

BOE Policy Committee Minutes
Monday, March 25, 2024, 9:30 am – 11:00 am
Municipal Building, BOE Conference Room
3 Primrose St. Newtown, CT 06470

CALL TO ORDER Meeting was called to order at 9:30 am

IN ATTENDANCE Doria Linnetz, Don Ramsey, Christopher Melillo, Alison Plante, Sarah Connell, 1 Public

PUBLIC PARTICIPATION Aaron Cox, 31 Pond Brook Road, Newtown, CT, spoke regarding Policy 6152.1. He wanted to make it clear that he has very important key points to remember when creating this policy. The first point is to make it clear when the trip is taking place. The exact dates of departure and return need to be approved by the administration. Secondly, it is important that the itinerary is clear, with discussion that activities may shift due to weather or transportation. It should also be noted that a payment schedule with clear expectations on deposits/refunds, who the checks go to and who they are made out to be clear. Lastly, staff members should be provided with a dedicated cell number to use on these trips. Mr. Cox believes it is always important to do “what is best for kids”. This involves a vetting process when working with an outside agency.

Mr. Ramsey suggested putting some of these key points in a regulation. He believes that students and parents thrive in an environment where things are clear. Whatever the Board can do to relieve stress, Mr. Ramsey is in support.

Mr. Melillo agreed that these trips need to be brought to the Board’s attention and agrees with the sentiment “do what is best for kids”.

APPROVE MINUTES Don Ramsey made a motion to approve the minutes of March 11, 2024. Doria Linnetz seconded. Motion passes unanimously.

OLD BUSINESS

Policy 6114 - Emergencies and Disasters Preparedness

Ms. Linnetz asked if Mr. Melillo and Mrs. Uberti had a chance to review the edited policy. Mr. Melillo answered that he had no concerns and thought it was ready to go to the Board for the first read.

Ms. Linnetz asked Ms. Connell to make sure all of the edits are updated for the Board. Ms. Linnetz also asked the committee how they felt about changing “place of students....” to “placement”. The committee agreed. The committee also agreed to just send the Board the policy and not the reference letter.

Ms. Plante asked if the reorganization of the DSSC was outlined in this policy. Mr. Melillo answered that there is no need to change the language in the policy. The DSSC is now the executive board.

Ms. Linnetz provided an overview to Ms. Plante on the process of how the committee came to this edited version of the policy.

The committee discussed what the Board will see in terms of rough drafts. Ms. Connell will provide the Board with the redlined version as well as Newtown's current policy. This will help the Board clearly see the edits that were made.

Policy 6114.1 - Fire Emergency (Drills)/Crisis Response Drills/Bus Safety Drills

Mr. Pompano provided additional language referring to bus safety drills for the committee to review. The committee and Mr. Melillo agreed to remove the last sentence as well as "in accordance with Connecticut General Statutes 10-231". The committee found the language to be redundant.

Ms. Connell will make the necessary edits and send it to the Board for the first read. Like Polict 6114, Ms. Connell will provide the redlined version as well as Newtown's current policy.

Policy 6153.1 - International Student Travel

Mr. Melillo believes that this policy will help keep the Board in the loop about international trips. It is important that the Board has a clear understanding and vetting process when working with outside third companies. It is important to protect the staff and have a clear itinerary for the families.

Ms. Linnetz pointed out that CAFE provided a preamble to the sample policy and regulation. In the high school, there are different approaches by different vendors and she feels it is important to have Dr. Longobucco come to a policy meeting to outline the process. She believes there should be clarity in a policy and regulation for families.

Mr. Melillo agreed and Ms. Connell will invite Dr. Longobucco to the next policy meeting.

Ms. Linnetz confirmed with Ms. Connell that Shipman and Goodwin does not have a sample policy on International Student Travel. They offered their help if we needed it.

Policy 6114.7 - School Security and Safety

Ms. Linnetz volunteered to start the process of editing this policy. She feels it is important that the principals have input as well as Mrs. Uberti.

Ms. Connell will put this policy on the next meeting's agenda.

Review CAFE's policy audit for Newtown BOE

Ms. Connell provided CAFE's outline of what is still needed in the 6000 series. According to their audit, Newtown has 13 out of date/missing mandatory policies. It is the committee's intention to review those policies first.

Ms. Linnetz asked Ms. Connell to reach out to CAFE and ask why they are recommending rescinding the COVID-19 policies. These policies refer to pandemics in general and the committee agrees that it is important to maintain those policies in our catalog.

PUBLIC PARTICIPATION

None

SUPERINTENDENT'S REPORT

None

ADJOURNMENT

Mr. Ramsey made a motion to adjourn the meeting. Ms. Linnetz seconded. Motion was unanimously approved. Meeting was adjourned at 10:31 am.