

Board of Education Regular Meeting 2024

Thursday, February 15, 2024 7:00 PM

BOE Meeting Access: BOE (2/15/24 at 7 p.m.) Web:

<https://zoom.us/j/98277158667> Dial In: (929) 205-6099 Meeting ID: 982 7715 8667 , 3 Brush Hill Road, New Fairfield, CT 06812

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE MINUTES

III.A. January 24, 2024 - Special

III.B. January 30, 2024 - Special

III.C. February 1, 2024 – Regular

IV. APPROVAL OF THE AGENDA

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

VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS

VI.A. Chairman's Report

VI.B. Superintendent's Report

VI.C. Student Representatives' Report

VI.D. Committee Reports

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

VI.D.2. Field Fees (*Ed Sbordone*)

VI.E. Liaison Reports

VI.E.1. Parks and Recreation Committee (*K. LaTourette, G. Flanagan*)

VII. INFORMATION ITEMS

VII.A. Temporary Bus Parking Lot Update

VII.B. Board of Education Policies

VII.B.1. Policy 4121 – Substitute Teachers

VII.B.2. Policy 5118 – Nonresident Students

VII.C. FY 25 Budget Update

VIII. **ACTION ITEMS**

VIII.A. Personnel Report

VIII.B. Demolition of Consolidated School

VIII.C. New Fairfield High School Graduation 2024

VIII.D. Board of Education Policy - Suspension of the Rules [referring to Policy 1330]

VIII.D.1. Policy 1330 – Use of School Facilities

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

X. **FUTURE AGENDA ITEMS**

XI. **BOARD MEMBER COMMENTS**

XII. **ADJOURNMENT**

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

The New Fairfield Board of Education held a special meeting on Wednesday, January 24, 2024, at 7:00 p.m. at the Community Room at 33 Route 37, New Fairfield, CT.

MINUTES – January 24, 2024

PRESENT: Dominic Cipollone (Chairman), Tim Blair, Sue Huwer, Amy Johnson (via phone), Kimberly LaTourette, Samantha Mannion, and Ed Sbordone

ABSENT: Kathy Baker and Greg Flanagan

ALSO PRESENT: Superintendent of Schools Dr. Kenneth Craw, Assistant Superintendent of Curriculum and Instruction Kristine Woleck, Director of Business and Operations Carrie DePuy, Director of Technology Paul Gouveia, and Director of Pupil Personnel Services Maria Kennedy

I. CALL TO ORDER: Chairman Dominic Cipollone called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. REVIEW OF THE 2024-2025 BUDGET

Superintendent of Schools Dr. Ken Craw spoke of the upcoming budget for 2024-2025. Topics reviewed at this meeting included the budget for Curriculum, Technology, and Central Office.

Dr. Craw spoke of Curriculum and Instruction which included five priorities and how they affect the budget.

- Coaching Model for Math, Humanities and Science
- Reading
- Curriculum and Development
- Professional Learning
- Resources to Support Learning

Director of Business and Operations Carrie DePuy spoke of the budget for district-wide expenses and how they affect the budget. Main topics of review included insurance, tuition for Vo-Ag and Magnet School, transportation, and utilities. There was a discussion of future efficiencies and possible reductions to these expenses. It was noted that diesel and oil expenses have been locked in and insurance is capped at a 5% increase for the next three years. Carrie DePuy will research how Sherman tuition revenue is accounted for by other towns.

There was a discussion of the budget for Central Office, including legal fees for negotiations for union contracts. Financial services and personnel split with the Town were also discussed.

Director of Technology Paul Gouveia spoke of technology and how it affects the budget. External pressures, including an increase in cyberattacks, can affect the budget. There was a discussion of the many advancements and improvements to technology in recent years. There was a discussion of staffing for technology, and it was noted that student-to-technology support staff ratio is one of the highest in the area.

Paul Gouveia spoke of Investments and Initiatives for technology with this budget and spoke of the five-year replacement cycle, maintaining the Grades 3, 6 and 9 Chromebook model, adding an anti-phishing product and up keeping the “Tech Tool Box.”

Members of the BOE asked questions of both Carrie DePuy and Paul Gouveia and thanked them for their expertise. The next budget meeting will be held on Tuesday, January 30th in the New Fairfield Community Room. Presentations regarding the budget will be available on the district website.

IV. PUBLIC COMMENT- None

V. ADJOURNMENT

MOTION: Dominic Cipollone made a motion to adjourn the meeting at 8:20 p.m. Sue Huwer seconded the motion. **IN FAVOR:** Tim Blair, Dominic Cipollone, Sue Huwer, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone

Respectfully submitted,
Suzanne Kloos

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

The New Fairfield Board of Education held a special meeting on Tuesday, January 30, 2024, at 7:00 pm at the Community Room at 33 Route 37, New Fairfield, CT.

MINUTES – January 30, 2024

PRESENT: Dominic Cipollone (Chairman), Kathy Baker, Tim Blair (via phone), Greg Flanagan, Sue Huwer, Amy Johnson, Kimberly LaTourette, Samantha Mannion, and Ed Sbordone

ABSENT: None

ALSO PRESENT: Superintendent of Schools Dr. Kenneth Craw, Assistant Superintendent of Curriculum and Instruction Kristine Woleck, Director of Business and Operations Carrie DePuy, Director of Buildings and Grounds Phil Ross, Director of Athletics Mark Ottusch, Director of Pupil Personnel Services Maria Kennedy, Secondary Special Education Supervisor Monika Krepsztul and Elementary Special Education Supervisor Alex Lambert

I. CALL TO ORDER: Chairman Dominic Cipollone called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. REVIEW OF THE 2024-2025 BUDGET

Superintendent of Schools Dr. Ken Craw spoke of the upcoming budget for 2024-2025. Topics reviewed at this meeting included the budget for Special Education, Pupil Personnel Services, Facilities, Athletics and Capital Budget.

Facilities and Capital Projects

Director of Buildings and Grounds Phi Ross spoke of completed projects over the last year including:

- The Middle School cafeteria and lobby flooring,
- Dump truck replacement,
- Air conditioning units in four classrooms at MHHS.

Projects in progress include air conditioning for the STEAM room at MHHS and masonry repair at the Middle School. He noted that the majority of maintenance items are done in house, including preventative maintenance contracts, repairs and maintenance, custodial work and project work. The increase in service contracts has increased primarily due to the new high school. Members of the BOE asked questions of Mr. Ross regarding capital projects and timelines. Capital Improvements requests for fiscal year 2025 include:

Replacement of Student Transportation Van	\$50,000
Replace Rebel Stadium Turf and Track (\$630,000 offset from Field Fees)	\$600,000
Middle School Outdoor Recess space	\$25,000
Replace four classroom carpets in the Middle School	\$9,000
District Storage Garage	\$25,000
Create STEM Classroom in previous SOC Location	\$52,250
Intercom System in the Middle School	\$33,327
Total	\$794,577

Athletics

Athletic Director Mark Ottusch spoke of the many accomplishments of the sports teams at the high school, especially the Michael's Cup that was received for the first time in twenty years. He noted that there are 26 athletic teams with over 400 athletes. He compared Athletic Department staff with the staffing of surrounding districts. The cost of "Pay for Play" was increased from \$100 to \$150 per athlete per sport.

Mr. Ottusch spoke of facilities management and supervision for athletic events and the need for support staff. He noted that it is cheaper to hire seasonal staffing with a stipend than to have additional police coverage. There was a discussion of the best option for security at athletic events.

Initiatives for the Athletic Department include continued investments in sportsmanship and programs that give back to the Town. He spoke of the very successful toy drive. There was a discussion of field fees and cost of keeping the school open for extracurricular groups.

Special Education PPS

Director of Pupil Personnel Services Maria Kennedy spoke of Special Education in New Fairfield. There are 367 students currently identified as needing special education services within the district. This is an increase of 18 students since last year. The identification rate is 17.64%.

Maria Kennedy spoke of accomplishments with special education in the past year which include:

- Receiving a grant for Unified Sports for both the Middle School and High School,
- Professional learning opportunities for paraprofessionals.

Priorities for Special Education include building relationships with students, families, staff and the community, building capacity with staff training and development, High Quality Individual Education Plans with SMART goals and District Continuum of Services.

Maria Kennedy noted that the net increase for the budget is \$14,582 in non-payroll expenses over the fiscal year 2023-2024 budget. Increases include Professional Learning, Contingency, Evaluation and Consultation, Speech and Audiological Services, Legal, PPS and Psych Assessments. Non-payroll decreases include in-state tuition and out of district transportation. BOE members asked questions regarding this budget and specifically the optimal amount for BOE contingency.

Fiscal Year 2024-2025 Operating Budget and Capital Budget.

Members of the BOE discussed a potential percentage increase for the 2024-2025 budget. There was a consensus of the Board that the percentage increase should be under 5%. It was noted that it is preferred that these cuts come from non-payroll items. Superintendent Ken Craw will bring a list of potential cuts to the Board of Education meeting of February 1st.

IV. PUBLIC COMMENT

John McCartney thanked the BOE for all their hard work and thanked the Board of Education for not cutting payroll and making education a priority.

V. ADJOURNMENT

MOTION: Dominic Cipollone made a motion to adjourn the meeting at 8:45 p.m. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Sue Huwer, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone

Respectfully submitted,
Suzanne Kloos

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

The New Fairfield Board of Education held a regular meeting on Thursday, February 1, 2024, at 7:00 p.m. in the New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

MINUTES – February 1, 2024

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

ABSENT: Greg Flanagan

ALSO PRESENT: Superintendent of Schools Dr. Kenneth Craw, Assistant Superintendent of Curriculum and Instruction Kristine Woleck, Director of Business and Operations Carrie DePuy, Pupil Personnel Director Maria Kennedy, Secondary Special Education Supervisor Monika Krepsztul, High School Principal James D’Amico, and Elementary School Principal Allyson Story,

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. January 18, 2024 - Regular meeting - approved by consensus
- B. January 23, 2024 - Special meeting - approved by consensus

IV. APPROVAL OF AGENDA - approved by consensus

V. PUBLIC PARTICIPATION

Rick Regan spoke in support of the BOE budget and encouraged the BOE to present potential cuts to the BOF as soon as possible.

Chairman Dominic Cipollone read a letter from resident Megan Karloutsos in favor of using the former Consolidated School property for the bus lot. She noted safety should be a priority when making the decision of where to put the buses.

VI. ACTION ITEM

A. Fiscal Year 2024-2025 Operating Budget, Capital Budget and Debt Service

Superintendent of Schools Dr. Ken Craw gave a list of possible reductions to the budget in order to keep the budget increase to below 5% over the 2023-2024 budget. The potential reductions cut \$138,168 from the increase and yield an increase of 4.95% over the 2023-2024 budget for a total of \$48,695,091. Possible additional reductions that may be available in the future include pension contributions and Sherman student transportation which, if taken, would yield an increase of 4.75% over the 2023-2024 budget or \$48,603,882.

There was a discussion of budget drivers, including eliminating certain workbooks that no longer serve a purpose, the stipend for athletic events, reduction in pension contributions and the possibility of an increase in the amount of Sherman students. Pro forma, environmental conditions and investments and mandates were considered. There was a discussion of the allocation of the Sherman tuition and whether it should be allocated to the Town budget or the BOE budget. There was a suggestion of using the additional Sherman revenue to offset Sherman transportation costs.

MOTION: Ed Sbordone made a motion to recommend to the full Board of Education the approval of the 2024-25 Board of Education's operating budget in the amount of \$48,695,091, an increase of 4.95%, the 2024-25 Board of Education's capital budget in the amount of \$794,577, and the 2024-25 Board of Education's debt service budget in the amount of \$7,953,108. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion and Ed Sbordone

VII. BOARD AND ADMINISTRATIVE COMMUNICATIONS

A. Chairman's Report - Dominic Cipollone reported on the following:

- Spoke of the budget and noted that the BOE strives to present a budget that is reasonable and meets the needs of the district. He spoke of the Sherman tuition going into the Town budget instead of the BOE budget. He spoke of the need to renovate the turf and track and noted that the facilities are used more by Youth Sports and Club Sports instead of student athletes. Finally, he encouraged the town to come up with a reasonable solution bus lot location.

B. Superintendent's Report

Dr. Craw spoke of a State Grant program through ESSER funds that will give teachers up to \$1,000 for classroom supports. He encouraged classroom teachers to apply for these grants.

1. Attendance Update - Dr. Craw spoke of chronic absenteeism and noted that it is trending down with improvements in the elementary and middle school. Chronic absenteeism is defined as being absent 10% of the days or more. It is hopeful that the absentee rates will go below 10%.

C. Student Representative Reports

Senior Representative Brennan Hearty noted that:

- SATs for Juniors will be given soon.
- There is no school on Monday, February 19th and Tuesday, February 20th.

Junior Representative Emilia Sedlak noted that:

- Course Selections for next year will be held this month.
- The National Honor Society will hold a blood drive on March 6th.

D. Committee Reports

1. Curriculum - Tim Blair noted that this committee met on January 22nd. They discussed the World Language Program. The committee discussed a timeline for expanding the language department. There was an update on strategic planning and the reading pilot.

2. Policy - Samantha Mannion noted that the subcommittee met on January 31st. Three policies were discussed. The committee is waiting for more information on electronic participation at BOE meetings. Policies on substitute teachers and non-resident students will be on a future agenda.

3. Special Education Ad Hoc - Kimberly LaTourette noted that this subcommittee met on February 1st. Pupil Personnel Director Maria Kennedy, Secondary Special Education Supervisor Monika Krepsztul, and Elementary Special Education Supervisor Alex Lambert were in attendance. There are currently 95 staff members who received PMT training with a possibility that 20 more will be trained in the near future. Adaptive physical education was discussed. A grant was received for Unified Sports for both the Middle School and High School. ESY (Extended School Year) will be held from July 18th to August 1st. There is new legislation effective Feb. 5th that requires a statement to be read at all PPT meetings. Maria Kennedy will be holding focus groups with families in February.

E. Liaison Reports - None

VIII. INFORMATION/ACTION ITEMS

A. Solar Project

Kevin Siebrecht from Greenleaf Energy Solutions gave a presentation regarding solar energy for school buildings. He spoke of a guaranteed payment that the district can get on any power that is produced on the roof at a rate of 20 cents per kilowatt hour. He noted that the system is guaranteed to perform for 25 years. Mr. Siebrecht spoke of the financial benefits for the solar panels. There was a discussion of the application process and the procedures if the district is chosen through the lottery system. Members of the BOE asked about “worst case scenarios”

MOTION: Kathy Baker made a motion to recommend to the full Board the approval of the New Fairfield High School Solar Project as presented and \$10,000 refundable bond from the capital budget. Samantha Mannion seconded the motion.

AMENDMENT TO THE MOTION: Kathy Baker made a motion to the previous motion to specify that the \$10,000 bond would cover both the high school **and** Consolidated School buildings. Ed Sbordone seconded the motion. **IN FAVOR OF AMENDMENT:** Kathy Baker, Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion and Ed Sbordone **ABSTAINED:** Sue Huwer **IN FAVOR OF MOTION AS AMENDED:** Kathy Baker, Dominic Cipollone, Kimberly LaTourette, Samantha Mannion and Ed Sbordone **OPPOSED:** Tim Blair, Amy Johnson, and Sue Huwer

IX. ACTION ITEMS

A. Personnel Report

MOTION: Kathy Baker made a motion to recommend to the full Board approval of the Personnel Report for January 25, 2024, as recommended by the administration. Kim LaTourette seconded the motion.

IN FAVOR: Kathy Baker, Tim Blair, Dominic Cipollone, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion and Ed Sbordone.

B. Acceptance of Donation

1. Rebels Booster Club

MOTION: Kathy Baker made a motion to recommend to the full Board to accept with gratitude the Rebels Booster Club donation of \$10,000 for the purchase of a wrestling mat. Samantha Mannion seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion and Ed Sbordone.

The Board thanked the Booster Club for the generous donation.

X. PUBLIC PARTICIPATION

Eileen Hacaj spoke in favor of the solar project and gave information regarding solar projects in other towns in Connecticut.

John McCartney thanked the Booster Club for the generous donation of the wrestling mat. He spoke in support of the solar project. He also spoke of sources of revenue for the BOE budget.

XI. FUTURE AGENDA ITEMS - Maria Kennedy will give a presentation of the expansion of the STRIDES program in the near future.

XII. BOARD MEMBER COMMENTS - Tim Blair and Sue Huwer explained their reasons for voting against the solar project and noted that although they are in favor of solar power, the contract felt rushed. Kathy Baker noted that she feels comfortable with the solar project since it’s already installed at MHHS.

XIII. ADJOURNMENT

MOTION: Dominic Cipollone made a motion to adjourn the meeting at 8:40 p.m. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion and Ed Sbordone

Respectfully submitted,
Suzanne Kloos

Existing policy updated to reflect P.A. 23-159.

Personnel -- Certified

Substitute Teachers

Definitions

A substitute teacher is a person who shall instruct students in the New Fairfield Public Schools in the absence of the regular classroom teacher. The minimum qualifications for substitute teaching shall include the following:

1. Holds a bachelor's degree from an accredited institution;
2. Is able to perform the essential job functions of the position, with or without reasonable accommodation;
3. Demonstrates appropriate work ethic and effectiveness in working with children.

Short-term (or Per Diem) Substitute: A short-term substitute is defined as a person who substitutes in the school system for teachers at any level during the school year, typically on a per diem basis. Short-term substitutes are not required to prepare lesson plans or grade students' work.

Long-term Substitute: A long-term substitute is defined as a person who substitutes in the school system for a teacher at any level during the school year, typically for a period of time greater than one week but not to exceed 40 60 consecutive days in the same assignment. ~~without prior approval of the Superintendent of Schools.~~ For an assignment longer than 60 days, a substitute must obtain substitute authorization issued by the Connecticut State Department of Education and approval of the Superintendent of Schools. Long-term substitutes may be required to prepare lesson plans and/or grade students' work, for which they shall be compensated at a higher rate of pay.

Conditions of Employment

The Board shall only hire applicants for substitute teaching positions who comply with the reference and background checks as detailed in Policy #4112.51/4212.51 and who comply with the required disclosure requirements. ~~and after requesting information from the applicant's prior employers and SDE. The Board shall determine which such persons are employable as substitute teachers and maintain a list of such persons. The Board shall hire only substitutes who are on such list.~~

~~Approved substitutes shall remain on such list as long as he or she is continuously employed by the Board as a substitute teacher, provided the Board does not have any knowledge of a reason that such person should be removed from the list.~~

Personnel -- Certified

Substitute Teachers

The Board of Education is permitted to employ a person who lacks substitute teacher authorizations as a substitute teacher in the same assignment for a period not to exceed 60 school days. Principals will make every effort to maintain as much continuity of instruction as possible by engaging only one substitute teacher for the full period of absence of one teacher and by calling back a substitute to serve in a classroom in which he/she/they performed successfully.

Each substitute teacher is expected to carry out all of the normal functions of the classroom teacher, i.e. maintaining classroom instruction at an optimum level. Also, they will assume normal teacher responsibilities which are part of the building routine such as corridor, bus or study hall duty, cafeteria duty, etc. Each substitute will receive the New Fairfield "Substitute Handbook".

Substitutes are employed "at will" and may be dismissed at any time by the Superintendent or designee. Substitutes are not entitled to receive fringe benefits.

The per diem rate for short-term and long-term substitutes shall be set by the Board on an annual basis. The Superintendent may, at his discretion, offer a higher rate of pay to those persons who are employed as substitutes in shortage areas.

(cf. 4112.51/4212.51 - Employment/Reference Checks)

Legal Reference: Connecticut General Statutes
10-183v Reemployment of teachers
10-145a Certificates of qualifications for teachers, as amended by P.A. 11-27, An Act Concerning Substitute Teachers.
10-221d Criminal history records checks of school personnel. Fingerprinting. Termination or dismissal. (as amended by PA 16-67)
10-222c Hiring policy. (as amended by PA 16-67)
P.A. 23-159 (Section 18)

Policy adopted: June 1, 2006
Policy revised: November 17, 2011
Policy revised: November 2, 2016
Policy revised:

NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut

Students

Nonresident Students

Definition

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; or
5. is placed by the Commissioner of Children and Youth Services or by other agencies in a private residential facility. However, under this circumstance, a student may attend local schools with tuition paid by the home district unless special education considerations make attendance in local schools and programs inappropriate. A student not requiring special education who lives in town as a result of placement by a public agency (other than another Board of Education and except as provided otherwise in this paragraph) is a resident student. A student requiring special education may attend local schools (with special education cost reimbursements in accordance with statutes), unless special education considerations make attendance in local schools and programs inappropriate.

Nonresident Attendance Without Tuition

Upon written parental request, nonresident students may be allowed upon recommendation of the Superintendent of Schools to attend district schools without tuition under one or more of the following conditions:

1. A family moves from the district after January 1st of the school year and parent(s)/guardian(s) request that a student complete the marking period;
2. A family residing outside of a district has firm plans to move into the school district within 90 calendar days as evidenced by a contract to buy, build, rent, or lease;
3. A twelfth grade student and his/her family who are in residence through the last day of the first marking period of senior year wishes to complete his or her education in the district;
4. Students reside temporarily within the district because of family changes or students attending local schools residing temporarily outside of the district because of family

Students

Nonresident Students (continued)

circumstances. Approval shall not exceed three (3) calendar months; if subsequent approval is necessary, it shall be considered based upon information available at that time.

5. Mental or physical health of the student as certified by a physician, school psychologist, or other appropriate school personnel.

Exchange Students

No tuition is required for foreign students living within the district under an approved and recognized foreign exchange program. Exchange students will be accorded all the rights and privileges of a resident student during the period of enrollment, which can not exceed a period of one school year.

Nonresident Attendance

With the exception of Sherman students attending New Fairfield High School, New Fairfield does not accept nonresident students. Students of nonresident staff may be considered for attendance contingent upon class size, transportation, and other considerations including disciplinary and attendance records. (See Policy 5118.111)

Evidence of Residency

The Superintendent of Schools or his/her designee shall require documentation of family and/or student residency, including notarized affidavits, provided that prior to a request for evidence of residency the parent or guardian, relative or nonrelative, emancipated minor, or student eighteen (18) years of age or older shall be provided with a written statement of why there is reason to believe such student's may not be entitled to attend school in the district. An affidavit may require a statement or statements with documentation that there is bona fide student residence in the district, that the residence is intended to be permanent, that it is provided without pay, and that it is not for the sole purpose of obtaining school accommodations. **In addition, the Superintendent is responsible for developing and implementing administrative procedures for ongoing residency verification. If an individual has provided false documentation to attend New Fairfield Public Schools, then this may lead to liability for tuition and to criminal penalties for fraud.**

Removal of Nonresident Student from District Schools

If after a careful review of affidavits and other available evidence, the Superintendent of Schools or his/her designee believes a student is not entitled to attend local schools, the parent or guardian, the student if an emancipated minor, or a student eighteen (18) years of age or older shall be informed in writing that, as of a particular date, the student may no longer attend local schools, and the Superintendent shall notify the Board of Education (if known), where the student should attend school. If after review district residency is established by the evidence, the parent or guardian, the student if an emancipated minor, or a student eighteen (18) years of age or older shall be so informed.

Students

Nonresident Students

Removal of Nonresident Student from District Schools (continued)

If a student is removed from a district school for residency reasons the Superintendent of Schools or his/her designee shall: 1) inform the parent, guardian, emancipated minor, or student eighteen (18) years of age or older of hearing rights before the Board of Education and that the student/s may continue in local schools pending a hearing before the Board of Education if requested in writing by the parent, guardian, emancipated minor, or student eighteen (18) years of age or older 2) that upon request, a transcript of the hearing will be provided 3) that a local Board of Education decision may be appealed to the State Board and that the student/s may continue in local schools pending a hearing before the State Board if requested in writing by the parent, guardian, emancipated minor, or student eighteen (18) years of age or older 4) that if the appeal to the State Board of Education is lost, a per diem tuition will be assessed for each day a student attended local schools when not eligible to attend.

Board of Education Hearing

Upon written request, the Board of Education shall provide a hearing within ten (10) days after receipt of such request. If there is a hearing, the Board shall make a stenographic record or tape recording of the hearing; shall make a decision on student eligibility to attend local schools within ten (10) days after the hearing; and shall notify the parent, guardian, emancipated minor, or student eighteen (18) years of age or older of its findings. Hearings shall be conducted in accordance with the provisions of Sections 4-177 to 4-180 inclusive of Connecticut General Statutes.

The Board shall, within ten (10) days after receipt of notice of an appeal, forward the hearing record to the State Board of Education.

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.

Policy adopted: October 19, 2000
Policy revised: June 16, 2005
Policy revised: December 20, 2007
Policy revised: June 18, 2009
Policy revised: November 17, 2011
Policy revised: June 5, 2014
Policy revised: October 30, 2014
Policy revised: November 21, 2019

NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut

Verification of Residence

NEW ENROLLEE/STUDENT TRANSFER/CHANGE OF ADDRESS
(within New Fairfield)

Parent/Legal Guardian Statement

I, (print name) _____ the parent or legal guardian of
(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 _____. Grade _____.

This information and the documents provided are accurate. I authorize representatives of the
New Fairfield 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 criminal penalties for fraud. **In addition to the
imposition of civil penalties, perjured or fraudulent statements could lead to possible criminal prosecution.**

Parent/Guardian Signature: _____ Date: _____

.....
(FOR OFFICE USE ONLY)

Residency Status: own rent reside with: _____

In order to verify district residence, parents or guardians, an emancipated minor or the child over
18 must sign above and provide documents from the items listed below.

- ___ 1. Copy of a Valid Connecticut Drivers License or Connecticut Department of Motor
Vehicles Non-Driver Identification Card indicating New Fairfield residency
and
- ___ 2. ___ Warrantee Deed with Schedule A, or escrow papers
or
___ Dated rental agreement
and
- ___ 3. Copy of **one** of the following at address within the district in the parent's or guardian's
name:
 - ___ a. Utility bills (dated within the last three months)
 - ___ b. Notarized letter from landlord or owner acknowledging parent's/guardian's and
student's residence
 - ___ c. United States Postal Service On-line Official Change of Address Confirmation
- ___ 4. Residency Affidavit forms to be filled out by person with whom family and student reside.
Verification visit by Residency Confirmation staff will follow; child may attend school.
- ___ 5. Verification visit by Residency Confirmation staff (for situations not covered by 1 and 2);
child may not attend school until complete.

Documents seen by: _____ on _____

CONFIDENTIAL

RESIDENCY AFFIDAVIT

The New Fairfield Board of Education, 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 New Fairfield and is not residing with his or her parent(s) and whose parents are not residing in New Fairfield. This form is required when there is a question about the child'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 New Fairfield Address _____ Tel. # _____
(No. and Street) (Town) (State)
3. Name of Person with Whom Student Lives _____
Relationship _____
Address _____ Tel. # _____
(No. and Street) (Town) (State)
4. Date Student Moved Into New Fairfield _____
(Month) (Day) (Year)
5. Student's Former Address _____

(No. and Street) (Town) (State)
6. Former School _____ Grade _____
7. Name of Student's Father _____
Father's Address _____

(No. and Street) (Town) (State)
8. Name of Student's Mother _____
Mother's Address _____

(No. and Street) (Town) (State)
9. Name and Address of Student's Court Appointed Legal Guardian, if other than Parent:

PARENT'S STATEMENT

I, hereby, certify that _____ is my _____
(Student's Name) (Relationship)
and he/she resides with _____ who is _____
(Name of Person) (Relationship)
at _____
(No. and Street) (Town) (State) (Telephone #)

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

I, further, certify that my son/daughter is not living with me because _____

As a parent of the student named on this form, and as a nonresident of the Town of New Fairfield, I attest to the accuracy of the information contained in this form. Further, I certify that, as a permanent resident of the Town of New Fairfield, 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 New Fairfield, 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 New Fairfield Public School illegally, the Town of New Fairfield reserves the right to recover the costs for such education from me, the undersigned. **I understand that a perjured or fraudulent statement may lead to my criminal prosecution under the criminal statutes of the State of Connecticut.**

I hereby certify that the said _____ has full right to act in
(Person's Name)
my child's behalf concerning any and all school disciplinary, administrative, and medical matters.

Signature of Parent Date _____

Notary Public Date _____

HOST'S/GUARDIAN'S STATEMENT

I, hereby, certify that _____ is my _____
(Student's Name) (Relationship)
and he/she legally resides with me at _____
(No. and Street)

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

I, further, certify that this child is residing with me because

As the host/guardian of the student named on this form, and as a resident of the Town of New Fairfield, I attest to the accuracy of the information contained in this form. Further, I certify that, as a permanent resident of the Town of New Fairfield, 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 New Fairfield, 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 New Fairfield Public School illegally, the Town of New Fairfield reserves the right to recover the costs for such education from me, the undersigned. **I understand that a perjured or fraudulent statement may lead to my criminal prosecution under the criminal statutes of the State of Connecticut. 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 _____

I, _____, understand that I have full responsibility
(Person's Name)
for this student concerning any and all school disciplinary, administrative, and medical matters.

Signature of Host/Guardian Date

Notary Public Date

CERTIFICATION OF RESIDENCE

(For student living in other than a rental unit 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 verifying that:

Name of Student(s) _____

Name of Parent(s) _____

Reside at the following address _____

I, _____ certify that the named student(s) and parent(s)

(Landlord, Owner, 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 the Town of New Fairfield.

.....
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 if they, in fact, do not reside in New Fairfield.

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). In addition, the parent(s) may be prosecuted under the criminal statutes of the State of Connecticut. I, also, understand that this document may be used as evidence in a court of law. **In addition to the imposition of civil penalties, perjured or fraudulent statements could lead to possible criminal prosecution.**

I agree to immediately notify the New Fairfield Public Schools if this student ceases 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:
Superintendent of Schools
New Fairfield Public Schools
3 Brush Hill Road
New Fairfield, CT 06812

DATE:

RE:

DOB:

Dear:

In order for a student to attend public school in New Fairfield, the child's parent or legal guardian must live in New Fairfield or **you, the parent, must officially establish** that your child resides in New Fairfield 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 child's family.
3. Residency is not for the sole purpose of obtaining school accommodations in the New Fairfield Public Schools.
4. The other person signs a notarized affidavit (Host's/Guardian's Statement) that your child is residing with them.
5. You, the parent, submit a notarized Parent's Statement and Residency Affidavit.

Enclosed is a four page form titled "Residency Affidavit" which contains the parent's and guardian's statement. Please fill them out completely, having the parent's and guardian's statements notarized. Please schedule an appointment with the Principal or his/her designee within ten (10) days to review this information.

Unless we receive these documents which prove your child does have a permanent address in New Fairfield, we will, as described in the policy, begin disenrollment proceedings.

Sincerely,

Principal

cc: Superintendent
New Fairfield Resident

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 at _____ School.

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

Sincerely,

Principal

NEW FAIRFIELD PUBLIC SCHOOLS
NEW FAIRFIELD, CONNECTICUT 06812

RESIDENCY AFFIDAVIT RENEWAL

Date: _____

To Whom It May Concern:

I, _____, certify that the residency affidavit on file on behalf of my
(Name of Local Resident)

_____, _____,
(Relationship) (Student's Name)

remains true. The above named student resides with me at

_____, New Fairfield, Connecticut,
(Address)

and the telephone number is _____.

(Signature of Local Resident)

In addition to the imposition of civil penalties, perjured or fraudulent statements could lead to possible criminal prosecution.

Signed and sworn to before me this _____ day of _____, 20_____.

Notary Public

DATE:

RE:

DOB:

Dear:

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

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

You, as legal guardian of your child, have a right to a hearing on denial of school access based on residency by the New Fairfield Board of Education, 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 New Fairfield Board of Education because of denial of school accommodation.

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

If you choose a hearing, you have the right to bring representation, and the hearing will be conducted in accordance with Connecticut General Statute 10-186.

Sincerely,

Principal

cc: Superintendent
Superintendent of Nexus Town
New Fairfield Resident

DATE:

RE:

DOB:

Dear:

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

As of this date, you have not responded to our correspondence. Based on our investigation, we are denying school accommodation to and dis-enrolling _____ as of this date. If your child has any school property or personal items at _____ School, please call _____ to arrange an appointment to deliver or pick them up.

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

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

Sincerely,

Principal

cc: Superintendent
New Fairfield Resident

Nonresident Student Request Form

Nonresident Attendance without Tuition

Upon written parental request, nonresident students may be allowed, upon recommendation of the Superintendent of Schools, to attend district schools without tuition under one or more of the following conditions.

Please check appropriate reason:

- A family moves from the district after January 1st of the school year and parent(s)/guardian(s) request that a student completes the marking period. Moving date: _____
- A family residing outside of a district has firm plans to move into the school district within 90 calendar days as evidenced by a contract to buy, build, rent, or lease.
A fully executed copy of the contract to buy, build, rent, or lease must be included with this request.
Expected closing/rental date: _____
(Any change to the date must be submitted to the Office of the Superintendent in writing.)
- A twelfth grade student and his/her family who are in residence through the last day of the first marking period of senior year wishes to complete his or her education in the district;
- Student(s) reside temporarily within the district because of family changes or student(s) attending local schools residing temporarily outside of the district because of family circumstances. Approval shall not exceed three (3) calendar months. If subsequent approval is necessary, it shall be considered based upon information available at that time.

Briefly explain any pertinent information in support of this request. _____

Attach additional sheet if necessary.

****Please note that if the request is granted, the parent/guardian is responsible for transportation to and from school.**

I attest to the accuracy of the information contained in this form.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

Student Name and Grade: _____

Present Address: _____

Future Address: _____

Phone Number(s): _____

Email Address: _____

(For office use only)

Request Approved:

Denied:

Date Family Notified: _____

New Fairfield Public Schools
Athletic Program Support Proposal 2024-25
February 15, 2024

During the pandemic, athletic activities were significantly reduced, and there was a corresponding decrease in athletic program support. This proposal intends to restore support to the athletic program that existed prior to the pandemic.

Seasonal Support:

Office Support - \$3,000 per season (\$9,000 Total)

- This stipend will provide support in the following areas: facility scheduling for high school events, collaboration with community sports groups, monitoring student-athlete eligibility (Registration, Physicals, and Concussion Baseline Testing), coordinating transportation schedules with the bus company, ordering of equipment and supplies, and coordinating post season awards and certificates.

Game Management Coordinator - \$3,000 per season (\$9,000 total)

- This role would be responsible for the scheduling of support staff for all home and away events as needed. This includes Site Supervisors, Support Staff, Clock Operators, Bookkeepers, and Volleyball Lines Judges if available. This person would be responsible for the organization and submission of athletic timesheets to the athletic director for approval.

Lead Site Supervisor - \$30/hr x 200 hours per season = \$6,000 (\$18,000 total)

- Reports to the high school competition site as scheduled. Secure any necessary materials from the athletic office.
- Must be visible at all times to coaches, athletes, and spectators.
- Meets and greets all teams, coaches, and officials, and escorts them to locker rooms as applicable.
- Works with custodians, coaches, and building administration to prepare the site *if needed*. This includes, but is not limited to bleachers, score tables, score clock, player seating etc.
- Works with the athletic trainer to secure proper setup *as needed*.
- Helps to set police, security, and faculty supervision coverage *as needed*.
- In the absence of the Athletic Director, the Lead Site Supervisor will be responsible for the complete management of the competition site.
- At the conclusion of an athletic event, the Lead Site Supervisor stays on site to formally close out the event. This includes, but is not limited to, crowd control with spectators leaving the site, officials' concerns, and opposing team needs.

Additional Support Staff - \$25/hr x 300 hours per season = \$7,500 (\$22,500 total)

Site Support Staff / Clock Operator / Volleyball Linespeople

- Report to the competition site 30 minutes before game start time.
- Must be visible to the crowd and to students.
- Connects with police, security, custodians and other staff on duty.
- Assist the lead site supervisor, game staff, police and security *as needed*.
- Remain at the competition site until the visiting team has left school grounds (Site Support Staff).

Gate and Ticket Takers

- Report to the game one hour before the scheduled game time. Set up and secure gate money throughout the athletic contest. *No free admission to any game unless they are on an approved gate list, approved by the Athletic Director or Lead Site Supervisor in charge.*

Total Projected Cost Outlined Above: \$58, 500

Additional Events Requiring Staffing:

- Five home football games.
 - Three support staff members and two gate workers.
- Two Cross Country Meets.
 - Course setup and breakdown and traffic control.
- Five away football games that require a site supervisor from the visiting team. (Sites that I have been to over the last three years: Bloomfield, Groton, Windham, Waterbury, Weston, Southbury, Newtown, Monroe, Redding, Bethel, etc.)
- SWC and CIAC Away Playoff Games. (Sites that I have been to in the last three years: Canton, Burlington, Lyme, Old Saybrook, Clinton, North Branford, Cromwell, Fairfield, New Haven, etc.)
- All home and select away basketball games.
- Ice hockey games at Danbury Ice Arena.
- Home Wrestling Tournaments.
- Weekend and Holiday Events. (Approximately 20-25 dates per year)

New Fairfield Public Schools
Athletic Fee Information
February 15, 2024

Within the athletic budget, there are two items that are in place to help offset non-payroll expenses in the athletics budget: Pay-to-play and gate receipts.

Pay-to-Play:

Pay-to-play Fees are set at \$150 per season. Athletic participation fees are estimated to be approximately \$95,000 each year.

Other SWC schools with pay-to-play fees are as follows:

Bethel - \$150

Joel Barlow - \$65

Masuk - \$300

Newtown - \$160

Pomperaug - \$150

Weston - \$100

Gate Receipts:

Gate Receipts are set at \$12,000 each year. Gate receipt, combined with pay-to-play revenue, generates \$107,000 to help offset the cost of running our interscholastic athletic program. This includes, but is not limited to, reducing the cost of officials, event supervision, transportation, dues, entry fees, supplies, and equipment.

Gate receipts beyond \$12,000 are placed in a student activity fund for athletics. These funds are used for things outside of the athletics budget. An example of this was the recent purchase of banners for the new gymnasium that cost over \$4,000. This money is also used to take students to conferences and other programming for our student-athletes. If we have a need for equipment or supplies that are not covered in the initial budget, this money can help assist with that as well.

Our admission prices are comparable to other schools in the Southwest Conference. We also charge for the least amount of sports in the league. In addition to this, we do offer a discounted season pass for both adults and senior citizens/students. This past winter, a season pass for an adult was \$50 and provided entry into all home basketball contests for boys and girls. The senior citizen/student pass was offered for \$30. There were 19 home contests this year which means that students would pay less than \$2 per game and adults less than \$3 per game. If an adult could only come to half the games (assuming they would go watch their child on the road), it was still \$5 per game if a season pass was purchased.

SWC Admission Prices

School	Sports that Collect admission	Cost
Bethel	Football, Girls Basketball and Boys Basketball, field hockey, boys and girls soccer, b/g lax V games on turf 6PM or later	\$8 adult \$5 student on Go Fan \$10 adults and \$5 students cash
Brookfield	All Varsity Football games, All Varsity Basketball games, State tournament that we qualify to charge admission	\$5 adults, \$3 students on Go Fan \$10 and \$8 cash
Bunnell	Fall Sports: Varsity Football, Boys Varsity Soccer, Girls Varsity Soccer, Varsity Girls Volleyball, Varsity Girls Swimming Winter Sports: Boys Varsity Basketball, Girls Varsity Basketball, Wrestling, Boy's Swimming Spring Sports: Boys Varsity Lacrosse	\$6 adults, \$3 students & senior citizens online
Immaculate	Football, Boys and Girls Basketball, Hockey (Go Fan Only Basketball and Hockey) Football Cash at Gate	\$5(\$1 fee) adults, \$3 (\$1 fee) students/senior citizens Gofan presale
Joel Barlow	All Varsity Football games All Varsity night games on the Stadium (start time 6:00pm or later) including Boys/Girls Soccer, Field Hockey, and Boys/Girls Lacrosse All Varsity Basketball games	\$5 adult \$3 student, senior citizen and children 6 y/o and under free
Kolbe	Fall sports- Girls Volleyball Winter Sports- Boys Basketball, Girls Basketball Spring Sports- Volleyball	Basketball- Adults \$8.00/Seniors & HS Students \$5.00/KC Students \$2.00 Volleyball- \$5 Adults, \$3 senior citizen & HS students. \$2 KC HS students
Masuk	Football, Boys Basketball, Girls Basketball	\$5 adult, \$2 students and senior citizen
New Fairfield	Football and Basketball (Admission begins prior to JV) - Annual Wrestling Tournament	\$8 adults, \$4 students/senior citizens online presale on GoFan, \$10 adults and \$5 students at gate

New Milford	Varsity Home Events that start after 5:00 p.m. for the following sports: Football, Field Hockey, Boys and Girls Soccer, Boys and Girls Lacrosse, Boys and Girls Basketball, Ice Hockey, Girls Volleyball, Gymnastics, Wrestling.	GoFan \$5 Adults, \$3 Students, Senior Citizens Free, Cash option at the gate of \$7 Adults, \$5 Students
Newtown	All Varsity Football games, All Varsity night games on Stadium Field (7pm Starts) Boys & Girls Soccer, Field Hockey, Boys & Girls Lax, All Varsity Basketball games and wrestling matches.	\$8 Adult \$5 Students on GoFan and also cash option
Notre Dame	Fall: Football (GoFan only) Winter: Basketball, Hockey (GoFan only)	Adult \$10/ Student and Seniors \$5/ 12 and under free
Pomperaug	Varsity football, field hockey, boys and girls soccer, boys and girls volleyball, boys and girls swimming, boys and girls basketball, wrestling, boys and girls lacrosse	\$5 adults, \$3 students/senior citizens online sale on GoFan, \$7 adults and \$5 students at gate
Stratford	Varsity football, boys and girls soccer, boys and girls basketball, wrestling, lacrosse and night-time baseball and softball games	\$6 adults, \$3 students & senior citizens online; \$8 Adult \$5 Students & Seniors at the gate
Weston	Football, Boys Basketball, Girls Basketball	\$5 adult \$2 student & senior citizen online; \$10 adult \$5 student and senior citizen cash at the gate

Consolidated Demo Package - BOE

Community Relations

Use of School Facilities

The facilities of the New Fairfield Public Schools are available for reasonable use by organizations or groups within and outside the school system when they are not in use for school purposes. As Town facilities, members the community and school staff are encouraged to use them within the parameters of Board of Education policy and regulations. The Board shall grant the use of school facilities for activities of an educational, cultural, civic, social, recreational, governmental or general political nature which are sponsored by responsible local persons, organizations, agencies or institutions, as permitted under law. The Board reserves the right, as needed, to modify such use.

The primary scheduling of facilities is for school-related activities and programs. Every attempt will be made to accommodate a community group if there is a conflict with a previously scheduled school function.

All outside groups who use school facilities may be charged a building use fee that is established by the Board of Education. The building use form will be updated as needed to reflect rules governing the use of buildings and grounds, as well as Board approved fee structures.

Buildings and Grounds

The Board shall use the annual appropriation for the operation of schools for educational purposes, but will charge extra fees for community use of buildings by Town or private agencies or individuals.

Due to increased financial investments in classroom equipment, community groups will be assigned to multipurpose areas, like the cafeteria, and gymnasium, with very limited use of classrooms. The Board of Education reserves the right to limit the hours of use and access to buildings and grounds. All individuals or groups who apply to use school facilities must follow the district's procedures. This includes the full completion of a building form ten days prior to use with the appropriate insurance on file. Food and beverages are only allowed in the cafeterias and any other area designated by the building administrators or the Superintendent of Schools.

The Superintendent may exercise discretion in denying building use if an activity is deemed inconsistent with the Board policy.

Protection of Grounds and Buildings

Students should be allowed the use of school facilities for co-curricular activities, including clubs, recreational events, and other such related activities. These activities must be scheduled in keeping with normal school regulations and provide adequate supervision. The advisors and chaperones of all student groups must adhere to current regulations for the use of school facilities.

Community Relations

Use of School Facilities (continued)

Types of Activities That Will Not Be Permitted

1. Any purpose in conflict with the mission or goals of the school district.
2. Fundraising campaigns, except as permitted by Board of Education policy or with the Superintendent's discretion.
3. Any activity that may damage or permanently alter the buildings, grounds or equipment of the schools. Any damage that is incurred while using the buildings, grounds or facilities will be the financial responsibility of the organization or party.

Loitering or Causing Disturbance

All visitors must register in the school to be on school property during the school day and be issued a visitor's badge that must be worn at eye-level. Staff members should be alert to the possibility of unauthorized visitors and promptly report any concerns to the Principal. Any person shall be considered loitering on school grounds when s/he loiters or remains in or about a school building or grounds without any reason or relationship involving custody of or responsibility for a student or any other license or privilege to be there. Administrators may exercise discretion with respect to the use of outside facilities.

Legal Reference: Connecticut General Statutes
10-239 Use of school facilities for other purposes.
53a-185 Loitering in or about school grounds; Class C misdemeanor
PA 97-290 An Act Enhancing Educational Choices and Opportunities
Equal Access Act, 20 U.S.C. ss 4071-4074
Good News Club v. Milford Central School, Sup. CT., 6-11-01

Policy adopted: October 19, 2000
Policy amended: July 11, 2002
Policy amended: April 26, 2012
Policy amended: December 19, 2013
Policy amended: June 4, 2015
Policy amended: June 21, 2018
Policy amended: October 5, 2023

NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut

Priority List for the Use of New Fairfield School Facilities

The use of school facilities must be cost neutral by any organization that plans to use a New Fairfield Board of Education facility. Every organization is responsible for the cost of utilities, cleaning, and maintaining the facility in good operational condition. Organizations that request the use of school facilities are categorized below. The reason for these categories is to differentiate fees according to the types of organizations and the benefit of the activities for the New Fairfield community. There are other considerations to be made that take into account the hours of an event, the number of people involved, custodial needs of an event and the number of activities that are already scheduled. It is understood that all activities under the jurisdiction of the Board of Education are exempt from this priority list and are always given first priority over others. Flat fees, rather than hourly fees, can be established for activities that meet regularly at the discretion of the Superintendent.

1. Local Town Government Meetings

This category includes:

- Official Town meetings and all regular meetings open to the general public in cooperation with the Board of Education.
- Examples: Permanent Building Committee (PBC), Zoning meetings, Finance meetings, Board of Selectmen meetings, Town Meeting.

2. Parent-Teacher and other School Associated Groups

This category includes:

- a. Activities sponsored, organized and supervised directly by the Parent-Teacher Organizations or sponsored by the Board of Education and activities of other groups approved by the Board of Education.
- b. Examples: school clubs, DECA, FBLA, Booster clubs, National Honor Society, all PTO activities, extracurricular and co-curricular activities.

3. Recreation for Children and Adults (non-profit organizations; community based)

This category includes:

- Park and recreation activities.
- Non-Profit groups including Jaycees, Lions, Boy Scouts, Girl Scouts, Aquabears, swim clubs, wrestling clubs, soccer clubs, lacrosse clubs, Pop Warner Football, Babe Ruth Baseball, softball, Falcon Cheerleaders, Flash Track, Adult Education, and CCD.

4. Private Events, Commercial Ventures or Fundraising Activities with Community Benefit

This category includes:

- Activities which charge admission and any commercial venture of definite cultural value for specific benefit to the New Fairfield Community.
- Examples: Private sports clubs; private arts and crafts fair; Women's and Men's Clubs, Alumni groups, church groups, civic and fraternal programs.

5. Private Events, Commercial Ventures or Fundraising Activities for Organizational Benefit

This category includes:

- Activities which charge admission and any commercial venture of definite cultural value for specific benefit of the organization.
- Examples: commercial stage groups, private retail businesses, school of dance, Star-Search, private sports clubs; private arts and crafts fair; Women's and Men's Clubs, Alumni groups, church groups.

New Fairfield Public Schools
Facility Fees

The following fees will be charged for the use of any New Fairfield Schools facilities (regardless of the school) room charges are by the hour and field charges are by the participant per field and per season, unless otherwise noted:

Effective beginning ~~July 1, 2018~~ February 15, 2024 until further review

Category	Per Classroom Conference Room	Gymnasium	Auditorium	Cafeteria W/o Kitchen	Cafeteria With Kitchen	Pool	Athletic Fields◇
1	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0
3	0*+	\$20	\$30	\$15	\$25	\$40	\$40**1 +\$5 **3 or \$65**2 +\$5 **3
4	\$10*+	\$40	\$60	\$30	\$50	\$80	See Below**
5	\$25*+	\$100	\$150	\$75	\$125	\$200	See Below**
6	See Below**	See Below**	See Below**	See Below**	See Below**	See Below**	See Below**

Category 3 ¹\$40.00 per participant per season (Flash Track fee – 50% of prevailing rate per participant)

²\$65.00 per hour for camps or limited use (fewer than 40 hours)

³\$5.00 additional per athlete seasonal charge for use of John John Pendergast Field

(Parks & Rec fee – 50% of prevailing rate for use of any outdoor facility specified in the Field Policy Agreement)

Category 4 \$150.00 per hour for 1st day use per field

\$100.00 per hour for any additional continuous days use per field

\$50.00 per hour for a grounds man – Saturday – minimum 3 hours

\$70.00 per hour for a grounds man – Sunday – minimum 3 hours

\$25.00 per hour fee for lights per field

Category 5 \$200.00 per hour for 1st day use per field

\$150.00 per hour for any additional continuous days use per field

\$50.00 per hour for a grounds man – Saturday – minimum 3 hours

\$70.00 per hour for a grounds man – Sunday – minimum 3 hours

\$25.00 per hour fee for lights per field

Category 6 Special Events - Cost to be determined by the Director of Buildings and Grounds and the Director, Parks and Recreation, Buildings and Grounds.

◇ Athletic Fields including Track and Tennis Courts, and John John Pendergast Field

*The Board of Education may require a \$500.00 cash bond posted for use of those areas that contain technology equipment.

**New Fairfield Public Schools
Facility Fees**

The following fees will be charged for the use of any New Fairfield Schools facilities (regardless of the school) room charges are by the hour and field charges are by the participant per field and per season, unless otherwise noted:

Effective beginning October 5, 2023

Category	Per Classroom Conference Room	Gymnasium	Auditorium	Cafeteria W/o Kitchen	Cafeteria With Kitchen	Pool	Athletic Fields◇
1	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0
3	0*+	\$20	\$30	\$15	\$25	\$40	\$50**1 +\$5**3 or \$65**2 +\$5**3
4	\$10*+	\$40	\$60	\$30	\$50	\$80	See-Below**
5	\$25*+	\$100	\$150	\$75	\$125	\$200	See-Below**
6	See-Below**	See-Below**	See-Below**	See-Below**	See-Below**	See-Below**	See-Below**

Category 3 — ¹\$50.00 per participant per season (Flash Track fee — 50% of prevailing rate per participant)
²\$65.00 per hour for camps or limited use (fewer than 40 hours)
³\$5.00 additional per athlete for use of each additional field
(Parks & Rec fee — 50% of prevailing rate for use of any outdoor facility specified in the Field Policy Agreement)

Category 4 — \$150.00 per hour for 1st day use per field—
— \$100.00 per hour for any additional continuous days use per field
— \$50.00 per hour for a grounds man — Saturday — minimum 3 hours
— \$70.00 per hour for a grounds man — Sunday — minimum 3 hours
— \$25.00 per hour fee for lights per field

Category 5 — \$200.00 per hour for 1st day use per field
— \$150.00 per hour for any additional continuous days use per field
— \$50.00 per hour for a grounds man — Saturday — minimum 3 hours
— \$70.00 per hour for a grounds man — Sunday — minimum 3 hours
— \$25.00 per hour fee for lights per field

Category 6 — Special Events — Cost to be determined by the Director of Buildings and Grounds—
— and the Director, Parks and Recreation, Buildings and Grounds.

◇ Athletic Fields including Track and Tennis Courts, and John John Pendergast Field

*The Board of Education may require a \$500.00 cash bond posted for use of those areas that contain technology equipment.

