



**CONSOLIDATED
SCHOOL DISTRICT
— OF —
NEW BRITAIN**

**NEW BRITAIN BOARD OF EDUCATION
POLICY SUBCOMMITTEE MEETING**

SEPTEMBER 16, 2019 – 5:30 PM | NEW BRITAIN EDUCATIONAL ADMINISTRATION CENTER



NOTICE OF MEETING

TO: New Britain Board of Education Members
Mayor Erin Stewart
Mr. Mark H. Bernacki, Town and City Clerk
New Britain Common Council Members

DATE: September 13, 2019

RE: New Britain Board of Education Subcommittee Meetings

The following subcommittee meetings will be held:

- **The New Britain Board of Education Policy Subcommittee** will hold a regular meeting on Monday, September 16, 2019 at 5:30 PM at the New Britain Educational Administration Center, located at 272 Main Street in New Britain, CT.
- **The New Britain Board of Education Curriculum Subcommittee** will hold a regular meeting on Monday, September 16, 2019 at 7:00 PM at the New Britain Educational Administration Center, located at 272 Main Street in New Britain, CT.





CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education | Policy Subcommittee Regular Meeting

September 16, 2019 – 5:30 PM | New Britain Educational Administration Center

1. Call to Order and Opening

- A. Meeting called to order

2. Old Business

- A. Continue Review of New Britain Schools Guiding Principles of Community, Collaboration, Support
Submitted by Ms. Nancy Sarra

3. New Business

- A. Review and approve minutes from Policy Subcommittee meeting on June 17, 2019
- B. Review Policy: 6142.101 – District Wellness – Regarding staff members providing food/beverages to students in school
- C. Review Policy: 6162.40 - Volunteers

4. Closing

- A. Other Business as permitted by law
- B. Adjournment

New Britain Board of Education

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Catherine Cheney | Merrill Gay | Yvonne Muniz | Annie S. Parker | Nancy Rodriguez | James Sanders Jr. | Violet Jiménez Sims



**CONSOLIDATED
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NEW BUSINESS



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education Policy Subcommittee Meeting

June 17, 2019 – 5:30 PM | New Britain Educational Administration Center

Call to Order and Opening

Mr. Nicholas Mercier, Policy Subcommittee Chair, called the meeting to order at 5:30 PM.

Committee Members Present

Mr. Merrill Gay, Dr. Violet Jimenez Sims, Mr. Nicholas Mercier, Ms. Yvonne Muniz, Ms. Nancy Rodriguez, Ms. Gayle Sanders-Connolly

CSDNB Staff Present

Mr. Michael Foran, Ms. Kristin Salerni, Dr. Nicole Sanders, Ms. Nancy Sarra

New Business

Review and approve minutes from the Policy Subcommittee meeting on May 20, 2019.

There were no recommended changes to the minutes from the Policy Subcommittee meeting on May 20, 2019.

Review Policy: 3515:10 – Naming an Area Within or on School Property

The Policy Subcommittee recommended the following changes to the current policy and administrative procedure:

- Board Policy Statement: In the first paragraph, strike **“Name recommendations shall be made in accordance with guidelines established by the Superintendent. It is not the intention of this policy to initiate the naming or areas within existing facilities.”**
- Board Policy Statement: In the fourth sentence, strike **“has been deceased for more than two years”**
- Strike Administrative Procedure completely instead assigning procedures to Board of Education members
- Board Policy Statement: Outline the procedural steps the Board of Education will take to name or rename a school or area within or on school district property including the appointment of an ad hoc committee, public participation and a final full Board vote.

The Policy Subcommittee recommended that this revised policy be forwarded to the Board of Education for approval at the next regular meeting.

Old Business

Continue Review of New Britain Schools Guiding Principles of Community, Collaboration, Support (DRAFT)

Mr. Michael Foran previously presented this draft proposal of an updated Code of Conduct created by input from students, staff and community members during the 2018-2019 School Year. Engaging Schools facilitated this work. The goal of the

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document is to “ensure every student the right to an education in a safe, civil, and compassionate environment.” The subcommittee continued their review of this document. Subcommittee members recommended revisions to pages 25-38 of the draft proposal of New Britain Schools Guiding Principles of Community, Collaboration, Support as follows:

- Page 26: Reformat “Pre-Kindergarten Through Second Grade Considerations” section by moving it to the top of page 27
- Page 27: Strike the spacing between “The Home-School Partnership” paragraph and “When Behavior Concerns Arise”
- Page 28: Change “If a student engages in pervasive or egregious aggressive acts that threaten children’s safety in the classroom..” to “If a student engages in pervasive or egregious aggressive acts that threaten children or adult’s safety in the classroom..”
- Page 29: Change heading “Levels of Behavior Concerns, Violations, Interventions, and Consequences” to “PreK-12 Levels of Behavior Concerns, Violations, Interventions, and Consequences”
- Pages 29-30: Reformat pages with consideration given to readability and visual presentation of the graphic and text
- Page 32: Regarding Code 1811 (Racial slurs/hate crimes): Increase infraction level from Level 2 to Level 3
- Page 34: Consult Victoria Russell with regard to what constitutes “transporting students off school grounds” to assess if the infraction level is appropriate
- Page 38: Regarding Code 3654 (Inappropriate sales): Decrease infraction level from Level 4 to Level 2

The subcommittee also made the following recommendations with regard to the document:

- Recommend that it is noted in the document that names, descriptions and codes of the infractions on pages 31- 43 match state reporting
- Copyedit entire document with attention given to formatting inconsistencies to make more readable
- Recommend that translation of the document may begin

The Policy Subcommittee Chair, Mr. Mercier, recommended that subcommittee members should look through the remainder of the document and forward any concerns to him so that he can decide if another meeting needs to be held to make any further recommendations or revisions.

New Business

Review Policy: 1110.10 – Parent /Family Involvement – Administrative Procedure Section D: Volunteering

Dr. Nicole Sanders, Assistant Chief Talent Officer, recommended the following language be added to the Administrative Procedure Section D: Volunteering:

- **“Ensure that office staff promote safety utilizing Raptorware for proper volunteer sign-in procedure.”**

This request will be forwarded to the Superintendent’s Cabinet for review.

Review Policy: 0523.10 – Multi-Cultural Education

Citing recent state bills HB 7083 AAC THE INCLUSION OF PUERTO RICAN AND LATINO STUDIES IN THE PUBLIC SCHOOL CURRICULUM and HB7082 AAC THE INCLUSION OF AFRICAN-AMERICAN STUDIES IN THE PUBLIC SCHOOL CURRICULUM, Dr. Jimenez Sims recommended the following language be added to the Administrative Procedure Section B: Curriculum/Materials:

- **“The curriculum from kindergarten to grade 12 will incorporate multi-cultural content, including African American history throughout the curriculum and Latin American studies throughout the social studies curriculum, and be regularly reviewed to ensure that it contains this content.”**

This request will be forwarded to the Superintendent’s Cabinet for review.

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Closing and Adjournment

The meeting was adjourned at 7:06 PM.

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CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

Board Policy Statement

6142.101 - District Wellness

Approved on February 20, 2018 | Updated on November 5, 2018

The New Britain Board of Education believes and promotes children's health is essential to their success at School. Therefore, the District Wellness Policy (Local School Wellness Policy or LSWP) will support practices that support a healthy environment and lifestyle. The Consolidated School District of New Britain (CSDNB) will promote healthy schools by supporting physical, social, and emotional wellness, including good nutrition and regular physical activity as part of the total learning environment. Children learn and participate in positive and dietary lifestyle practices. By doing so, all schools will contribute to the basic health status of children. Improved health optimizes student performance potential.

The Superintendent will establish and maintain a Wellness Committee consisting of representatives from CSDNB, community organizations, parents, and students. This Committee shall recommend, review and provide oversight of the Wellness Policy, its implementation, and wellness related issues that affect student health. All members shall participate in the ongoing assessment and revision of the policy to actively promote the health and wellbeing of all students, and the school community.

1. District Health and Wellness Committee

The committee will convene at least quarterly each school year and will follow federal and state guidelines/regulations for School Wellness Advisory Committees. The Committee's responsibility are to include the following:

- Conducting an annual review of district wide policies promoting student and school wellness, and recommending policies and /or revisions as needed;
- Creating and implementing a Health and wellness Action plan each year, including timelines, processes, goals and school based activities designed to promote students and staff wellness based on the results of the District's annual assessments;
- Providing guidance for the implementation of District level policies related to wellness;
- Assisting district officials in the evaluations of the district's Local School Wellness Policy (LSWP) and school initiatives, including development and delivery of assessment tools;
- Collecting and sharing information about wellness programs and services;

- Reporting on progress towards committee goals, objectives, policies, monitoring and evaluation of Health and Wellness policies at least once every three years (Triennially).
- Working closely with district officials to ensure that appropriate communication of the LSWP revisions and progress reports are provided to the public.

2. Membership

The Superintendent shall appoint representative membership from the following:

- A member of the Superintendent's Cabinet, and/or their designee.
- Administrators/CSDNB representing the following areas:
 - Curriculum
 - Health Services/Nursing
 - School Counseling
 - School Food Services
 - Physical Education
 - Health Education
 - School Based Health Centers
 - Parents
 - Students
 - Community Partners

A liaison from each school will be designated as a point of contact for the Wellness Committee. This person can be designated by the Principal of each school who would have knowledge about the implementation of the Wellness policy at that school. In addition, a representative from the Board of Education will be designated to serve as a liaison to the Committee.

3. Goals for Monitoring and Evaluation

The Superintendent/Designee shall ensure compliance with the established district wide school wellness policy. In each school the Principal/Designee shall insure compliance of the policy within each school.

School Food Service staff members shall ensure compliance with nutrition policies within school food service areas and shall report so to the Superintendent.

The Superintendent/Designee shall provide annual implementation data and or reports to the Wellness Committee and Board of Education concerning this policy's implementation, for the BOE to monitor and adjust policy as needed.

4. Policy Review

CSDNB shall identify a strategy and schedule to help review policy compliance, assess progress, and determine areas needing improvement. The strategy delineates roles, responsibilities, actions and timelines specific to each school. Included will be specific information on person(s) responsible, goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity and education, and other school based activities to promote student wellness.

CSDNB and individual schools within CSDNB shall as necessary, offer input to revise the LSWP and offer work plans to facilitate its implementation.

CSDNB shall share the LSWP with the public at least annually, along with triennial progress reports. The Wellness policy will be posted on the NB School District website, along with other Wellness-related materials.

5. Nutrition Education

A. Goals for Nutrition Education

Nutrition education shall be offered as part of a planned, ongoing, systematic, sequential, standards based, comprehensive school health education program designed to provide students with the knowledge and skills necessary to promote and protect their health. Nutrition education shall use national or state developed standards, such as the Connecticut State Department of Education's Healthy and Balanced Living Curriculum Framework. The district shall develop and implement a comprehensive, developmentally appropriate, curriculum approach to nutrition in all grades. Students shall be able to demonstrate competency through application of knowledge, skill development and practice.

The nutrition education program shall focus on students' eating behaviors, be based on theories and methods proven effective by published research, and be consistent with the state's/district's comprehensive school health education standards/guidelines/curriculum framework. Nutrition themes include but are not limited to:

- My Plate and the Dietary Guidelines for Americans (Healthy Eating Plan)
- Identify and limit foods of low nutrient density
- Healthy heart choices
- Food labels
- Sources and functions of major nutrients
- Multicultural influences
- Guide to a healthy diet
- Serving sizes
- Diet and disease
- Proper food safety and sanitation
- Understanding calories
- Body size acceptances, healthy weight and dangers of unhealthy weight control practices
- Healthy snacks

The district nutrition policy reinforces nutrition education to help students practice these themes in a supportive school environment. Nutrition education shall also be included in other classroom content areas such as math, science, language arts, social sciences, family and consumer sciences and elective subjects. Instructional staff is encouraged to integrate nutritional themes into daily lessons when appropriate, to reinforce and support health messages.

The school district shall assess all nutrition education lessons and materials for accuracy, completeness, balance and consistency with the state's/district's educational goals and curriculum standards. Materials developed by food marketing boards or food corporations shall be examined for appropriateness of commercial messages.

B. Educational Reinforcement

School instructional staff members are encouraged to collaborate with agencies and groups conducting nutrition education in the community to send consistent messages to students and their families.

C. Nutrition Promotion

The school district is encouraged to conduct nutrition education activities and promotions that involve parents, students and the community, including but not limited to programs such as Team Nutrition and the HealthierUS School Challenge.

D. Professional Development for Teachers

The District shall include appropriate training for teachers and other staff members. Staff members responsible for nutrition education shall be adequately prepared and shall regularly participate in professional development activities to effectively deliver the nutrition education program as planned. Preparation and professional development activities shall provide basic knowledge of nutrition, combined with the development of skills and adequate time to practice skills in program specific activities. Training shall include instructional techniques and strategies designed to promote healthy eating behaviors. Staff members providing nutrition education shall not advocate dieting behaviors or any specific eating regimen to students, other staff members or parents.

E. Food Marketing in Schools

School based marketing shall be consistent with nutrition education and health promotion. Thus, schools shall limit food and beverage marketing to the promotion of foods and beverages that meet the U.S. Department of Agriculture nutrient standards for meals or the District's nutrition standards for foods and beverages. Schools shall promote healthy food choices. The promotion of nutrient dense foods, including fruits, vegetables, whole grains and low fat dairy products, shall be encouraged.

F. Education Links with School

Nutrition education may be offered in the school cafeteria and classroom, with coordination between school food service and teachers. The district shall link nutrition education with other coordinated school health initiatives. The nutrition education program may link with school meal programs, other school foods, and nutrition related community services that occur outside the classroom or that link classroom nutrition education to the larger school community, such as school gardens, cafeteria based nutrition education and afterschool programs. For example, schools are encouraged to utilize instructional gardens to provide students with experiences in planting, harvesting, preparation, serving, and tasting foods, including ceremonies and celebrations that observe food traditions, integrated with nutrition education and core curriculum, and articulated with state standards.

6. Physical Education and Physical Activity

CSDNB is committed to a district wide, strategic effort to increase all students' physical activity and fitness. The district strives to incorporate physical education and physical activity in schools, improve the quality of physical education and recess, as well as increase the equity of physical activity programs and resources across schools.

A. Policy Regarding Physical Activity

CSDNB shall provide physical activity and physical education opportunities aligned with the Connecticut Physical Education Framework that provides students with the knowledge and skills to lead a physically active life.

B. Physical Activity Opportunities

Physical Education classes and physical activity opportunities will be available for all students including students with disabilities and special health care needs and in alternative educational settings. Students should not be pulled out of physical education for any other content area instruction or as punishment when at all avoidable. Physical activity opportunities shall be offered daily before, during, or after school. The Board of Education is committed to expanding intramural and other competitive sports opportunities and to providing a wide range of physical activity opportunities that appeal to a wide range of students at all levels of education.

The district shall provide supervised recess before lunch. Whenever practical within the school schedule, recess will occur prior to lunch. Active play and socialization should be encouraged. CSDNB shall ensure that students with special physical and cognitive needs have equal physical activity opportunities with appropriate assistance and services. Staff members shall not deny participation in recess or other physical activity opportunities as a form of discipline or punishment. Furthermore, the Board recommends elementary teachers use physical activities, such as stretching or jogging in place, as a sensory break between classroom activities or during transitions.

C. Physical Education Guidelines

At all levels of physical education the District of New Britain shall meet or exceed State and Federal guidelines for physical education. Furthermore, the physical education curriculum of New Britain shall strive to meet or exceed the standards and guidelines set by the National Association of Sports and Physical Education (NASPE). These standards include the following:

- Expose youngsters to a wide variety of physical activities
- Teach physical skills to help maintain a lifetime of health and fitness
- Encourage self-monitoring so students see how active they are and set their own goals
- Individualize intensity of activities to the needs of students
- Focus feedback on process rather than product
- Providing active role models for students
- Introduce developmentally appropriate components of a health-related fitness assessment

D. Outside Recess Based on Weather Conditions

The CT State Department of Education guidelines for outdoor recess temperatures are as follows:

- Children can go outside when the temperatures are above 15 degrees Fahrenheit (including wind chill factor) and below 90 degrees Fahrenheit.
- Outdoor time should be limited to 20-30 minutes when temperatures are between 16 to 32 degrees °F.

Children are to be properly dressed with coats, hats and mittens or gloves during periods of extreme weather. As in the past, if there is snow on the ground, children must be wearing proper snow suits - including pants & jackets to play in the snow.

7. School Food

CSDNB participates in the following USDA and State of CT sponsored Programs - School Breakfast Program (SBP) the National School Lunch Program (NSLP) the Afterschool Snack Program (ASP) and the Child and Adult Care Food Program (CACFP) for supper and the Summer Food Service Program (SFSP). CSDNB will follow the current

regulations and nutrient standards in accordance with the Healthy, Hunger Free Kids Act of 2010. Menu planning, purchasing procedures and production techniques for school meals will be used to decrease fat, saturated fat, trans fat, sodium and sugars, and to increase fiber.

Menus shall be planned to be appealing, and attractive to children and will incorporate the basic menu planning principles of balance, variety, contrast, color and eye appeal. Menus shall be planned with input from students, parents and other school personnel and shall take into account students' cultural norms and preferences. Schools shall engage students and parents, through surveys, taste tests and other activities, in selecting foods sold through the school meal programs in order to identify new healthful and appealing food choices.

Meal patterns and nutrition standards of federal regulations will be fulfilled as required. The district will share information regarding the nutrition content of school meals with students, families and school staff. Nutrition information for a la carte foods and beverages sold in schools will also be available.

With appropriate medical documentation, modified meals shall be prepared for students with food allergies or other special dietary needs. Upon written parental permission and a medical statement by a physician that identifies the student's disability, states why the disability restricts the student's diet, identifies the major life activity affected by the disability, and states the foods to be omitted and the food or choices of foods that must be substituted. Such food substitutions will be made for students without disabilities on a case by case basis when the parent/guardian submits a signed request that includes a medical statement signed by a physician, physician assistant, registered dietitian or nurse practitioner. The medical statement must state the medical condition or special dietary need that restricts the student's diet and provide a list of foods that may be substituted in place of the lunch or breakfast menu being served.

The district shall help ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn. Schools will:

- To the maximum extent possible, operate and promote the School Breakfast Program;
- To the maximum extent possible, arrange bus schedules and use methods to serve school breakfasts that encourage participation, including serving breakfast in the classroom, "grab and go" breakfast, or breakfast during morning break or recess;
- Notify parents and students of the availability of the School Breakfast Program
- Encourage parents to provide a healthy breakfast for their children through newsletter articles, take home materials, or other means.

8. Cafeteria A La Carte Sales*

The school food service program must follow the Connecticut and USDA Nutrition Standards when determining the items for a la carte sales. All beverages sold to students in school meals and as a la carte sales must meet the requirements of state statute and USDA requirements for a la carte foods.

At all times when food is available for purchase by students during the school day, nutritious and low fat foods must also be available for sale at the same time. These foods may include, but shall not be limited to low fat dairy products and fresh or dried fruit. The sale of beverages, as part of school meals and as a la carte sales, shall be limited to the following five categories defined by state statute:

- Milk- low fat (1%) unflavored or nonfat which may be flavored or unflavored but contains no artificial sweeteners and no more than 4 grams of sugar per fluid ounce; (federal regulation require nonfat or 1% low-fat milk)*
- Non Dairy milks, such as soy, rice, or lactose free milk, which may be flavored or unflavored but contains no artificial sweeteners, no more than 4 grams of sugar per fluid ounce, no more than 35% of calories from fat per serving, and no more than 10% of calories from saturated fat per serving;*
- 100% fruit or vegetable juice or combination of such juices, containing no added sugars, sweeteners, or artificial sweeteners;*
- Beverages that contain only water and fruit or vegetable juice and have no added sugars, sweeteners, or artificial sweeteners;
- Water, which may be flavored but must contain no added sugars, sweeteners, artificial sweeteners, or caffeine.*

For a complete list of allowable items, consult the State of CT List of Acceptable food items website: <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322432>

9. Lunchroom Climate

A lunchroom environment that provides students with a relaxed, enjoyable climate shall be developed. It is encouraged that the lunchroom environment be a place where students have: adequate space to eat and pleasant surroundings; appropriate supervision; and convenient access to hand washing facilities before meals.

10. Meal Schedules

Meal periods shall be scheduled at appropriate hours. In compliance with federal regulations, lunch must be scheduled between 10:00 a.m. and 2:00 p.m. in all schools. Pursuant to state statute, schools are required to provide all full day students a daily lunch period of not less than 20 minutes. This time period shall not include recess time, and meals shall occur before recess. Activities such as tutoring, clubs or organizational meetings or activities shall not be scheduled during mealtimes unless students are allowed to eat during these activities.

11. Qualifications of Food Service Staff

Qualified nutrition professionals shall administer the school meal programs. As part of the school district's responsibility to operate a food service program, continuing professional development shall be provided for all nutrition professionals in schools. Staff development programs shall include appropriate certification and/or training programs for school foodservice directors, managers and cafeteria workers, according to their levels of responsibility, and State of CT regulations.

12. Training for Food Service Staff

All food service personnel shall have adequate pre service training in food service operations and regularly participate in professional development activities that address requirements for Child Nutrition Programs, menu planning and preparation, food safety, strategies for promoting healthy eating behaviors and other appropriate topics.

13. Summer Food Service Program

CSDNB sponsors the Summer Food Service Program for at least six weeks between the last day of the academic school year and the first day of the following school year.

14. Other Foods Offered or Sold

To create a school environment that supports the promotion of healthy food and beverage choices for children, it is important to consider all venues where food and beverages are consumed or sold. The Connecticut Nutrition Standards apply to all food sold or served to students on school premises, including but not limited to, cafeteria a la carte sales, vending machines, school stores, fundraisers, activities and classroom snacks. All beverages sold or served to students at school shall meet the requirements of state of Connecticut statute and federal regulations, whichever takes precedence, at all times.

However, beverages not meeting the requirements of state statute and foods not meeting the Connecticut Nutrition Standards may be sold or served at the location of an event occurring after the end of the regular school day or on the weekend provided they are not sold from a vending machine or school store. The district strongly encourages the sale or distribution of nutrient dense foods, such as fruits, vegetables, whole grains, low fat dairy, lean meats and legumes. Pursuant to state statute (CGS 10 221p), whenever any group makes foods available for purchase in a school during the school day, low fat dairy products and fresh or dried fruits must also be available in the school at the same time for purchase by students. "Foods available for purchase" include, but are not limited to, foods sold in cafeterias, vending machines, school stores, fundraisers and any other food sales during the school day. This includes the following:

- If a snack machine with food items is available for use by students during the school day, the school must also have nonfat or low-fat dairy products and fresh or dried fruit available for purchase. When the snack machine is operating outside of cafeteria hours, schools must make alternate provisions to offer nonfat or low fat dairy products and fresh or dried fruit for sale at the same time.
- School stores that sell food to students must ensure that all items sold are in compliance with the CSD List of Acceptable Food Items.

15. Access to Drinking Water

Students and staff will have access to safe, fresh drinking water throughout the school day. Fluoridated or bottled water that does not contain added sugars, sweeteners, artificial sweeteners, or caffeine, should be made available for purchase by students and staff. Schools involved in the reimbursable National School Lunch Program and/or School Breakfast Program are required to make free potable water available where meals are served.

16. Foods Brought Into School

The district shall encourage families to pack healthy lunches and snacks and to refrain from including beverages that do not meet the requirements of state statute or foods that do not meet the Connecticut Nutrition Standards. The district shall develop guidelines to help ensure that food brought from home to be shared with other students is appropriate. Classroom snacks shall feature healthy choices that meet the state requirements for allowable beverages and the Connecticut Nutrition Standards.

17. Sharing of Foods

Schools shall discourage students from sharing their foods or beverages with one another during meal or snack times, given concerns with allergies and other restrictions on some children's diets.

18. Fundraising

School fundraising activities shall not involve food or beverages or shall only use foods that meet the Connecticut Nutrition Standards and beverages that meet the requirements of state statute and federal regulations. However, food items and beverage items that do not meet the Connecticut Nutrition Standards and

federal regulations can be sold as fundraisers on school premises if they are sold at the location of an event occurring after the end of the regular school day or on the weekend, provided they are not sold from a vending machine or school store and cannot be sold to students. Schools shall encourage fundraising activities that promote physical activity. The District shall work with the Wellness Committee to make available to students, parents, teachers and school groups a list of ideas for alternate fundraising activities, such as healthy foods and beverages or non-food fundraisers.

Competition with nutritious meals served by the school food services operations must be minimized. Income from any competitive foods or beverages sold from 30 minutes prior to the start of any state or federally subsidized milk or meal program until 30 minutes after the end of the program must accrue to the food service account.

19. Concessions

Food items that do not meet the Connecticut Nutrition Standards and beverages that do not meet the requirements of state statute and federal regulations can be sold at concessions operated at the location of an event that occurs after the school day or on the weekend, provided they are not sold from a vending machine or school store. Organizations operating concessions at school functions after school or on weekends should include at least some healthy food choices in their offerings. It is recommended that groups market these healthy options at a lower profit margin to encourage selection by students.

20. Teacher to Student Incentives and Punishments

Schools shall not use foods or beverages as rewards for academic performance or good behavior, unless this practice is allowed by a student's individualized education plan (IEP). Alternative rewards shall be developed and promoted. Schools shall not withhold foods or beverages (including food served through school meals) as a punishment.

21. Health Services

School based health services are provided by school nurses (RNs) through the New Britain Board of Education. School nursing is a specialty nursing practice that advances the well-being, academic success and lifelong achievement and health of our students by enhancing the educational process through identifying, modifying and removing health related barriers to learning. School nurses serve as a liaison among parents, school and the community in health matters. Nurses also provide emergency care for injury and illness, dispense medications and treatments, identify communicable diseases, act as case manager for students with chronic disease conditions during school hours, promote positive behavioral health, and enact practices and systems to ensure that all students have access to key resources and services that are developmentally appropriate.

School nurses function within the standards and scope of professional nursing while adhering to evidence based practice. School nurses serve as a resource person to classroom teachers in matters pertaining to health, and actively collaborate with others PT, OT, Speech, Social workers, psychologists and SPED staff to build student and family capacity for adaptation in school and facilitate self-management and learning.

School Health Services ensures that all students comply with state and local public health regulations and screening mandates. Parents are notified of any problems that necessitate a medical follow up and may opt out of certain screenings. The goal of School Health Services is to provide every student the opportunity to access the curriculum in a safe, healthy engaged, supported and challenged environment while making reasonable accommodations when appropriate.

22. School Based Health Centers

The district recognizes and values the important service provided by the School Based Health Centers (SBHCs), which provide onsite medical and mental health services to children and adolescents in the district. The district recognizes SBHCs as an important partner and works with SBHC staff to promote health and wellness in the district.

23. Staff Wellness

The District highly values the health and well-being of every staff member and shall plan and implement activities and policies that support personal efforts by staff members to maintain a healthy lifestyle and that encourage staff members to serve as role models.

24. Safe and Supportive Schools/Social and Emotional Climate

CSDNB shall create a safe and supportive school environment for all students that is culturally proficient, engaging and inclusive. District and school based support staff including guidance counselors and social workers shall work with school teams to provide support for students, families and staff including skill based education to promote social and emotional learning, healthy relationships and access to support services.

25. Family Engagement

CSDNB values family partnerships and encourages parents to actively participate in all aspects of school wellness and their child's wellbeing. Schools are encouraged to use a variety of engagement strategies that may include:

- Sending home nutrition education materials, cafeteria menus, and ideas for physical activity
- Encouraging parents to send healthy snacks/meals to school and to promote their child's participation in physical education programs and after school activities
- Inviting parents and other family members to periodically eat with their student in the cafeteria
- Inviting families to attend exhibitions of student nutrition projects, physical education activity programs, and/or health fairs Offering nutrition education workshops and screening services
- Providing nutrition education and physical education homework activities that students can do with their families (e.g., reading and interpreting food labels, reading nutrition
- Related newsletters, preparing healthy recipes, planning active family time, etc.
- Considering cultural preferences in development of nutrition education and physical education programs
- Collaborating agencies and groups conducting nutrition education in the community to send consistent messages to students and their families; and
- Encouraging school staff to cooperate with other agencies and community groups to provide opportunities for student volunteer or paid work related to nutrition, as appropriate.

26. Community Involvement

CSDNB values and promotes community partnerships to enhance the overall health and wellness opportunities provided for students, families and staff. To that end, the Health and Wellness Committee shall continue to grow community participation to expand both the committee's membership as well as the programs and services afforded all students, families and staff in CSDNB.

Legal References | Connecticut General Statutes

10 16b Prescribed courses of study.

10 215 Lunches, breakfasts and the feeding programs for public school children and employees.

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

10 215a Duties of state board of education re: feeding programs.

10-216 Payment of expenses.

10 215e Nutrition standards for food that is not part of lunch or breakfast program

10 215f Certification that food meets nutrition standards

10 221o Lunch periods, Recess.

10 221p Boards to make available for purchase nutritious, low fat foods.

10 221q Sale of beverages. Regulations of Connecticut State Agencies

10 215b-1 Competitive foods.

10 215b- 23 Income from the sale of food items.

National School Lunch Program and School Breakfast Program; Competitive Food Services. (7 CFR Parts 210.11 and 220.12)

The Child Nutrition and WIC Reauthorization Act of 2004, Public Law 108 265

Nutrition Standards in the National School Lunch and School Breakfast Programs, 7 CFR Parts 210 & 220

Healthy, Hunger Free Kids Act of 2010, P.L. 111 296, 42 U.S.C. 1751

Child Nutrition Act of 1966 (as amended by P.L. 108 269, July 2, 2004)

School Breakfast Program, 7 C.F.R. Part 220 (2006)

National School Lunch Program or School Breakfast Program:

Nutrition Standards for All Foods Sold in School

(Federal Register, Vol. 78, No. 125, June 28, 2013)



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

Board Policy Statement

6162.40 - Volunteers

Approved on October 16, 2017

It is the policy of the New Britain Board of Education that non-custodial individuals and external organizations who volunteer their services to the school district on an ongoing basis be screened by the Talent Development Office according to established procedures.

These volunteers must complete a volunteer application packet, undergo a criminal background screening and then be approved for selection as a volunteer by the Talent Development Office.



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

Administrative Procedure

6162.40 - Volunteers

Approved on October 16, 2017

Procedures for the use of volunteers

- All non-custodial individuals who wish to volunteer their services to the school district on an ongoing basis for any activity must submit a volunteer application packet, available from the Talent Development Office website, to the administrator who will oversee the activity of the volunteer.
- The Administrator(s) responsible for overseeing the activity for which volunteer services will be rendered will review the applications, conduct interviews if necessary, and submit application packets to the Talent Development Office for approval.
- The Talent Development Office will screen applications. A criminal background screening will be conducted, at the expense of \$15 or less to the volunteer. An outside vendor may choose to cover the fees for their volunteers. The Superintendent may waive the processing fee when he/she feels it is needed. If records are returned that require further investigation the volunteer will pay for the additional fees. A Department of Children and Families Child Abuse and Neglect Registry check will be conducted.
- Volunteers will serve at the direction and under the supervision of the administrator in charge of the activity.
- No volunteers may receive monetary compensation from any source for providing their services to the school district.
- Volunteers will receive training regarding school district policies and procedures as necessary from their supervising administrator.
- A central list will be maintained by the Talent Development Office.
- The supervising administrator will confirm an individual is approved before they begin volunteer activities.
- At the school level, an annual list will be maintained. School lists will be provided to the Talent Development office upon request.

