

**BOE Policy Committee Minutes**  
**Wednesday, March 8, 2023, 9:00 – 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, Chris Melillo, Karen Powell, Anne Dalton, Suzanne D’Eramo, Sarah Connell,

**PUBLIC PARTICIPATION** None

**APPROVE MINUTES** Dan Cruson made a motion to approve the minutes of February 22, 2023. Deborra Zukowski seconded. Motion passes unanimously.

**OLD BUSINESS**

**Discussion and possible action:**

Item	Reports
<p><b>Policy 5114 – Suspension and Expulsion / Due Process</b> D. Cruson asked the committee to move this policy to the end of the meeting. The committee agreed.  This policy was not discussed at this policy meeting.</p>	<ul style="list-style-type: none"><li>• S. Connell will bring this policy back to the next policy meeting.</li></ul>

**NEW BUSINESS**

**Discussion and possible action:**

Item	Reports
<p><b>Policy 5141.21 - Administering Medicine –</b> A. Dalton and K. Powell made several edits to this policy to remove the redundancy and fix the “flow” of the policy. The committee agreed with all of their edits. A. Dalton and K. Powell also discussed creating a regulation for this policy because the majority of the language in the policy would be more suitable for an administrative regulation.  D. Zukowski and D. Cruson asked S. Connell to reach out to legal counsel regarding what is required to have in this policy.  A. Dalton and K. Powell will make the suggested edits and bring back to the next policy meeting for further review.</p>	<ul style="list-style-type: none"><li>• S. Connell will invite A. Dalton and K. Powell to the next policy meeting.</li></ul>

<p><b>Policy 4147 – Employee Safety</b>  Policy 4147, 4147.22 and 4148.1 seem to be all connected. In one case, the samples are identical. S. D’Eramo suggested that Newtown combines these policies to create one policy. The committee asked S. D’Eramo to make edits and bring back to the next policy meeting for review.</p>	<ul style="list-style-type: none"> <li>• S. Connell will invite S. D’Eramo, A. Dalton and K. Powell to the next policy meeting.</li> </ul>
<p><b>Policy 4147.1 – Occupational Exposure to Blood borne Pathogens</b>  After discussion, the committee agreed with S. D’Eramo, A. Dalton and K. Powell that this policy not needed. They will review the “Exposure Plan” that is required by the State and post on Newtown’s website under the HR tab. The committee also suggested having hard copies in the nurse’s offices and with the head custodian.</p>	<ul style="list-style-type: none"> <li>• S. Connell will second this policy to K. June to rescind.</li> </ul>
<p><b>Policy 4147.22 – Communicable Diseases</b>  The committee agreed that Newtown’s current policy is acceptable. S. Connell will renumber the policy and update the policy website.</p>	<ul style="list-style-type: none"> <li>• S. Connell will renumber this policy to the 4000 series.</li> </ul>
<p><b>Policy 4148 – Employee Protection</b>  Policy 4147, 4147.22 and 4148.1 seem to be all connected. In one case, the samples are identical. S. D’Eramo suggested that Newtown combines these policies to create one policy. The committee asked S. D’Eramo to make edits and bring back to the next policy meeting for review.</p>	<ul style="list-style-type: none"> <li>• S. Connell will invite S. D’Eramo, A. Dalton and K. Powell to the next policy meeting.</li> </ul>
<p><b>Policy 4148.1 – Safety, First Aid, and Emergency Care</b>  Policy 4147, 4147.22 and 4148.1 seem to be all connected. In one case, the samples are identical. S. D’Eramo suggested that Newtown combines these policies to create one policy. The committee asked S. D’Eramo to make edits and bring back to the next policy meeting for review.</p>	<ul style="list-style-type: none"> <li>• S. Connell will invite S. D’Eramo, A. Dalton and K. Powell to the next policy meeting.</li> </ul>

**UPDATE FROM THE SUPERINTENDENT**

No update

**PUBLIC PARTICIPATION**

None

**ADJOURNMENT**

Dan Cruson made a motion to adjourn the meeting. Deborra Zukowski seconded. Motion was unanimously approved. Meeting was adjourned at 10:23a.m.