

**BOE Policy Committee Minutes**  
**Wednesday, February 22, 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, Janet Kuzma, Chris Melillo, Suzanne D’Eramo, Sarah Connell, Gwen Zittoun

**PUBLIC PARTICIPATION** None

**APPROVE MINUTES** Dan Cruson made a motion to approve the minutes of February 8, 2023. Deborra Zukowski seconded. Motion passes unanimously.

**OLD BUSINESS**

**Discussion and possible action:**

Item	Reports
<p><b>EXECUTIVE SESSION</b>            Mr. Cruson moved that the Policy Committee go into executive session for the purpose of a legal consultation on Policy 5114 – Suspension and Expulsion/Due Process and invite Ms. Zittoun, Mr. Melillo and Ms. Connell.</p>	<ul style="list-style-type: none"> <li>• Executive Session ended at 9:36 am.</li> </ul>
<p><b>Policy 4132 – Publication or Creation of Materials</b>            S. D’Eramo spoke with Shipman and Goodwin regarding this policy, as well as Policy 4132.1 – Copyrights and Patents. It was their recommendation that Newtown does not adopt this policy. S. D’Eramo agrees but is happy to hear what the committee thinks. The committee asked for more time to think about their options and asked to bring this policy to the next meeting.</p>	<ul style="list-style-type: none"> <li>• S. Connell to invite S. D’Eramo to the next policy meeting.</li> </ul>
<p><b>Policy 4132.1 – Copyrights and Patents</b>            S. D’Eramo spoke with Shipman and Goodwin regarding this policy, as well as Policy 4132 – Publication or Creation of Materials. It was their recommendation that Newtown does not adopt this policy. S. D’Eramo agrees but is happy to hear what the committee thinks. The committee asked for more time to think about their options and asked to bring this policy to the next meeting.</p>	<ul style="list-style-type: none"> <li>• S. Connell to invite S. D’Eramo to the next policy meeting.</li> </ul>
<p><b>Policy 4134 – Tutoring</b>            S. D’Eramo made the approved edits to this policy. The committee approved. Mr. Cruson made a motion to move this policy to the 4000 queue to be</p>	<ul style="list-style-type: none"> <li>• S. Connell will add this policy to the 4000 series queue.</li> </ul>

approved by the BOE at an upcoming BOE meeting. J. Kuzma seconded. Motion passes unanimously.	
<b>Policy 4137 – Soliciting and Selling</b> The committee agreed that this policy is not needed.	<ul style="list-style-type: none"> <li>• No further action is required.</li> </ul>

**NEW BUSINESS**

**Discussion and possible action:**

<b>Item</b>	<b>Reports</b>
<p><b>Discussion about retaining Shipman and Goodwin’s Policy Services</b></p> <p>S. D’Eramo presented the outline of the cost of retaining Shipman and Goodwin for their policy services. The cost of their service would not include advise about the policies if the committee had questions. The committee agreed that it is best to stay with CABE policy services and continue to reach out to Shipman and Goodwin as needed.</p>	<ul style="list-style-type: none"> <li>• No further action is required.</li> </ul>

**UPDATE FROM THE SUPERINTENDENT**

Mr. Melillo reported that he attended the Board of Finance meeting with Ms. Zukowski to present the budget. He believes that he made a good case for next year’s budget and is awaiting the questions from the Board of Finance.

**PUBLIC PARTICIPATION**

None

**ADJOURNMENT**

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Dan Cruson made a motion to adjourn the meeting. Deborra Zukowski seconded. Motion was unanimously approved. Meeting was adjourned at 10:15a.m.