AGENDA-Wednesday, November 8, 2023

REGIONAL SCHOOL DISTRICT NO. 7 BOARD OF EDUCATION 6:00 p.m. Newbury Library Media Center

Regional School District No. 7 Board of Education Mission Statement:

We believe the public education is an essential component of a free and democratic society. In a partnership of family, school, community, and local and state government, our mission is to enable all students to meet high standards, make productive choices in their personal lives, contribute to a diverse global society and act as responsible citizens.

- 1.0 CALL TO ORDER
- 2.0 PUBLIC PORTION
- 3.0 APPROVAL OF MINUTES
 - 3.1 October 11, 2023 Regular Board of Education Meeting
- 4.0 REPORTS
 - 4.1 Student Representatives- Owen Langer, Fiona Leon
 - 4.2 Principals' Report- F. Amara, G. Franklin
 - 4.3 Superintendent's Report- S. LePage
 - 4.4 Director of Finance and Operations- J. Gaskins
- 5.0 OLD BUSINESS
 - 5.1 Updates
 - 5.2 BOE Goals
- 6.0 NEW BUSINESS
 - 6.1 Review of Advertising in Schools/Revenue Enhancement Policy #1325 (first reading.)
 - 6.2 Addition of a permission form to Policy #6150 Computer System Acceptable Use (first reading.)
 - 6.3 Discussion and Possible Action on the Administrative Assistants' Contract
- 7.0 CORRESPONDENCE
- 8.0 OPPORTUNITY FOR PUBLIC TO SPEAK ON AGENDA ITEMS
- 9.0 ADJOURNMENT

Enclosures: Regular Board of Education Meeting Minutes 10.11.2023

Policy # 1325 Advertising in Schools/Revenue Enhancement Policy # 6150 Computer Acceptable Use with new permission form

Next Meetings: November 22, 2023 @ 6:00 p.m. - Newbury Library Media Center

December 13, 2023 Organizational Meeting @ 6:00 p.m. - Newbury Library

Media Center

We welcome the public to share their comments via public input@nwr7.org. Your emails will be considered during the Public Comment session of the meeting. Thank you for your participation.

REGIONAL SCHOOL DISTRICT NO. 7

NEWBURY LIBRARY-MEDIA CENTER Board of Education Meeting October 11, 2023 – 6:00 p.m.

DRAFT

PRESENT: Chair Ms. Molly Sexton Read (B), Vice-Chair Mr. Robert Jerram (NH), Secretary/Treasurer Mr. Noel Gauthier (NH), Ms. Deborah Bell (N), Ms. Kim Crone (N), Ms. Terri Kenneson (C), Lisa Fragale(C), Superintendent Mr. Steven K. LePage, Director of Finance & Operations Mr. James Gaskins, Middle School Principal Fran Amara, High School Principal Gary Franklin, Student Representatives Fiona Leon and Owen Langer.

ABSENT: Ms. Mary Duran (B).

CALL TO ORDER: Ms. Sexton Read called the Regular Board of Education meeting to order at 6:03 p.m.

PUBLIC PORTION: None.

APPROVAL OF MINUTES

MOTION BY Mr. Gauthier, seconded by Ms. Crone, to APPROVE September 13, 2023, Regular Board of Education Meeting, as presented: AYE: Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Crone, Ms. Fragale. NAY: None. ABSTAIN: Terri Kenneson. MOTION PASSED.

REPORTS

STUDENT REPRESENTATIVE REPORT OWEN LANGER

Mr. Langer communicated that most Fall Sports are midway point of the season. Soccer, cross country, and volleyball will have playoffs in the beginning of November, yet golf finishes the season a bit earlier. Field Hockey had a PINK-OUT game where they were raising money to fight cancer. The team sold pink leis and had a bake sale. Spirit week and the homecoming dance were a success. Many students supported their class during the decorating theme competition. Seniors finished in first place, freshmen and sophomores landed in third and second place, respectively, while the juniors landed in fourth place. Ms. Leon and Mr. Langer, with the help of Ms. Waring, the Library Media Specialist, began ordering new furniture for the Library Media Project, and two chairs have arrived.

STUDENT REPRESENTATIVE REPORT FIONA LEON

Ms. Leon expressed how Spirit Week was so much fun, with America Monday, Adam Sandler Day, Country vs. Country Club Day, Class Color Day and Theme Day. The Pep Rally was a success, but most games were postponed due to rain. The Homecoming Dance was a lot of fun. Theatre is rehearsing for the CLUE performance in November. Choir and band are working on Regional Auditions. All the clubs are starting back up: Model UN, Yoga Club, NHS (National Honor Society) Club, to name a few. Coming in a few weeks is a PSAT day for freshmen, sophomores, juniors and college and planning day for seniors. The Library Media Project, Ms. Leon, Mr. Langer, and Ms. Waring finalized the furniture plans. Some orders were placed, and when deliveries are made, they will be reassessed.

MIDDLE SCHOOL PRINCIPAL FRAN AMARA

Principal Amara presented the Middle School State Assessment Data outcomes from last school year 2022-2023. The presentation is attached.

HIGH SCHOOL PRINCIPAL GARY FRANKLIN

Principal Franklin presented the High School State Assessment Data outcomes from last school year, 2022-2023. The presentation is attached.

SUPERINTENDENT REPORT STEVEN K. LEPAGE

Roof Information Overview: Superintendent LePage explained that he sends the communication to BOE, Staff and Parents to keep all informed about the roof. He walked the roof with Keith Boyle and really confirmed he understood and explained to all the ongoing issues of the roof and what the plans are moving forward.

Recap of Spirit Week Highlights: Superintendent LePage expressed that experiencing Spirit Week at NWR7 was incredibly positive. He was impressed by the students' creativity, energy, and positivity.

Monthly Smore Superintendent's District Newsletter: Superintendent LePage sends this newsletter to all students, staff, and families. He tries to be festive, and share information and reflections of the school happenings. He will expand the newsletter with photos, and events happening throughout the school year.

Review of Weather-Related Decision Process Letter to Community: Superintendent LePage sent out a letter regarding the process of weather-related decisions. He also visited all the Highway Departments- New Hartford, Colebrook, Norfolk, and Barkhamsted- to meet all Highway personnel. He communicates with the local Superintendents on the process of weather-related decisions.

DIRECTOR OF FINANCE AND OPERATIONS JAMES GASKINS

Non-Certified Personnel Changes: A 3rd shift custodian resigned, yet the opening was filled with a current employee that works in the Food Service Department. This employee will be going to 3rd shift, yet NWR7 then had to fill the Food Service position. After the posting and interview process, a candidate was selected and the position was filled.

Business and Operations: As far as the business audit, Mr. Gaskins explained has not heard any information on the audit. He will contact the auditors in November to confirm that the auditing process is completed in a timely manner.

Budget Process: The budget development packets went out to all department heads last Friday. They have a month to complete the budget packets and return to the business office.

Administrative Assistants Bargaining Unit Negotiations: The committee and the Union reached a tentative agreement. The next step is that the Administrative Assistants' Union must ratify this tentative agreement. Once the Administrative Assistants' Union ratifies it, it will then be brought to the BOE for ratification.

Grant Applications: Mr. Gaskins reviewed that the Multi-Media School Security Grant Application now has official approval. The School Security Program Grant was not approved. This was a larger-scope grant. NWR7 will apply for this grant again in 2024. The Federal Grant called the School Violence Prevention Program (\$670,000.00) which encompasses an increase in security yet also updates the outdated infrastructure in the school. It makes all the variety of systems interoperable which is critical for communication and security. Mr. Gaskins has not had any communication on this grant.

Roof Project: Mr. Gaskins and Keith Boyle met with the architect to review the grant application process.

OLD BUSINESS

Updates:

Superintendent LePage reviewed the NWR7 Band Disney World Trip - Dec. 9 - 12, 2023. The students and and staff land and participate in workshops at Epcot and also attend live performances and write about the experiences while enjoying the MAGIC of Disney World. A brief explanation and itinerary is attached. Superintendent LePage also mentioned the Vo-Aq National Trip to Indianapolis from Nov. 1 - 4, 2023. Mr. Andrew O'Brien will be driving the bus with students and staff.

BOE Goals: Molly Sexton-Read has set a BOE Meeting with the four BOE chairs from the four member towns of NWR7 on October 30, 2023. Ms, Sexton-Read's goal is to check in with all and discuss challenges of each BOE and have a discussion about the K-12 Curriculum Community.

NEW BUSINESS

Discussion on the revision of the BOE MEETING Calendar for 2023-2024 and changes of four meetings in Feb 2024 and March of 2024, Ms. Sexton-Read advised that she is in agreement to place the Feb and March changes, as presented. In January, the BOE will review the entire BUDGET Calendar meeting, including the BOE meeting dates.

CORRESPONDENCE

None.

OPPORTUNITY FOR THE PUBLIC TO SPEAK ON AGENDA ITEMS

None.

MOTION by Ms. Kenneson, seconded by Ms. Crone, to CANCEL the Regular Scheduled Meeting on October 25, 2023, as presented. AYE: Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Crone, Ms. Kenneson, Ms. Fragale. NAY: None. ABSTAIN: None. MOTION PASSED.

ADJOURNMENT

MOTION by Ms. Kenneson, seconded by Ms. Bell, to ADJOURN the meeting at 7:08 p.m. AYE: Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Crone, Ms. Kenneson, Ms. Fragale. NAY: None. ABSTAIN: None. MOTION PASSED.

Next Regular Board of Education Meeting: November 8, 2023.

Respectfully submitted,

Diane Barrett **Board Clerk**

NWR7 BAND DISNEY WORLD TRIP 2023

Members of the HS Band and Choir will be traveling to Disney World in Florida from December 9th-12th (Sat-Tue).

We have 63 students attending the trip, with all three music teachers going, one school nurse, and six parents.

Both the Band and Choir will be participating in separate 2 hour workshops in Epcot where they will be learning about how Disney music is produced and recorded, as well as learning some music to sync to a section of a Disney movie.

As Disney World has an amazing variety of live music at every park, students will be required to attend 6 performances and write about the performances they attended - what they liked, what they heard musicially, etc.

Thank you,

Jim Lesieur Middle School Band Director Music Department Chair Northwestern Middle/High School 100 Battistoni Drive Winsted, CT 06098

Academic and Performance Travel

Specializing in Student Travel

Sun., Dec. 10	Workshops/EPCOT
Chorus Schedule	
	Explore EPCOT
1.46	Lunch on Own Chama Marta at Cannany Bayillan
1:45 p.m.	Chorus Meets at Germany Pavilion Disney Team Member Escorts Group to Studio "A" backstage at EPCOT.
2:00 p.m.	Disney Imagination Campus Soundtrack Sessions: Vocal
4:00 p.m.	Chorus Re-Enters Epcot
All Groups	•
in a compa	Explore World Showcase and Celebrate Holidays Around the World.
	Dinner Included (\$15 Dining Card)
9:00 p.m.	Harmonious Celebration
9:30 p.m.	Transfer to Hotel
<u>Мон, Dec 11</u>	<u>DISNEY'S MAGIC KINGDOM</u>
7:30 a.m.	Breakfast at Hotel (Included)
	Transfer to the MAGIC KINGDOM
	Explore DISNEY'S MAGIC KINGDOM
	Lunch on Own
	Dinner Included (\$15 Dining Card)
9:00 p.m.	Disney's Enchantment Firework Spectacular
10:00 р.ш.	Transfer to Hotel
<u>Tues., Dec. 12</u>	Departure Day/DISNEY'S ANIMAL KINGDOM
7:00 a.m.	Breakfast at Hotel (Included)
	Load Luggage on Bus
7:45 a.m.	Transfer to DISNEY'S ANIMAL KINGDOM
	Explore DISNEY'S ANIMAL KINGDOM
	Lunch on Own
3:45 p.m.	Transfer to Orlando International Airport
6:26 p.m.	Flight Departs Orlando
9:10 p.m.	Flight Arrives into New York, NY (JFK)
	Collect Luggage
	Board Buses for School

<u>Please Note:</u> Some changes may occur in the ifinerary due to crowd flow, group size, weather, traffic, parks hours, availability and scheduling.

Northwestern Regional School District No. 7 Summative Assessment Results Overview 2023

Regional School District No. 7
The Pride of the Northwest Corner

Northwestern Regional School District No. 7 Theory of Action 2023-24

1. Theory of Action for Improved Student Achievement

- a. <u>Curriculum and Instruction</u>: If we develop an aligned, well resourced, and viable CCSS based curriculum that supports the delivery of high impact instructional strategies, then student learning and achievement will increase.
- b. <u>Assessment</u>: If we establish rigorous formative and summative school based assessments that are aligned with the CCSS, then we can target high impact instructional strategies on the areas of greatest student need and the pace of achievement will increase.
- c. <u>Social, Emotional and Academic Development</u>: If we model explicit instruction in understanding and applying SEL competencies, embed opportunities to practice these skills, and provide a healthy, safe, purposeful learning environment, then student achievement will improve.

2. Theory of Action Regarding Professional Development and Collaboration

- a. If we provide opportunities for our teachers to engage in collaborative analysis of student work and assessment results so teachers work together in order to refine their teaching, then instructional quality and efficiency will improve and student achievement will increase.
- b. If we provide on-going, job embedded opportunities for teachers to offer and receive feedback regarding their instructional strategies (through PLCs, peer coaching, instructional rounds, and observation feedback), then instructional quality and efficiency will improve and student learning will increase.
- c. If we provide faculty and staff with on-going social and emotional skills training, then we will foster a school district that embodies social, emotional and cognitive learning for every member of our community.

3. Theory of Action Regarding Communication

a. If we communicate and engage effectively with all stakeholders, then we create shared ownership of the district's mission and vision to meet the academic, social and emotional needs of our students and learning will increase.

SBA and NGSS Achievement Levels

Level 1: Does not meet standard

Level 2: Approaching the standard

Level 3: Meets the achievement standard

Level 4: Exceeds the achievement standard

Northwestern Middle School

SBA Summative Results 2023 Math and ELA

7th and 8th Grade	2023
Math	61%
ELA	68%

Northwestern Middle School

SBA Summative Results 2023 NGSS

8th Grade	2023
NGSS	71%

Northwestern Middle School

Summative Assessment Results

	2019	2020	2021	2022	2023
ELA	73%	No Data	58%	62%	68%
Math	47%	No Data	34%	50%	61%
NGSS	63%	No Data	58%	64%	71%

2023 Smarter Balanced Summative Assessment

Math Achievement Results

	Grade 7	Grade 8
Northwestern	59%	65%
State of CT	39.9%	36.2%

2023 Smarter Balanced Summative Assessment

ELA Achievement Results

	Grade 7	Grade 8
Northwestern	63%	73%
State of CT	48.8%	48.5%

Class of 2027 Cohort Trend

Summative Assessment Results

	2018-2019 4th Grade	2019-2020 5th Grade		2021-22 7th Grade	2022-23 8th Grade
Math	67%	No Data	57%	64%	65%
ELA	69%	No Data	69%	69%	73%

Class of 2028 Cohort Trend

Summative Assessment Results

	2018-2019 3rd Grade	2019-2020 4th Grade		2021-2022 6th Grade	2022-2023 7th Grade
Math	62%	No Data	38%	44%	59%
ELA	61%	No Data	63%	53%	63%

2023 Smarter Balanced Summative Assessment

Special Education Students ELA and Math Achievement Results

	Grade 7	Grade 8
ELA	25%	61%
Math	12%	30%

Northwestern Regional High School

- Overview of the PSAT/SAT
- Class of 2024 Cohort: PSAT/SAT Results
- 2023 Advanced Placement Tests
- NGSS Results
- In Response to Data Trends

Overview of the PSAT and SAT

- PSAT 8/9: 9th Grade
- PSAT/NMSQT: 10th and 11th grade
 - National Merit Scholarship Qualifying Test
 - 11th graders are eligible for National Merit Scholarship (and additional scholarship opportunities) based on performance
- SAT: 11th grade
 - Spring of Junior year
 - Test is now administered electronically (as of Spring 2022)

Class of 2023 Cohort: PSAT/SAT Results

<u>Test</u>	<u>Date</u>	Number of Students	Results
10th Grade PSAT	October 2020	143 Students	Mean: 933 ELA: 473 Math: 460
11th Grade PSAT	October 2021	144 Students	Mean: 983 ELA: 503 Math: 480
11th Grade SAT	March 2022	142 Students	Mean: 1023 ELA: 523 Math: 500

Class of 2024 Cohort: PSAT/SAT Results

<u>Test</u>	<u>Date</u>	Number of Students	Results
10th Grade PSAT	October 2021	124 students	Mean: 954 ELA: 488 Math: 466
11th Grade PSAT	October 2022	125 students	Mean: 1016 ELA: 517 Math: 499
11th Grade SAT	March 2023	123 Students	Mean: 1060 ELA: 532 Math: 528

Northwestern Regional High School Comparison Data NWR7 v. State v. Nation SAT performance/ SAT school day administration 2023

	Mean	ELA	Math
NWR7	1060	532	528
СТ	975	493	482
Nation	960	490	470

Advanced Placement Tests

During the 2022-23 school year, **83** AP students completed **137** AP tests. **81% of students scored a 3+** (pass rate).

Summary of Northwestern's AP test performance from 2018-2023

	2018	2019	2020	2021	2022	2023
Number of AP Classes Offered	12	11	11	11	13	13
Total AP Students	102	115	108	99	106	83
Number of Exams	164	183	175	161	168	137
AP Students with Scores 3+	90	103	98	81	88	67
% of Total AP Tests with Score of 3+	88%	90%	90%	83%	86%	84%

2023 AP Scores: NWR7 Average at Goal (3+)

- AP US History: 94.7%
- AP US Gov. and Politics: 93.8%
- AP Comp. Gov and Politics: 92.3%
- AP European History: 100%
- AP Psychology: 41.2%
- AP Statistics: 100%
- AP Calculus AB: 100%
- AP Calculus BC: 100%

- AP Biology: 90%
- AP Environmental: 71.4%
- AP Chemistry: 100%
- AP Eng. Lang: 81.3%
- AP Eng. Lit: 100%

Next Generation Science Standards (NGSS)

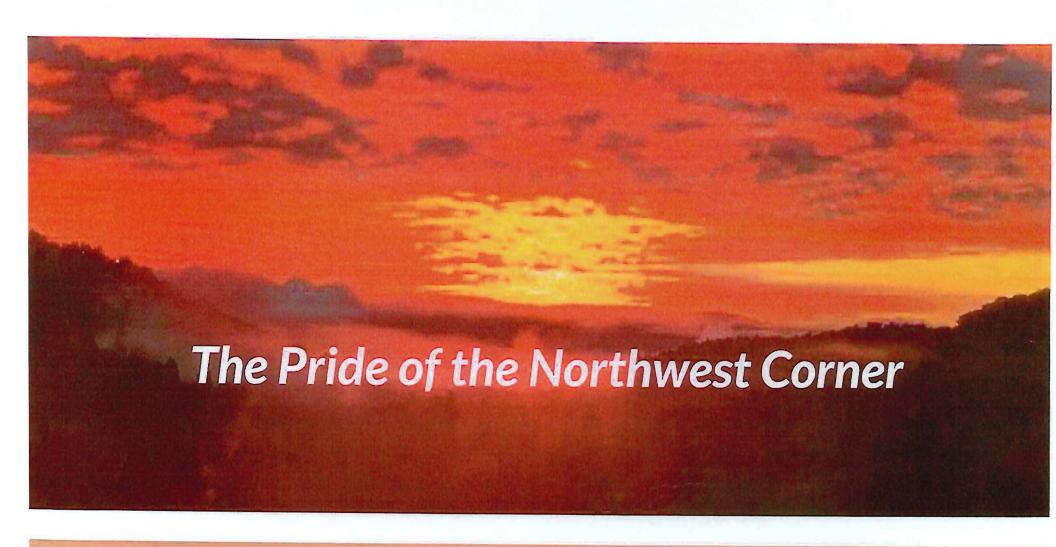
The **Next Generation Science Standards** is a multi-state effort in the United States to create new education standards that are rich in content and practice, arranged in a coherent manner across disciplines and grades to provide all students an *internationally benchmarked science education*.

NGSS measures 3 areas of science:

- Earth/Space sciences
- Life sciences
- Physical sciences

Northwestern Regional High School: NGSS Data 2019-2023

2019	2020	2021	2022	2023
63%	No Data	56%	61%	67%
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ADVERTISING AND PROMOTION

Students must be protected from possible exploitation in advertising and promotion interests of any non-school agency or organization. Within that context:

- 1. Schools may cooperate in furthering the work of any non-profit community-wide social service agency; provided that such cooperation does not restrict or impair the educational program of the schools.
- 2. The schools may use films or other media materials which include commercial messages providing such materials can be justified on the basis of their educational values.
- 3. The Superintendent may, at his/her discretion, announce or authorize to be announced, any lecture, play, film, or other community activity with educational value.
- 4. The schools may, upon approval of the Board of Education, cooperate with any agency in promoting activities in the general public interest, and which promote the education and best interests of the students.
- 5. No advertising material may be posted or distributed to students which, in the opinion of school authorities, would contribute to the personal gain of an individual, business or company except as follows:
 - a. Educational material used by staff for educational purposes.
 - b. Samples, calendars, supply catalogs, etc., distributed to staff for examination, testing or review or routine classroom use.

Community Relations

Advertising, Promotion and Commercial Activities/Revenue Enhancement

Revenue enhancement through a variety of District-wide and District-sponsored marketing activities, including but not limited to advertising, corporate sponsorship, signage in or on District facilities, etc., is approved by the Board of Education (Board). The Board may approve such opportunities subject to certain restrictions in keeping with the contemporary standards of good taste and community values. Advertising will model and promote positive values for District students through proactive educational messages and not be simply traditional advertising of a product. Preferred advertising includes messages encouraging student achievement and high standards of personal conduct.

All sponsorship contracts will allow the District to terminate the contract on at least an annual basis, if it is determined that it will have an adverse impact on implementation of curriculum or the educational experience of students.

The revenue derived from such advertising should (1) enhance student achievement; (2) assist in maintenance of existing District athletic and activity programs; and (3) provide scholarships for students participating in athletic, academic, and activity programs, who demonstrate financial need and merit.

Appropriate opportunities for marketing activities include but are not limited to:

- 1. Fixed signage.
- 2. Banners.
- 3. District-level publications.
- 4. Television and radio broadcasts.
- 5. Athletic facilities, including gymnasiums and fields.
- 6. District-level projects.
- 7. Individual school publications.

Advertising shall not be permitted in classrooms, other than corporate-sponsored curriculum materials approved by the school Principal.

In seeking revenue enhancement, the following restrictions will be in place. Revenue enhancement activities will not:

- 1. Promote hostility, disorder, or violence;
- 2. Attack ethnic, racial, or religious groups;
- 3. Discriminate, demean, harass, or ridicule any person or group of persons on the basis of gender or sexual orientation;
- 4. Be libelous;
- 5. Inhibit the functioning of the school and/or District;

Community Relations

Advertising, Promotion and Commercial Activities/Revenue Enhancement (continued)

- 6. Promote, favor, or oppose the candidacy of any candidate for election, adoption of any bond/budget/referendum issues, or any public question submitted at any municipal, state or federal election;
- 7. Be obscene or pornographic, as defined by prevailing community standards;
- 8. Promote the use of drugs, alcohol, tobacco, firearms, or certain products that create community concerns;
- 9. Promote any religious or political organization;
- 10. Use any District or school logo without prior approval.
- (cf. 1260 Educational Foundations)
- (cf. 1314 Soliciting Funds from and by School Personnel)
- (cf. 1324 Soliciting Funds from and by Students)
- (cf. 1660 School-Business Partnerships)
- (cf. 3280 Gifts, Grants and Bequests)
- (cf. 3281.1 Business/Industry/Corporate Involvement in Education)
- (cf. 7551 Naming of Facilities)

Legal Reference:

Connecticut General Statutes

7-194 Powers.

10-9 Bequests for educational purposes.

1021a Accredited courses offered by employers.

1021b Programs offered jointly by boards of education and business firms; neighborhood assistance.

Federal Statutes

Title IX of the Educational Amendments of 1972.

Family Educational Rights and Privacy Act — 20 U.S.C. Sec. 1232g.

Protection of Pupil Rights Act — 20 U.S.C. Sec. 1232h.

Policy adopted:

COMPUTER SYSTEM ACCEPTABLE USE

It is the policy of Regional School District No. 7 to promote technology that supports 21st Century Learning. Regional School District No. 7 recognizes that inherent in the use of the network and its associated infrastructure, electronic communications, and Internet, hereafter referred to as computer systems, with new technology is the risk of access to inappropriate content and/or behavior. The procedures and guidelines related to the computer systems may be changed from time to time to meet future needs and circumstances. For the purposes of this policy, "misuse of the Internet or network" means any violation of this policy or the Computer System Acceptable Use Regulations, 6150, or any other use not included in the agreement but has the effect of harming another or his or her property.

It is the policy of Regional School District No. 7 to: filter Internet content in compliance with the Children's Internet Protection Act, 47 USC § 254; ensure that staff have made a good faith effort to supervise and monitor usage of the computer systems for adherence to the Computer System Acceptable Use Policy; promote the safety and security of users when using electronic communications such as email, blogs, wikis, and other forms of direct communications.

The superintendent or his designee is responsible for the development of administrative regulations that govern the use of the computer systems. Such regulations shall be signed by each student and are based on the belief that:

- All electronic communication, data, and network equipment are the property of Regional School District No. 7 and are intended for school purposes only.
- All communications conducted on the computer systems are considered public documents
 and should in no way be considered private. Regional School District No. 7 reserves the
 right to inspect any storage on any computer, network, or to inspect any email or other form
 of electronic communication at any time.
- Users will be expected to adhere to all copyright and licensing laws with respect to downloading, installing, or copying software, text, images, video, or recordings at all times.
- Users will refrain from sending any message that breaches the district's confidentiality requirements, or the confidentiality of students.
- Users will be informed of policies concerning the computer systems.
- Users will follow the employee and student Code of Conduct when using the computer systems.

7/20/2010 Page 1 of 2

COMPUTER SYSTEM ACCEPTABLE USE

 Disciplinary action, should it be necessary relative to this policy, will be applied in accordance with applicable laws, other applicable board policies and existing collective bargaining agreements.

(c.f. Policy 4118.23 Employee Conduct) (c.f. Policy 5131 Student Conduct)

Legal References: Public Law No. 106-554

47 USC 254h

Public Law No. 108-446, 118 Stat. 2647 20 U.S.C. §1232g; 34 CFR Part 99

Freedom of Information Act

Connecticut General Statutes Section 31-48-d

Regional School District No. 7

Administrative Regulations to Policy 6150 Computer System Acceptable Use

Personnel

- A. The following sets forth the procedures to implement Board Policy 6150 concerning the acceptable use of the computer systems in Regional School District No. 7. Misuse of the network, Internet, or any software or hardware connected to our network, hereafter referred to as computer systems, is strictly prohibited. Members of the Regional School District No. 7 staff who misuse the network or its technology are subject to disciplinary action. Disciplinary action, should it be necessary relative to this policy, will be applied in accord with applicable laws, other applicable board policies and existing collective bargaining agreements.
- B. Regional School District No. 7 designs its instructional program to ensure that each student becomes proficient in the skills needed to be successful in the 21st century. Regional School District No. 7 offers its students and staff access to the World Wide Web and other electronic networks. Access to these resources represents a privilege not a right and carries with it responsibilities for each user. Each user must comply with the Employee Code of Conduct by using technology in an ethical manner and respect the work of other network users. Misuse of the networks means any violation of this agreement or any action on the network that harms another or his or her property.
- C. The computer network and Internet are intended primarily for educational use. Personal use of district technology resources that interferes with a user's professional responsibilities is prohibited. If a user has any doubt about whether a proposed activity is educational, contact a building administrator or the Director of Technology.

The network, while connected to the Internet, represents school property. Users should have no expectation of privacy in the use of the district's computer systems, including while on the network. This provision applies to any and all uses of the district's computer systems. Regional School District No. 7 reserves the right to monitor, inspect, copy, review, and store any content and any usage of the network, Internet, or computer equipment at any time without notice. All collected information and all files shall remain the property of Regional School District No. 7 and no users shall have any expectations of privacy regarding such materials. Email, like all written communication, can be subpoenaed under the Freedom of Information Act and can be subject to disclosure under the Freedom of Information Act. The Board has reserved the right to conduct monitoring of these computer systems and can do so despite the assignment of individual employees of passwords for system security. Any password systems implemented by the district are designed solely to provide system security from unauthorized users, not to provide privacy to the individual system user. The system's security aspects, message delete functions and personal passwords can be bypassed for monitoring purposes.

Administrative Regulations to Policy 6150 Computer System Acceptable Use (continued)

Personnel (continued)

D. Regional School District No. 7 makes network and Internet access available for the purposes of educational communication, research, organization, and administrative users. Regional School District No. 7 will take reasonable measures to: assure the safety of users of the network and Internet prohibiting unauthorized access to the network; filter Internet content for obscenity and inappropriate grade-level materials; and assure the safety of students communicating with electronic resources such as wikis, email, and blogs.

Regional School District No. 7 staff and guest users agree to use the district's computers for appropriate purposes, which includes, but is not limited to, complying with the following guidelines:

- 1. Refrain from using the computer systems in a manner that interferes with your job responsibilities.
- 2. Refrain from sending any form of communication that harasses, threatens, solicit others to behave in an inappropriate manner, contains solicitation, includes vulgar language, slanders, intimidates, any person at any time (such communications may also be a crime).
- 3. Refrain from sending any message that breaches the district's confidentiality requirements, or the confidentiality of students.
- 4. Handle all network equipment and folders with care; avoid destroying, modifying, moving, or deleting resources without permission;
- 5. Take reasonable measures to monitor appropriate student use of the computer system.
- 6. Do not attempt to "hack," breach, or disable any network system, security, and firewall, or use proxy gateways or other technologies designed to bypass the monitoring and filtering software.
- 7. Refrain from attaching any device or downloading any software that has not been approved by the technology department.
- 8. Refrain from sharing network, proxy, or any other passwords.
- 9. Refrain from transmitting or receiving inappropriate email communications or accessing inappropriate information on the Internet, including vulgar, lewd, or obscene words or pictures.
- 10. Respect the safety and confidentiality of yourself and others when posting information on websites by only using first names as identifiers.
- 11. Follow and respect all laws regarding plagiarism when gathering information or posting electronically.
- 12. Adhere to copyright and licensing agreements for all software and refrain from sending any copyrighted materials over the system.

Regional School District No. 7

Administrative Regulations to Policy 6150 Computer System Acceptable Use (continued)

Personnel (continued)

- 13. Refrain from gaining or seeking to gain unauthorized access to computer systems.
- 14. Refrain from sending messages for any purpose prohibited by law.
- 15. Refrain from using computer systems for any purposes, in any manner other than those permitted under these regulations.

In addition, if a particular behavior or activity is generally prohibited by law and/or Board of Education policy, use of these computer systems for the purpose of carrying out such activity and/or behavior is also prohibited.

- E. Anyone who is aware of problems with, or misuse of the Regional School District No. 7 computer systems, or has a question regarding the appropriate use of the computer systems, should report this to his or her building administrator or to the Director of Technology.
- F. Most importantly the board urges any employee who receives or views any harassing, threatening, intimidating, or other improper message through the Regional School District No. 7 computer systems to report this immediately. It is the board's policy that no employee should have to tolerate such treatment regardless of the identity of the sender of the message.

Students

- A. The following sets forth the procedures to implement Board Policy 6150 concerning the acceptable use of the computer systems in Regional School District No. 7. Misuse of the network, Internet, or any software or hardware connected to our network, hereafter referred to as computer systems, is strictly prohibited. Students who misuse technology on the Regional School District No. 7 network are subject to disciplinary action which may include the loss of network and Internet privileges, suspension, expulsion, or criminal proceedings.
- B. Regional School District No. 7 designs its instructional program to ensure that each student becomes proficient in the skills needed to be successful in the 21st century. Regional School District No. 7 offers its students and staff access to the World Wide Web and other electronic networks. Access to these resources represents a privilege not a right and carries with it responsibilities for each user. Each user must comply with the Employee Code of Conduct by using technology in an ethical manner and respect the work of other network users. Misuse of the networks means any violation of this agreement or any action on the network that harms another or his or her property. Use of the District's computer systems will be allowed only for students who act in a considerate and responsible manner in using such systems.

Administrative Regulations to Policy 6150 Computer System Acceptable Use (continued)

Students (continued)

- C. We believe that the use of the Internet and local electronic networks represent critical learning tools for students in the 21st century. Therefore, it is assumed that parents grant their child access to the network and the Internet unless a written parental denial form is signed and returned to the child's school. Parents who do not wish to grant their child access to the network and the Internet have the option of signing the Non-Participation Form. This form will be sent to all parents prior to their student entering 7th grade and 9th grade parents of all other students will receive it at registration of their student.
- D. Access to the computer systems is intended for educational uses only. Personal use of district technology resources is prohibited. If a user has any doubt about whether a proposed activity is educational, contact a building administrator or the Director of Technology.
- E. The network, while connected to the Internet, represents school property. Users should have no expectation of privacy in the use of the district's computer systems, including while on the network. Regional School District No. 7 reserves the right to monitor, inspect, copy, review, and store any content and any usage of the network, Internet, or computer equipment at any time without notice. As part of the monitoring and reviewing process, the district will retain the capacity to bypass any individual password of a student or other user. The system's security aspects, such as personal passwords and the message delete function for email can be bypassed for these purposes. The district's ability to monitor and review is not restricted or neutralized by these devices. The monitoring and reviewing process also includes, but is not limited to, oversight of the Internet site access; the right to review emails sent and received; the right to track student's access to blogs, electronic bulletin boards and chat rooms, and the right to review a student's document downloading and printing. All collected information and all files shall remain the property of Regional School District No. 7 and no users shall have any expectations of privacy regarding such materials.
- F. Regional School District No. 7 makes it computer systems available for the purposes of educational communication, research, organization, and administrative uses. Regional School District No. 7 will take reasonable measures to: assure to the network; filter Internet content for obscenity and inappropriate grade-level materials; and assure the safety of students communicating with electronic resources such as wikis, email, and blogs.
- G. Students will be required to adhere to a set of policies and procedures, as set forth below. Each student will sign a written agreement of this regulation. Violations may lead to withdrawal of the access privilege and/or disciplinary measures in accordance with the Boards' student discipline policy.

Regional School District No. 7

Administrative Regulations to Policy 6150 Computer System Acceptable Use (continued)

Students (continued)

Regional School District No. 7 students agree to use the district's computers for appropriate purposes, which includes, but is not limited to, the following guidelines:

- 1. Use the network for legitimate educational purposes only.
- 2. Refrain from sending any form of communication that harasses, threatens, solicit others to behave in an inappropriate manner, contains solicitation, includes vulgar language, slanders, intimidates, any person at any time (such communications violate Board Policy 5131.2, and may also be a crime).
- 3. Refrain from sending any message that breaches the district's confidentiality requirements, or the confidentiality of students.
- 4. Handle all network equipment and folders with care; avoid destroying, modifying, moving, or deleting resources without permission;
- 5. Do not attempt to "hack," breach, or disable any network system, security, and firewall, or use proxy gateways or other technologies designed to bypass the monitoring and filtering software.
- 6. Refrain from attaching any device or downloading any software that intentionally or unintentionally disrupts network flow.
- 7. Refrain from sharing network, proxy, or any other passwords.
- 8. Refrain from transmitting or receiving inappropriate email communications or accessing inappropriate information on the Internet, including vulgar, lewd, or obscene words or pictures.
- 9. Respect the safety and confidentiality of yourself and others when posting information on websites by only using first names as identifiers.
- 10. Follow and respect all laws regarding plagiarism when gathering information or posting electronically.
- 11. Adhere to copyright and licensing agreements for all software and refrain from sending any copyrighted materials over the system.
- 12. Refrain from gaining or seeking to gain unauthorized access to computer systems.
- 13. Refrain from damaging computers, computer files, computer systems, or computer networks.
- 14. Refrain from using another person's password under any circumstances.
- 15. Refrain from trespassing in or tampering with any other person's folders, work, or files.

Additionally, if a particular behavior or activity is generally prohibited by law, the Board policy, or by school rules or regulations, use of these computer systems for the purpose of carrying out such behavior or activity is also prohibited.

Administrative Regulations to Policy 6150 Computer System Acceptable Use (continued)

Students (continued)

- H. Misuse of network or Internet resources or violation of any of these regulations may result in the loss of network access or other disciplinary action including, suspension, expulsion, or criminal proceedings. The superintendent or his designee reserves the right to determine the appropriate discipline for any particular set of circumstances. In the event of suspension, or expulsion the superintendent and/or school board will follow established disciplinary procedures.
- I. Anyone who is aware of problems with, or misuse of the Regional School District No. 7 computer systems, or has a question regarding the appropriate use of the computer systems, should report this to his or her principal or to the Director of Technology.
- J. Most importantly the Board urges any student who receives or views any harassing, threatening, intimidating, or other improper message through the Regional School District No. 7 computer systems to report this immediately. It is the board's policy that no student should have to tolerate such treatment regardless of the identity of the sender of the message.

A copy of this policy and regulation will be distributed to staff, students, and parents. The administration of each building shall maintain a record of such distribution. In addition, a copy of the policy and regulation will be posted in each building, and contained in the student handbook. Parents and students shall sign a written acknowledgment of this policy.

(c.f. Policy 4118.23 Employee Conduct)

(c.f. Policy 5131 Student Conduct)

(c.f. Policy 5131.2 Bullying Behavior in the Schools)

Legal Reference:

Public Law 106-554

47 USC 254h

Public Law No. 108-446, 118 Stat. 2647 20 U.S.C. §1232g; 34 CFR Part 99

Freedom of Information Act

Connecticut General Statutes Section 31-48-d

Regional School District No. 7

NOTICE OF NON-PARTICIPATION

If you DO NOT want your son or daughter to have network access, including access to the Internet, or if you wish to prevent his or her image from being posted on the school or district website, please return this form to:

Media Director Northwestern Regional High/Middle School 100 Battistoni Drive Winsted, Connecticut 06098

School	
Name of S	tudent
Address	
Phone	
	As the parent or legal guardian of
	As the parent or legal guardian of, I do not grant permission for my child's image to appear on the school or District website, wiki, blog, or any other form of open electronic communication.

NORTHWESTERN REGIONAL SCHOOL DISTRICT 7

ADDITIONAL PERMISSIONS

_____ Date: _

11/8/23

Parent/Guardian:

Signature