

June 6, 2011

Staples High School

WESTPORT BOARD OF EDUCATION

***AGENDA**

(Agenda Subject to Modification in Accordance with Law)

PUBLIC SESSION/PLEDGE OF ALLEGIANCE:

7:00 p.m., Staples High School, Cafeteria B (Room 301)

RECOGNITION: 7:00 p.m.

- Recognition of Retirees, Westport Public Schools Staff, June 2011
- Recognition of PTA Co-Presidents, 2010-11 School Year

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS (15 MINUTES)

MINUTES: May 23, 2011

PRESENTATION:

- | | | |
|---|---------|--|
| 1. Staples High School Internship Program | (Encl.) | Ms. Eldh
Mr. Dodig |
| 2. World Language, Grades 9-12 | (Encl.) | Ms. Mazzarelli
Mr. Dodig
Mr. Fagan |

DISCUSSION/ACTION:

- | | | |
|---|---------|--------------------------|
| 1. Acceptance of Gift: Johanna Kiev and Family | (Encl.) | Dr. Landon |
| 2. Approval: 2011-12 Healthy Food Certification | (Encl.) | Dr. Landon
Ms. Harris |

EXECUTIVE SESSION:

- | | | |
|-------------------------------------|--|------------|
| 1. Non-Union Personnel Compensation | | Dr. Landon |
|-------------------------------------|--|------------|

ADJOURNMENT

*A 2/3 vote is required to go to executive session, to add a topic to the agenda of a regular meeting, or to start a new topic after 10:30 p.m. The meeting can also be viewed on cable TV on channel 78.

PUBLIC PARTICIPATION WELCOME USING THE FOLLOWING GUIDELINES:

- Comment on non-agenda topics will occur during the first 15 minutes *except* when staff or guest presentations are scheduled.
- Board will not engage in dialogue on non-agenda items.
- Public may speak as agenda topics come up for discussion or information.
- Speakers on non-agenda items are limited to 2 minutes each, except by prior arrangement with chair.
- Speakers on agenda items are limited to 3 minutes each, except by prior arrangement with chair.
- Speakers must give name and use microphone.
- Responses to questions may be deferred if answers not immediately available.
- Public comment is normally not invited for topics listed for action after having been publicly discussed at one or more meetings.



Staples High School Senior Internship Program

Program Description and Requirements

The Staples High School Senior Internship Program is an elective program available to any senior who is eligible to graduate and has met our civic and social expectations. The program allows students to engage in a real-world, hands-on learning experience beyond the classroom. The internship is intended to be a meaningful experience for Staples seniors of all talents and ability levels to explore career interest or service opportunities.

These unpaid internships provide students with the opportunity to gain a better understanding of their goals, and in several cases to give back to community businesses and organizations which have supported them throughout all their years in Westport.

All seniors must meet with the following qualifications:

- *Student has not exceeded 17.5 absences in a full –year course, 7.5 absences in a semester course, OR has had credit restored by the Principal.*
- *Student has satisfactorily met all credit requirements for graduation.*
- *Student has met all civic and social expectations of the school:*
 - *There shall have been no suspensions second semester.*
 - *There shall be a review by the Principal of first semester suspensions.*
 - *There shall be no academic integrity violations second semester brought to the attention of an administrator. A review of first semester violations may be taken into consideration.*
- *All accountabilities have been cleared up prior to the start of the Internship.*
- *Endorsement from Assistant Principal, school counselor and parent*
- *Attend the mandatory Intern meeting on April 26 at 2:15pm and Internship Reception in June (TBA)*
- *Participation is possible even if you have after school commitments. You must be able to fulfill the 100 hours of work required over the four-week internship period (commute time and lunch do not constitute part of the 100 hours)*
- *Interning at your present/previous place of paid employment or with an immediate family member is not allowed.*
- *Must be covered by health and auto insurance (auto insurance if driving to and from internship site)*

Seniors have the option to either find their own internship or select from 350+ established internship opportunities. The process for both options will be described via a Blackboard email to all seniors and their parents at the beginning of the school year. Seniors that are placed will serve their internships during the last four weeks of the fourth marking period. These students will be released from their classes and will attend their internship during normal working hours at the selected sites. Prior to a student's release from his/her educational program, he/she must produce evidence from all of his/her grade-level teachers that grade and attendance requirements for the program have been met. **All interns must attend the Mandatory Intern Meeting on April 26.**

The students will be monitored regularly by both their mentors and site supervisors and will be evaluated by both at the end of the four-week period. Students are required to work (without pay) any reasonable combination of a total of 100 hours over the four-week period. Students that participate in after-school activities are welcome to intern as long as they can work the required number of hours. Days taken off for personal reasons must be made up at the internship site. Interns must maintain a weekly activity log as well as completing a weekly reflection and submitting these to their faculty mentor.

All seniors are encouraged to register via the internship website www.staplesinternship.com by October 31 even if you are undecided about participating in the program. Any questions regarding this program can be directed to Joyce Eldh in the Internship Office (Room 589) at 203-341-2453 or 203-454-4833 or shsinternship@westport.k12.ct.us.

Brian A. Fagan
Assistant Superintendent
Curriculum and Instruction
Westport Public Schools

MEMORANDUM

To: Dr. Elliott Landon and Members of the Board of Education

From: Victoria Mazzarelli and Brian Fagan

Date: June, 1, 2011

Subject: World Language Presentation

The Staples High School Department of World Languages offers Westport students a multifaceted program of study in six languages: Chinese, French, German, Italian, Latin, and Spanish. In each of these curriculums, including Latin, the speaking component is one of the department's overarching goals wherein students are continually exposed to real world experiences and are taught to communicate about topics that are found in everyday life. These experiences are examples of real world applications for learning which are brought into the classroom each and every day.

The focus of the Monday, June 6th presentation is to demonstrate students' abilities to participate in meaningful verbal interactions in languages which were foreign to them, but in which they now enjoy successful, comfortable communication. Through a series of videos that demonstrate the students' command of the verbal components of the six world language curriculums, staff will present to the Board information about the rubric-based performance standards that the students are meeting.

Mrs. Mazzarelli, the world language teachers, and I look forward to sharing this information about the Staples High School students' accomplishments in these rigorous curriculums.

WESTPORT PUBLIC SCHOOLS

ELLIOTT LANDON
Superintendent of Schools

110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
TELEPHONE: (203) 341-1010
FAX: (203) 341-1029

To: Members of the Board of Education
From: Elliott Landon
Subject: Acceptance of Gift: Johanna Kiev and Family
Date: June 6, 2011

Our school system has been offered an extraordinary gift of a Custom Powerscape/Xscape Play Unit and a Fun-Semble, as manufactured by Game Time, for our Stepping Stones Pre-School Program at Coleytown Elementary School. This gift has been offered to us by Johanna Kiev and Family.

In addition to the playground equipment, this gift includes the full cost of site work and installation, including the installation of a poured rubber surface beneath the equipment for student safety purposes.

The value of the playground equipment has been determined to be \$25,066.12; site work and installation is \$14,500; and, the poured rubber surface \$26,050. The total value of this gift is \$65,616.12.

I recommend that the Board of Education accept this gift from Johanna Kiev and Family with gratitude and appreciation for their largesse.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude and appreciation a gift of fully installed playground equipment from Johanna Kiev and Family valued at \$65,616.12, said equipment to be placed at the Stepping Stones Pre-School at Coleytown Elementary School.



WESTPORT PUBLIC SCHOOLS

ELLIOTT LANDON
Superintendent of Schools

110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
TELEPHONE: (203) 341-1025
FAX: (203) 341-1029

To: Members of the Board of Education
From: Elliott Landon
Subject: 2011-2012 Healthy Food Certification
Date: June 6, 2011

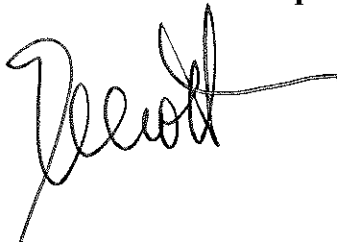
Section 10-215f of the Connecticut General Statutes requires all school districts participating in the National School Lunch Program to take action annually to certify to the Connecticut State Department of Education (CSDE) whether *all* food items sold to students separately from reimbursable meals will or will not meet the Connecticut Nutrition Standards.

In previous years, following my recommendation, the Board of Education has voted NOT to certify to the CSDE that all food items offered by the school system for sale to students meet the nutrition standards published by CSDE. This year, again, I am asking the Board to vote in the negative for the reason that it will not be possible, within the context of these rigorous standards, to maintain our comprehensive school food services program for students in an affordable manner.

Although I am recommending that the Board vote in the negative, I wish to assure the members of the Board that we shall continue to work with the Food Service Advisory Committee, as we have for the past several years, to actively pursue meeting the healthy food standards as they may be deemed to be appropriate for the Westport Public Schools.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education votes that it will not certify that all food items sold to students separately from reimbursable meals in the schools under its jurisdiction will meet the nutrition standards published by the Connecticut State Department of Education effective July 1, 2011.



This document summarizes the Connecticut State Department of Education's (CSDE) *Connecticut Nutrition Standards for Food in Schools*. The Connecticut Nutrition Standards address all foods sold to students separately from a reimbursable school breakfast or lunch. They are based on current nutrition science and national health recommendations from the Dietary Guidelines for Americans, MyPyramid and national organizations, such as the National Academy of Sciences Institute of Medicine, American Cancer Society, American Heart Association, American Dietetic Association and American Academy of Pediatrics.

Healthy Food Certification
 Districts that choose to participate in healthy food certification under section 10-215f of the Connecticut General Statutes (CGS) **must** follow the Connecticut Nutrition Standards for all food items sold to students separately from reimbursable school meals at all times and from all sources. The CSDE *List of Acceptable Food and Beverages* identifies products that meet the Connecticut Nutrition Standards. For more information, see "Resources" on page 4.

The Connecticut Nutrition Standards focus on limiting fats, sodium and added sugars, moderating portion sizes, and promoting increased consumption of nutrient-dense foods such as fruits, vegetables and whole grains. The CSDE encourages all schools to use these standards to determine what foods are available at school, including a la carte sales in the cafeteria, vending machines, school stores, fundraisers, classroom parties and other school events.

The Connecticut Nutrition Standards group food items into the following five categories: 1) Entree Items; 2) Fruits and Vegetables; 3) Cooked Grains; 4) Soups; and 5) Snacks and Desserts.

Entree Items¹

The Connecticut Nutrition Standards differentiate between 1) entree items that are *planned as part of a reimbursable meal and are also sold a la carte*; and 2) entree items that are *sold only a la carte*. If an entree item that is planned and served as part of a reimbursable school meal is also sold a la carte on the same day, it must be the same calories and portion size but does not need to meet any additional nutrition standards.* If an entree item is *sold only a la carte* (i.e., not part of a reimbursable meal) it must meet the following standards:

Definition of Entree Items
 For the Connecticut Nutrition Standards, entree items include only three categories of main dish food items: 1) a combination food of meat/meat alternate and grain/bread (e.g., turkey sandwich, pizza, hamburger on a bun and cheese burrito); 2) a combination food of vegetable/fruit and meat/meat alternate (e.g., chef's salad, fruit and cheese platter, baked potato with chili, chicken vegetable stir-fry); and 3) a meat/meat alternate alone (e.g., sausage patty, egg, chicken nuggets), excluding yogurt, low-fat or reduced fat cheese, nuts, seeds and nut or seed butters. These foods are addressed by the nutrition standards for the *Snacks and Desserts* category.

- **Calories and Portion Size:** No more than the calorie content and portion size of comparable entree items in the U.S. Department of Agriculture (USDA) meal pattern.
- **Fat:** No more than 35 percent of total calories. No chemically altered fat substitutes.²
- **Saturated Fats:** Less than 10 percent of total calories.
- **Trans Fats:** Zero trans fats (less than 0.5 gram) per entree.³
- **Sugars:** No more than 15 grams of total sugars per entree.⁴ No artificial sweeteners, nonnutritive sweeteners or sugar alcohols.⁵
- **Sodium:** No more than 480 milligrams per entree.
- **Whole Grains and Fiber:** Increase choices of entrees with whole grains and foods that contain naturally occurring fiber, e.g., vegetables, fruits and legumes. Limit processed products made from refined grains.
- **Caffeine:** No caffeine, with the exception of trace amounts of naturally occurring caffeine-related substances.
- **Condiments:** Limit use and provide low-fat, low-sugar and low-sodium varieties.⁶

* This provision applies only to *entree items that are planned and sold as part of a reimbursable meal and are also sold a la carte the same day*. It does not apply to any other meal items such as breads, fruits, vegetables, soups and cooked grains, e.g., rice and pasta. All other food items that are *part of a reimbursable meal and are also sold separately from the meal* must meet the Connecticut Nutrition Standards for the specific food category. For example, french fries that are part of a reimbursable meal can only be sold a la carte if they meet the nutrition standards for the *Fruits and Vegetables* category. Muffins that are part of a reimbursable meal can only be sold a la carte if they meet the nutrition standards for the *Snacks and Desserts* category.

Fruits and Vegetables¹

This category addresses fresh, frozen, canned and dried fruits and vegetables.

- **Serve whole vegetables and fruits** (fresh, frozen, canned and dried) prepared and packaged without added fats, sugars or sodium. **Limit processed vegetables and fruits** (prepared or packaged with added fats, sugars or sodium).
- **Calories:** No more than 200 calories per serving or package.
- **Fat:** No more than 35 percent of total calories. No chemically altered fat substitutes.²
- **Saturated Fats:** Less than 10 percent of total calories.
- **Trans Fats:** Zero trans fats (less than 0.5 gram) per serving or package.³
- **Sugars:** No more than 35 percent of total sugars by weight and 15 grams per serving or package, except for fruits and vegetables in all forms without added sugars.⁴ No artificial sweeteners, nonnutritive sweeteners or sugar alcohols.⁵
- **Sodium:** No more than 480 milligrams per serving or package.
- **Caffeine:** No caffeine, with the exception of trace amounts of naturally occurring caffeine-related substances.
- **Condiments:** Limit use and provide low-fat, low-sugar and low-sodium varieties.⁶

Fruit roll-ups or fruit snacks that are not 100 percent fruit do not meet the nutrition standards for the *Fruits and Vegetables* category.

Cooked Grains¹

- **Calories:** No more than 200 calories per serving or package.
- **Fat:** No more than 35 percent of total calories. No chemically altered fat substitutes.²
- **Saturated Fats:** Less than 10 percent of total calories.
- **Trans Fats:** Zero trans fats (less than 0.5 gram) per serving or package.³
- **Sugars:** No more than 15 grams of total sugars per serving or package.⁴ No artificial sweeteners, nonnutritive sweeteners or sugar alcohols.⁵
- **Sodium:** No more than 480 milligrams per serving or package.
- **Whole Grains and Fiber:** Increase choices of whole grains with no or minimal added fats, sugars and sodium. Limit processed products made from refined grains, e.g., enriched flour.
- **Caffeine:** No caffeine, with the exception of trace amounts of naturally occurring caffeine-related substances.
- **Condiments:** Limit use and provide low-fat, low-sugar and low-sodium varieties.⁶

Soups¹

- **Calories:** No more than 200 calories per serving or package.
- **Fat:** No more than 35 percent of total calories. No chemically altered fat substitutes.²
- **Saturated Fats:** Less than 10 percent of total calories.
- **Trans Fats:** Zero trans fats (less than 0.5 gram) per serving or package.³
- **Sugars:** No more than 15 grams of total sugars per serving or package, except for soups without added sugars whose sugar content is solely due to fruits and vegetables.⁴ No artificial sweeteners, nonnutritive sweeteners or sugar alcohols.⁵
- **Sodium:** No more than 480 milligrams per serving or package.
- **Whole Grains and Fiber:** Increase choices of soups containing vegetables, legumes and whole grains.
- **Caffeine:** No caffeine, with the exception of trace amounts of naturally occurring caffeine-related substances.
- **Condiments:** Limit use and provide low-fat, low-sugar and low-sodium varieties.⁶

Snacks and Desserts¹

This category addresses all snack and dessert items, such as chips, crackers, popcorn, cereal, trail mix, nuts, seeds, peanut butter and other nut butters, jerky, cookies, animal/graham crackers, cereal bars, granola bars, bakery items (e.g., pastries, toaster pastries, muffins, soft pretzels, bagels and rolls), frozen desserts, ice cream, cheese, yogurt, pudding and smoothies (made with low-fat yogurt or other low-fat dairy alternatives, fruit or 100 percent juice).

- **Calories:** No more than 200 calories per serving or package.
- **Fat:** No more than 35 percent of total calories, with the exception of nuts, seeds, nut or seed butters, and low-fat or reduced fat 100 percent natural cheese. No chemically altered fat substitutes.²
- **Saturated Fats:** Less than 10 percent of total calories, with the exception of nuts, seeds, nut or seed butters, and low-fat or reduced fat 100 percent natural cheese.
- **Trans Fats:** Zero trans fats (less than 0.5 gram) per serving or package.³
- **Sugars:** No more than 35 percent of total sugars by weight and 15 grams per serving or package, except for yogurt, pudding and smoothies.⁴ Frozen desserts containing only 100 percent juice or fruit and no added sugars are exempt from the sugar standard. No artificial sweeteners, nonnutritive sweeteners or sugar alcohols.⁵
 - **Smoothies:** No more than 4 grams of total sugars per ounce for smoothies made with low-fat yogurt or other low-fat dairy alternatives or fruit or 100 percent juice.
 - **Yogurt and Pudding:** No more than 4 grams of total sugars per ounce.
- **Sodium:** No more than 480 milligrams per serving or package.
- **Whole Grains and Fiber:** Serve whole grains and foods that contain naturally occurring fiber most often, e.g., fruits, vegetables and legumes with no or minimal added fats, sugars and sodium. Limit processed grain-based snacks made from refined grains, e.g., enriched flour.
- **Caffeine:** No caffeine, with the exception of trace amounts of naturally occurring caffeine-related substances.
- **Condiments:** Limit use and provide low-fat, low-sugar and low-sodium varieties.⁶

Better Choice Recommendations

The Better Choice Recommendations are in addition to meeting the specific requirements of the Connecticut Nutrition Standards. They are not required but help schools to identify foods that are even better choices. The recommendations vary depending on the food category, but generally include the following:

- no hydrogenated or partially hydrogenated oils (labels can claim "0" trans fat and still contain these sources of trans fat);
- no artificial flavors or colors;
- no high fructose corn syrup;
- at least 2.5 grams of fiber (a "good" source of fiber as defined by the Food and Drug Administration); and
- 100 percent whole grain (all grains are whole) or contains only whole grains with bran, germ or fiber.

In addition to meeting the Connecticut Nutrition Standards, the CSDE strongly encourages schools to choose foods that also meet the Better Choice Recommendations. The Better Choice Recommendations are included in the green and white columns on the right of the CSDE *List of Acceptable Food and Beverages* (see "Resources" on page 4).

Beverages

The requirements for beverages allowed for sale to students in public schools are defined by CGS section 10-221q, and are separate from the Connecticut Nutrition Standards. The state statute allows only five categories of beverages (milk; nondairy milk such as soy or rice milk; 100 percent fruit and vegetable juices; beverages containing only water and juice; and water), with specific nutrition requirements for each category. For more information on the beverage requirements, see "Resources" on page 4.

Resources

Competitive Foods in Schools: <http://www.sde.ct.gov/sde/LIB/sde/pdf/deps/nutrition/nsfp/CompetitiveFoods.pdf>

Connecticut Beverage Requirements: <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322418>

Connecticut Nutrition Standards: <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322422>

Healthy Food Certification: <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322420>

List of Acceptable Food and Beverages: <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322432>

¹ Significantly fortified foods and beverages are not allowed unless they are naturally nutrient-rich and fortified with nutrients at levels based on scientifically documented health needs, e.g., milk fortified with vitamins A and D, breakfast cereals fortified with iron, orange juice fortified with calcium or grain products fortified with folic acid. Products containing nutrition supplements (e.g., amino acids, extracts, herbs or other botanicals) are not allowed, regardless of whether their nutrient content meets the Connecticut Nutrition Standards for food or the state statutes for beverages.

² Chemically altered fat substitutes are compounds made by chemically manipulating food products to mimic the texture and flavor of fat while providing fewer calories and less metabolizable fat, e.g., Olestra, Olean and Simplese

³ Trans fats include naturally occurring and artificial sources. Most trans fats (80 percent) come from processed foods and oils. Food labeling regulations allow food labels to state "0 grams" trans fats if a serving contains less than 0.5 gram. To avoid artificial trans fats, read ingredients and select products without partially hydrogenated oils or shortening.

⁴ Total sugars include all sources of naturally occurring sugars (e.g., fruits, vegetables and milk) and sugars added to foods, e.g., brown sugar, corn sweetener, corn syrup, dextrose, fructose, glucose, high fructose corn syrup, honey, invert sugar, lactose, malt syrup, maltose, molasses, raw sugar, sucrose, sugar and syrup.

⁵ Common artificial or nonnutritive sweeteners include acesulfame-potassium, aspartame, neotame, saccharin, sucralose and stevia (e.g., Rebiana, Truvia, PureVia and SweetLeaf). Common sugar alcohols include sorbitol, mannitol, xylitol, maltitol and erythritol.

⁶ Any condiments packaged with a food (e.g., bagel with cream cheese or carrots with dip), must be included when determining compliance with the Connecticut Nutrition Standards. If the condiment is not packaged with the item (e.g., the student has a choice whether to take it), then the food is evaluated separately and the condiment is not included.

For more information, see the *Connecticut Nutrition Standards for Food in Schools* at <http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Student/NutritionEd/CTNutritionStandards.pdf>



The CSDE state nutrition standards committee annually evaluates and revises the Connecticut Nutrition Standards as needed to reflect changes in nutrition science and national health recommendations. For additional information, contact: Susan S. Fiore, M.S., R.D., Nutrition Education Coordinator, Connecticut State Department of Education, Bureau of Health/Nutrition, Family Services and Adult Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2075,

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