

Special Meeting
Board of Education
Policy Sub-Committee Meeting
October 16 , 2024

Municipal Building
3 Primrose Street
Newtown, CT 06470
BOE Conference Room
5:00 p.m.

MINUTES

Attendance:

Anne Uberti, Superintendent
Dr. JeanAnn Paddyfote, Transition Administrator
Doria Linnetz, Policy Chair
Alison Plante, Board Member
Sarah Connell
1 Public

1. Call to Order

- a. D. Linnetz called the meeting to order at 5:00 pm.

2. Public Participation

- a. Deborra Zukowski, Newtown, reminded the committee that if they decide to rescind Policy 3171.1 then they need to review Policy 3160 as well because there is a reference.

3. Approval of Minutes of October 1, 2024 and October 8, 2024

MOTION: A.Plante made a motion to approve the minutes of October 1, 2024. D.Linetz seconded the motion.

- a. D. Linnetz noted that the minutes did not reflect the conversation regarding Policy 4118.11. At that meeting, J. Paddyfote explained that this policy is recommended for adoption now because it is referenced in policies in the 5000 series.

Motion passes unanimously.

MOTION: A. Plante made a motion to approve the minutes of October 8, 2024. D. Linnetz seconded the motion. Motion passes unanimously.

4. Discussion and Possible Action

A. Policies Recommended for First Read

1. 1010 Automatic External Defibrillators
 - a. J. Paddyfote stated that Newtown currently has this policy in the 5000 series. Shipman and Goodwin places this policy in Series 1000 - Community. The reason for this is because AEDs are not only for students, but also for visitors to schools and anyone who attends school-sponsored events.
 - b. J.Paddyfote reviewed this policy with Newtown's Nurse Supervisor, Karen Powell and agreed it was acceptable. K. Powell noted that she liked the forms that Shipman and Goodwin provided and Newtown will switch to those forms.
 - c. D. Linnetz and A.Plante did not have any feedback regarding this policy.
2. 5114 Student Discipline
 - a. J. Paddyfote reported that Shipman and Goodwin revised this policy to reflect a number of changes made by Public Act 24-45 and Public Act 24-93 related to

student discipline. If this policy was to be adopted, she advised the Board to rescind Policy 5114–Suspension and Expulsion/Due Process; Policy 5131.5–Vandalism; Policy 5131.7–Weapons and Dangerous Instruments; Policy 5131.8–Off School Grounds Misconduct; Policy 5145.2–Activism and Dissent; and Policy 5145.31–Gambling.

- b. J. Paddyfote also noted that the forms at the end were very informative and thought the District would appreciate them.
 - c. D. Linnetz did not have any feedback regarding this proposed policy.
 - d. A.Plante stated that she likes that the policies are all consolidated into one. D.Linnetz also agreed and recommended giving the Board the policy numbers that will be rescinded beforehand so they are aware of all of the changes.
3. 5115 Student Use of the District’s Computer Systems and Internet Safety
- a. J.Paddyfote stated that Newtown’s current policy refers to staff as well and this policy only refers to students. It does not commingle with staff and students.
 - b. A.Plante asked if there was anything specific to grade 5 for the forms. The forms currently say Grade 5-12. J.Paddyfote and A.Uberti answered that grade 5 students are able to bring their devices home. Also, the forms live in PowerSchool.
4. 5127 Fundraising Activities
- a. J. Paddyfote reported that Newtown has a current policy, Policy 3281.2 that includes language about crowdfunding. Shipman and Goodwin recommend having this policy in the 5000 series because fundraisers affect students, no matter who does the fundraising.
 - b. J. Paddyfote continued by stating that if this policy was adopted, Newtown should rescind the following policies: Policy 3281, Policy 3281.2, and Policy 1314/1324.
 - c. D. Linnetz asked how the high school fundraisers were handled. Do they need to be approved every year by Dr. Longobucco? A.Uberti answered that they do approve each fundraiser each year. It is all about checks and balances.
 - d. The committee had a discussion about crowdfunding and what was considered acceptable.
 - e. A. Plante asked if the Principals were aware of this policy. A.Uberti answered that she will be bringing in all adopted policies to future A-Team meetings to make the Admin Team aware of the changes in policy.
5. 5129 Field Trips
- a. A. Plante stated that there should be an edit in the third paragraph that states that all public solicitation of funds shall be approved by the building principal.
 - b. There were no additional comments from the committee on this policy.
6. 5137 Bullying Prevention and Intervention Policy
- a. J. Paddyfote recommends adopting the Shipman and Goodwin model policy and rescinding the following policies: Policy 5131.911 - Bullying and Policy 5131.914 - Safe School Climate Plan. J. Paddyfote noted the Safe School Climate Plan is an Administrative Regulation to the policy.
 - b. The current Safe School Climate Plan has not been renewed since 2017 and needs to be updated.
 - c. D. Linnetz asked when J.Paddyfote recommended Newtown adopting the new School Climate Policy. J.Paddyfote answered that it should be at the end of the school year with the new definitions. Every district will have the same Connecticut School Climate Policy written by CABE.

- d. A.Plante asked if there were any inconsistencies with our training for Safe School Climate. A.Uberti answered that the district is extremely strong in the training on this topic and goes above and beyond with their committee requirements.
7. 5141.21 Administration of Student Medications in the Schools
 - a. J.Paddyfote reported that Newtown currently has a Shipman and Goodwin model policy for Policy 5141.21. There will not be major changes to the proposed policy. J. Paddyfote described them mostly as technical updates.
 - b. D. Linnetz asked J.Paddyfote if she knew why sunscreen was not included in this policy. J.Paddyfote answered that there was a Public Act in 2019 that was approved that allowed children 6 or older to apply their own sunscreen. As for medicine, the parent and/or nurse can only administer the medicine to the student. The best practice for sunscreen application is a form that the parent fills out annually.
 - c. J.Paddyfote continued by stating that she asked Newtown's Nurse Supervisor to review the sunscreen policy and she was satisfied with it. She recommended including language that states that the parent should label the sunscreen with the child's name, teacher and grade.
8. 5145.12 Search and Seizure
 - a. J.Paddyfote recommended adopting this policy for consistency purposes. This policy incorporates language about breathalyzers and dogs on property. If this policy was adopted, it is her recommendation to rescind those policies.
9. 5146 Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)
 - a. Newtown does not have this policy. It will not become a requirement until 2027. J.Paddyfote reviewed this policy with Dr. Longobucco.
 - b. D. Linnetz asked about the reference to a task force. J. Paddyfote answered that it would most likely be the guidance counselors.
 - c. According to this policy, the Superintendent will provide a report to the Board annually.

MOTION: A. Plante moved that send the policies listed 4.a #1-9, on our agenda to the full Board for a first read. D. Linnetz seconded. Motion passes unanimously.

B. Items of Information

1. 1010 R Administrative Regulations Regarding Automatic External Defibrillators
2. 5114 R Administrative Regulations Regarding Alternate Educational Opportunities for Expelled Students
3. 5115 R Administrative Regulations Regarding Student Use of the District's Computer System and Internet Safety
4. 5127 R Administrative Regulations Concerning Fundraising Activities
5. 5129 R Administrative Regulations Regarding Field Trips
6. 5137R Administrative Regulations Regarding Safe School Climate Plan
7. 5145.12 R Administrative Regulations Regarding Search and Seizure
8. 5146 R Administrative Regulations to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)

MOTION: A. Plante moved to send the administrative regulations listed 4.b #1-8, on our agenda as items of information for the full Board for a first read. D.Linnetz seconded. Motion passes unanimously.

C. Policies to Rescind upon Adoption of Policies in Item A Above or Due to Statutory Changes or Review of Administrative Regulations

1. 1314/ 1324 Fundraising and Solicitation–Guidelines Pertaining to 7-12 Athletics
2. 3281 School Fundraisers
3. 3281.2 School Fundraisers, Online Fundraising Campaigns-Crowdfunding
4. 5114 Suspension and Expulsion/Due Process
5. 5131.5 Vandalism
6. 5131.7 Weapons and Dangerous Instruments
7. 5131.8 Off School Grounds Misconduct
8. 5145.12 Search and Seizure
9. 5145.122 Use of Dogs to Search School Property
10. 5145.124 Breathalyzer Testing
11. 5141.27 Use of External Automatic Defibrillators
12. 5145.2 Activism and Dissent
13. 6141.321 Responsible Computer, Network and Internet Use
14. 6153 Field Trips

MOTION: A. Plante moved to propose rescinding policies listed in 4.C #1-14, also adding Policy 5131.911 and Policy 5131.914 on our agenda to be rescinded and send them to the Board for a first read. D. Linnetz seconded the motion. Motion passes unanimously.

D. Policy to Rescind at the time of Approval of Policies for Second Read and Reviewed at the October 1, 2024, Policy Committee Meeting

A. Plante asked the committee to review each policy that is being recommended to rescind so they can provide more insight to the Board. The committee agreed.

1. 5145.14 On-Campus Recruitment
 - i. J.Paddyfote stated that this policy is not a mandated policy and the language that is mandated is currently in the student confidentiality policy.
 - ii. The committee agreed they are comfortable rescinding this policy.

E. Non-Mandated Policies to Rescind after Board Adoption of Policies Listed in 4.A.

1. 5131.82 Restrictions on Publications and Written or Electronic Material
 - i. J.Paddyfote recommends rescinding this policy because it should be school-based and could be noted in the student handbook.
 - ii. The committee agreed.
2. 5141.29 School Based Health Clinic
 - i. A.Uberti and J.Paddyfote stated that Newtown has a contract with the School Based Health Clinic and does not need a policy. The current policy is very outdated and they recommend rescinding this policy.
 - ii. The committee understands why this policy was initially adopted 10 years ago.. There is an abundance of communications from the school to the parents about the clinic. The policy is not needed anymore.

3. 5145.111 Probation/Police/Courts
 - i. This is not a required policy. The committee agreed that this policy only reference obligations that others have to inform the Superintendent.
4. 5145.21 Middle School/High School Student Governance
 - i. This policy is extremely outdated and this topic is an operational issue.
 - ii. The committee agrees to rescind this policy.
5. 5145.31 Gambling
 - i. This topic is infused into the Student Discipline policy.
 - ii. A.Plante agrees with J.Paddyfote that this policy is not grounded in anything and it is more outlined in the discipline policy.
 - iii. D.Linnetz asked if this was covered in the student handbook. A.Uberti said that she would find out.

MOTION: A. Plante moved to send the policies listed in 4.D #1 and 4.E #1-5 to the full board with a proposal to rescind. D. Linnetz seconded the motion. Motion passes unanimously.

F. Review of Policy Tracker

The committee reviewed the draft of the policy tracker. D.Linnetz suggested including the dates that the particular policy is reviewed by the policy committee and first and second reads by the BOE. The committee also asked to include if the policy is best practice vs. required. Lastly, the committee will include columns that note if there is an annual notification to parents and to the community.

S.Connell will make the edits and send it back to the committee for review.

5. Public Participation

Deborra Zukowski, Newtown, congratulated the committee on the creation of the tracker. She believes it will be a great tool for the committee and Board to finish the policy work. She also spoke about the FAFSA policy and noted that when her children were in school, she refused to fill out the form. She felt there were other families in the community that would benefit from the help and did not want to take resources away from them. She hopes that the proposed policy will not require families to fill out the form, unless it is legally required.

6. Adjourn

A.Plante made a motion to adjourn the meeting. D. Linnetz seconded. Motion was unanimously approved. Meeting was adjourned at 6:35 pm.

*These are draft minutes**