

**BOE Policy Committee Minutes**  
**Wednesday, February 23, 2022, 9:00 AM – 10:30 AM**  
**Municipal Building, Council Chambers**  
**3 Primrose St, Newtown, CT 06470**

**CALL TO ORDER** Meeting was called to order at 9:00 am

**IN ATTENDANCE** Dan Cruson, Deborra Zukowski, Janet Kuzma, Dr. Lorrie Rodrigue, Suzanne D’Eramo, Sarah Connell

**PUBLIC PARTICIPATION** None

**APPROVE MINUTES** Dan Cruson made a motion to approve the minutes of February 9, 2022. Deborra Zukowski seconded. Motion passes unanimously.

**OLD BUSINESS**

**Discussion and possible action:**

Item	Reports
<p><b>Policy 4000 – Concepts and Roles in Personnel</b>            D. Cruson asked to include this policy on the agenda in case any BOE members had any questions after their first read. There were no comments from the Board. S. Connell will send to K. June to send to the Board for their second read.</p>	<ul style="list-style-type: none"> <li>• S. Connell will send this policy back to K. June to send to the BOE for their second read.</li> </ul>
<p><b>Policy 4100 – Certified Personnel</b>            D. Cruson asked to include this policy on the agenda in case any BOE members had any questions after their first read. There were no comments from the Board. S. Connell will send to K. June to send to the Board for their second read.</p>	<ul style="list-style-type: none"> <li>• S. Connell will send this policy back to K. June to send to the BOE for their second read.</li> </ul>
<p><b>Policy 4112.5/4212.5 – Employment and Student Teacher Checks</b>            D. Cruson asked to include this policy on the agenda in case any BOE members had any questions after their first read. There were no comments from the Board. S. Connell will send to K. June to send to the Board for their second read.</p>	<ul style="list-style-type: none"> <li>• S. Connell will send this policy back to K. June to send to the BOE for their second read.</li> </ul>

**NEW BUSINESS**

**Discussion and possible action:**

Item	Reports
<p><b>Policy 4114 – Transfer / Reassignment</b>            This policy was reviewed by the previous committee in December 2020. The committee did not have any questions or comments regarding the edits made by the previous committee. S. Connell</p>	<ul style="list-style-type: none"> <li>• S. Connell will add this policy back into the 4000 series queue.</li> </ul>

<p>will send this policy back into the 4000 series queue to be approved at a future BOE meeting.</p>	
<p><b>Policy 4115.3 – Evaluation Coaches</b>  This policy was reviewed by the previous committee in December 2020. S. D’Eramo requested that S. Connell change the mention of “Board” to “Superintendent” on the first page. The committee agreed.</p> <p>D. Zukowski asked for the committee to remove part of the last sentence in the second to last paragraph on the first page. It will now read <u>“The decision to terminate of non-renew the coach’s contract may be appealed by the coach.”</u> This edit was approved by the committee.</p> <p>D. Zukowski also asked when the “10-day” period starts for a coach to file an appeal.  L. Rodrigue said it starts from the date that it on the letter. The letter is usually given to the coach on the same day.</p> <p>D. Zukowski requested that the form Evaluation proves and forms have “R4115.3” at the top to indicate that they are a part of the Regulation. S. Connell will make that edit.</p>	<ul style="list-style-type: none"> <li>• S. Connell will make the approved edits and add this policy into the 4000 series queue.</li> </ul>
<p><b>Policy 4118.13 – Conflict of Interest</b>  The policy was reviewed by the previous committee in May 2021.  J. Kuzma asked the committee if this policy will impact parents giving teachers gifts at any point during the school year (i.e. Holidays, end of year, etc).  L. Rodrigue said that it does not. The previous committee also had this discussion and it was decided that the language makes it clear that it refers to suppliers, contractors and all organization or individuals seeking to do business with the school district.</p>	<ul style="list-style-type: none"> <li>• S. Connell will add this policy back into the 4000 series queue.</li> </ul>
<p><b>Policy 4118.211– Retaliation / Whistleblowing</b>  The previous committee reviewed this policy in November 2021. Shipman and Goodwin sent their input for this policy.  S. D’Eramo made an edit to align the protected classes with other Newtown Public School policies.</p> <p>D. Zukowski requested that the committee table this policy until the committee can review other</p>	<ul style="list-style-type: none"> <li>• S. Connell will invite S. D’Eramo to this policy meeting</li> <li>• S. Connell will bring this policy back to the next policy meeting.</li> </ul>

policies that refer to this subject matter. D. Cruson and S. Connell will gather policies that impact employees to speaking to media or using social media.	
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A motion was made by D. Cruson to move Policy 4114 – Transfer / Reassignment, Policy 4115.3 – Evaluation Coaches, Policy 4118.13 – Conflict of Interest forward to the BOE for approval. J. Kuzma seconded. Motion was unanimously approved.

**UPDATE FROM THE SUPERINTENDENT**

L. Rodrigue said that the District has moved forward with the employees not having to test again. Starting February 28<sup>th</sup>, the optional mask choice will begin. “Talking points” were sent to the parents so they can speak to their child before that date.

L. Rodrigue would like to discuss any policy that refers to remote or distance learning at the next meeting. D. Cruson agreed.

**PUBLIC PARTICIPATION**

None

**ADJOURNMENT**

Dan Cruson made a motion to adjourn the meeting. J. Kuzma seconded. Motion was unanimously approved. Meeting was adjourned at 9:55 a.m.