

BOE Policy Committee Minutes
3 Primrose Street, Newtown, CT
August 26, 2016

Meeting was called to order at 9:08 a.m.

IN ATTENDANCE: Michelle Embree Ku, Rebekah Harriman-Stites, Joe Erardi

PUBLIC PARTICIPATION:

None

APPROVAL OF MINUTES: M. Ku made a motion to approve the minutes of July 21, 2016, R. Harriman-Stites seconded. Minutes were unanimously approved.

UNFINISHED BUSINESS:

Action	Follow-up
Policy 5125 – Student Records: Confidentiality (FERPA) – The committee reviewed the draft policy written by Shipman and Goodwin. M. Reilly informed the committee that D. Petersen said the draft policy is appropriate as written. The committee agreed to review the draft policy provided by Shipman and Goodwin one more time before moving the policy forward to the Board.	<ul style="list-style-type: none"> • The committee will review the draft policy provided by Shipman and Goodwin.
Policy 5131.111 – Video Surveillance – The committee reviewed the draft policy that incorporated the changes already decided upon. They recommend the “another version of this optional policy to consider” provided by CABE and the regulation to the Board of Education with the recommended changes.	<ul style="list-style-type: none"> • The policy will be included with the 5000 series policies when the group is moved to the Board of Education.
Policy 5131.6 – Alcohol, Drugs, Tobacco – The committee reviewed Draft Policy 5131.6 that incorporated the new updates from CABE. They agreed to remove the alternate language to consider on tobacco and E-cigarettes. The committee also agreed to recommend the “policy including sections pertaining to inhalant drugs and performance drugs” from CABE to the Board of Education with the recommended changes.	<ul style="list-style-type: none"> • M. Reilly will forward a copy of Policy 5131.6 with recommended changes to the Board of Education for review.

<p>Policy 5145.511 – Sexual Abuse Prevention and Education Program – The committee reviewed Policy 5141.4 which is mentioned in this policy under Reporting Child Sexual Abuse and Assault. M. Reilly will check with J. Evans Davila and M. Gerace to see where we are with the guidelines from the State.</p>	<ul style="list-style-type: none"> • M. Reilly will check with J. Evans Davila and M. Gerace to see where we are with the guidelines from the State.
<p>Policy 5145.53 – Transgender and Gender Non-Conforming Youth – J. Erardi spoke with the BOE Attorney who clarified the privacy section of the policy. M. Reilly will arrange for the committee to meet with the NHS GSA Club before they move the policy forward to the Board.</p>	<ul style="list-style-type: none"> • M. Reilly will arrange for the committee to meet with the NHS GSA Club.
<p>Policy 3541.23 – Bus Contractor – J. Erardi confirmed that All-Star currently provides the BOE a list and description of vehicles to be used for transportation by August 1st. The committee agreed to recommend replacing our existing policy presently number 3-701 with “another version” of the policy provided by CUBE with previously agreed upon changes to the Board of Education for approval.</p>	<ul style="list-style-type: none"> • The policy will be included with the 3000 series policies when the group is moved to the Board of Education.
<p>Policy 3541.341 – Non Public School Students – The committee agreed not to recommend this optional policy.</p>	<ul style="list-style-type: none"> • No further action,
<p>Policy 3541.342 – Senior Citizens – The committee agreed not to recommend this optional policy.</p>	<ul style="list-style-type: none"> • No further action.
<p>Policy 3541.343 – Outside Agencies/Organizations – The committee agreed not to recommend this optional policy.</p>	<ul style="list-style-type: none"> • No further action.
<p>Policy 3541.35 – Bus Driver Safety/Emergency Procedures – The committee agreed to recommend “Ashford’s version of the policy” and “a sample regulation to consider” provided by CUBE, with changes that reflect our current practice, to the Board of Education for approval.</p>	<ul style="list-style-type: none"> • The policy will be included with the 3000 series policies when the group is moved to the Board of Education.
<p>Policy 3541.4 – Transportation Equipment - The committee agreed to recommend “a sample policy to consider” provided by CUBE, without the “Optional Language”, to the Board of Education for approval.</p>	<ul style="list-style-type: none"> • The policy will be included with the 3000 series policies when the group is moved to the Board of Education.
<p>Policy 3541.41 – Maintenance – The committee agreed not to recommend this optional policy.</p>	<ul style="list-style-type: none"> • No further action.
<p>Policy 3541.42 – Vandalism – The committee agreed not to recommend this optional policy.</p>	<ul style="list-style-type: none"> • No further action.
<p>Policy 3541.43 – School System Owned Vehicles – The committee agreed not to recommend this optional policy.</p>	<ul style="list-style-type: none"> • No further action.

Policy 3541.44 – Privately Owned Vehicles – The committee remove the alternate language, the bullet about a limited number of student involved and the sentence that says it is forbidden for any student to drive a vehicle on a school sponsored trip. M. Reilly will forward the edited version of the policy to L. Rodrigue for her input.	<ul style="list-style-type: none"> • M. Reilly will forward revised policy to L. Rodrigue for her review.
Policy 3541.5 – Transportation Safety Complaints – The committee added the following to the policy – “In the event of a safety complaint the Board of Education, or designee, must be notified as soon as possible. Details of the transportation complaint should be made available at that time.” The committee agreed to recommend the revised “sample policy to consider” provided by CABE to the Board of Education for approval.	<ul style="list-style-type: none"> • The policy will be included with the 3000 series policies when the group is moved to the Board of Education.
Policy 3541.51 – Denial of Transportation (Hearings) – The committee agreed to recommend our current policy presently numbered 3-702 to the Board of Education.	<ul style="list-style-type: none"> • The policy will be included with the 3000 series policies when the group is moved to the Board of Education.
Policy 3541.6 – Bus Drivers – The committee agreed to recommend “an optional policy to consider” provided by CABE with changes.	<ul style="list-style-type: none"> • The policy will be included with the 3000 series policies when the group is moved to the Board of Education.
Policy 3541.7 – Student Behavior – The committee agreed not to recommend this optional policy.	<ul style="list-style-type: none"> • No further action.
Policy 3541.8 – Student Bus Assignments – The committee agreed not to recommend this optional policy.	<ul style="list-style-type: none"> • No further action.
Policy 3541.9 – Accident Reports – The committee agreed not to recommend this optional policy.	<ul style="list-style-type: none"> • No further action.

NEW BUSINESS:

Action	Follow-up
Policy 1700 – Otherwise Lawful Possession of Firearms on School Property – The committee reviewed the update from CABE and agreed not to recommend any changes to our current policy.	<ul style="list-style-type: none"> • No further action.
Policy 3520.13 – Student Data Protection and Privacy/Cloud-Based Issues - The committee agreed to review update at a future date.	<ul style="list-style-type: none"> • Review at a future date.
Policy 4111/4211 – Recruitment and Selection – The committee agreed to review update with the 4000 series.	<ul style="list-style-type: none"> • Review CABE update with the 4000 policy series.
Policy 4112.51/4212.51 – Employee Reference Checks – The committee agreed to review update with the 4000 series.	<ul style="list-style-type: none"> • Review CABE update with the 4000 policy series.

Policy 4121 – Substitute Teachers – The committee agreed to review update with the 4000 series.	• Review CABE update with the 4000 policy series.
Policy 4112.5/4212.5 – Security Check/ Fingerprinting – The committee agreed to review update with the 4000 series.	• Review CABE update with the 4000 policy series.

Discussion/action was postponed to a future meeting:

Item	Responsibility
Policy 3542 – Food Service	R. Harriman-Stites
Policy 3542.1 – Purpose and Facilities	R. Harriman-Stites
Policy 3542.2 – Responsibilities and Duties	R. Harriman-Stites
Policy 3542.21 – Board of Education	R. Harriman-Stites
Policy 3542.22 – Employees	R. Harriman-Stites
Policy 3542.3 – Menus and Services	R. Harriman-Stites

PUBLIC PARTICIPATION:

None

A motion to adjourn the meeting was made by R. Harriman-Stites and seconded by M. Ku. All were in favor. Meeting was adjourned at 10:48 a.m.

Submitted: Michelle Ku, Policy Committee Chair