensions/Renovations or Replacements**

#### **Indoor Air Quality**

##### **Indoor Air Quality in New or Renovated Facilities** (continued)

3. Utilizing the ASHRAE 62-1999 standard, achieve a minimum ventilation rate per occupant of 15 cubic feet per minute (cfm) of outdoor air.
4. Design and placement of air handling equipment needs to be done in a manner where it is accessible to inspect and maintain the equipment; therefore, mechanical rooms are desirable versus exposed rooftop units or units hung above suspended ceilings.
5. With increased air flow requirements, attention must be given to the potential of air velocity noise within ductwork.
6. Fresh air intakes must be located, whenever possible, away from all types of vents and exhausts on roofs in addition to any ground level vegetation and any accumulation of water.
7. Air intakes and ventilation windows must be sufficiently distant from bus loops and loading docks.
8. Radon mitigation systems to provide a vapor barrier and protection from under-slab humidity should be a part of new school construction.
9. Attention must be given to the selection of all building materials and finished products which may emit odorous and irritating volatile organic vapors degrading indoor air quality.
10. Reduce the potential of moisture intrusion through appropriately designed pitched roofs wherever possible.
11. Consider the economic feasibility of achieving dehumidification through air conditioning.
12. Install temperature control systems along with energy management systems which monitor temperature and other factors helpful in monitoring and diagnosing heating, ventilating and air conditioning (HVAC) systems.
13. When renovating an occupied building provide for the mechanical control of airborne pollutants associated with the construction process.

## **Construction**

### **Extensions/Renovations or Replacements**

#### **Indoor Air Quality** (continued)

Legal Reference: Connecticut General Statutes  
10-220(d) Duties of boards of education.  
10-231(f) Indoor air quality committees  
10-282(19) Definitions  
10-283 Applications for grants for school building projects  
10-286 (a)(9) Computation of school building project grants  
10-291 Approval of plans and site. Expense limit.  
10-292 Review of final plans by Commissioner of Administrative Services. Exceptions; role of local officials.  
P.A. 09-81 An Act Concerning Cleaning Products in Schools.  
New Fairfield Code of Ordinances  
Section 8: Building Committees, Sec. 2-171  
10-231g Green Cleaning Program at schools: Definitions, Implementation, Notice.  
P.A. 22-118 An Act Concerning the State Budget for the Biennium Ending June 30, 2023.  
**PA 23-167 An Act Concerning Transparency in Education**

Policy adopted: May 1, 2003  
Policy revised: November 6, 2003  
Policy reviewed: June 21, 2007  
Policy revised: December 4, 2008  
Policy revised: December 17, 2009  
Policy revised: June 16, 2016  
Policy revised: June 6, 2019  
Policy revised: December 1, 2022  
Policy revised:

NEW FAIRFIELD PUBLIC SCHOOLS  
New Fairfield, Connecticut

*Existing policy updated to reflect P.A. 23-150.*

## **Instruction**

### **Distance Education**

#### **Virtual/Online Courses**

The Board of Education believes that distance education through virtual/online courses is an opportunity for enrichment for NFHS students. Online learning has a distinct advantage in that it does not require students to be physically present in the same location as the instructor or other students. Distance education courses are part of New Fairfield's educational program delivery system to increase accessibility and flexibility in the delivery of instruction. In addition to regular classroom-based instruction, students in the district may earn credit through distance education provided by virtual/online courses.

~~Dual instruction is allowed as part of remote learning when it is needed to implement a student's IEP or 504 plan or as part of an intradistrict or interdistrict cooperative learning program for students on school grounds during a regular school day.~~

Dual instruction is allowed as part of remote learning when a Planning and Placement Team (PPT) or a 504 plan determines that remote, interactive engagement constitutes the least restrictive environment (LRE) in which the student's Individualized Education Program (IEP) can be implemented to ensure the student can receive a free appropriate public education (FAPE) or as part of an intradistrict or interdistrict cooperative learning program for students on school grounds during a regular school day.

Any cooperative learning program that provides dual instruction as specified above must be implemented following a MOU between the Board of Education and the applicable bargaining unit.

Virtual schools are educational organizations that offer courses at various grade levels through Internet or Web-based methods. Virtual schools allow students to take courses not currently offered at NFHS and, as such, enrich existing curriculum.

Online courses offered via organizations such as Virtual High School shall not result in a reduction of the current number of electives offered at New Fairfield High School, nor shall it result in the reduction in force of any existing staff.

In order to earn credits in meeting the requirements for high school graduation through the successful completion of on-line coursework, the Board, in compliance with C.G.S. 10-221a (17) shall ensure, at a minimum, that (a) the workload required by the on-line course is equivalent to that of a similar course taught in a traditional District classroom setting, (b) the content is rigorous and aligned with curriculum guidelines approved by the State Board of Education, where appropriate, (c) the course engages students and has interactive components, which may include, but are not limited to, required interactions between students and their teachers, participation in on-line demonstrations, discussion boards or virtual labs, (d) the program of instruction for such on-line coursework is planned, ongoing and systematic, and (e) the courses are (1) taught by teachers who are certified in the state or another state and have received

training on teaching in an on-line environment, or (2) offered by institutions of higher education that are accredited by the Department of Higher Education or regionally accredited; or (3) toward meeting the high school graduation requirement upon the successful completion of the board examination series permitting students in grades 9 through 12 to substitute achievement of a passing score on a series of examinations approved by the State Board of Education for meeting credit requirements for graduation.

## **Instruction**

### **Distance Education**

#### **Virtual/Online Courses (continued)**

If the drop-out rate of the District is determined to have been 8% or higher in the previous school year, the Board of Education shall establish an on-line credit recovery program for those students who are identified as being in danger of failing to graduate. These students, once identified by certified personnel, must be allowed to complete on-line District-approved coursework toward meeting high school graduation requirements. Each high school within the District shall designate, from among existing staff, an online learning coordinator to administer and coordinate the online credit recovery program.

New Fairfield High School students may earn a maximum of six (6) units of academic credits by completing online courses: three (3) through Virtual High School and an additional three (3) with prior approval of the high school principal for other online courses. (NOTE: In light of new legislation, District may need to reconsider “cap” on number of courses.)

One or more of the following conditions must exist for students to register for an online or virtual course:

1. Only students registered at New Fairfield High School may enroll in an online or virtual course for credit.
2. The course or its equivalent is not offered at New Fairfield High School. (In the event of an unavoidable scheduling conflict that would have a negative impact on a student’s academic sequence or ability to complete proscribed graduation requirements, the administration may approve the taking of an online course as an equivalent substitute for a course offered at NFHS.)
3. The course could serve as a supplement to extended homebound instruction.
4. The district has expelled the student from the regular school setting, but educational services are to be continued.
5. The Principal, with agreement from the student's teachers and parents/guardians, determines the student requires a differentiated or accelerated learning environment for a portion of his/her academic program.

As determined by Board/school policy, students taking a virtual course will do the following:

- Adhere to the District code of conduct to include rules of behavior and consequences for violations.
- Adhere to attendance requirements of the District.
- Adhere to the District's Internet policy.
- Adhere to New Fairfield High School's policy on withdrawing from a course.

The school must receive an official record of the final grade before awarding credit toward graduation.

The site-coordinator is responsible for monitoring student progress in a virtual course.

## **Instruction**

### **Distance Education** (continued)

(cf. 6141.321 - Computers: Acceptable Use of the Internet)

(cf. 6141.1 - Independent Study)

(cf. 6146 - Graduation Requirements)

Legal Reference: Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies and procedures.

10-221a High school graduation requirements. (as amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School Graduation and P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses, Other Subject Areas) and P.A. 10-111, An Act Concerning Education Reform in Connecticut.

PA 22-80 An Act Concerning Childhood Mental and Physical Health Services in School.

**P.A. 23-150 An Act Concerning Schools, Section 12**

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New Fairfield, Connecticut