

**BOE Policy Committee Minutes**  
**Wednesday, May 24, 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 9:00 am

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

**PUBLIC PARTICIPATION** None

**APPROVE MINUTES** Dan Cruson made a motion to approve the minutes of May 3, 2023. Janet Kuzma seconded. Motion passes unanimously.

**OLD BUSINESS**

**Discussion and possible action:**

Item	Reports
<p><b>Policy 5141.21 Administering Medicine –</b>            A.Dalton and K. Powell reviewed Shipman and Goodwin’s sample policy and found that it was more detailed and up to date and it would be better suited for Newtown. A.Dalton and K.Powell have questions for legal counsel that need to be answered and will bring this policy back to the next meeting.</p>	<ul style="list-style-type: none"> <li>• S. Connell will invite A. Dalton and K. Powell to the next policy meeting.</li> <li>• Discussion and possible action</li> </ul>
<p><b>Policy 4147 – Employee Safety , Policy 4148 – Employee Protection and Policy 4148.1 – Safety, First Aid, and Emergency Care</b>            S. D’Eramo, K. Powell and A.Dalton made the approved edits from the last policy meeting. D. Cruson asked that this policy come back to the next policy meeting for D. Zukowski to 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> <li>• Discussion and possible action</li> </ul>

**NEW BUSINESS**

**Discussion and possible action:**

Item	Reports
<p><b>Policy 4118.239 – Required COVID-19 Vaccinations</b>            The policy committee agreed that this policy was not needed. D. Cruson requested that we bring this policy to the next meeting when D. Zukowski is present to get her opinion.</p>	<ul style="list-style-type: none"> <li>• S. Connell will invite S. D’Eramo to the next policy meeting.</li> </ul>
<p><b>Policy 4151.9 - Military Leave</b>            S. D’Eramo recommends not adopting this policy. Military leave is covered in our current contracts. The committee agreed. No further action.</p>	<ul style="list-style-type: none"> <li>• No further action.</li> </ul>

<p><b>Policy 4152.6 - Family and Medical Leave Act</b> S. D'Eramo requested more time to review the sample policies and create a policy that reflects Newtown's practices. The committee agreed.</p>	<ul style="list-style-type: none"><li>• S. Connell will invite S. D'Eramo to the next policy meeting.</li><li>• S. D'Eramo will bring her draft policy to the next policy meeting.</li></ul>
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**UPDATE FROM THE SUPERINTENDENT**

None

**PUBLIC PARTICIPATION**

None

**ADJOURNMENT**

Dan Cruson made a motion to adjourn the meeting. Janet Kuzma seconded. Motion was unanimously approved. Meeting was adjourned at 9:45a.m.