

**BOE Policy Committee Minutes  
 Wednesday, July 25 , 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 8:58 am

**IN ATTENDANCE** Dan Cruson, Deborra Zukowski, Todd Higgins, Chris Melillo, Anne Dalton, Karen Powell, Suzanne D’Eramo, Sarah Connell

**PUBLIC PARTICIPATION**

**APPROVE MINUTES** Dan Cruson made a motion to approve the minutes of May 24, 2023. Deborra Zukowski seconded. Motion passes.

**OLD BUSINESS**

**Discussion and possible action:**

Item	Reports
<p><b>Policy 4148.1/4248.1 – First Aid and Emergency Care, and the Role of the School Nurse</b>            S. D’Eramo, K. Powell and A. Dalton reached out to Shipman and Goodwin regarding the committee’s concerns. Legal provided language that everyone is comfortable with. The committee agreed. D. Cruson made a motion to send this policy to the BOE for review and possible approval.</p>	<ul style="list-style-type: none"> <li>• S. Connell will send this policy to K. June for BOE approval.</li> </ul>
<p><b>Policy 4152.6 – Family and Medical Leave Act</b>            S. D’Eramo reached out to legal counsel regarding making this policy into a policy and regulation. Legal advised S. D’Eramo to keep the policy as is. The committee agreed. D. Cruson made a motion to send this policy to the BOE for review and possible approval. If approved, the BOE will also have to rescind Newtown’s current FMLA policy.</p>	<ul style="list-style-type: none"> <li>• S. Connell will send this policy to K. June for BOE approval.</li> </ul>

**NEW BUSINESS**

**Discussion and possible action:**

Item	Reports
<p><b>Bylaw 9221- Method of Filling Vacancies</b>            D. Zukowski found that this bylaw was conflicting with the Town Charter. Since the Town Charter trumps this bylaw, she recommends editing the language as it can be confusing. D. Cruson volunteered to edit this bylaw and bring back for</p>	<ul style="list-style-type: none"> <li>• D. Cruson will make edits and bring back to the committee for review and possible approval.</li> </ul>

the committee to review.	
<b>Policy 4-108 – Transfer of Administrators -</b> The committee agreed to send this policy to the BOE to be rescinded.	<ul style="list-style-type: none"> <li>• S. Connell will send this policy to K. June for BOE approval.</li> </ul>
<b>Policy 4-604 – Home use of Instruction Materials and Equipment</b> The committee agreed to send this policy to the BOE to be rescinded.	<ul style="list-style-type: none"> <li>• S. Connell will send this policy to K. June for BOE review.</li> </ul>
<b>Policy 4-607.2 – Automated External Defibrillator (AED)</b> The committee agreed to send this policy to the BOE to be rescinded.	<ul style="list-style-type: none"> <li>• S. Connell will send this policy to K. June for BOE review.</li> </ul>
<b>Policy 4-609 – Communicable Diseases</b> The committee agreed to send this policy to the BOE to be rescinded.	<ul style="list-style-type: none"> <li>• S. Connell will send this policy to K. June for BOE review.</li> </ul>

#### **UPDATE FROM THE SUPERINTENDENT**

Mr. Melillo reported that he would like the policy committee to review policies regarding gifts / grants. There are two policies that the committee was able to find (Policy 3280 and possibly Policy 1313) The committee agreed to review this policy in a future meeting.

#### **PUBLIC PARTICIPATION**

#### **ADJOURNMENT**

Dan Cruson made a motion to adjourn the meeting. D. Zukowski seconded. Motion was unanimously approved. Meeting was adjourned at 10:01a.m.