

**Please Note: These minutes are pending Board approval.**  
**Board of Education**  
**Newtown, Connecticut**

Minutes of the Board of Education meeting on January 22, 2019 at 7:00 p.m. in the Reed School Library.

M. Ku, Chair	L. Rodrigue
R. Harriman-Stites, Vice Chair	J. Evans Davila
D. Cruson, Secretary	R. Bienkowski
D. Leidlein (7:10 P.M.)	6 Staff
J. Vouros (absent)	1 Public
A. Clure	1 Press
D. Delia	
C. Dubois	
R. Morrill	

Mrs. Ku called the meeting to order at 7:00 p.m.

Item 1 – Pledge of Allegiance

Item 2 – Consent Agenda

MOTION: Mr. Cruson moved that the Board of Education approve the consent agenda which includes the donation to Sandy Hook School and the correspondence report. Ms. Harriman-Stites seconded. Motion passes unanimously.

Item 3 – Public Participation (none)

Item 4 – Reports

Chair Report: Mrs. Ku said the Board of Finance last week approved our use of the funds in the non-lapsing account as we requested. She thanked Mr. Pompano, Mr. Faiella, Mr. Bienkowski, Mrs. Leidlein and Dr. Rodrigue for attending the meeting and answering questions.

The Legislative breakfast was held last week in Ridgefield with legislators and superintendent's attending. She provided the Board with attachment B of the Board of Finance minutes regarding the proposal for changes in the CIP process.

Mr. Cruson asked if there was a side-to-side comparison of what is changing in the CIP to which Mrs. Ku responded that there was on pages 1 and 3 of their minutes.

Mr. Clure verified that the funds were approved and Mrs. Ku stated they were.

Superintendent's Report: Dr. Rodrigue said one bus was stuck on Taunton Hill Road this morning due to low hanging power lines and she thanked the Police for their help. Also, The Old Road was impassable for the afternoon runs.

Dr. Rodrigue shared information that outlined the grants supporting this year's and next year's budgets. She met with school principals today regarding an action plan to improve student performance. We will use more internal assessments to monitor students. The DRG comparison and SBAC was also provided.

Committee Reports:

Mrs. Ku said the Curriculum and Instruction Committee met and had a discussion with the middle and Reed School staff about stem programming. The middle school is using project lead the way and Reed using an in-house program.

Mrs. Harriman-Stites said the Policy Committee met and the Board ethics policy would be given to them at the February 19 meeting as well as a policy regarding new graduation requirements.

**Student Representatives:**

Clare Dubois reported that the cheerleaders came in first place at the Connecticut classic, wrestlers competed in the Eagle Classic, and boys basket ball continues to be unbeaten. Several students received the Scholastic Art Award which included Eliza Roth, Karl Miller and Jacob Clements.

Robert Morrill reported that nine students were selected for the Western Regional Music Festival after auditioning. The cast and crew are set for the spring musical which this year will be Mary Poppins. Best Buddies Valentine's Day dance will be on February 16. The National Honor Society had a winter clothes drive to donate to those in need. The career center will host a scholarship tutorial this week.

Mr. Clure asked the students if there was no charge to attend games if more students would go. Mr. Morrill said they like to charge for big games when there is a lot media around it so charging for those is a way to raise money. He doesn't see a problem with charging. Ms. Dubois didn't think anyone minded paying the few dollars for a ticket.

**Financial Report:**

MOTION: Mr. Cruson moved that the Board of Education approve the financial report for the month ending December 31, 2018. Mr. Delia seconded.

Mr. Bienkowski said the main difference from last month is reflected in the electricity account. We locked into a new rate which is also reflected in next year's budget. Motion passes unanimously.

**Item 5 – Old Business****Second Read of Policies:**

Mrs. Harriman-Stites wanted the Policy Committee to look at policy 5111.1 on foreign exchange students again and would bring it back to the Board.

MOTION: Mrs. Harriman-Stites moved to approve policies 5113, 5117, 5118.1 and 5121.2. Mr. Cruson seconded.

Mr. Clure said when a child is late the report shows they are cutting. He feels it's a pretty drastic term for an unexcused absence.

Dr. Rodrigue would talk to the high school administration because we were thinking of changing the code so it doesn't show a cut. We wait until parents call to make the change.

MOTION passes unanimously.

**Item 6 – New Business****Minutes of January 8, 2018:**

MOTION: Mr. Cruson moved to approve the minutes of January 8, 2019. Mrs. Harriman-Stites seconded. Vote: 5 ayes, 1 abstained (Mr. Clure) Motion passes.

**Item 7 – Technology Budget**

Carmella Amodeo presented the technology budget. She spoke about the increases which are in the repair line due to renewing licenses for access points, in contracted services just over \$16,000 because of a move to our virtual server environment which we share with the town, and the last increase is in software due to renewal for our antivirus software. Beyond that most areas have a zero percent or decrease which is about a 4% increase over all.

Mr. Cruson referred to the obsolescence chart and if we should be concerned that the number will be higher each year.

Mrs. Amodeo said our inventory is predominantly chrome books. The dollar amount has been more than sufficient to keep everything going.

#### Item 8 – Continuing Education

Elissa Gellis spoke about the continuing education budget with a few changes. There is a 5% increase in mandated services with WERACE. The larger increase is extra work nurses for summer programs.

#### Item 9 – Plant Budget

Mr. Bienkowski said there are three components of the plant budget which include administration and supervision, maintenance of buildings and grounds, and the custodial section. There are two more days next year because it's a leap year and there will only be 182 school days.

Dan Delia wondered if it would make sense to group projects by type to be cost effective.

Mr. Bienkowski said it would depend on if something is scheduled in one or two years. It's often difficult to group projects together that are not scheduled in the same year. Bidders still have to bid separately. We don't look to make those combinations unless there is a need to get it done at a certain point of time.

Mr. Clure asked if he wanted to replace or add a vehicle.

Mr. Bienkowski said he would change it from an additional to a replacement vehicle.

Mrs. Leidlein asked if it would be traded in or would we continue to use it.

Mr. Bienkowski said we would trade it in if possible. It depends on the condition because then it becomes a liability.

#### Item 10 – Benefits Budget

Mr. Bienkowski said the self-insure plan is a benefit. We will see a savings of \$125,000 with changing the dental plan.

Mr. Delia said that workers comp seems very flat.

Mr. Bienkowski said that is directly related to wages. There are rates per category of employee. Currently we pay \$480,000 for workers comp but it should have been \$440,000. The Town is paying a higher amount per category of employee.

#### Item 11 – General Services

Mr. Bienkowski said one significant increase is in professional services for teacher negotiations. A document management system is being proposed to have a paperless system to take the place of hard copy files. Our purchasing director is working on this.

Mrs. Harriman-Stites asked if scanning documents was an annual or one-time cost.

Mr. Bienkowski said there will be annual costs with licensing fees. They charge per work station.

Mrs. Harriman-Stites asked how much we would be saving in paper and toner fees.

Mr. Bienkowski would get that information once a vendor has been selected.

Mr. Clure asked if the new purchasing agent worked on anything for the Board of Education yet.

Mr. Bienkowski said he has visited all schools and contacted our regular vendors and has worked out catalog price discounts. Recently he was able to get a new graphics printer at a

\$2,900 discount and is working on prices for ductless splits. He will also be looking at the special education transportation bid for next year.

Mrs. Harriman-Stites said it would be good for us to see what he has saved for us.

Mr. Bienkowski spoke about the security budget. The decrease in salary is because we have had less school days.

Mr. Pompano said the security budget is very lean. Some contracted services are the Raptor Visitor Management System. We also use the Anonymous Alert system in the high school. There are also licensing fees for cameras and radios are also in need of replacing.

Mr. Delia asked if he needed anything not reflected in the budget.

Mr. Pompano said there was need regarding the camera system.

#### Item 12 – Transportation Budget

Tanja Vadas spoke about the transportation budget.

There will be an increase in transportation for the new voag program where we anticipate three students will attend. Next year we anticipate eight less students in the Danbury magnet school program. Fuel is going up a little over 2% and all buses will be on propane next year.

Mrs. Harriman-Stites asked about the increase in vocational school transportation and if we will see a decrease when all students graduate Nonnewaug. How many more years will we have students in two schools?

Mrs. Vadas said that Region 12 will only have freshman and we will have students at Nonnewaug for three more years.

Mrs. Ku asked if we were still transporting students from other towns.

Mrs. Vadas said we were and are billing for the hours our job coach is with students from other towns.

Mr. Delia asked if we anticipate seeing fuel go down when we went to all propane. He thought overall fuel expense would go down.

Mrs. Vadas said there was a federal tax credit years ago but it never came to fruition and the program has since been discontinued. We are increasing by 2.8%.

#### Item 13 – Curriculum Budget

Mrs. Evans Davila reviewed the curriculum budget which reflects changes in her office. Money allocated for training was expected to increase the training but it was so difficult to find coverage it was not used for that. Funds for K-12 curriculum development remain the same. The new director position will be able to assist the new superintendent. K-12 decisions came from priorities from the principals. A lot of our mentor training is in-house now. We have gained a lot of ground with concept-based curriculum and training on-sight. Supplies increased due to new initiatives from the State.

Mrs. Harriman-Stites would like to see the job description for the assistant superintendent and the new director position to see how they would interact with one another.

Mr. Delia asked the salary.

Mrs. Ku said it was \$76,000.

Mr. Delia asked if math and science specialists coach in the schools.

Mrs. Evans Davila said they do a lot of demonstration lessons and look at the achievement data and do the most critical part of the tier-three intervention.

Dr. Rodrigue met with principals today and they are finding that they need direction and guidance with the new initiatives going on. This new role would support this.

Mr. Delia wondered why we needed both positions as it seems like there are a lot of administrators and, in looking at enrollment, how it will benefit students.

Mrs. Evans Davila said that the work you do with adults has a direct effect on student learning. This position will instructionally coach the administrators also.

Dr. Rodrigue provided a document showing that the majority of districts have a director of teaching and learning or one of that nature. Some have multiple administrative positions. We removed the director of health and wellness central office position which has been taken over by a principal. This new position will support the assistant superintendent and meet with the district leaders.

Mrs. Harriman-Stites asked why this person would start in January.

Dr. Rodrigue said that would allow the new assistant superintendent to help with hiring that position.

Mrs. Harriman-Stites was concerned that if we are hiring someone for January if it made cost sense and would the person be able to do what they need to do for the second half of the year. She is also concerned about eliminating the .1 coordinators.

Dr. Rodrigue said the coordinators are in support of the new position as it's difficult for them to get into the other schools.

Mr. Delia is concerned about bringing in a new assistant superintendent and then having them hire for a new position. Maybe we should take one step at a time and not dive into hiring a new position.

Dr. Rodrigue said there will be a team approach in hiring the position.

Mrs. Ku said we have had this discussion in Curriculum and Instruction for years.

Mr. Clure asked if this position needed to be at this level and not as big an expense.

Dr. Rodrigue said we want this person to be in a supervisory and evaluator role and also take part of the social emotional piece taken on by the principals.

Mr. Delia said if this position was approved it would have to correlate into achievement.

Dr. Rodrigue said an important part of that role is data analysis and guiding the teachers as well as school principals. The person will also work with Mrs. Amodeo and the technology department to start to look at digital tools.

Mrs. Harriman-Stites asked if the Panorama investment is getting us a high level of results.

Mrs. Evans Davila said it is a robust platform. They re-torqued the way results are recorded. The principals set a goal around the survey.

Dr. Rodrigue said the principals found it useful but are looking at it to decide if we need to give it every year.

Mrs. Harriman-Stites referred to Dibbles and why we were screening 250 students per school.

Mrs. Evans Davila said we are screening K-4 mandated by the State and approving a school tool. They must be tested each year. She also spoke about the testing data in other districts as it relates to spending.

Mrs. Ku said the next meeting will be a more general discussion of the budget and asked the members to let her and Dr. Rodrigue know if they had specific questions.

Item 14 – Public Participation (none)

MOTION: Mr. Cruson moved that the Board of Education go into executive session to discuss security cameras and technology and invite Dr. Rodrigue, Mr. Bienkowski, Mr. Pompano, and Mrs. Amodeo. Mrs. Harriman-Stites seconded. Motion passes unanimously.

MOTION: Mr. Cruson moved that the Board of Education invite Tanja Vadas into executive session. Mrs. Harriman-Stites seconded. Motion passes unanimously.

Item 15 – Executive Session

Executive session began at 10:05 p.m.

MOTION: Mr. Cruson moved to adjourn. Mrs. Harriman-Stites seconded. Motion passes unanimously.

Item 16 – Adjournment

The meeting adjourned at 10:50 p.m.

Respectfully submitted:

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Daniel J. Cruson, Jr.  
Secretary

12 Dickinson Drive  
Sandy Hook, CT 06482  
(203) 426-7657

**Sandy Hook School**

# Memo

**To:** Newtown Board of Education  
**From:** Erin Ardino  
**cc:**  
**Date:** January 17, 2019  
**Re:** Donation from Exxon Mobil

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Sandy Hook School recently received the following donation checks from Exxon Mobil:

- \$500 –Grant from Alliance Energy submitted by Exxon Mobil in Newtown
- \$500- Grant from Alliance Energy submitted by Exxon Mobil in Monroe
- \$1,000- Donation from the Owner of Exxon Mobil in Newtown

All three of these checks are to be applied towards our STEM programs at Sandy Hook School. We have attached copies of the checks for your convenience.

We are asking the Board to please approve of this donation. Once approved, we will deposit the check into the SHS Activity account to be spent appropriately.

If you have any questions, please contact our office.

Thank you!

Correspondence Report  
01/08/2018 – 01/21/2019

<b>Date</b>	<b>Name</b>	<b>Subject</b>
1/8/2019	Julia Conlin	Self-Study Results
1/10/2019	Liza Mecca	Sped Self-Study
1/11/2019	Greg Stevenson	School and Bus Schedules
1/13/2019	Allyson Story	Newtown Education Foundation Invite You



## Budget Addendum

### Grants and Support Impacting 2018-19 School Year

Need To Be Addressed	Funder	Award Value	Date Awarded
K-12 Social and Emotional Learning and Recovery Support	NoVo Foundation Grant	\$500,000/year for 3 years (2nd year)	6/28/17
Recovery Support - Student Support Clinician at NMS and Family Assistance Coordinator	Sandy Hook School Foundation Grant	\$82,812	11/27/18
Mental Health - Kids in Crisis Teen Talk Counselor at NHS	Newtown Parent Connection	\$43,690	12/05/18
Trauma and Mental Health Support	Child Health and Development Institute (CHDI) CBITS Sustainability Payment	\$9,163 plus training, support, materials	9/19/18
Mental Health Promotion and Suicide Prevention	CT Networks of Care for Suicide Prevention Grant	\$10,000/year plus PD, support, curriculum, materials (1st year)	8/3/18
Mindfulness Program for NHS TAP	NoVo SEL Innovation Teacher Award	\$5,000 + PD/conference	7/27/18
NHS PLTW Biomedical Science Course Support (Supplies, Course Fees, PD)	Toshiba America Foundation Grant	\$9,900	1/16/18
NHS PLTW Biomedical Science Course Support (Supplies)	NSTA/Shell Science Lab Challenge Award	\$3,000	1/18/18
NHS PLTW Biomedical Science Course (PD)	Fund for Teachers Grant	\$3,499	4/5/18
NMS PLTW Engineering Gateway Program	CT Department of Education: Title IV Student Support and Academic Enrichment (SSAE)	\$10,000	1/11/18
NMS Project Adventure (Training, Project Adventure afterschool program)	CT Department of Education: Title IV Student Support and Academic Enrichment (SSAE)	\$10,346	10/11/18
Special Education - PECS Level 1 2-Day Training for Staff	CT Department of Education IDEA Stipend and Outside District Fees	\$5,991 IDEA Stipend \$5,000 Fees	5/24/18

Safety Equipment for Project Adventure Programs	Newtown Sandy Hook Community Foundation Grant	\$1,250	10/2218
Teacher Enrichment	Music Teachers National Association	\$750	5/18
Connecticut Food Bank Backpack Program, Summer Program and Snacks for Kids in Need (K-8)	Anonymous	Support for approx. 40 children (K-8)	Ongoing

#### Grants and Support Impacting 2019-20 School Year

Need To Be Addressed	Funder	Award Value	Date Awarded
K-12 Social and Emotional Learning and Recovery Support	NoVo Foundation Grant	\$500,000/year (Final year)	6/28/17
Recovery Support	VOCA Grant/Office of Victims Services	\$498,377 for Town Est. \$123,000 for NPS	1/8/19
School Systems Suicide Prevention and Mental Health Promotion	CT Networks of Care for Suicide Prevention Grant	\$10,000/year plus PD, support, curriculum. (Final year)	8/3/18
Trauma and Mental Health Support	Child Health and Development Institute (CHDI) CBITS Sustainability Payment	Amount TBD	

#### Pending Grants

Need To Be Addressed	Funder	Value	Date Submitted
Sunshade for RIS	American Academy of Dermatology	\$8,000	Submitted 12/18
NHS Greenery and Garden	Youth Garden Grants	\$500-\$3100	Various
School Security Upgrades - NHS and Middle Gate School	CT - School Security Competitive Grant Program Round 4	\$17,806	11/28/19

**CT School Day SAT, Trend**  
**All Districts, All Subjects, All Students**

<b>DRGB</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>Average</b>	<b>Average</b>	<b>Average</b>		<b>Average</b>	<b>Average</b>	<b>Average</b>
<b>District</b>	<b>Subject</b>	<b>Score</b>	<b>Score</b>	<b>Score</b>	<b>Subject</b>	<b>Score</b>	<b>Score</b>	<b>Score</b>
Avon School District	ELA	607	603	602	Math	603	611	594
Brookfield School District	ELA	565	570	557	Math	542	554	544
Cheshire School District	ELA	567	573	555	Math	562	563	549
Derby School District	ELA	446	487	471	Math	431	470	438
East Granby School District	ELA	553	569	550	Math	515	547	531
Fairfield School District	ELA	572	579	570	Math	557	558	556
Farmington School District	ELA	576	586	583	Math	568	577	582
Glastonbury School District	ELA	570	584	571	Math	581	595	578
Granby School District	ELA	565	585	561	Math	555	571	549
Greenwich School District	ELA	575	586	591	Math	575	570	589
Guilford School District	ELA	587	582	589	Math	561	561	573
Madison School District	ELA	597	591	593	Math	578	580	582
Monroe School District	ELA	562	570	569	Math	552	563	553
New Fairfield School District	ELA	564	552	563	Math	523	513	542
<b>Newtown School District</b>	<b>ELA</b>	<b>577</b>	<b>580</b>	<b>557</b>	<b>Math</b>	<b>562</b>	<b>578</b>	<b>556</b>
Regional School District 05	ELA	577	588	582	Math	563	578	575
Regional School District 15	ELA	564	576	564	Math	550	566	559
Simsbury School District	ELA	588	614	603	Math	588	597	592
South Windsor School District	ELA	557	567	545	Math	550	557	533
Trumbull School District	ELA	557	578	564	Math	557	569	565
West Hartford School District	ELA	559	573	570	Math	545	557	559
<b>Average</b>		<b>566</b>	<b>576</b>	<b>567</b>		<b>553</b>	<b>564</b>	<b>557</b>
<b>Max</b>		<b>607</b>	<b>614</b>	<b>603</b>		<b>603</b>	<b>611</b>	<b>594</b>
<b>Min</b>		<b>446</b>	<b>487</b>	<b>471</b>		<b>431</b>	<b>470</b>	<b>438</b>
<b>Median</b>		<b>567</b>	<b>579</b>	<b>569</b>		<b>557</b>	<b>566</b>	<b>559</b>

## **Director of Teaching and Learning**

Qualifications: - Minimum of Master's in Education with a strong understanding and experience in the design and implementation of best instructional strategies and assessment, curriculum development, professional development, program evaluation and improvement, supervision and evaluation.

A qualified candidate will possess:

- An ability to lead and collaborate with a variety of professionals focused on a common goal of curriculum alignment, consistency in instructional methodologies, and student achievement.
- Strong communication skills in the form of public presentations, teacher collaboration, parent informational sessions, and participation on the administrative leadership team.
- At least 3 years of administrative experience.

Scope of Responsibilities:

- ❖ Assist in the coordination and implementation of teaching and learning practices that are consistent with national, state, and local standards and aligned at each grade and level
- ❖ Support the development, evaluation and revision of curriculum and instruction at each grade level
- ❖ Assume responsibility for the implementation of newly approved instructional programs
- ❖ Oversee the District Wellness Committee
- ❖ Lead and facilitate an ongoing professional development program for teachers to support high-quality curriculum, instruction, and assessment
- ❖ Solicit feedback from department heads and teachers to plan and implement Summer Institute workshops that are focused on the priorities outlined in school improvement plans and District Strategic Plan
- ❖ Provide leadership in the collection and analysis of data to inform staff and leadership practice and District improvement plans
- ❖ Support administrators, curriculum specialists, and department chairs in their development of rigorous formative, summative and progress monitoring practices
- ❖ Work with staff and leadership on District committees focused on curriculum & instruction
- ❖ Collaborate and have direct oversight of the District Safe School Climate Committee, specifically the implementation of Social and Emotional programming and SRBI (scientific research-based interventions)
- ❖ Work with the Director of Technology to ensure access to and appropriate implementation of district-wide digital learning tools and resources

## DRG B and Western CT Districts (Fairfield County)

The following chart highlights full time administrative positions in the districts in our DRG (District Reference Group), as well as Western CT (Fairfield County). Where a “yes” is indicated, district administrative positions exist (such as Directors of Teaching and learning) along with a full time Superintendent and Assistant Superintendent. These positions also have administrative responsibilities that include supervision and/or evaluation.

<u>Districts</u>	<u>Administrative Support</u>	<u>Position</u>
Monroe	yes	Director of Instruction
Brookfield	yes	Director of Instruction
Danbury	yes	Director of Instruction and Assessment
Ridgefield	yes	K-12 Humanities Supervisor
Farmington	yes	Director of Curriculum
Avon	no	Only Superintendent, Ass't Superintendent
Fairfield	yes	Executive Director- Innovation, Curriculum and Programs
South Windsor	no	Only Superintendent, Ass't Superintendent
Trumbull	yes	District Coordinator, STEM K-8
New Fairfield	no	Only Superintendent, Ass't Superintendent
Region 15	yes	*Multiple administrators district/secondary
Cheshire	yes	K-8 Curriculum Coordinator
Glastonbury	yes	multiple directors and supervisors to support all Academic levels
Madison	no	Only Superintendent, Ass't Superintendent
Greenwich	yes	Chief Academic Officer, Teaching & Learning
Guilford	yes	Associate Superintendent, Curriculum & Instruction
Simsbury	yes	Assistant Superintendent, Teaching & Learning
West Hartford	yes	(2) Ass't Superintendents, Director of Elementary and Director of Secondary
Granby	no	Only Superintendent, Ass't Superintendent

\*Aside from the Superintendent and Ass't Superintendent, Region 15 has 6 additional full-time administrators at the secondary level to support math/science and humanities (English and Social Studies), World Language, Director of Counseling (district-wide), Director of Fine Arts. There is also a district-wide Director of Athletics. All of these positions provide evaluation and supervision as well.

**Grade 3**

District	Subject	2015-16		2016-17		2017-18	
		Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%	Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%	Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%
Madison School District	ELA	169	82.8	183	68.9	155	62.6
Brookfield School District	ELA	177	65	177	58.2	160	63.1
West Hartford School District	ELA	731	71.5	734	71.3	657	68.6
Granby School District	ELA	120	73.3	128	62.5	145	69
Orange School District	ELA	177	67.2	149	63.1	165	69.1
District No. 15	ELA	255	75.7	248	69.8	230	69.6
Simsbury School District	ELA	302	79.5	267	78.7	295	72.9
New Fairfield School District	ELA	156	75.6	145	75.9	134	73.1
Woodbrige School District	ELA	105	76.2	118	73.7	118	73.7
Fairfield School District	ELA	722	68.3	755	66.6	712	74
Greenwich School District	ELA	697	76.3	747	77.6	672	74.1
Farmington School District	ELA	306	83	292	74.7	283	74.6
Cheshire School District	ELA	295	78	261	77.4	266	74.8
Glastonbury School District	ELA	421	79.6	417	80.1	394	76.9
South Windsor School District	ELA	276	78.3	335	75.2	315	77.1
Trumbull School District	ELA	476	81.1	487	75.2	424	77.1
Guilford School District	ELA	256	78.1	220	69.5	230	77.4
Avon School District	ELA	236	77.5	229	79.5	259	78.4
Monroe School District	ELA	212	72.6	219	80.8	216	79.6
<b>Newtown School District</b>	<b>ELA</b>	<b>287</b>	<b>79.1</b>	<b>260</b>	<b>75.4</b>	<b>267</b>	<b>80.1</b>
District No. 5	ELA	n/a	n/a	n/a	n/a	n/a	n/a
Brookfield School District	Math	177	68.9	175	61.7	160	60.6
Granby School District	Math	120	66.7	127	60.6	145	60.7
Simsbury School District	Math	301	74.1	266	75.9	295	66.8
West Hartford School District	Math	729	65.2	734	67	655	67.2
Madison School District	Math	169	85.8	183	76	155	68.4
Orange School District	Math	177	68.4	149	57	165	70.9
Woodbrige School District	Math	105	75.2	118	77.1	117	71.8
Fairfield School District	Math	722	71.7	754	71	711	75.4
Greenwich School District	Math	697	75.9	747	81	671	75.6
South Windsor School District	Math	276	81.2	335	77.3	315	76.5
Cheshire School District	Math	295	74.6	261	77.4	266	76.7
Guilford School District	Math	256	78.5	221	81	230	77.4
District No. 15	Math	255	82.7	247	82.2	230	77.8
Glastonbury School District	Math	422	81.5	417	79.1	394	78.4
Avon School District	Math	236	76.3	228	76.8	259	79.5
Farmington School District	Math	306	79.1	293	76.5	283	79.9
Trumbull School District	Math	476	85.9	487	83.6	425	81.4
<b>Newtown School District</b>	<b>Math</b>	<b>287</b>	<b>76</b>	<b>259</b>	<b>74.5</b>	<b>267</b>	<b>82</b>
Monroe School District	Math	212	81.6	219	79.9	216	83.3
New Fairfield School District	Math	155	79.4	145	82.8	134	83.6
District No. 5	Math	n/a	n/a	n/a	n/a	n/a	n/a

**Grade 4**

District	Subject	2015-16		2016-17		2017-18	
		Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%	Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%	Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%
Brookfield School District	ELA	216	69.9	178	60.7	178	59.6
<b>Newtown School District</b>	<b>ELA</b>	<b>295</b>	<b>75.9</b>	<b>297</b>	<b>70</b>	<b>272</b>	<b>67.6</b>
West Hartford School District	ELA	720	74.3	728	73.4	732	69.7
Orange School District	ELA	166	75.9	177	67.8	153	69.9
Madison School District	ELA	180	80.6	176	79	177	72.3
District No. 15	ELA	279	78.1	256	75.4	254	72.8
Granby School District	ELA	131	81.7	123	68.3	133	73.7
Greenwich School District	ELA	673	74.9	696	74.7	744	75.8
Avon School District	ELA	218	82.6	251	76.5	228	75.9
Fairfield School District	ELA	860	74.8	728	74	760	76.1
Woodbrige School District	ELA	97	76.3	104	72.1	131	76.3
Glastonbury School District	ELA	434	76.5	430	76	424	77.4
Farmington School District	ELA	324	82.1	333	85	307	77.5
South Windsor School District	ELA	298	82.2	289	80.6	345	77.7
New Fairfield School District	ELA	164	70.7	161	72.7	151	78.1
Trumbull School District	ELA	489	84.5	484	84.9	511	79.3
Cheshire School District	ELA	290	78.3	304	77.6	271	80.4
Simsbury School District	ELA	302	81.1	312	78.8	276	81.9
Guilford School District	ELA	263	84.8	258	77.1	217	82.9
Monroe School District	ELA	217	82.5	228	80.3	221	87.3
District No. 5	ELA	n/a	n/a	n/a	n/a	n/a	n/a
Brookfield School District	Math	215	63.3	178	62.4	178	56.7
Simsbury School District	Math	299	65.9	312	71.2	276	64.5
West Hartford School District	Math	720	66.8	728	66.9	733	65.6
<b>Newtown School District</b>	<b>Math</b>	<b>295</b>	<b>66.4</b>	<b>297</b>	<b>67.7</b>	<b>272</b>	<b>65.8</b>
Orange School District	Math	165	66.1	177	70.1	152	66.4
Granby School District	Math	131	67.2	123	61.8	133	68.4
Avon School District	Math	218	77.1	251	70.9	228	71.9
Woodbrige School District	Math	96	65.6	103	77.7	131	72.5
South Windsor School District	Math	298	74.2	289	77.9	345	72.8
Madison School District	Math	180	75	175	80	177	72.9
Greenwich School District	Math	673	67.9	696	73	743	73.5
Fairfield School District	Math	860	67.7	728	68.8	759	74.6
New Fairfield School District	Math	158	67.7	159	70.4	151	74.8
Cheshire School District	Math	290	67.2	304	69.1	271	75.3
Monroe School District	Math	217	76.5	228	78.1	221	76.5
Glastonbury School District	Math	433	73.4	430	77	424	77.1
Farmington School District	Math	324	78.1	333	82.3	305	77.7
Trumbull School District	Math	489	80.6	485	82.7	511	78.1
District No. 15	Math	279	65.9	256	76.6	254	78.7
Guilford School District	Math	262	72.5	258	82.6	217	82
District No. 5	Math	n/a	n/a	n/a	n/a	n/a	n/a

**Grade 5**

District	Subject	2015-16		2016-17		2017-18	
		Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%	Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%	Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%
Brookfield School District	ELA	182	74.7	222	72.5	189	70.4
<b>Newtown School District</b>	<b>ELA</b>	<b>336</b>	<b>75.9</b>	<b>316</b>	<b>77.2</b>	<b>324</b>	<b>71.6</b>
Madison School District	ELA	183	71.6	197	76.6	173	72.3
Granby School District	ELA	124	78.2	133	79.7	131	74
West Hartford School District	ELA	749	76	733	71.6	731	74.6
District No. 15	ELA	283	85.2	281	80.1	263	77.2
New Fairfield School District	ELA	145	73.1	165	75.8	169	77.5
Avon School District	ELA	273	78	221	84.2	264	78
Woodbrige School District	ELA	96	85.4	106	70.8	109	78.9
Glastonbury School District	ELA	445	82.5	444	79.1	445	80.2
Orange School District	ELA	169	77.5	169	80.5	178	80.3
Greenwich School District	ELA	687	78.6	680	79.6	705	80.6
Monroe School District	ELA	224	87.1	231	86.6	234	80.8
Cheshire School District	ELA	345	85.2	298	81.2	315	81.3
South Windsor School District	ELA	316	80.1	303	75.6	294	81.3
Farmington School District	ELA	311	79.4	334	83.8	333	81.4
Guilford School District	ELA	293	79.5	268	80.6	262	81.7
Fairfield School District	ELA	761	76.3	885	76.8	731	81.8
Simsbury School District	ELA	291	83.8	301	81.1	318	87.4
Trumbull School District	ELA	494	81.6	497	84.7	493	87.4
District No. 5	ELA	n/a	n/a	n/a	n/a	n/a	n/a
Brookfield School District	Math	182	52.2	221	47.5	189	50.3
<b>Newtown School District</b>	<b>Math</b>	<b>336</b>	<b>65.2</b>	<b>315</b>	<b>64.8</b>	<b>324</b>	<b>52.8</b>
Granby School District	Math	124	65.3	133	60.9	131	55.7
Avon School District	Math	273	63	221	68.8	264	62.1
New Fairfield School District	Math	145	51	165	63.6	170	62.4
West Hartford School District	Math	747	59.4	734	56.1	730	62.6
Orange School District	Math	169	64.5	169	71.6	178	62.9
Woodbrige School District	Math	96	71.9	106	54.7	108	63
Simsbury School District	Math	290	69.7	301	68.4	315	68.6
South Windsor School District	Math	316	63.6	303	66.3	294	68.7
Madison School District	Math	179	63.7	196	65.8	173	68.8
District No. 15	Math	283	62.2	281	68.3	263	70.7
Greenwich School District	Math	687	63	679	67.5	705	71.9
Monroe School District	Math	225	70.7	231	68.4	234	72.2
Fairfield School District	Math	761	64.3	884	69.3	731	73.2
Cheshire School District	Math	345	69	298	66.4	315	73.3
Glastonbury School District	Math	445	76.2	444	73.4	445	74.6
Farmington School District	Math	311	69.5	333	70	333	76.3
Trumbull School District	Math	493	69	497	75.3	494	76.3
Guilford School District	Math	293	73.4	268	73.5	262	79.4
District No. 5	Math	n/a	n/a	n/a	n/a	n/a	n/a



**Grade 6**

District	Subject	2015-16		2016-17		2017-18	
		Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%	Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%	Total Number with Scored Tests	Percentage Level 3 or 4 (Met or Exceeded)%
South Windsor School District	ELA	303	72.6	323	70.9	304	64.1
Brookfield School District	ELA	197	64	197	69	226	64.2
West Hartford School District	ELA	758	67.7	720	68.6	727	65.7
Woodbrige School District	ELA	119	82.4	95	90.5	110	68.2
Madison School District	ELA	198	67.7	183	65	196	68.4
<b>Newtown School District</b>	<b>ELA</b>	<b>346</b>	<b>70.8</b>	<b>338</b>	<b>68.9</b>	<b>328</b>	<b>72.3</b>
Granby School District	ELA	153	83	128	75	141	73.8
District No. 15	ELA	321	72.3	280	82.5	283	74.2
Monroe School District	ELA	276	71.7	236	84.7	247	75.3
Fairfield School District	ELA	760	76.1	769	74	889	77.1
New Fairfield School District	ELA	171	73.7	140	64.3	163	77.3
Glastonbury School District	ELA	482	83.2	475	81.3	460	77.4
Cheshire School District	ELA	388	77.1	352	83.5	305	78
Greenwich School District	ELA	622	74	688	70.6	658	78.6
Orange School District	ELA	208	87	170	83.5	177	79.7
Trumbull School District	ELA	526	81.2	504	78.8	521	81
Guilford School District	ELA	262	79.8	302	75.2	268	83.2
Farmington School District	ELA	339	75.5	314	83.4	335	84.2
Avon School District	ELA	276	84.1	278	75.2	228	84.6
Simsbury School District	ELA	336	81.5	290	86.6	298	85.9
District No. 5	ELA	n/a	n/a	n/a	n/a	n/a	n/a
<b>West Hartford School District</b>	<b>Math</b>	<b>755</b>	<b>56.6</b>	<b>719</b>	<b>59.8</b>	<b>727</b>	<b>54.2</b>
Madison School District	Math	198	44.9	174	44.8	195	57.4
Brookfield School District	Math	195	52.3	197	64.5	225	59.1
District No. 15	Math	320	50	280	67.1	285	60.7
South Windsor School District	Math	302	60.6	322	66.5	304	61.5
Granby School District	Math	153	68.6	128	64.8	141	63.8
Monroe School District	Math	276	57.2	236	70.8	247	64.4
Cheshire School District	Math	388	62.1	352	77.6	304	68.8
Fairfield School District	Math	756	63.5	769	65.9	887	68.8
New Fairfield School District	Math	170	58.8	140	59.3	160	68.8
Greenwich School District	Math	620	60.5	686	65.7	658	69
<b>Newtown School District</b>	<b>Math</b>	<b>346</b>	<b>71.4</b>	<b>337</b>	<b>67.1</b>	<b>328</b>	<b>69.5</b>
Woodbrige School District	Math	119	71.4	95	76.8	108	70.4
Farmington School District	Math	338	63.6	314	72.9	335	71.6
Simsbury School District	Math	334	66.2	289	78.2	298	73.8
Trumbull School District	Math	526	74	501	76.8	520	76.5
Guilford School District	Math	262	60.3	302	69.2	268	77.2
Orange School District	Math	208	75.5	170	77.6	176	78.4
Glastonbury School District	Math	482	78	475	75.8	460	78.5
Avon School District	Math	275	76	278	66.9	228	78.9
District No. 5	Math	n/a	n/a	n/a	n/a	n/a	n/a





**NEWTOWN BOARD OF EDUCATION  
MONTHLY FINANCIAL REPORT  
DECEMBER 31, 2018**

**SUMMARY**

This sixth report for the 2018-19 school year continues to provide year to date actual expenditures, encumbrances, and anticipated obligations. Account-by-account analysis will continue to update these estimates as operations progress. Beyond salaries and benefits many of the anticipated obligations are listed as full budget spend.

During the month of December, the Board of Education spent approximately \$5.5M; \$3.8M on salaries; and \$1.7M on all other objects.

At this time, the “Anticipated Obligation” column still includes the previously calculated Excess Cost grant offset estimated at 75%. While this may change, we expect to get a better read on this soon in anticipation of the scheduled February receipt.

All the main object accounts continue to remain in a positive balance position for this month with the exception of “Other Purchased Services” which contains the line item for Out-of-District Tuition which will remain over budget even after the receipt of the Excess Cost grant.

The budget, at this time, appears to be in an overall positive position somewhat less than the prior month.

On the revenue side we are showing some additional receipts for local tuition.

The budget will continue to be closely monitored with any further impacts being shared as appropriate.

Ron Bienkowski  
Director of Business  
January 10, 2019

## TERMS AND DEFINITIONS

The Newtown Board of Education's Monthly Financial Report provides summary financial information in the following areas:

- Object Code – a service or commodity obtained as the result of a specific expenditure defined by eight categories: Salaries, Employee Benefits, Professional Services, Purchased Property Services, Other Purchased Services, Supplies, Property, and Miscellaneous.
- Expense Category – further defines the type of expense by Object Code
- Expended 2017-18 – unaudited expenditures from the prior fiscal year (for comparison purposes)
- Approved Budget – indicates a town approved financial plan used by the school district to achieve its goals and objectives.
- YTD Transfers – identified specific cross object codes requiring adjustments to provide adequate funding for the fiscal period. This includes all transfers made to date. (None at this time)
- Current Transfers – identifies the recommended cross object codes for current month action.
- Current Budget – adjusts the Approved Budget calculating adjustments (+ or -) to the identified object codes.
- Year-To-Date Expended – indicates the actual amount of cumulative expenditures processed by the school district through the month-end date indicated on the monthly budget summary report.
- Encumbered – indicates approved financial obligations of the school district as a result of employee salary contracts, purchasing agreements, purchase orders, or other identified obligations not processed for payment by the date indicated on the monthly budget summary report.
- Balance – calculates object code account balances subtracting expenditures and encumbrances from the current budget amount indicating accounts with unobligated balances or shortages.
- Anticipated Obligation - is a column which provides a method to forecast expense category fund balances that have not been approved via an encumbrance, but are anticipated to be expended or remain with an account balance to maintain the overall budget funding level. Receivable revenue (i.e., grants) are included in this column which has the effect of netting the expected expenditure.
- Projected Balance - calculates the object code balances subtracting the Anticipated Obligations. These balances will move up and down as information is known and or decisions are anticipated or made about current and projected needs of the district.

The monthly budget summary report also provides financial information on the State of Connecticut grant reimbursement programs (Excess Cost and Agency Placement Grants and Magnet Grant Transportation). These reimbursement grants/programs are used to supplement local school district budget programs as follows:

Excess Cost Grant – (Current Formula) this State of Connecticut reimbursement grant is used to support local school districts for education costs of identified special education students whose annual education costs exceed local prior year per pupil expenditure by 4 ½. Students placed by the Department of Child and Family Services (DCF) are reimbursed after the school district has met the prior year's per pupil expenditure. School districts report these costs annually in December and March of each fiscal year. State of Connecticut grant calculations are determined by reimbursing eligible costs (60%-100%) based on the SDE grant allocation and all other town submittals.

Magnet Transportation Grant – provides reimbursement of \$1,300 for local students attending approved Magnet school programs. The budgeted grant is \$52,700 for this year.

The last portion of the monthly budget summary reports school generated revenue that are anticipated revenue to the Town of Newtown. Fees and charges include:

- Local Tuition – amounts the board receives from non-residents who pay tuition to attend Newtown schools. Primarily from staff members.
- High school fees for parking permits..
- The final revenue is miscellaneous fees, which constitute refunds, rebates, prior year claims, etc.

NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - DECEMBER 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19 APPROVED BUDGET	YTD TRANSFERS 2018 - 2019	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	
<b><u>GENERAL FUND BUDGET</u></b>												
100	SALARIES	\$ 46,681,657	\$ 48,352,266	\$ (51,880)	\$ -	\$ 48,300,386	\$ 18,220,752	\$ 28,815,722	\$ 1,263,912	\$ 1,100,530	\$ 163,382	
200	EMPLOYEE BENEFITS	\$ 11,604,603	\$ 11,165,964	\$ -	\$ -	\$ 11,165,964	\$ 5,900,319	\$ 4,144,437	\$ 1,121,209	\$ 1,153,035	\$ (31,826)	
300	PROFESSIONAL SERVICES	\$ 860,328	\$ 823,818	\$ 8,670	\$ -	\$ 832,488	\$ 327,583	\$ 151,475	\$ 353,430	\$ 350,370	\$ 3,060	
400	PURCHASED PROPERTY SERV.	\$ 1,876,912	\$ 2,175,147	\$ 5,550	\$ -	\$ 2,180,697	\$ 1,348,198	\$ 399,732	\$ 432,767	\$ 426,841	\$ 5,927	
500	OTHER PURCHASED SERVICES	\$ 8,922,509	\$ 8,939,787	\$ 33,984	\$ -	\$ 8,973,771	\$ 5,031,887	\$ 4,575,169	\$ (633,285)	\$ (429,366)	\$ (203,919)	
600	SUPPLIES	\$ 3,501,034	\$ 3,831,795	\$ 3,676	\$ -	\$ 3,835,471	\$ 1,682,689	\$ 135,240	\$ 2,017,542	\$ 2,015,194	\$ 2,348	
700	PROPERTY	\$ 556,785	\$ 596,247	\$ -	\$ -	\$ 596,247	\$ 276,979	\$ 1,948	\$ 317,320	\$ 317,750	\$ (430)	
800	MISCELLANEOUS	\$ 60,808	\$ 69,207	\$ -	\$ -	\$ 69,207	\$ 56,648	\$ 1,456	\$ 11,103	\$ 9,400	\$ 1,703	
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	
<b>TOTAL GENERAL FUND BUDGET</b>			\$ 74,064,636	\$ 76,054,231	\$ -	\$ -	\$ 76,054,231	\$ 32,845,054	\$ 38,225,179	\$ 4,983,998	\$ 4,943,753	\$ 40,245
900	TRANSFER NON-LAPSING	\$ 276,038	\$ -									
<b>GRAND TOTAL</b>			\$ 74,340,674	\$ 76,054,231	\$ -	\$ -	\$ 76,054,231	\$ 32,845,054	\$ 38,225,179	\$ 4,983,998	\$ 4,943,753	\$ 40,245

(Unaudited)

NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - DECEMBER 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19 YTD		CURRENT BUDGET	CURRENT YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
			APPROVED BUDGET	TRANSFERS 2018 - 2019						
<b>100</b>	<b>SALARIES</b>									
	Administrative Salaries	\$ 3,589,381	\$ 3,927,185	\$ -	\$ 3,927,185	\$ 1,843,090	\$ 2,072,936	\$ 11,159	\$ 3,812	\$ 7,347
	Teachers & Specialists Salaries	\$ 30,286,831	\$ 30,663,134	\$ (30,000)	\$ 30,633,134	\$ 10,614,670	\$ 19,953,531	\$ 64,933	\$ 42,635	\$ 22,298
	Early Retirement	\$ 32,000	\$ 40,000	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ 88,754	\$ 93,428	\$ -	\$ 93,428	\$ 62,301	\$ 24,136	\$ 6,991	\$ 5,000	\$ 1,991
	Homebound & Tutors Salaries	\$ 133,352	\$ 218,868	\$ -	\$ 218,868	\$ 57,269	\$ 36,138	\$ 125,460	\$ 79,818	\$ 45,642
	Certified Substitutes	\$ 585,384	\$ 665,815	\$ (13,963)	\$ 651,852	\$ 226,945	\$ 157,010	\$ 267,897	\$ 302,615	\$ (34,718)
	Coaching/Activities	\$ 580,835	\$ 618,223	\$ -	\$ 618,223	\$ 188,170	\$ 11,454	\$ 418,599	\$ 418,599	\$ -
	Staff & Program Development	\$ 175,766	\$ 224,173	\$ (10,000)	\$ 214,173	\$ 99,882	\$ 37,627	\$ 76,665	\$ 76,490	\$ 175
	<b>CERTIFIED SALARIES</b>	<b>\$ 35,472,303</b>	<b>\$ 36,450,826</b>	<b>\$ (53,963)</b>	<b>\$ 36,396,863</b>	<b>\$ 13,132,327</b>	<b>\$ 22,292,832</b>	<b>\$ 971,704</b>	<b>\$ 928,969</b>	<b>\$ 42,735</b>
	Supervisors/Technology Salaries	\$ 737,247	\$ 920,240	\$ -	\$ 920,240	\$ 395,972	\$ 454,286	\$ 69,983	\$ 36,000	\$ 33,983
	Clerical & Secretarial salaries	\$ 2,175,395	\$ 2,276,982	\$ -	\$ 2,276,982	\$ 1,016,826	\$ 1,249,439	\$ 10,717	\$ 10,700	\$ 17
	Educational Assistants	\$ 2,404,167	\$ 2,538,989	\$ 59,053	\$ 2,598,042	\$ 1,061,032	\$ 1,525,350	\$ 11,661	\$ 1,786	\$ 9,875
	Nurses & Medical advisors	\$ 734,835	\$ 740,251	\$ -	\$ 740,251	\$ 258,424	\$ 457,525	\$ 24,302	\$ 22,800	\$ 1,502
	Custodial & Maint Salaries	\$ 3,034,637	\$ 3,121,867	\$ -	\$ 3,121,867	\$ 1,454,164	\$ 1,650,806	\$ 16,896	\$ 4,000	\$ 12,896
	Non Certified Adj & Bus Drivers salaries	\$ 24,888	\$ 68,670	\$ (56,970)	\$ 11,700	\$ 9,130	\$ 11,500	\$ (8,930)	\$ (8,400)	\$ (530)
	Career/Job salaries	\$ 84,244	\$ 74,790	\$ -	\$ 74,790	\$ (26,547)	\$ 147,249	\$ (45,912)	\$ (46,412)	\$ 500
	Special Education Svcs Salaries	\$ 1,084,834	\$ 1,228,405	\$ -	\$ 1,228,405	\$ 517,178	\$ 700,389	\$ 10,838	\$ (27,852)	\$ 38,690
	Attendance & Security Salaries	\$ 570,324	\$ 591,639	\$ -	\$ 591,639	\$ 239,655	\$ 320,464	\$ 31,520	\$ 18,720	\$ 12,800
	Extra Work - Non-Cert	\$ 91,741	\$ 107,869	\$ -	\$ 107,869	\$ 52,071	\$ 5,883	\$ 49,914	\$ 39,000	\$ 10,914
	Custodial & Maint. Overtime	\$ 234,510	\$ 199,738	\$ -	\$ 199,738	\$ 98,898	\$ -	\$ 100,840	\$ 100,840	\$ -
	Civic activities/Park & Rec	\$ 32,532	\$ 32,000	\$ -	\$ 32,000	\$ 11,621	\$ -	\$ 20,379	\$ 20,379	\$ (0)
	<b>NON-CERTIFIED SALARIES</b>	<b>\$ 11,209,354</b>	<b>\$ 11,901,440</b>	<b>\$ 2,083</b>	<b>\$ 11,903,523</b>	<b>\$ 5,088,425</b>	<b>\$ 6,522,890</b>	<b>\$ 292,208</b>	<b>\$ 171,561</b>	<b>\$ 120,647</b>
	<b>SUBTOTAL SALARIES</b>	<b>\$ 46,681,657</b>	<b>\$ 48,352,266</b>	<b>\$ (51,880)</b>	<b>\$ 48,300,386</b>	<b>\$ 18,220,752</b>	<b>\$ 28,815,722</b>	<b>\$ 1,263,912</b>	<b>\$ 1,100,530</b>	<b>\$ 163,382</b>



NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - DECEMBER 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19 YTD		CURRENT BUDGET	CURRENT TRANSFERS	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
			APPROVED BUDGET	TRANSFERS 2018 - 2019							
<b>200</b>	<b>EMPLOYEE BENEFITS</b>										
	Medical & Dental Expenses	\$ 8,829,256	\$ 8,183,967	\$ -	\$ 8,183,967	\$ -	\$ 4,143,121	\$ 4,017,275	\$ 23,571	\$ 22,131	\$ 1,440
	Life Insurance	\$ 85,000	\$ 87,134	\$ -	\$ 87,134	\$ -	\$ 41,971	\$ -	\$ 45,163	\$ 43,063	\$ 2,100
	FICA & Medicare	\$ 1,454,800	\$ 1,514,790	\$ -	\$ 1,514,790	\$ -	\$ 603,178	\$ -	\$ 911,612	\$ 911,612	\$ -
	Pensions	\$ 683,223	\$ 775,643	\$ -	\$ 775,643	\$ -	\$ 718,881	\$ 6,961	\$ 49,801	\$ 83,301	\$ (33,500)
	Unemployment & Employee Assist.	\$ 53,823	\$ 87,000	\$ -	\$ 87,000	\$ -	\$ 10,422	\$ -	\$ 76,578	\$ 63,861	\$ 12,717
	Workers Compensation	\$ 498,501	\$ 517,430	\$ -	\$ 517,430	\$ -	\$ 382,745	\$ 120,201	\$ 14,484	\$ 29,067	\$ (14,583)
	<b>SUBTOTAL EMPLOYEE BENEFITS</b>	<b>\$ 11,604,603</b>	<b>\$ 11,165,964</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,165,964</b>	<b>\$ 5,900,319</b>	<b>\$ 4,144,437</b>	<b>\$ 1,121,209</b>	<b>\$ 1,153,035</b>	<b>\$ (31,826)</b>
<b>300</b>	<b>PROFESSIONAL SERVICES</b>										
	Professional Services	\$ 665,344	\$ 615,047	\$ -	\$ 615,047	\$ -	\$ 210,931	\$ 124,875	\$ 279,241	\$ 278,370	\$ 872
	Professional Educational Ser.	\$ 194,984	\$ 208,771	\$ 8,670	\$ -	\$ 217,441	\$ 116,652	\$ 26,601	\$ 74,189	\$ 72,000	\$ 2,189
	<b>SUBTOTAL PROFESSIONAL SVCS</b>	<b>\$ 860,328</b>	<b>\$ 823,818</b>	<b>\$ 8,670</b>	<b>\$ -</b>	<b>\$ 832,488</b>	<b>\$ 327,583</b>	<b>\$ 151,475</b>	<b>\$ 353,430</b>	<b>\$ 350,370</b>	<b>\$ 3,060</b>
<b>400</b>	<b>PURCHASED PROPERTY SVCS</b>										
	Buildings & Grounds Services	\$ 707,757	\$ 697,600	\$ -	\$ 697,600	\$ -	\$ 487,565	\$ 187,678	\$ 22,357	\$ 21,300	\$ 1,057
	Utility Services - Water & Sewer	\$ 140,819	\$ 137,650	\$ -	\$ 137,650	\$ -	\$ 64,842	\$ -	\$ 72,808	\$ 78,808	\$ (6,000)
	Building, Site & Emergency Repairs	\$ 490,220	\$ 460,850	\$ -	\$ 460,850	\$ -	\$ 264,445	\$ 59,770	\$ 136,635	\$ 136,635	\$ -
	Equipment Repairs	\$ 248,481	\$ 313,324	\$ -	\$ 313,324	\$ -	\$ 175,261	\$ 11,233	\$ 126,830	\$ 124,000	\$ 2,830
	Rentals - Building & Equipment	\$ 265,862	\$ 272,923	\$ 5,550	\$ -	\$ 278,473	\$ 121,004	\$ 97,391	\$ 60,078	\$ 59,598	\$ 480
	Building & Site Improvements	\$ 23,773	\$ 292,800	\$ -	\$ 292,800	\$ -	\$ 235,080	\$ 43,660	\$ 14,060	\$ 6,500	\$ 7,560
	<b>SUBTOTAL PUR. PROPERTY SER.</b>	<b>\$ 1,876,912</b>	<b>\$ 2,175,147</b>	<b>\$ 5,550</b>	<b>\$ -</b>	<b>\$ 2,180,697</b>	<b>\$ 1,348,198</b>	<b>\$ 399,732</b>	<b>\$ 432,767</b>	<b>\$ 426,841</b>	<b>\$ 5,927</b>

## NEWTOWN BOARD OF EDUCATION

## 2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - DECEMBER 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19		YTD		YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
			APPROVED BUDGET	TRANSFERS 2018 - 2019	CURRENT TRANSFERS	CURRENT BUDGET					
<b>500</b>	<b>OTHER PURCHASED SERVICES</b>										
	Contracted Services	\$ 570,837	\$ 621,207	\$ 9,534		\$ 630,741	\$ 417,820	\$ 65,869	\$ 147,052	\$ 143,000	\$ 4,052
	Transportation Services	\$ 4,091,115	\$ 4,341,927	\$ (100,000)		\$ 4,241,927	\$ 1,827,877	\$ 1,973,680	\$ 440,370	\$ 384,103	\$ 56,267
	Insurance - Property & Liability	\$ 410,691	\$ 409,907	\$ (5,550)		\$ 404,357	\$ 314,383	\$ 85,528	\$ 4,447	\$ 1,200	\$ 3,247
	Communications	\$ 159,176	\$ 156,649	\$ -		\$ 156,649	\$ 67,336	\$ 73,168	\$ 16,145	\$ 15,800	\$ 345
	Printing Services	\$ 27,387	\$ 33,020	\$ -		\$ 33,020	\$ 8,659	\$ 3,432	\$ 20,930	\$ 20,930	\$ -
	Tuition - Out of District	\$ 3,454,767	\$ 3,164,101	\$ 130,000		\$ 3,294,101	\$ 2,321,447	\$ 2,283,074	\$ (1,310,420)	\$ (1,042,590)	\$ (267,830)
	Student Travel & Staff Mileage	\$ 208,537	\$ 212,976	\$ -		\$ 212,976	\$ 74,365	\$ 90,420	\$ 48,191	\$ 48,191	\$ -
	<b>SUBTOTAL OTHER PURCHASED SERVICES</b>	<b>\$ 8,922,509</b>	<b>\$ 8,939,787</b>	<b>\$ 33,984</b>	<b>\$ -</b>	<b>\$ 8,973,771</b>	<b>\$ 5,031,887</b>	<b>\$ 4,575,169</b>	<b>\$ (633,285)</b>	<b>\$ (429,366)</b>	<b>\$ (203,919)</b>
<b>600</b>	<b>SUPPLIES</b>										
	Instructional & Library Supplies	\$ 767,673	\$ 835,997	\$ 4,486		\$ 840,483	\$ 448,274	\$ 67,822	\$ 324,388	\$ 324,388	\$ -
	Software, Medical & Office Sup.	\$ 140,088	\$ 188,341	\$ -		\$ 188,341	\$ 97,149	\$ 17,916	\$ 73,276	\$ 73,276	\$ -
	Plant Supplies	\$ 404,991	\$ 375,000	\$ -		\$ 375,000	\$ 185,631	\$ 41,044	\$ 148,325	\$ 147,211	\$ 1,114
	Electric	\$ 1,305,141	\$ 1,498,260	\$ -		\$ 1,498,260	\$ 615,458	\$ -	\$ 882,802	\$ 896,846	\$ (14,044)
	Propane & Natural Gas	\$ 304,459	\$ 430,300	\$ -		\$ 430,300	\$ 129,168	\$ -	\$ 301,132	\$ 283,929	\$ 17,203
	Fuel Oil	\$ 321,179	\$ 108,860	\$ -		\$ 108,860	\$ 29,370	\$ -	\$ 79,490	\$ 79,490	\$ -
	Fuel For Vehicles & Equip.	\$ 231,624	\$ 254,618	\$ -		\$ 254,618	\$ 67,105	\$ -	\$ 187,513	\$ 189,438	\$ (1,925)
	Textbooks	\$ 25,880	\$ 140,419	\$ (810)		\$ 139,609	\$ 110,535	\$ 8,458	\$ 20,616	\$ 20,616	\$ -
	<b>SUBTOTAL SUPPLIES</b>	<b>\$ 3,501,034</b>	<b>\$ 3,831,795</b>	<b>\$ 3,676</b>	<b>\$ -</b>	<b>\$ 3,835,471</b>	<b>\$ 1,682,689</b>	<b>\$ 135,240</b>	<b>\$ 2,017,542</b>	<b>\$ 2,015,194</b>	<b>\$ 2,348</b>

NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - DECEMBER 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19		YTD		YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
			APPROVED BUDGET	TRANSFERS 2018 - 2019	CURRENT TRANSFERS	CURRENT BUDGET					
<b>700</b>	<b>PROPERTY</b>										
	Capital Improvements (Sewers)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Technology Equipment	\$ 547,585	\$ 550,000	\$ -	\$ -	\$ 550,000	\$ 246,248	\$ 1,470	\$ 302,282	\$ 302,282	\$ -
	Other Equipment	\$ 9,200	\$ 46,247	\$ -	\$ -	\$ 46,247	\$ 30,731	\$ 478	\$ 15,038	\$ 15,468	\$ (430)
	<b>SUBTOTAL PROPERTY</b>	<b>\$ 556,785</b>	<b>\$ 596,247</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 596,247</b>	<b>\$ 276,979</b>	<b>\$ 1,948</b>	<b>\$ 317,320</b>	<b>\$ 317,750</b>	<b>\$ (430)</b>
<b>800</b>	<b>MISCELLANEOUS</b>										
	Memberships	\$ 60,808	\$ 69,207	\$ -	\$ -	\$ 69,207	\$ 56,648	\$ 1,456	\$ 11,103	\$ 9,400	\$ 1,703
	<b>SUBTOTAL MISCELLANEOUS</b>	<b>\$ 60,808</b>	<b>\$ 69,207</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 69,207</b>	<b>\$ 56,648</b>	<b>\$ 1,456</b>	<b>\$ 11,103</b>	<b>\$ 9,400</b>	<b>\$ 1,703</b>
<b>910</b>	<b>SPECIAL ED CONTINGENCY</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>
<b>TOTAL LOCAL BUDGET</b>		<b>\$ 74,064,636</b>	<b>\$ 76,054,231</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 76,054,231</b>	<b>\$ 32,845,054</b>	<b>\$ 38,225,179</b>	<b>\$ 4,983,998</b>	<b>\$ 4,943,753</b>	<b>\$ 40,245</b>

(Unaudited)

NEWTOWN BOARD OF EDUCATION

2018-19 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - DECEMBER 31, 2018

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2017 - 2018	2018-19 APPROVED BUDGET	YTD TRANSFERS 2018 - 2019	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
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<u>BOARD OF EDUCATION FEES &amp; CHARGES - SERVICES</u>		2018-19 APPROVED BUDGET	RECEIVED	BALANCE	% RECEIVED
LOCAL TUITION		\$31,675	\$20,397	\$11,278	64.39%
HIGH SCHOOL FEES FOR PARKING PERMITS		\$20,000	\$20,000	\$0	100.00%
MISCELLANEOUS FEES		\$5,000	\$4,649	\$351	92.99%
<b>TOTAL SCHOOL GENERATED FEES</b>		<b>\$56,675</b>	<b>\$45,046</b>	<b>\$11,629</b>	<b>79.48%</b>

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

"FOR THE MONTH ENDING - DECEMBER 31, 2018"

OFFSETTING REVENUE INCLUDED IN ANTICIPATED OBLIGATIONS

OBJECT	EXPENSE CATEGORY	BUDGETED	REVISION	REVISED BUDGET	1st ESTIMATE	DIFFERENCE	Feb RECEIVED	May RECEIVED	Total RECEIVED
100	<b>SALARIES</b>	\$ (49,618)	\$ -	\$ (49,618)	\$ (65,366)	\$ (15,748)	\$ -	\$ -	\$ -
200	<b>EMPLOYEE BENEFITS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
300	<b>PROFESSIONAL SERVICES</b>	\$ (56,105)	\$ -	\$ (56,105)	\$ (13,141)	\$ 42,964	\$ -	\$ -	\$ -
400	<b>PURCHASED PROPERTY SERV.</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500	<b>OTHER PURCHASED SERVICES</b>	\$ (1,407,585)	\$ -	\$ (1,407,585)	\$ (1,399,682)	\$ 7,903	\$ -	\$ -	\$ -
600	<b>SUPPLIES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
700	<b>PROPERTY</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
800	<b>MISCELLANEOUS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL GENERAL FUND BUDGET</b>		\$ (1,513,308)	\$ -	\$ (1,513,308)	\$ (1,478,189)	\$ 35,119	\$ -	\$ -	\$ -

<b>100</b>	<b>SALARIES</b>								
	Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Teachers & Specialists Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Early Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Homebound & Tutors Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Certified Substitutes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Coaching/Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Staff & Program Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>CERTIFIED SALARIES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Supervisors/Technology Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Clerical & Secretarial salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Educational Assistants	\$ (5,326)	\$ -	\$ (5,326)	\$ (8,814)	\$ (3,488)	\$ -	\$ -	\$ -
	Nurses & Medical advisors	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Custodial & Maint Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Non Certified Salary Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Special Education Svcs Salaries	\$ (44,292)	\$ -	\$ (44,292)	\$ (56,552)	\$ (12,260)	\$ -	\$ -	\$ -
	Attendance & Security Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Extra Work - Non-Cert	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Custodial & Maint. Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Civic activities/Park & Rec	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>NON-CERTIFIED SALARIES</b>	\$ (49,618)	\$ -	\$ (49,618)	\$ (65,366)	\$ (15,748)	\$ -	\$ -	\$ -
	<b>SUBTOTAL SALARIES</b>	\$ (49,618)	\$ -	\$ (49,618)	\$ (65,366)	\$ (15,748)	\$ -	\$ -	\$ -
<b>200</b>	<b>EMPLOYEE BENEFITS</b>								
	<b>SUBTOTAL EMPLOYEE BENEFITS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

"FOR THE MONTH ENDING - DECEMBER 31, 2018"

**OFFSETTING REVENUE INCLUDED IN ANTICIPATED OBLIGATIONS**

OBJECT	EXPENSE CATEGORY	BUDGETED	REVISION	REVISED BUDGET	1st ESTIMATE	DIFFERENCE	0	Feb RECEIVED	May RECEIVED	Total RECEIVED
<b>300</b>	<b>PROFESSIONAL SERVICES</b>									
	Professional Services	\$ (56,105)		\$ (56,105)	\$ (13,141)	\$ 42,964	\$ -	\$ -	\$ -	\$ -
	Professional Educational Ser.	\$ -		\$ -		\$ -	\$ -			\$ -
	<b>SUBTOTAL PROFESSIONAL SVCS</b>	<b>\$ (56,105)</b>	<b>\$ -</b>	<b>\$ (56,105)</b>	<b>\$ (13,141)</b>	<b>\$ 42,964</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>400</b>	<b>PURCHASED PROPERTY SVCS</b>									
	<b>SUBTOTAL PUR. PROPERTY SER.</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>500</b>	<b>OTHER PURCHASED SERVICES</b>									
	Contracted Services	\$ -		\$ -		\$ -	\$ -			\$ -
	Transportation Services	\$ (348,975)		\$ (348,975)	\$ (305,446)	\$ 43,529	\$ -	\$ -	\$ -	\$ -
	Insurance - Property & Liability	\$ -		\$ -		\$ -	\$ -			\$ -
	Communications	\$ -		\$ -		\$ -	\$ -			\$ -
	Printing Services	\$ -		\$ -		\$ -	\$ -			\$ -
	Tuition - Out of District	\$ (1,058,610)		\$ (1,058,610)	\$ (1,094,236)	\$ (35,626)	\$ -	\$ -	\$ -	\$ -
	Student Travel & Staff Mileage	\$ -		\$ -		\$ -	\$ -			\$ -
	<b>SUBTOTAL OTHER PURCHASED SI</b>	<b>\$ (1,407,585)</b>	<b>\$ -</b>	<b>\$ (1,407,585)</b>	<b>\$ (1,399,682)</b>	<b>\$ 7,903</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>600</b>	<b>SUPPLIES</b>									
	<b>SUBTOTAL SUPPLIES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>700</b>	<b>PROPERTY</b>									
	<b>SUBTOTAL PROPERTY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>800</b>	<b>MISCELLANEOUS</b>									
	Memberships									
	<b>SUBTOTAL MISCELLANEOUS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>TOTAL LOCAL BUDGET</b>	<b>\$ (1,513,308)</b>	<b>\$ -</b>	<b>\$ (1,513,308)</b>	<b>\$ (1,478,189)</b>	<b>\$ 35,119</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Difference in 1st estimate to Budget \$ (35,119)

Excess Cost and Agency placement Grants are budgeted at 75%.

*CABE's revised sample policy.*

## Students

### Attendance/Excuses/Dismissal

#### Attendance

Connecticut state law requires parents to cause their children, ages five through eighteen inclusive, to attend school regularly during the hours and terms the public school is in session. Parents or persons having control of a child five years of age have the option of not sending the child to school until ages six or seven. Mandatory attendance terminates upon graduation or withdrawal with written parent/guardian consent at age seventeen.

A student is considered to be “in attendance” if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent. A student not meeting the definition of “in attendance” shall be considered absent.

*Note: P.A. 15-225 requires the SBE to define “disciplinary absence” by January 1, 2016 to assist local boards of education calculate district and school chronic absenteeism rates.*

Classroom learning experiences are the basis for public school education. Time lost from class is lost instructional opportunity. The Board of Education requires that accurate records be kept of the attendance of each child, and students should not be absent from school without parental knowledge and consent.

#### Definitions (related to chronic absenteeism)

**Chronically absent child:** An enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

**Absence:** An excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education ~~or an in-school suspension that is greater than or equal to one half of a school day.~~ [pursuant to CGS 10-198b.](#)

**District chronic absenteeism rate:** The total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year.

**School chronic absenteeism rate:** The total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

## Students

### Attendance/Excuses/Dismissal

#### Excuses (continued)

~~**Note:** *The use of the state approved definitions of “excused” and “unexcused” absences are for state purposes for the reporting of truancy. Districts are not precluded from using separate definitions of such absences for their internal uses such as involving decisions on areas such as promotion and grading.*~~

A student’s absence from school shall be considered “excused” if written documentation of the reason for such absence has been submitted within ten (10) school days of the student’s return to school and meets the following criteria:

- A. For absences one through nine, a student’s absences from school are considered “excused” when the student’s parent/guardian approves such absence and submits appropriate documentation to school officials.

~~Such documentation includes a signed note from the student’s parent/guardian, a signed note from a school official that spoke in person with the parent/guardian regarding the absence, or a note confirming the absence by the school nurse or by a licensed medical professional, as appropriate. Documentation should explain the nature of and the reason for the absence as well as the length of the absence. Separate documentation must be submitted for each incidence of absenteeism.~~

- B. For the tenth absence and all absences thereafter, a student’s absences from school are considered excused for the following reasons:

1. Student illness (must be verified by a licensed medical professional to be deemed excused, regardless of the length of the absence);
2. Student’s observance of a religious holiday;
3. Death in the student’s family or other emergency beyond the control of the student’s family;
4. Mandated court appearances (documentation required);
5. The lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation required);
6. Extraordinary educational opportunities pre-approved by District administration and to be in accordance with Connecticut State Department of Education guidance.

- C. A student’s absence from school shall be considered unexcused unless:

1. The absence meets the definition of an excused absence and meets the documentation requirements; or
2. The absence meets the definition of a disciplinary absence, which is the result of school or District disciplinary action and are excluded from these State Board of Education approved definitions.



## Students

### Attendance/Excuses/Dismissal

#### Excuses (continued)

When the school in which a child is enrolled receives no notification from a parent or other person having control of the child is aware of the child's absence, a reasonable effort shall be made by school personnel or volunteers under the direction of school personnel to notify by telephone and by mail such parent or other person having control of the child.

~~The required mailed notice shall include a warning that two unexcused absences from school in one month or five unexcused absences in a school year may result in a complaint filed with the Superior Court alleging the belief that the acts or omissions of the child are such that the child's family is a family with service needs. (effective 8/15/17)~~

Responsibility for completion of missed classwork lies with the student, not the teacher. Unless a student has an extended illness, all make-up work will be complete within five days after the student returns to school.

#### Excused Absences for Children of Service Members

An enrolled student, age five to eighteen, inclusive, whose parent or legal guardian is an active duty member of the armed forces, as defined in section 27-103, and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting, shall be granted ten days of excused absences in any school year and, at the discretion of the Board of Education, additional excused absences to visit such child's parent or legal guardian with respect to such leave or deployment of the parent or legal guardian. In the case of such excused absences such child and parent or legal guardian shall be responsible ~~to~~ for obtaining assignments from the student's teacher prior to any period of excused absence, and for ensuring that such assignments are completed by such child prior to his or her return to school from such period of excused absence.

#### Chronic Absenteeism

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A team for the District must be established when the District chronic absenteeism rate is 10 percent or higher.
2. A team for the school must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

## Students

### Attendance/Excuses/Dismissal

#### Chronic Absenteeism (continued)

The membership of attendance review teams may consist of school administrators, guidance counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each established attendance review team shall meet at least monthly.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available. *(SDE to develop by 1/1/16.)*

The District shall annually include in information for the strategic school profile report for each school and the District that is submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

The Principal or his/her designee of any elementary or middle school located in a town/city designated as an alliance district may refer to the children's truancy clinic established by the Probate Court serving the town/city, a parent/guardian with a child defined as a truant or who is at risk of becoming a truant. *(An attendance officer or a police officer shall deliver the citation and summons and a copy of the referral to the parent/guardian.)*

#### Dismissal

No school, grade, or class may be dismissed before the regularly scheduled dismissal time without the approval of the Superintendent or his/her designee.

No teacher may permit any individual student to leave school prior to the regular hour of dismissal without the permission of the Principal.

No student may be permitted to leave school at any time other than at regular dismissal without the approval of the student's parent/guardian. If a court official with legal permission to take custody of a child, or if a police officer arrests a student, the parent/guardian should be notified of these situations by the administration.

(cf. 5142 - Student Safety)

(cf. 5113.2 - Truancy)

(cf. 6113 - Released Time)

## Students

### Attendance/Excuses/Dismissal (continued)

Legal Reference

Connecticut General Statutes

10-220(c) Duties of boards of education (as amended by PA 15-225)

10-184 Duties of parents (as amended by PA 98-243 and PA 00-157)

10-185 Penalty

10-198a Policies and procedures concerning truants (as amended by PA11-136, An Act Concerning Minor Revisions to the Education Statutes and PA 14-198, An Act Concerning Excused Absences from School for Children of Service Members, and PA 16-147, An Act Concerning the Recommendations of the Juvenile Justice Policy and Oversight Committee)

10-198b State Board of Education to define “excused absence,” “unexcused absence,” and “disciplinary absence”

10-198c Attendance review teams.

10-198d Chronic absenteeism (as amended by PA 17-14

45a-8c Truancy clinic. Administration. Policies and procedures. Report. (as amended by PA 15-225)

~~PA 15-225 An Act Concerning Chronic Absenteeism~~

10-199 through 10-202 Attendance, truancy - in general

~~Action taken by State Board of Education on January 2, 2008, to define “attendance.”~~

~~Action taken by State Board of Education on June 27, 2012, to define “excused” and “unexcused” absences.~~

PA 17-14 An Act Implementing the Recommendations of the Department of Education

Policy approved:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

## **Students**

### **High School Attendance**

#### **Attendance Philosophy**

The faculty of Newtown High School believes that learning experiences that take place in the classroom are meaningful and essential to the entire education process.

Absence from class represents an irretrievable loss in terms of opportunity for interaction and exchange of ideas among students and between students and teacher. Therefore, classroom attendance is an integral part of the student's course of study.

#### **Definitions**

**Absence:** In general, an absence occurs when a student is not present for the entire school day.

**Documented Absence:** A documented absence occurs when a student is absent from one or more classes with parent/guardian consent. This consent must be communicated with the school for the absence to be documented.

The Appeals Committee will consider the following categories of Documented Absences in its review of credit restoration:

- Serious illness, disabilities or handicapping condition
- Extraordinary family emergencies
- Educational reasons, including college visits
- Religious observations

**Undocumented Absences:** An undocumented absence, i.e., truancy, occurs, when a student is absent for the entire school day or part of a day without parental consent, or with parental consent when the school deems that consent not to be in the best interest of the student.

**Appeals Committee:** The Appeals Committee will review a student's losing class credit. Loss of class credit will occur when a student has not attended a sufficient number of classes (see D. Loss of Class Credit).

The Appeals Committee is convened by the assistant principal and made up of five members that include faculty, staff and administration.

**Class Cut:** A class cut occurs when a student is present in school but absent from class for more than ten minutes without permission. Permission must be obtained from a member of the faculty, staff, or administration.

**Exemptions:** School-approved field trips, including mentoring and job shadowing, as well as sports activities, i.e., State and league championships, are considered days in class.

**Tardiness:** Tardiness occurs when a student is late to class without permission. Permission must be obtained from a member of the faculty, staff, or administration. (For lateness beyond ten minutes, see Class Cut above.)

### **Reporting Absences**

On any day when the student is not in school, the parent or guardian is responsible for calling the attendance office at 203-426-7656 (24 hours/7days) with an explanation.

If the parent/guardian does not call the school, a written explanation is required within two school days of when the student returns to school.

If a parent or guardian does not contact the school, the student has an Undocumented Absence.

### **Penalties**

1. The penalties for undocumented Absences, i.e., truancy, are as follows:
  - The first Undocumented Absence, i.e., truancy, will result in a one-day Saturday detention.
  - Further Undocumented Absences, i.e., truancies, will result in suspension.
2. The penalties for Class Cutting are as follows:
  - First occurrence: Teacher may contact parents and assign a detention or equivalent.
  - Second and third occurrence: The administration will contact parents and assign detention or equivalent.
  - Further cutting may result in suspension.
3. Students will receive a grade of zero and have no right to make up any work they miss as a result of Class Cutting or an Undocumented Absence.
4. Students will be allowed to make up missed work without grade penalty for Documented Absences. It is the responsibility of the student to obtain assignments for Documented Absences. All work, including quizzes, and tests, should be completed within two (2) school days of return, unless the time is extended by the teacher.

### **Tardiness**

Promptness to class is expected. On the third Tardiness to any class, and any succeeding Tardiness to that class, a school detention or equivalent will be assigned. There will be a grade penalty for work missed due to being tardy.

**Loss of Class Credit**

1. A student will lose credit for a course after missing ten (10) classes of any semester course or after missing the twenty (20) classes in a year-long course. This is regardless of whether the student has missed the classes due to Class Cutting, Undocumented Absences, or Documented Absences.
2. Based on school records, parents will be notified after a student misses the fifth class for a semester course or misses the tenth class for a year-long course.
3. Appeals for credit restoration must be submitted in writing by a student or parent/guardian to the principal's office within ten (10) days of notification of loss of credit. Decisions regarding appeals will be made by the Appeals Committee (see Definitions). Four or five members must rule in favor of the appeal to restore credit.
4. The Appeals Committee will only consider the following categories of Documented Absences in its review of credit restoration:
  - Serious illness, disabilities or handicapping condition
  - Extraordinary family emergencies
  - Education reasons, including college visits
  - Religious observations

**Long-Term Illness**

Long-term illness requires a homebound tutor to enable the student to maintain class work and course credit. Arrangements should be made by contacting guidance counselors, attendance staff, or a member of the administration.

**Permission to Leave School**

Before administrative permission is given for a student to leave a school or school grounds or for a recognized senior privilege, a written note from the parent or guardian should be presented to the building principal or designee. In emergency situations a telephone call from the parent or guardian may suffice. Students 18 years of age or older may sign themselves out.

Regulation approved:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

*Existing policy, presently numbered 7-100 adopted 3/12/96, appropriate as written except for addition of legal reference.*

## Students

### School Attendance Areas

The Board of Education will design and maintain attendance areas that are responsive to approved educational programs and efficient utilization of school facilities.

The boundaries for each attendance area will reflect these priorities:

1. Rated school building capacity, current enrollment, and future enrollment projections
2. Ages of students
3. Proximity of student's residence to the school
4. Safe access for walking or bus routes
5. Needs of district wide programs

Legal Reference: Connecticut General Statutes

10-226a Pupils of racial minorities.

10-226b Existence of racial imbalance.

10-226c Plan to correct imbalance.

10-226d Approval of plan by state board.

Policy adopted:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

*A “broader” succinct version of this mandated policy,  
leaving all relevant detail to the administrative regulation.*

## **Students**

### **Homeless Students**

Children who meet the Federal definition of “homeless” will be provided a free and appropriate public education in the same manner as all other students of the District and will not be stigmatized or segregated on the basis of their status as homeless. No homeless student will be denied enrollment based on lack of proof of residency or due to barriers such as fines, fees and absences. No Board policy, administrative regulations, or practice will be interpreted or applied in such a way as to inhibit the enrollment, attendance, or school success of homeless children.

Homeless students will be provided services comparable to other students in the District in compliance with federal and state law. Access to District programs include public preschool programs administered by the District.

The Superintendent will appoint a Liaison for Homeless Children who will perform the duties as assigned by the Superintendent and detailed in the administrative regulation accompanying this policy. Additionally, the Liaison will coordinate and collaborate with the State Coordinator for the Education of Homeless Children and Youth as well as with community and school personnel responsible for the provision of education and related services to homeless children and youths.

(cf. 5143 – Student Health Assessments and Immunizations)  
(cf. 5146 – Child Abuse and Neglect)

Legal Reference: Connecticut General Statutes

10-253(e) School privileges for children in certain placements, non-resident children and children in temporary shelters.

17a-101 Protection of children from abuse. Reports required of certain professional persons. When child may be removed from surrounding without court order.

17a-103 Reports by others.

17a-106 Cooperation in relation to prevention, identification and treatment of child abuse and neglect.

46b-120 Definitions.

McKinney-Vento Homeless Assistance Act, (P.L. 107-110-Sec 1032) 42 U.S.C. §11431-11435, as amended by the ESSA, P.L. 114-95.



## **Students**

### **Homeless Students**

Legal Reference: Connecticut General Statutes (continued)

Federal Register: McKinney-Vento Education for Homeless Children and Youths Program, Vol. 81, No. 52, 3/17/2016.

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C. 1232g.)

Dept. of Educ. 34 C.F.R. Part 99 (May 9, 1980 45 FR 30802) regs. Implementing FERPA enacted as part of 438 of General Educ. Provisions Act (20 U.S.C. 1232g) parent and student privacy and other rights with respect to educational records, as amended 11/21/96, and Final Rule 34 CFR Part 99, December 9, 2008, December 2, 2011.

Policy adopted:

cps 11/04  
rev 10/13  
rev 11/16

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

*A suggested regulation to consider.*

## Students

### Homeless Students

In order to appropriately implement the policy pertaining to homeless children, youth and students placed in shelters, in compliance with all applicable federal and state statutes, the following regulations are established.

#### Definitions:

Homeless ~~students~~ children and youths are federally defined as “individuals who lack a fixed, regular, and adequate nighttime residence.” This definition includes the following types of ~~students~~ children and youths who are:

- a. sharing the housing of other persons due to loss of housing, economic hardship, or similar reason;
- b. living in motels, hotels, ~~trailer parks~~ or camping grounds due to lack of alternative adequate accommodations;
- c. living in emergency or transitional shelters;
- d. abandoned in hospitals;
- e. ~~awaiting foster care placement; (delete as of 12/10/16)~~
- f. have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- g. living in cars, parks, public spaces, abandoned buildings, bus or train stations, or similar settings;
- h. migratory children living in the above described circumstances.

Connecticut’s residency definitions contained in C.G.S. 10-253(d) defines non-residency as children residing with relatives or non-relatives, when it is the intention of such relatives or non-relatives and of the children or their parents or guardians that such residence is to be (1) permanent, (2) provided without pay and (3) not for the sole purpose of obtaining school accommodations. In addition, C.G.S. 10-253(e) indicates that children in temporary shelters are entitled to free school privileges from either the school district in which the shelter is located or from the school district in which the child would otherwise reside, if not for the need for temporary shelter. The district has an obligation to identify homeless and migratory children.

**“Enroll” and “enrollment”** are federally defined to include attending classes and participating fully in school activities.

**“Unaccompanied youth”** includes a homeless child or youth not in the physical custody of a parent or guardian.

## Students

### Homeless Students (continued)

#### District Obligations Regarding Placement of Homeless Students:

- a. District policy must remove barriers to the identification, enrollment and retention of homeless children and youth, including such barriers as outstanding fees, fines or absences.
- b. The District must continue the student's education in the "school of origin" which is the school the child attended when permanently housed or the school of last enrollment. The District must presume that keeping a homeless child or youth in the school of origin is in such individual's best interest unless doing so is contrary to the request of the individuals' parent/guardian or unaccompanied youth. **OR**
- c. The District must enroll the homeless student in any public school that non-homeless students who live in the area where the child is actually living are eligible to attend. The school selected based on a homeless child or youth's best interest shall immediately enroll such child even if he/she missed application or enrollment deadlines during any period of homelessness.
- d. The District is required, "to the extent feasible" to keep the homeless child or youth in the school of origin unless it is against the wishes of the parent/guardian. If the District determines that it is not in the child's or youth's best interest to attend the school of origin, the District will provide a written explanation of its determining reasons, in a manner and form that is understandable.
- e. The homeless child's right to attend the school of origin extends for the duration of homelessness. When the child or youth completes the final grade served by the school of origin; it also includes the designated receiving school at the next level for all feeder schools.
- f. If a child becomes permanently housed during the academic year, he/she is entitled to stay in the school of origin until the end of the school year.
- g. A child who becomes homeless in between academic years is entitled to attend his/her school of origin for the following academic year.
- h. The District must provide written explanation, including the right to appeal, whenever the school District sends the homeless child to a school other than the school of origin or a school requested by the parent/guardian.
- i. With an "unaccompanied youth," the District's homeless liaison must assist in the placement/enrollment decisions, considering the youth's wishes, and provide notice of appeal under the Act's enrollment disputes provision.
- j. The District's liaison must participate in professional development and technical assistance provided by the State Office of the Homeless Coordinator.
- k. The definition of "school of origin" includes preschools operated by a local school district.
- l. Information about a homeless student's living situation shall be treated as a student education record, subject to FERPA protections and shall not be deemed to be directory information.

## Students

### Homeless Students (continued)

#### Appeal Procedures: (Enrollment Disputes)

- a. C.G.S. 10-186 currently defines the process for resolving issues involving homeless ~~students~~ children and youths. The state is required to establish an appeal process.
- b. ~~Federal law requires school districts to allow homeless students to “stay put.” “The child shall be immediately admitted to~~ In a dispute over eligibility the child or youth shall immediately be enrolled in the school in which enrollment is sought, pending final resolution of the dispute and all available appeals.
- c. The District’s homeless liaison shall carry out the dispute resolution process expeditiously and, in the case of an unaccompanied youth, ensure that the youth is immediately enrolled in school pending the final resolution of the dispute and all available appeals.
- d. The parent/guardian shall be made aware of the right to appeal the decision to the Board of Education. The Board shall issue a written decision on the dispute within **10 business** days of the receipt of the appeal and hand deliver the written decision and a notice of right-to-appeal to the State Coordinator for the Education of Homeless Children and Youths to the parents/guardians (or student if applicable). The decision of the State Coordinator shall be final.

#### Educational Services to be Provided to Homeless Students:

1. Educational services are to be comparable to those received by other students in the school.
2. Such students may be entitled to such services, through Head Start programs, as Title I, state/local remedial programs, special education, limited English proficiency, vocational education, gifted/talented, school nutrition programs and preschool programs administered by the District.
3. Homelessness alone is not to be considered a sufficient reason to separate students from the mainstream school environment.
4. Homeless students may be segregated for short periods of time only for health and safety emergencies or to provide temporary, special or supplemental services.

#### Transportation Obligations of the School District for Homeless Students:

1. Services must be comparable to those provided other students in the selected school.
2. Homeless students must be provided transportation to the school of origin, if requested by the parent/guardian, if the school is within the school district.

## Students

### Homeless Students

#### Transportation Obligations of the School District for Homeless Students: (continued)

3. If the school of origin is in a different school district from where the child is currently living, both school districts are to agree on a method for sharing the responsibility and costs, or share the costs and responsibility equally.
4. When a student obtains permanent housing, transportation to the school of origin must be provided until the end of the academic year, if it is in the student's best interest to remain in that school.

#### Enrollment Requests from Homeless Parents:

1. The selected school is required to immediately enroll the child, even in the absence of records normally required for enrollment. Parents/guardians may be required to submit contact information.
2. The last school attended must be contacted to obtain records.
3. If the child lacks immunizations or immunization/medical records, the enrolling school MUST refer the parent/guardian to the liaison in order to get help obtaining immunizations and records.

#### Privacy

1. Schools must treat information about a homeless child's or youth's living situation as a student education record subject to all protections of the Family Educational Rights and Privacy Act (FERPA).
1. Such information shall not be deemed to be directory information.

#### District Liaison for Homeless Students:

The District's liaison for homeless students is [the Director of Pupil Services](#).

The duties of the local liaison are:

- a. Ensure homeless children and youth are identified by school personnel and through outreach and coordination with other agencies and entities.
- b. Ensure homeless children are enrolled in and have a full and equal opportunity to succeed in the school district's schools.

## Students

### Homeless Students

#### District Liaison for Homeless Students: (continued)

- c. Ensure that homeless families and homeless children receive educational services for which they are eligible, including Head Start Programs and ~~Even-Start~~, preschool programs administered by the District. ~~and referrals to health care services, dental services, mental health services, and other appropriate services.~~
- d. Inform parents/guardians ~~are informed~~ of homeless children and youth of educational and related opportunities available to their children, and are provided with meaningful opportunities to participate in the education of their children.
- e. Ensure that public notice of the educational rights of homeless children and youth is ~~are~~ disseminated where such children receive services ~~(For example, family shelters, soup kitchens, and schools)~~ in locations frequented by parents/guardians of such children and unaccompanied youth, including schools, shelters, public libraries, and soup kitchens in a manner and form understandable to parents/guardians of homeless children and youths and unaccompanied youth.
- f. Ensure that enrollment disputes are mediated.
- g. Inform parent/guardian ~~is fully informed~~ of all transportation services, including to the school of origin, and is assisted in accessing those services.
- h. Ensure that homeless children and youths receive referrals to health care services, dental services, mental health and substance abuse services, housing services and other appropriate services.
- i. ~~Must~~ Assist unaccompanied youth in placement/enrollment decisions, including considering the youth's wishes in those decisions, and providing notice to the youth of the right to appeal such decisions.
- j. ~~Must~~ Assist children who do not have immunizations, or immunization or medical records, to obtain necessary immunizations, or immunization or medical records.
- k. ~~Must~~ Collaborate and coordinate with state coordinators and community and school personnel responsible for the provision of education and related services to homeless children.
- l. Indicate that a child or youth or his/her immediate family is eligible to participate in a local district program and authorized to affirm such individual/family for the HUD homeless assistance program. (This qualification can be done provided the District liaison has received the mandatory training.)
- m. Provide the State Coordinator the reliable, valid, and comprehensive data needed to fulfill the federally required data collection.

## **Students**

### **Homeless Students**

#### **District Liaison for Homeless Students:** (continued)

- n. Participate in professional development and other technical assistance activities, as determined appropriate by the State Coordinator.
- o. Ensure that school personnel providing services to homeless children and youth receive professional development and other support and that unaccompanied youths:
  - i. are enrolled in school;
  - ii. have opportunities to meet the same challenging State academic standards the State has established for other children and youth; and
  - iii. are informed of their status as independent youths under Section 480 of the Higher Education Act of 1965 (20 U.S.C. 1087VV) and that such youth may obtain assistance from the District to receive verification of such status for purposes of the Free Application for Federal Student Aid.
- p. Coordinate special education services for homeless children and youth identified as eligible within the local District.

## Students

### Eligibility for Honor Rolls

To recognize outstanding scholastic achievement, motivate students to do well in their studies, and teach students the importance of meeting all their responsibilities, the Board of Education hereby establishes the following categories of honors and the criteria for eligibility for said honors.

~~To be eligible for honors a student must receive a grade C or 70 in all subjects including physical education.~~

### High School (9-12)

#### Honor Roll

To be named to the High Honor Roll a student must:

1. Be enrolled in five or more courses. A minimum of four courses must be in areas of study other than independent study and released work experience.
2. Have an overall average of 90 or higher for the marking period.
3. Receive a grade of 85 or higher in each course used in determining the overall average and have no incomplete grades.

To be named to the Honor Roll a student must:

1. Be enrolled in five or more courses. A minimum of four courses must be in areas of study other than independent study and released work experience.
2. Have an overall average of 85 or higher for the marking period.
3. Receive a grade of 80 or higher in each course used in determining the overall average and have no incomplete grades.

### Middle School (7-8)

#### Honor Roll

Achievement grades in all subjects will be considered to determine eligibility for the honor roll. A student must receive an overall achievement grade average of 85% or higher.

A grade of C+ or lower in any subject or a Pass (P) designation will exclude the student from the honor roll. Note: Pass/Fail (P/F) option for grading may be used only if stated in Individual Educational Plan (IEP) or through prior arrangement by a team consisting of a school counselor, parent, teacher, and administrator.

When the computer calculates the average, it will use the following numerical letter grades:  
A+ (97-100) C+ (77-79) EFFORT GRADES A (93-96) C (73-76) A Outstanding A- (90-92)  
C- (70-72) B Very Good B+ (87-89) D+ (68-69) C Satisfactory B (83-86) D (66-67) D Needs to  
Improve B- (80-82) D- (65) F Unsatisfactory NM = No Mark F = Below 65 P/F = Pass/Fail  
I= Incomplete



A “major subject” is a course that meets five times a week.

Publication of the “Honor Roll” will conform to the District’s policy pertaining to directory information.

- ~~(cf. 0521—Nondiscrimination)~~
- ~~(cf. 5121—Examination/Grading/Rating)~~
- ~~(cf. 5121.1—Class Rank)~~
- ~~(cf. 5124—Reporting to Parents)~~
- (cf. 5125 - Student Records/Confidentiality)
- (cf. 5145.15 - Directory Information)
- ~~(cf. 5126—Awards for Achievement)~~
- ~~(cf. 6121—Nondiscrimination)~~
- ~~(cf. 6145.51—National Honor Society)~~
- ~~(cf. 6146.1—Grading/Assessment Systems)~~
- ~~(cf. 6146.11—Grade Weighting/Class Ranking)~~

Policy approved:

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut