

BOARD OF EDUCATION  
FAIRFIELD PUBLIC SCHOOLS  
FAIRFIELD, CT

**Policy Committee Meeting**

Monday, September 16, 2013  
Education Center  
501 Kings Highway East  
Superintendent's Conference Room  
4:15 p.m.

Agenda

- I. Call to Order
- II. Approval of Minutes
- III. Policy
  - Policy #5519 Students - Wellness
  - BOE Mission and Goals – Continued discussion
- IV. Open Discussion/Public Comment
- V. Adjournment
- VI. Future Items:
  - Policy #4240 Personnel – Electronic Mail
  - Policy #3552 Business – Lending School Owned Equipment
  - Policy #5340 Students – Lost/Damaged Equipment
  - Policy #4110 Personnel – Recruitment and Selection
  - Policy #5542 Students – On Campus Recruitment
  - Policy #6511 Instruction – Special Education

Future Mtg. Dates and Times: **Monday, October 14, 2013 at 4:15 p.m.**  
*November 18, December 2.*

All meetings will be held at 501 Kings Highway East, Superintendent's Conference Room unless otherwise noted.

BOARD OF EDUCATION  
FAIRFIELD PUBLIC SCHOOLS  
FAIRFIELD, CT

**Policy Committee Meeting**

Tuesday, September 3, 2013  
501 Kings Highway East  
Superintendent's Conference Room  
4:15 p.m.  
Minutes

- I. Call to Order  
Meeting called to order by Paul Fattibene at 4:21 p.m. Other committee members present were John Convertito and Jennifer Kennelly, who arrived at 4:26. Karen Parks was in attendance representing the administration. Other members of the public in attendance were Sue Brand and Phil Dwyer, both members of the Board of Education, Sue Miska, and Trish Donovan.
- II. Approval of Minutes  
Minutes of the August 19 meeting were amended as attached and approved as amended 2:0:1.
- III. Policy –
  - #6200 Instruction – Curriculum, Alignment to 6200 AR

Paul Fattibene moved to amend the agenda to discuss the #6200 Curriculum Policy first and the motion was seconded by John Convertito, and passed 3:0:0. Paul then moved to amend Policy 6200 by adding at the end thereof and before the legal references the following paragraph:

*The Board of Education adopts the Administrative Regulations 6200AR dated June 26, 2013. The Administrative Regulations 6200AR dated June 26, 2013 shall not be revised without prior approval of the Board of Education.*

The committee voted (3:0:0) to send Policy 6200 with the suggested changes to the full board for the first read at the September 10, 2013 meeting.

- BOE Mission and Goals – Continued Discussion  
Jennifer Kennelly suggested that the BOE Mission and Goals be shared with the larger group for feedback, especially the district administrators, before going to the full BOE. Sue Brand expressed concern about more sharing and a focus on changing words for individual likes. The committee members would like feedback from the District Leadership Team before their next meeting on September 16. Paul Fattibene suggested that since the Mission and Goals are now in the hands of the Policy Committee, they can suggest how they are moved forward. The members of the committee suggested that if there are substantive changes they will send them back to the committee for consideration, but they have no requirement to do so. There was a lengthy discussion about the words “ensure” and “successful participant in an ever-changing global society” in the mission

statement but no substitute language was suggested. There were several changes recommended for the Long Term Goal. In the first sentence, “and appreciates” was added after the word recognizes, “the unique qualities of” was deleted, and “each was added after challenges, with students changed to the singular student; “balance” was replaced with “achieve” and “with” was replaced by “including”. The sentence now reads, “Fairfield Public Schools will ensure that every student is engaged in a rigorous learning experience that recognizes and appreciates the individual and challenges each student to achieve academic progress including expressive, personal physical, civic and social development.” The word “global was deleted from the second sentence, and the following phrase was added, “with an appreciation and understanding of global issues”. The second sentence now reads “The students will be respectful, ethical and responsible citizens with an appreciation and understanding of global issues.” Finally, there was a lengthy discussion about the last sentence because several of the members had concerns whether measuring the goal should be part of the goal itself. Finally, the following sentence was suggested to replace the entire last sentence of the goal: Students’ achievement and performance shall rank among the best in the state and nation.”

The members then reviewed the Educational Goals and had concerns that the first goal may be combining both motivation and global citizenship and perhaps they should be separated. Paul suggested that at the next meeting they consider whether the first goal could be renamed and possibly have the bullets separated into two categories, much like the second goal in which there are 3 categories. The committee decided to continue their discussion at the meeting on September 16 as a second item on the agenda. They would like to consider another policy for revision as the first item on the agenda.

#### IV. Open Discussion/Public Comment

Sue Miska shared several comments with the committee regarding the work of the Mission and Goals Committee and their intent from the specific language. She also shared her appreciation for having the opportunity to work on the committee and for the community to have the opportunity to contribute to the BOE’s Mission and Goals. She commended Jeff Burt for his work facilitating the work of the committee.

#### V. Adjournment

The meeting adjourned at 6:12 p.m.

## **Students**

### **WELLNESS**

**5519**

#### **PHILOSOPHY**

The Fairfield Board of Education believes that all students who begin each day as healthy individuals have the potential to become better learners. The Board also believes that staff should model appropriate wellness behaviors for students. This policy encourages a comprehensive approach to staff and student wellness that is sensitive to individual and community needs.

#### **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.

- Participation in the Health/Nutrition Education Program shall be required for all students in grades preK-5. The district will strive to meet the Connecticut State Department of Education recommendation that Pre-K thru grade 4 receive 50 hours a year of Comprehensive Health Education and grade 5 – 12 receives 80 hours.
- Health/Nutrition Education is required each year for all students in grades 6-8.
- High school students shall be required to take and pass Health Education each year for a total of 5 marking periods for graduation.
- School officials shall disseminate information to parents, students and staff members about community programs that offer nutrition assistance to families.
- School instructional staff members are encouraged to collaborate with agencies and groups (such as: local businesses, libraries, local health departments, local colleges and their students and local health care providers) conducting nutrition education in the community to send consistent messages to students and their families.

**Students**

**WELLNESS (continued)**

**5519**

**NUTRITION EDUCATION**

- The District shall include appropriate training for teachers and other staff members.
- Instructional staff are encouraged to integrate nutritional themes into daily lessons when appropriate, to reinforce and support health messages. Nutrition education is encouraged to be included in other classroom content areas such as math, science, physical education, language arts, social sciences, family and consumer sciences and elective subjects.
- Healthy living skills is recommended to be taught as part of the regular instructional program and provides the opportunity for all students to understand and practice concepts and skills related to health promotion and disease prevention.
- The school District shall assess nutrition education lessons and materials for accuracy, completeness, balance and consistency with the state's/district's educational goals and curriculum standards.

**SCHOOL MEALS/OTHER SCHOOL FOOD AND BEVERAGES**

The Board supports nutrition programs and nutrition education as an integral part of a high-quality education. (Policy #3712)

The Board shall operate and maintain a school lunch program, which shall function in accordance with State and Federal program requirements. The program, insofar as possible, shall be self-supporting. The Manager of Food and Nutrition Services shall be responsible for the immediate operation and supervision of the school lunch program and shall report to the Director of Operations. (Policy #3710)

The Board of Education supports nutrition programs and nutrition education as an integral part of a high-quality education. The Board believes that all students who begin each day as healthy individuals have the potential to become better learners.

- The Board of Education will strive to establish a breakfast program at schools, as appropriate, and operate and maintain a school lunch program which shall function in accordance with State and Federal program requirements.
- Foods beyond the school meals (a la carte) that are offered for sale to students in the cafeteria shall comply with Federal guidelines and State statutes.
- It is recommended that when possible foods offered for sale to students in the cafeteria are lower in fat, sugar, sodium, calories and trans fat free.
- The preferred methods for on-site food preparation are baked, boiled and steamed. Foods are never fried.

**Students**

**WELLNESS (continued)**

**5519**

**SCHOOL MEALS/OTHER SCHOOL FOOD AND BEVERAGES**

- Efforts to increase participation in school meal programs may include the use of:
  - the District website
  - posting menus
  - newsletters/flyers
  - printed menus sent home
  - language translations
  - multiple meal selections
  - theme menus
  - specialty food bars
  - seasonal fresh fruits and vegetables
  - increase use of whole grain and low fat products
  - vegetarian items
- Students shall have a minimum of a twenty minute lunch period scheduled between 10am and 2pm.
- It is recommended that students wash or sanitize their hands before snack, lunch and after using the restroom.
- All staff and volunteers will not use food as a form of reward or punishment, except as part of a planned scientifically based intervention, e.g. ABA (Applied Behavioral Analysis) with administrative and parental approval.
- It is recommended that the Manager of Food and Nutrition Services have a Bachelor Degree in Nutrition, Food Management, Institutional Food Service Administration. Professional certifications such as those from the American Dietetic Association and School Nutrition Association are recommended.
- It is required that cafeteria managers or their designee hold certification in sanitation.
- The District shall provide the opportunity for foodservice staff to engage in professional development.
- The District shall provide a clean, pleasant meal environment to ensure an enjoyable dining experience.
- The District shall provide access to detailed information regarding the nutritional information of school meals and a la carte food.
- The District will strive to limit the use of questionable ingredients (e.g. trans fats, and artificial sweeteners) based on scientific evidence.
- Non cafeteria/competitive foods and beverages accessible to students throughout the school day including school stores will be sold in compliance with Federal guidelines, State statutes and District policy.
- The District will permit vending machines in the middle and high schools in accordance with Connecticut General Statutes.
- All beverages offered for sale will comply with Connecticut General Statutes 10-221q including portion sizes, sugar/calorie content, fat content, and caffeine content. Soda and sports drinks are not available for sale during the school day.

## Students

### WELLNESS (continued)

5519

#### SCHOOL MEALS/OTHER SCHOOL FOOD AND BEVERAGES

- The Board of Education will allow the sale of beverages not listed in Section 10-221q and will meet the restrictions outlined.
- Students are encouraged to access free drinking water provided from fountains located in all schools.
- The District will offer ½%, 1% and non-fat milk selections for sale in the cafeterias according to State guidelines.
- The District will strive to provide school groups with a list of suggestions for non-food fundraising and class parties, school celebrations and food from home for the whole class.
- It is recommended that foods available for purchase before, during and after school shall follow but not be limited to the Connecticut Healthy Snack List.

#### HEALTH EDUCATION AND LIFE SKILLS

Healthy living skills shall be taught as part of the regular instructional program and provides the opportunity for all students to understand and practice concepts and skills related to health promotion and disease prevention. Participation in the Health Education Program shall be required for all students in grades PK-12 according to the curriculum as established by the Board of Education.

#### PHYSICAL EDUCATION AND PHYSICAL ACTIVITY

A certified physical education specialist will teach physical education. Physical education shall be an essential element of each school's instructional program. The sequential program shall provide cognitive content and learning experiences in basic movement skills, physical fitness, games and sports skills. The physical education program shall foster physical, mental, emotional and social development in addition to promoting activities and sports that all students can enjoy and participate in for a lifetime of healthy physical activity. Students will be provided a variety of opportunities for enjoyment, challenge, self-expression, social interaction and learning how to work cooperatively in a group setting that will lead to a physically active lifestyle. The curriculum's alignment will be maintained with state and national standards and include performance assessments for each content area. Physical educators are encouraged to promote student participation in moderate to vigorous physical activity during physical education class time. The physical education program shall be designed to encourage healthy active lifestyles.

- Physical Education shall be required of all students in grades PreK-12. Currently, preschool students receive one class each week of 20 minutes, elementary students (K-5) receive two classes each week of 30 minutes, middle school students receive two classes each week of 40 minutes and high school students receive two classes each week of 45 minutes during a marking period.

## Students

### WELLNESS (continued)

5519

#### PHYSICAL EDUCATION AND PHYSICAL ACTIVITY

- The Board of Education encourages the district to strive to provide physical education instructional periods for a period of time up to 150 minutes per week for elementary schools and up to 225 minutes per week for middle and high schools as recommended by the National Association of Sport and Physical Education.
- Each school is encouraged to develop reasonable class size, provide a safe facility for students to participate in physical education and make available to all students safe and sufficient equipment to access the curriculum.
- The district shall provide the opportunity for physical education teachers to engage in professional development.
- The district will continue to implement the 3<sup>rd</sup> Generation Connecticut Physical Fitness Assessment to all 4<sup>th</sup>, 6<sup>th</sup>, 8<sup>th</sup> and 10<sup>th</sup> grade students.

#### PHYSICAL ACTIVITY

Recess should not be viewed as a reward but as a necessary educational support component for all children. Students should not be denied recess as a means of punishment or to be used as a measure to enforce completion of academic work. Appropriate alternative strategies should be developed as consequences for negative or undesirable behaviors.

- All teachers, including those that teach physical education, shall not prohibit participation in recess as a form of punishment unless the safety of the student and/or others is at risk.
- Elementary schools are encouraged to develop schedules that provide time to the extent possible, within every school day for students to enjoy supervised recess preferably outdoors.
- Students shall be encouraged to be physically active during recess to supplement the daily recommended activity time for children.
- It is recommended that elementary schools schedule recess before lunch.
- All staff, including certified and non-certified, including teachers and coaches, shall not order the performance of physical activity as a form of discipline or punishment.
- The classroom teachers shall not prohibit participation in physical education class as a form of punishment or as a measure to enforce the completion of academic work.



## Students

### WELLNESS (continued)

5519

### PHYSICAL ACTIVITY

Staff members are encouraged to integrate physical activity as part of the learning process.

- Middle and high schools are encouraged to provide intramural opportunities for all students and encourage their participation. The high schools shall maintain opportunities for students through their interscholastic athletic program.
- When appropriate, the District shall work together with local public works and the police department to make it safer and easier for students to walk and bike to school.
- The district will maintain its relationship with the recreation department and other groups to continue to make available opportunities to students and the community for physical activity outside of the regular school day.
- The Board of Education values the health and well being of staff members and supports their efforts to maintain healthy lifestyles. Staff members are encouraged to serve as role models for a healthy lifestyle.

### COMMUNICATION AND PROMOTION

A District-wide Wellness Coalition shall be established with the purposes of monitoring the implementation of the District's policy, evaluating policy progress, serving as a resource to school sites, developing and revising the policy as necessary and sharing positive strides being made to endorse a high level of wellness within buildings. The Coalition will meet regularly throughout the school year. Coalition membership shall consist of, but not limited to:

- District Food Service Coordinator
- Parent representatives
- Student representatives
- Staff member representatives
- Administrative Representative
- School Nurse
- Health Education Coordinator/Teacher
- Physical Education Coordinator/Teacher

**Students**

**WELLNESS (continued)**

**5519**

**COMMUNICATION AND PROMOTION**

It is recommended that this team use the Centers for Disease Control and Prevention's Coordinated School Health Program model to work as a cohesive group when evaluating the District Wellness Policy.

- It is recommended that students receive positive, motivating messages, both verbal and nonverbal, about healthy eating and physical activity throughout the school environment. All school personnel are encouraged to help reinforce these positive messages.
- The District is encouraged to develop long-term effective partnerships in order to communicate and receive feedback on the planning and implementation of health promotion projects and events throughout the school district and community.
- In order to promote family and community involvement in supporting and reinforcing nutrition education in the schools, it is recommended that the building Principal provides:
  1. Nutrition education materials and cafeteria menus are sent home with students.
  2. Requests to parents to send healthy snacks/meals to school.
  3. Families with invitations to attend exhibitions of student nutrition projects or health fairs.
  4. Nutrition education workshops and offers screening services.
- Schools are encouraged to promote healthy food choices and encouraged to not allow advertising that promotes less nutritious food and beverage choices. The promotion of nutrient-dense foods, including fruits, vegetables, whole grains and low-fat dairy products, shall be encouraged.

The following procedure is recommended in order to evaluate the effectiveness of the Wellness Policy:

- The District-wide Wellness Coalition shall monitor the implementation of the Wellness Policy; evaluate progress in implementing policy; serve as a resource to school sites; and recommend revisions of the policy through the Superintendent or her designee.
- It is encouraged that the policy shall be annually reviewed to determine if it is meeting current needs and promoting healthy eating and physical activity.
- The district will strive to support the district-wide wellness policy through local education budget, public and private grants and local community contributions.

**Students**

**WELLNESS (continued)**

**5519**

**POLICY AUTHORS:**

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**Wellness Committee**

Approved on 6/27/2006

Revised and Approved 08/04/2009



# P.A. 13-173 AN ACT CONCERNING CHILDHOOD OBESITY AND PHYSICAL EXERCISE IN SCHOOLS

PAGE 1

UPDATE MAILING NO. 4

JULY 15, 2013

This Act requires public schools to include a total of 20 minutes of physical exercise in each regular school day for all elementary school students, rather than just those in kindergarten through grade five, as previously required. (Neither the Act nor the statutes define “elementary school”).

In addition, the legislation requires boards of education, by October 1, 2013, to adopt policies it deems appropriate concerning any school employee being involved, during the regular school day, in (1) preventing, as a form of discipline, an elementary school student from participating in the required period of physical exercise or (2) requiring any student in grade kindergarten through twelve to engage in physical activity as a form of discipline.

With regard to the policies the boards of education must adopt, the Act defines a school employee as a (1) teacher, substitute teacher, school administrator, school superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional, or coach employed by a local or regional board of education or working in a public elementary, middle, or high school; or (2) a person who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students in public, elementary, or high school under a contract with the local or regional board of education.

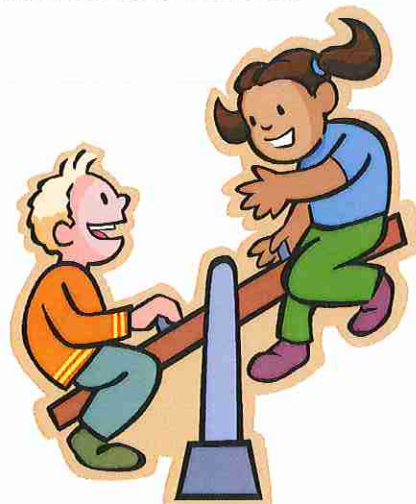
The Act also establishes a 19-member task force to study the effects of obesity on children’s health and report its findings to the Children’s Committee by October 1, 2014.

The task force must:

1. gather and maintain current information on childhood obesity that can be used to better understand its impact on children’s health;
2. examine the nutrition standards for all food the state procures;
3. explore ways to increase children’s physical activity;
4. recommend the implementation of a pilot program, through a local or regional board of education, to schedule recess before lunch in elementary school; and
5. advise the Governor and General Assembly on how to coordinate and administer state programs to reduce the incidence of childhood obesity.

## Policy Implications

Policy #6142.10, “Health Education Program,” and Policy #6142.61, “Physical Activity” pertain to this topic. They have been revised to include the new legislation and follow for consideration.



*A sample policy to consider.*

## **Instruction**

### **Health Education Program**

The Board recognizes that health and student success in school are interrelated. Schools cannot achieve their primary mission of education if students and staff are not healthy and fit physically, mentally and socially. Consequently, the District shall develop, adopt and implement a coordinated, comprehensive school health program.

It is the intent of the Board that the District's program be designed in response to demonstrated community needs; be based on models that demonstrate evidence of effectiveness; emphasize a positive youth development approach; and respond to District families' needs and preferences.

The school health program shall be designed to incorporate the following:

1. A school environment that is safe; that is physically, socially and psychologically healthful; and that promotes health-enhancing behaviors;
2. A sequential, age-appropriate health education, physical education and nutrition instruction curriculum provided in pre-kindergarten through grade 12 and that is designed to motivate and help students maintain and improve their health, prevent disease and avoid health-related risk behaviors;
3. Food services activities that are coordinated with the District's nutrition education curriculum;
4. School health services activities that are designed to ensure access and/or referral to primary health care services, foster appropriate use of health care services, prevent and control communicable disease and other health problems, and provide emergency care for illness or injury;
5. Counseling, psychological and social services activities that are designed to ensure access and/or referral to assessments, interventions and other services for students' mental, emotional and social health; and
6. Integrated family and community involvement activities that are designed to engage families as active participants in their student's education, that support the ability of families to support student's school achievement, and that encourage collaboration with community resources and services to respond more effectively to the health-related needs of students; and opportunities for school staff to improve their health status through activities such as health assessments, health education, health-related fitness and similar activities.

## Instruction

### Health Education Program (continued)

In conformity with state statute, the Board requires that in all District schools full-time students shall be provided a daily lunch program of not less than twenty (20) minutes. In addition, all students enrolled in elementary school shall have included in the regular school day, time devoted to physical exercise, of not less than twenty minutes in total, except that this requirement may be altered by a Planning and Placement Team (PPT) for a child requiring special education and related services according to state and federal law, as may be amended from time to time.

*Note:* The new legislation requiring the daily period of physical activity for students in elementary school does not spell out types of activity. It can be a combination of planned physical education classes, recess, and/or teacher-directed classroom activities.

School employees shall not deny a student's participation in the entire time devoted to physical exercise in the regular school day as a form of discipline or punishment, nor should they cancel it for instructional makeup time. Further, any student in kindergarten through grade twelve shall not be required to engage in physical activity as a form of discipline.

In addition, it is the intent of the Board that District schools take a proactive effort to encourage students to make nutritious food choices. Food and beverages sold or served in District schools shall include nutritious food choices. Food and beverages sold or served in District schools shall include nutritious, low-fat foods and drinks, which may include, but shall not be limited to, low-fat dairy products, natural fruit juices and fresh or dried fruit at all times when food or drink is available for purchase by students during the school day.

The Superintendent will develop administrative regulations as needed for the implementation of this policy, including a process for the regular review and evaluation of the District's program.

(cf. 3542 – Food Service)

(cf. 3542.33 – Food Sales Other Than National School Lunch Program)

(cf. 3542.34 – Nutrition Program)

(cf. 3452.45 – Vending Machines)

(cf. 6141.61 – Physical Activity)

(cf. 6142.101 – Wellness)

(cf. 6142.6 – Physical Education)

## Instruction

### Health Education Progra

Legal Reference: Connecticut General Statutes

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

10-215a Non-public school participation in feeding program.

10-215b Duties of state board of education re feeding programs.

10-216 Payment of expenses.

10-215b-1 State board of education regulation

10-221o Lunch periods. Recess (as amended by P.A. 12-116, An Act Concerning Educational Reform, and P.A. 13-173, An Act Concerning Childhood Obesity and Physical Exercise in Schools)

Policy adopted:

cps 3/04

rev 6/04

rev 5/12

rev 6/13