

**Policy Subcommittee Meeting \*6 p.m. Please note change in the start time.**

Wednesday, June 12, 2024 6:00 PM

Meeting Access: Policy Subcommittee (6/12/24 at 6:00 p.m.) Web:

<https://zoom.us/j/98212416374> Dial In: (929) 205-6099 Meeting ID: 982 1241 6374, 3 Brush Hill Road, New Fairfield, CT 06812

**I. CALL TO ORDER**

**II. APPROVAL OF MINUTES**

II.A. May 30, 2024 - Special

**III. ACTION ITEMS**

III.A. Policy 3453 – Student Activity Account

III.B. Policy 5112 – Age of Attendance

III.C. Policy 1330 – Use of School Facilities

**IV. INFORMATION ITEMS**

**V. OTHER**

**VI. ADJOURNMENT**

**BOARD OF EDUCATION, NEW FAIRFIELD, CT**  
**Policy Subcommittee Meeting**

Name of Subcommittee: Policy Meeting type: Special  
Date of Meeting: 5/30/24 Place of Meeting: Zoom  
Members present: Kathy Baker (*joined at 7:25 p.m.*), Kimberly LaTourette, Samantha Mannion  
Members absent: Amy Johnson  
Other attendees: Kris Woleck, Paul Gouveia, Sue Huwer, Ed Sbordone  
Minutes submitted by: Kimberly LaTourette  
Meeting Access: Meeting Access: Policy Subcommittee (5/30/24 at 7:00 p.m.) Web:  
https://zoom.us/j/97466663871 Dial In: (929) 205-6099 Meeting ID: 974 6666 3871

The meeting was called to order at 7 p.m.  
Samantha Mannion made a motion to elevate Ed Sbordone to a voting member tonight. Kim LaTourette seconded. All in favor.

**II. APPROVAL OF MINUTES**

A. May 1, 2024 – Special

**Motion:** To approve the minutes of the May 1, 2024, meeting as presented

Made by: Samantha Mannion

Seconded by: Kim LaTourette

**Recording of Vote:** All in favor

**III. INFORMATION/ACTION ITEMS**

A. Increasing Educator Diversity Presentation - Dr. Craw discussed the new legislation and the district plan for how to address this. There are goals and detailed action steps in the documentation (report for the State) attached. Dr. Kris Woleck and Dr. Craw gave a presentation that included information about the student demographics and our educators, the Public Act to increase educator diversity and the plan, the change in the title of the policy, our theory of action, the recruitment plan, hiring plan, and plan for retention. This will take some time to implement and we will continue to expand on strategies that we are already using and put back into place strategies that we had in the past, with a specific focus on increasing diversity. Samantha mentioned a minority fellowship program that some colleges use.

B. Policy 4111.3 – Increasing Educator Diversity - This is the policy from CABE ("Increasing Educator Diversity") that we will review and would replace the "Minority Recruitment Plan."

**Motion:** To move the Increasing Educator Diversity Plan and Policy 4111.3 Increasing Educator Diversity to the full Board for consideration

Made by: Samantha Mannion

Seconded by: Ed Sbordone

**Recording of Vote:** All in favor

Susan Huwer asked if the union had any issues/concerns with this and if the last one hired would still be the one to be let go if there were cuts. She also asked if there were any additional costs associated with implementing this plan. Dr. Craw mentioned that it should remain mostly neutral, possibly more advertisement cost for recruiting, and any other costs would be brought in front of the board. He said that this is an unfunded mandate, and we are properly budgeted to implement this plan. Sue expressed her dislike of the policy and plan and hope that we hire the best candidate regardless of their skin color, religion, race...

C. Policy 3453 – School Activity Account - Carrie DePuy and Dr. Craw presented this policy and their thoughts in updating this policy and making revisions. There was some discussion about how long the district should hold onto and maintain class funds. We are hoping to make it more clear about where the fees/dues go and how they are used. There was a

discussion of the senior class voting at the end of the school year on how the funds can be used. There was a discussion about how the funds could be used/transferred.

**Motion:** To table Policy 3453 - School Activity Account and bring it back for the next meeting after some rewriting and revisions

Made by: Samantha Mannion

Seconded by: Kim LaTourette

**Recording of Vote:** All in favor

D. Policy 5118 – Nonresident Students - Residency Policy Update - Paul Gouveia discussed adding this one form into the policy. After going through this process, he is able to pinpoint some weaknesses that need to be addressed. Adding a notary to a legal residency form may help strengthen this policy. We have found that people are intentionally working the system and filling out forms fraudulently and forging "landlord" signatures. Penalties are also included for anyone who is dishonest.

**Motion:** To move the Policy 5118 with the attachment of form 3 to the full board, and request to suspend the rules. Kathy Baker seconded.

Some revisions were discussed and will be made.

All in favor.

Made by: Samantha Mannion

Seconded by: Kathy Baker

**Recording of Vote:** All in favor

E. Elementary School Structure - Dr. Craw discussed the consolidation of the two elementary schools under one name. This is the policy that mentions renaming. Allyson Story will be bringing information to the full board on June 6th in regards to the focus groups and receiving some input to the new name. A name that we may recommend is "New Fairfield Elementary School." This was shared as information and will be discussed and possibly voted on at the June 6th regular meeting.

#### **V. INFORMATION ITEMS – None**

#### **VI. OTHER – None**

#### **VII. ADJOURNMENT**

**Motion to adjourn: Made by:** Samantha Mannion

**Seconded by:** Kimberly LaTourette

**Recording of vote:** All in favor

**Meeting adjourned at:** 8:26 p.m.

## **Business/Non-Instructional Operations**

### **Student Activity Account**

The Principal of each school is authorized to establish and maintain activity funds in accordance with state law. The purpose of these funds shall be to ensure proper management, safe-keeping, and accountability for monies belonging to classes and student organizations, monies raised and disbursed as a result of student activities, and monies which come to the school as gifts or donations. All student activity funds from each school shall be maintained in a single student activity account for that school.

The Principals or their designee(s) shall be responsible for the proper management and accounting for the school's student activity account, in keeping with procedures outlined by the Director of Finance. The Principals shall provide the Superintendent and Business Office with monthly reconciliations of all activity accounts. All accounts shall be subject to audit.

Legal Reference:      Connecticut General Statutes  
   10-237 School activity funds

Policy adopted:            September 16, 2010  
Policy revised:

NEW FAIRFIELD PUBLIC SCHOOLS  
New Fairfield, Connecticut

## **Business/Non-Instructional Operations**

### **Financial Control**

#### **Student Activity Account Implementation**

The Principal of each school shall be responsible for the implementation of this policy. This responsibility may not be delegated.

All student activity accounts within the New Fairfield schools will be maintained in compliance with state law, and any relevant policies set forth by the New Fairfield Board of Education.

The Principal of each school will be designated as the treasurer of the account in his/her school. The treasurer, and any other member of their staff who handles money regularly in the administration of this account, will be bonded for \$5,000.

#### **Overview**

- a) All schools that have activity funds will maintain financial records in accordance with acceptable accounting procedures.
- b) Each club or organization will have a designated treasurer who will be responsible for maintaining a record, and accounting for all financial transactions.
- c) All financial transactions on behalf of a club or organization must be authorized by an appropriate person, and evidenced by a clearly identifiable signature and date on all related paperwork.
- d) All student activities money will be kept in either a checking or savings account under the control of the Principal. All withdrawals must be authorized with both the Principal's signature and the signature of at least one other person designated as the advisor or cosigner for the club or organization.

### **Activity Funds/Class Funds Management and Procedures**

#### **Activity Funds Procedures**

- a) All Student Activity Funds must be raised and spent only for the enrichment and direct benefit of the students. Funds shall not be used for personal gain or the private purposes of any employee of the New Fairfield School System.
- b) The building Principal is solely responsible for the funds designated to his/her building. This responsibility may not be delegated.

**Business/Non-Instructional Operations****Financial Control** (continued)

c) The Director of Business and Operations shall act as custodian of these funds and shall supervise the accounting, collection, disbursement, and investment (if feasible) of all student activity funds. This activity shall be conducted in accordance with state law and all applicable Board of Education policies. The fund(s) shall be audited yearly by an independent audit firm at the Board of Education's expense.

d) Disbursement must be requested by TWO signatures, generally the Principal and the activity advisor, and shall be accompanied by appropriate invoices, receipts and/or proper explanation of the reason for the disbursement request. The Director of Business and Operations must approve all expenditure requests. All checks will also require two signatures, generally the Director of Business and Operations and the Superintendent or his/her designee.

e) Deposits must be made directly to the student activity fund not more than three days from the completion of any collection of funds.

f) The Director of Business and Operations shall act as the chairman of a committee appointed by the Superintendent, which shall consist of at least two administrators. Such committee shall meet when necessary to draft administrative procedures for the use of remaining student activity fund monies.

g) When the initial purpose of an activities fund has been satisfied, any remaining balance shall be transferred into that activity fund for the appropriate building.

**Class Funds Procedures**

a) A class in its senior year shall determine, at a regularly called meeting, its preference for the disposition of any funds remaining after all financial obligations have been discharged. Such disposition shall be subject to the review and approval of the administration.

b) Any sums of money for which no disposition has been made shall be evenly distributed to the school's general scholarship, awards and hardship accounts after the first class reunion or ten (10) years, whichever is sooner.

c) Beginning with the graduating class of 2024, all graduating classes will be required to submit a letter of intent regarding the future disbursement of any remaining class funds. This letter shall be submitted to the Director of Business and Operations on or before June 30th of the year of graduation. This letter will be kept on file for the duration that the funds remain under the stewardship of the New Fairfield Public School District. Class fund accounts that do not have an accompanying letter of intent on file by June 30th of the year of graduation will be divested, and any remaining monies will be evenly transferred into the school's general scholarship, awards and hardship accounts.

It is the responsibility of the senior class advisor to assure that the senior class and its officers are advised of this policy.

**Business/Non-Instructional Operations**

**Financial Control** (continued)

Legal reference: Connecticut General Statutes

10-237 School activity funds

Regulation approved: October 19, 2000  
Regulation reapproved: June 21, 2007  
**Regulation revised:**

NEW FAIRFIELD PUBLIC SCHOOLS  
New Fairfield, Connecticut

## **Students**

### **Ages of Attendance**

In accordance with Connecticut General Statute 10-186, the Board of Education shall provide education for all persons, residing in the District, five years of age and older, having attained age five on or before the first day of January of any school year, and under twenty-one years of age who is not a graduate of a high school or vocational school, except as provided in Connecticut General Statutes 10-233c and 10-233d. For purposes of establishing the residency of a child of a member of the armed forces, as defined in C.G.S. 27-103, and who is seeking enrollment in a district school, in which such child is not yet a resident, the Board shall accept the military orders directing such member to Connecticut or any other documents from the armed forces indicating the transfer of such member to Connecticut as proof of residency in the District.

Additionally, according to Connecticut General Statute 10-76d (b2), special education will be provided for children who have attained the age of three and who have been identified as being in need of special education, and whose educational potential will be irreparably diminished without special education.

Parents and those who have the control of children five years of age and over and under eighteen years of age, are obligated by Connecticut law to require their children to attend public day school or its equivalent in the district in which such child resides, unless such child is a high school graduate or the parent or person having control of such child is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools. The parent or person having control of a child seventeen years of age must consent to such child's withdrawal from school. The parent or person shall exercise this option by personally appearing at the school district office to sign a withdrawal form. Such form shall include an attestation from a guidance counselor, school counselor or school administrator that this district has provided the parent or person with information on the educational opportunities available in the school system and in the community.

The enrollment process shall be focused on obtaining only the information deemed necessary to establish residency and age. The District shall not request other information as a condition of enrollment or state in its policies or on its websites or otherwise, that other information is required to enroll children. The District shall immediately enroll a homeless child and allow such student to attend school even if the student is unable to produce records normally required for enrollment. Additional data collection may occur, but it must be completed in such a manner that does not interfere with the enrollment of a child in school.

The parent or person having control of a child five years of age shall have the option of not sending the child to school until the child is six years of age. The parent or person having control of a child six years of age shall have the option of not sending the child to school until the child is seven years of age.

## **Students**

### **Ages of Attendance** (continued)

The parent or person having control shall exercise such option by personally appearing at the school district office and signing an option form. The district shall provide the parent or person with information on the educational opportunities available in the school system.

The District, when determining residency, shall not request documentation of citizenship or immigration status of a child or the child's parents/guardians. The Board believes such documentation is not relevant to establishing residency.

In the establishment of residency, the Board will accept such documentation as, but not limited to, a lease agreement, mortgage document, property tax record, rent receipt, home owners insurance, current utility bill, current proof of government benefits, CT driver's license, automobile registration or insurance. An Affidavit of Residence, properly executed, shall also be acceptable.

The above requirements are not to serve as barriers to immediate enrollment of students, designated as homeless or foster children as required by the Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by the ESSA. The District shall work with the local child welfare agency, the school last attended, or other relevant agencies to obtain necessary enrollment documentation. The District shall immediately enroll a homeless student and allow such student to attend school even if the student is unable to produce records normally required for enrollment.

The parent/guardian of any child who is denied admission to school, or an emancipated minor, a student eighteen years of age or older, a homeless child or youth, or an unaccompanied youth who is denied schooling, or an agent or officer charged with the enforcement of attendance laws may request, in writing, a hearing by the Board of Education. Such hearing may be conducted by the entire Board of Education, or by a subcommittee of three Board members, or by a local impartial hearing Board of one or more persons not members of the Board of Education.

A child who has attained the age of seventeen and who has voluntarily terminated enrollment with parental consent in the district's schools and subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination unless such child seeks readmission to the District not later than ten (10) school days after such termination in which case the Board shall provide school accommodations to such child not later than three school days after such child seeks readmission.

A child who has attained the age of nineteen or older may be placed in an alternative school program or other suitable educational program if he/she cannot acquire a sufficient number of credits for graduation by age twenty-one.

(cf. 5111 - Admission/Placement)

(cf. 5112 - Ages of Attendance)

(cf. 6146 - Graduation Requirements)

## **Students**

### **Ages of Attendance** (continued)

Legal Reference: Connecticut General Statutes  
4-176e to 4-180a Agency hearings.  
4-181a Contested cases. Reconsideration. Modifications.  
10-15 Towns to maintain schools  
10-15c Discrimination in public schools prohibited. School attendance by five-year-olds  
10-76a - 10-76g re special education  
10-184 Duties of parents (re mandatory schooling for children ages five to sixteen, inclusive) as amended by PA-98-243, and PA 00-157  
10-186 Duties of local and regional boards of education re school attendance. Hearings. (as amended by P.A. 19-179)  
P.A. 19-179 An Act Concerning Homeless Students' Access to Education.  
P.A. 21-86 An Act Concerning the Enrollment of Children of Members of the Armed Forces in Public Schools and the Establishment of a Purple Star School Program.  
Appeals to State Board. Establishment of hearing board.  
“Guidance for Connecticut School Districts: Enrollment Process and Practice,” State Department of Education, December 2019.  
10-233a - 10-233f Inclusive; re: suspend, expel, removal of pupils  
10-233c Suspension of pupils  
10-233d Expulsion of pupils  
State Board of Education Regulations  
10-76a-1 General definitions (c) (d) (q) (t)

Policy adopted: March 21, 2002  
Policy readopted: June 16, 2005  
Policy revised: March 5, 2020  
Policy revised: November 4, 2020  
Policy revised: December 2, 2021

**NEW FAIRFIELD PUBLIC SCHOOLS**  
New Fairfield, Connecticut

## Students

### Ages of Attendance/Admissions/Placement

The New Fairfield Board of Education (the “Board”) complies with its legal obligation to cause each child five years of age and over and under eighteen years of age who is not a high school graduate and is residing within the Board’s jurisdiction to attend school in accordance with Connecticut General Statutes § 10-184.

Effective July 1, 2024, the New Fairfield Public Schools (the “District”) shall be open to resident children five years of age and over who reach age five on or before the first day of September of any school year. For children who will not reach the age of five on or before the first day of September of the school year, the child’s parent or guardian may submit a written request to the principal of the school seeking early admission to the District. Upon receipt of such written request, the principal and an appropriate certified staff member shall assess such child to determine whether admitting the child is developmentally appropriate. For decisions relating to early admission to the District, the decision of the principal and appropriate certified staff shall be final.

The Superintendent or designee shall be responsible for developing administrative regulations in furtherance of this policy. Such regulations shall identify procedures for the receipt and processing of requests for early admission to the District and for assessing whether early admission of a child is developmentally appropriate. The Early Admission Process shall be available only for a child who will reach the age of five on or after September 2 and before January 1 of the school year.

#### Legal Reference:

##### Connecticut General Statutes

- 10-15c        Discrimination by public schools prohibited. School attendance for five-year-olds
- 10-220        Duties of boards of education
- 10-221        Board of education to prescribe rules, policies, and procedures
- 10-184        Duties of parents. School attendance age requirements

Public Act 23-208, “An Act Making Certain Revisions to the Education Statutes.”

Policy adopted:	March 21, 2002	NEW FAIRFIELD PUBLIC SCHOOLS
Policy readopted:	June 16, 2005	New Fairfield, Connecticut
Policy revised:	March 5, 2020	
Policy revised:	November 4, 2020	
Policy revised:	December 2, 2021	
<b>Policy revised:</b>		

## **Students**

### **Ages of Attendance/Admissions/Placement**

In accordance with state law, effective July 1, 2024, the New Fairfield Public Schools (the “District”) are open to all children five years of age and over who reach age five on or before September 1 of any school year. A child who has not reached the age of five on or before September 1 of the school year may be admitted to kindergarten only (1) upon a written request by the parent or guardian of the child to the principal of the school in which the child would be enrolled based on District residency requirements, and (2) following an assessment of the child, conducted by the principal of the school and an appropriate certified staff member of the school, to ensure that admitting the child is developmentally appropriate (“Early Admission Process”). The Early Admission Process shall be available only for a child who will reach the age of five on or after September 2 and before January 1 of the school year.

#### **I. Assessment**

- A. The District will assess a child who does not meet the statutory age requirement if admission of such child is requested in writing by a child’s parent or guardian. Such request must be sent by electronic mail to the principal of the school in which the child would be enrolled based on District residency requirements (the “Building Principal”) and must be received by the Building Principal no later than January 15.
- B. The Building Principal and an appropriate certified staff member of the school (together, the “Assessment Team”) will conduct an assessment of the child to gather information pertaining to the question of whether admitting the child is developmentally appropriate.
- C. The Assessment Team will take a holistic approach to assess a child’s developmental level in a variety of developmental domains (e.g. cognitive, social-emotional, physical development and health, etc.). The Assessment Team will use the Connecticut Early Learning and Development Standards (ELDS) as a guide to assessing a child’s developmental level.
- D. The Assessment Team will obtain information from the parent or guardian as part of the assessment.
- E. The Assessment Team will assess children whose parents request early admission at specifically defined times. If the request for early admission is received before January 15, the Early Admission Process will occur in February. If the request for early admission is received on or after January 15, the Early Admission Process will occur in April. All requests for early admission must be submitted by March 1.
- F. The Early Admission Process will be administered universally across all schools in the District that operate kindergarten classrooms.

## Students

### Ages of Attendance/Admissions/Placement

#### II. Children with Disabilities

- A. All parents and guardians, including those of children with disabilities, may request early entry to kindergarten pursuant to the Early Admission Process in Section I.
- B. For a child with an Individualized Education Programs (IEPs), the Early Admission Process will be individualized and in alignment with the documented IEP accommodations/modifications in Section 5 (Supplementary Aids and Services) and Section 11 (District and State Testing).
- C. For a child with a Section 504 plan, the Early Admission Process will be individualized and in alignment with the accommodations documented in the child’s 504 plan.

#### III. Notification

The District will strive to notify parents and guardians who have requested their child be granted early admission to kindergarten as soon as possible.

#### Legal Reference:

- Conn. Gen. Stat. § 10-15c      Discrimination by public schools prohibited. School attendance for five-year-olds
- Conn. Gen. Stat. § 10-220      Duties of boards of education
- Conn. Gen. Stat. § 10-221      Board of education to prescribe rules, policies, and procedures
- Conn. Gen. Stat. § 10-184      Duties of parents. School attendance age requirements

Public Act 23-208, “An Act Making Certain Revisions to the Education Statutes.”

Connecticut State Department of Education, *New Entry Age for Kindergarten: Considerations for Connecticut Schools*, October 23, 2023.

Regulation adopted:

NEW FAIRFIELD PUBLIC SCHOOLS  
New Fairfield, Connecticut

## **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  
Appendix revised: February 15, 2024

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 February 15, 2024, until further review **September 1, 2024**

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** <sup>1</sup> +\$5 ** <sup>3</sup> or \$65** <sup>2</sup> +\$5 ** <sup>3</sup>
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** ~~\$40.00~~ **\$50.00** per participant per season (Flash Track fee – 50% of prevailing rate per participant)  
<sup>2</sup>\$65.00 per hour for camps or limited use (fewer than 40 hours)  
<sup>3</sup>\$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 1<sup>st</sup> 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 1<sup>st</sup> 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.

