

**NEW MILFORD BOARD OF EDUCATION**  
**New Milford Public Schools**  
**50 East Street**  
**New Milford, Connecticut 06776**

**POLICY SUB-COMMITTEE**  
**MEETING NOTICE**

<b>DATE:</b>	<b>December 5, 2017</b>
<b>TIME:</b>	<b>6:45 P.M.</b>
<b>PLACE:</b>	<b>Lillis Administration Building - Rm. 2</b>

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**AGENDA**

**New Milford Public Schools Mission Statement**

The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family, and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.

**1. Call to Order**

**2. Public Comment**

An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions:

- A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.
- B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

**3. Discussion and Possible Action**

A. Policy:

- 1. 1140 Distribution of Materials to and by Students (Use of Students)

**4. Items of Information**

- A. Review of Policy Series 1000 – Community Relations
- B. Possible Budget Drivers

**5. Public Comment**

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**6. Adjourn**

**Sub-Committee Members: J.T. Schemm, Chairperson  
Wendy Faulenbach  
Tammy McInerney**

**Alternates: Bill Dahl  
Brian McCauley**

# FOR DISCUSSION AND POSSIBLE ACTION

(New language in red.)

1140(a)

## Community Relations

### Distribution of Materials to and by Students (Use of Students)

The purpose of permitting the distribution of materials to and by students is to provide a convenient and inexpensive method to notify students and parents of extra-curricular activities of a general interest to students in the school district. At the same time this courtesy to the school community has the potential to interfere with the efficient operation of the school district and distract from instructional activities. The Board of Education reserves the right to refuse distribution of any material to the students of the district by individuals or groups not affiliated with the New Milford Public Schools. The Superintendent of Schools (or designee) shall impose reasonable time, place, and manner restrictions on the distribution of materials to prevent disruption and preserve the educational focus of the schools.

### Distribution of Materials at Central Locations in the Schools

Members of the school and local community may request approval to distribute non-curricular materials during non-instructional time at central locations in the schools. Such materials must be pre-approved by the Superintendent of Schools (**or designee**) and shall comply with the following standards:

1. The materials must relate to youth-oriented activities or events during the school year (e.g., sports, recreational, social or civic activities) of the public schools, parent teacher organizations, town, or other local, non-profit organizations.
2. The materials must explicitly identify the organization(s) distributing the materials and all sources of information contained in the publication.
3. The materials are not in violation of the law or any Board policy and do not encourage violation of the law or any Board policy.

The Superintendent of Schools shall ensure that students are made aware that the materials that are approved for distribution are not necessarily endorsed or sponsored by the school district.

### Distribution of Materials Directly to Students

Any distribution of materials to students directly (e.g., flyers given to students in the classroom to be brought home to parents/guardians) shall be limited to those materials that relate to youth-oriented activities or events sponsored by the public schools, parent teacher organizations, the Town of New Milford or the State of Connecticut. Such materials must be pre-approved by the Superintendent of Schools (**or designee**) and comport with Board policy and applicable law.

All requests from **non-school connected** groups or individuals to have students distribute materials to people in the community, ~~with the exception of requests from school-connected organizations like parent teacher organizations or Board appointed citizens' ad hoc advisory committees,~~ will be referred to the office of the Superintendent to determine whether the requests comply with overall school purposes and policy.

## Community Relations

### Distribution of Materials to and by Students (Use of Students)

**Requests for student distribution of materials relating to events within an individual school shall be subject to review and approval by the school administrator and/or the Superintendent of Schools.**

#### Use of Students

The Board prohibits the use of students during normal school hours in activities which are not part of the normal educational and planned curriculum process. Permission for use of students in activities of a non-educational nature must be obtained from the Superintendent (or designee) who will ensure that the student's rights in terms of voluntary activities are maintained and that students are not exploited either knowingly or unknowingly.

The Superintendent (or designee) shall interpret this policy strictly; the decisions of the Superintendent will be final.

#### Budget/Referendum Materials

After the date is set for the budget referendum, information concerning a pending referendum, specifying only the time, date, location, and question or proposal to be voted upon may be disseminated through the students. This information may not contain any other information or statements, or be written in a manner which may advocate a position on the referendum question.

#### Legal Reference:

Connecticut General Statutes

9-369b Explanatory text relating to local questions.

Policy adopted: May 7, 2001  
Policy revised: June 9, 2009  
Policy revised: February 12, 2013  
Policy revised: November 12, 2013

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut

**NEW MILFORD PUBLIC SCHOOLS**  
**Table of Contents**

**COMMUNITY RELATIONS**

**SERIES 1000**

<u>Number</u>	<u>Policy and/or Regulation</u>	<u>Last Revision/Review</u>
1000	Concept, Goals and Roles	October 2013
1110	Administration and School Relations with Board	October 2013
1110.1	Communications with the Public	October 2013
1111.3	<b>REG</b> Communications with the Public	May 2001
1112	News Media Relationships	October 2013
1112.5	Media Access to Students	October 2013
1120	Public Participation at Board of Education Meetings	October 2013
1140	Distribution of Materials to and by Students	Nov 2013
1146	Recognition of Students, Citizens, Staff Members	October 2013
1150/1160	Communications with the Public	October 2013
1212	School Volunteers	October 2013
1250	Visits to the Schools	April 2014
1251	Loitering or Causing Disturbance	October 2013
1312	Public Complaints	October 2013
1313	Gifts to School Personnel	October 2013
1321	Public Performances by Students	October 2013
1322	Contests for Students	October 2013
1323	Gifts to Students	October 2013
1324	Fund-Raising by Students	October 2013
1325	Advertising and Promotion	October 2013
1325	<b>REG</b> Advertising and Promotion	Sept 2017
1326	Solicitations by Staff Members	October 2013
1330	Use of School Facilities	October 2013
1330	<b>REG</b> Use of School Facilities	June 2009
1330	<b>REG</b> Use of School Facilities – Appendix 2	Sept 2017
1330.1	<b>REG</b> Use of School Facilities Guidelines for Non-School	June 2009
1331	Smoking	October 2014
1350	Senior Citizens' Benefits	October 2013
1411	Relations with Police Authorities	October 2013
1411	<b>REG</b> Relations with Police Authorities	June 2009
1412	Fire Department	October 2013
1430/1440	State and Federal Aid	October 2013
1620/1640	Relations with Private Schools, Colleges and Universities	October 2013
1700	Possession of Firearms on School Property Prohibited	October 2016

*Revised September 2017*