

**BOE Policy Committee Minutes**  
**Wednesday, August 31, 2022, 9:00 am – 10:30 am**  
**Municipal Building, BOE Conference Room**  
**3 Primrose St, Newtown, CT 06470**

**CALL TO ORDER** Meeting was called to order at 9:01 am

**IN ATTENDANCE** Dan Cruson, Deborra Zukowski, Janet Kuzma, Chris Melillo, Anne Dalton, Sarah Connell, Suzanne D’Eramo

**PUBLIC PARTICIPATION** None

**APPROVE MINUTES** Dan Cruson made a motion to approve the minutes of August 10, 2022. Janet Kuzma seconded. Motion passes unanimously.

**OLD BUSINESS**

**Discussion and possible action:**

Item	Reports
<p><b>Policy 5141.3 – Health Assessments and Immunizations</b></p> <p>The committee did not receive additional questions from the Board. D. Zukowski said that she has a few proposed edits for the administrative regulation. The edits are as followed:            On page (a), D. Zukowski recommends adding the URL address under the link for CT School Immunizatio. She also recommends moving the links in the Appendix to the body of the regulation. The committee agreed. A. Dalton said that she can link the different forms to the Newtown Nurse page on the website. The committee thought that would be best. A. Dalton will make edits and send to S. Connell for BOE 2<sup>nd</sup> read.</p>	<ul style="list-style-type: none"> <li>• S. Connell to send to K. June for BOE 2<sup>nd</sup> read and possible approval.</li> </ul>
<p><b>Policy 5131.911 – Bullying Prevention and Intervention Policy</b></p> <p>S. Connell brought Shipman ad Goodwin’s recommendations to the Board. Shipman a Goodwin did not find an issue with including “Teen Dating Violence” into the title. The committee felt comfortable to add that. D. Zukowski asked the committee if they felt comfortable with her working o a rough draft of this policy. D. Cruson feels more comfortable if C. Melillo works on this policy before it is sent to legal for review. C.Melillo, D. Zukowski and S. Connell will set up a meeting next week to review and edit this policy. The policy sample that they will be working off of is the Shipman and Goodwin policy.</p>	<ul style="list-style-type: none"> <li>• S. Connell, C. Melillo and D. Zukowski to review and edit this policy.</li> </ul>

<p><b>Policy 6142.101 – School Wellness Policy</b>  S. Connell did not have this policy printed out but the only change from the last policy meeting was an updated format. A. Dalton and J. Kuzma reported that this policy will be brought to their Social Emotional Health and Wellness subcommittee for review and recommendations.</p>	<ul style="list-style-type: none"> <li>• S. Connell will invite A. Dalton to an upcoming policy meeting</li> </ul>
<p><b>Policy 5141.22 – Communicable Diseases</b>  The committee will review this edited policy.</p>	<ul style="list-style-type: none"> <li>• Discussion and possible action on this policy.</li> <li>• S. Connell to send Policy4118.237/4218.237/5141.8– Face Masks to K. June to be rescinded.</li> </ul>
<p><b>Discussion about adding links to policies on the website</b>  The committee feels like this topic has been discussed and resolved in other meetings. The links will be added in newly adopted policies and a plan will be made to edit existing policies in the future.</p>	<ul style="list-style-type: none"> <li>• No further action is required.</li> </ul>
<p><b>Discussion about CABE and Shipman and Goodwin Policy Services</b>  S. D’Eramo joined the meeting to discuss Shipman and Goodwin’s policy services and their cost. She reported that they have a one-time subscription fee of \$3,500 to essentially do an audit of Newtown’s policies. After the first year, Shipman would charge \$1,000 for their policy services. S. D’Eramo suggests invited Gwen Zittoun from Shipman ad Goodwin to an Executive meeting to discuss the different options that may work best for Newtown and our needs. The committee agreed.  D. Cruson reported that CABE is working on getting a replacement for their head of Policy Services. The committee would feel more comfortable making a decision about working with CABE until they find the replacement.</p>	<ul style="list-style-type: none"> <li>• S. D’Eramo and D. Zukowski will set up an Executive Meeting with Gwen and the BOE.</li> </ul>
<p><b>Policy 4118.231– Smoking, Drinking &amp; Use of Drugs on School Premises</b>  D. Cruson made a motion to move this agenda item to an upcoming policy meeting. The committee agreed.</p>	<ul style="list-style-type: none"> <li>• Discussion and possible action at an upcoming policy meeting.</li> </ul>
<p><b>Policy 4118.232 – Drug-Free Workplace</b>  D. Cruson made a motion to move this agenda item to an upcoming policy meeting. The committee agreed.</p>	<ul style="list-style-type: none"> <li>• Discussion and possible action at an upcoming policy meeting.</li> </ul>
<p><b>Policy 4118.233 – Weapons and Dangerous Instruments</b>  D. Cruson made a motion to move this agenda item to an upcoming policy meeting. The committee</p>	<ul style="list-style-type: none"> <li>• Discussion and possible action at an upcoming policy meeting.</li> </ul>

<p>agreed.</p>	
<p><b>Policy 4118.234 – Prohibition on Recommendations for Psychotropic Drugs</b>  D. Cruson made a motion to move this agenda item to an upcoming policy meeting. The committee agreed.</p>	<ul style="list-style-type: none"> <li>• Discussion and possible action at an upcoming policy meeting.</li> </ul>

**UPDATE FROM THE SUPERINTENDENT**

Mr. Melillo reported that he was very pleased how the first couple of days of School were going. He was able to ride the school bus to Sandy Hook on the first day of school. The parents and students were excited and happy to see him. Each day has been getting better with traffic, especially at Reed. He had the pleasure of witnessing the Project Adventure class at NMS and was very impressed. The teachers and students looked to be enjoying the class.

**PUBLIC PARTICIPATION**

None

**ADJOURNMENT**

Dan Cruson made a motion to adjourn the meeting. D. Zukowski seconded. Motion was unanimously approved. Meeting was adjourned at 10:30 a.m.