

Board of Education  
Policy Subcommittee  
Newtown, Connecticut  
Monday, January 30, 2012 4:30 p.m.

The subcommittee minutes at the Board offices, 3 Primrose Street.

Present: L. Roche, Chair J. Robinson  
D. Leidlein L. Gejda

Item 1 – Call to Order

Mrs. Roche called the meeting to order at 4:45p.m.

Item 2 – Public Participation

None

Item 3 – New Business

a) Review of process

Dr. Robinson & Dr. Gejda reviewed and updated Ms. Leidlein and Ms. Roche on the Policy Process. The Policy Book was erratically kept up. In 2009 the board paid CABA to do an audit of the entire Policy Book. The policies were renumbered. The numbers are in 9 sections from 1000 to 9000. CABA provided their recommendations for the Policies; some needed to be added, some needed to be changed and some were fine. CABA provided a report with all the recommendations. Dr. Robinson also receives updates from CABA to legislative changes periodically. The subcommittee will review the CABA recommendations, make changes where needed, send them back to CABA for approval and then send the CABA approved policies to the board for board approval. Dr. Gejda will provide all the policy subcommittee members the CABA recommended policies in Google docs for the review process. The changes will be made as a group on Google Docs and then Kathy June will red line the changes and send the hard copy back to CABA for approval.

b) Review of previous subcommittee progress

The previous subcommittee worked on the 9000 series, Board of Education Policies. The edits were made and sent back to CABA for approval. The Board now needs to review the CABA approved 9000 policies for Board approval.

c) Prioritize order of Policies to work on

The previous subcommittee worked on the 9000 series, Board of Education Policies. The edits were made and sent back to CABA for approval. The Board now needs to review the CABA approved 9000 policies for Board approval. The Board will be provided the 9000 series at the February 7, 2012 Board meeting. The subcommittee will work on the 2100 & 2400 sections and then the 3000 series first. The 3000 series is called Business and Non Instructional Operations. Within that series, the pesticide policy needs to be changed right away. .

Item 4 – Assign Action Steps

1) Dr. Robinson will call Vin Mustaro at CABA to make sure the 9000 series is still current.

- 2) Dr. Gedja will upload the 3000 series, 2100, 2400 to Google Docs.
- 3) The Policy Subcommittee will work on updating the sections listed.
- 4) The Policy Subcommittee will meet back in a month to discuss and monitor progress.
- 5) Dr. Robinson will check with CAFE to see what the costs are for continuing the CAFE Policy audit.

Item 5 – Create a schedule of meetings

Working on calendar

Item 6 – Public Participation

None

Item 7 – Adjournment

Ms. Roche adjourned the meeting at 5:45pm

Next meeting is Monday, March 5, 2012 at 4:30pm