

BOE Policy Committee Minutes
February 26, 2016
Municipal Building, Shared Meeting Room 1
3 Primrose Street
Newtown, CT 06470

Meeting was called to order at 9:18 am

In attendance: Michelle Embree Ku, Rebekah Harriman-Stites, Jean Evans Davila, Mark Pompano, Ron Bienkowski

Public Participation: None

Approval of Minutes: R. Harriman-Stites made a motion to approve the minutes of February 8, 2016. M. Ku seconded. Minutes were unanimously approved.

UNFINISHED BUSINESS

Action	Follow-up
<p>Policy 7-701 – Substance Abuse – Policy was reviewed to make sure there are no conflicting statements with new Policy 5114 – Suspension and Expulsion/Due Process. M. Pompano reported back to the committee the legal distinctions between “restricted” and “controlled” substances/drugs. Wording was updated to reflect the new terms used in state statute. The committee received the policy requested from CABE addressing “substance abuse” – Policy 5131.6 – Alcohol Use, Drugs, and Tobacco (including Performance Enhancing Substances). This policy replaces our current Policy 7-701 – Substance Abuse and Policy 7-701.1 – Substance Abuse Administrative Procedures.</p>	<ul style="list-style-type: none"> • The committee will review and discuss Policy 5131.6 – Alcohol Use, Drugs, and Tobacco (including Performance Enhancing Substances) at a future policy meeting. • M. Reilly will update policy and bring draft back to the committee for their review.
<p>Policy 7-701.1 – Substance Abuse Administrative Procedures – Policy was reviewed to make sure there are no conflicting statements with new Policy 5114 – Suspension and Expulsion/Due Process. The committee received the policy requested from CABE addressing “substance abuse” – Policy 5131.6 – Alcohol Use, Drugs, and Tobacco (including Performance Enhancing Substances). This policy replaces our current Policy 7-701 – Substance Abuse and Policy 7-701.1 – Substance Abuse Administrative Procedures.</p>	<ul style="list-style-type: none"> • The committee will review and discuss Policy 5131.6 – Alcohol Use, Drugs, and Tobacco (including Performance Enhancing Substances) at a future policy meeting.

<p>Policy 0523 – Equity and Diversity Policy 5145.53 – Transgender and Gender Non-Conforming Youth</p>	<ul style="list-style-type: none"> • Discussion/action was postponed to a future meeting. • M. Failla will review at a future policy meeting to consider proposed Policy 5145.53 in conjunction with Policy 0523 – Equity and Diversity.
<p>Policy 1120 – Public Participation at Board of Education Meetings</p>	<ul style="list-style-type: none"> • Discussion/action was postponed to a future meeting. • J. Erardi to follow up on Town policy for public participation with regards to non/residents of Newtown.
<p>Policy 1700 – Otherwise Lawful Possession of Firearms on School Property – M. Pompano looked into the statute and recommended we leave the policy as is in regards to retired federal law enforcement. He also suggested we put into this policy that no guns are allowed in the BOE office.</p>	<ul style="list-style-type: none"> • Committee added wording to policy to include no guns are allowed in the BOE office. • The committee agreed to recommend updates to Policy 1700 to the Board of Education.
<p>Policy 3323 – Soliciting Prices (Bids and Quotations) – The committee discussed this policy and Policy 3310. They felt that Policy 3310 was not complete and should be put on next month’s agenda. M. Reilly will make edits to Policy 3323 and the committee will review updated policy at a future meeting.</p>	<ul style="list-style-type: none"> • M. Reilly will make edits to the policy. • R. Bienkowski will review updated policy for completeness. • Updated policy will be reviewed at a future meeting. • Add Policy 3310 – Expenditures/Expending Authority to the next Policy Committee agenda
<p>Policy 3511 – Compliance with 504 Regulation – The committee received CABA’s recommendation in regards to the policy document falling under “guidelines” versus “policy”. M. Reilly will work with M. Hall to incorporate these recommendations into the policy and the committee will review at a future policy meeting.</p>	<ul style="list-style-type: none"> • M. Hall to review copy for appropriate placement of section III.E Drug/Alcohol Violations within the document. • M. Hall to remove references to names. • M. Reilly will work with M. Hall to update policy and bring draft back to the committee for their review.
<p>Policy 3515 – Facility Use – R. Bienkowski gave the committee a list of fees to be included with the regulation. Local towns were surveyed and the fees are in line with their fees. The price of the auditorium rental will be increased because it will be renovated. Private organizations are charged for use of the facilities. Town and school related functions are not charged; however, they do have to pay for extra custodial fees. The committee discussed the wording in the regulation that referred to “agency” and “group”. It was decided to table the conversation for an upcoming policy meeting. The committee removed the wording that the Board of Education would approve the use of school property. R. Bienkowski will also check with K. Dugan about whether we have insurance certificates.</p>	<ul style="list-style-type: none"> • M. Reilly will update policy and bring draft back to the committee for their review. • Discussion/action was postponed to a future meeting on the wording of “agency” and “group”. • R. Bienkowski will check with K. Dugan about whether we have insurance certificates.

Policy 3524 - Hazardous Materials in Schools	<ul style="list-style-type: none"> • Discussion/action was postponed to a future meeting. • G. Faiella will develop regulation and work with C. Canfield at the High School to incorporate the MSDS sheets for chemicals in the science labs.
Policy 3531- Pension Plan – A sample policy from CABE was presented to the committee. The committee agreed to not include or recommend the policy.	<ul style="list-style-type: none"> • The committee agreed to not include or recommend the policy.
Policy 3532.1 - Liability Insurance – The committee will review policy with J. Erardi at next committee meeting. Action was postponed to a future meeting.	<ul style="list-style-type: none"> • Discuss second paragraph on legal advice with J. Erardi at a future meeting.
Policy 3533 - Employee Bonds – M. Bienkowski recommended we use the alternate language provided by CABE. He will clarify wording in the policy for the next committee meeting.	<ul style="list-style-type: none"> • R. Bienkowski will clarify “bond” and “policy” for the next committee meeting.
Policy 5132 - Student Dress and Grooming – J. Erardi will review the dress code policy provided by CABE with Riland Abazi and the school principals.	<ul style="list-style-type: none"> • Discussion/action was postponed to a future meeting.
Policy 6172.5 – Pilot Programs – J. Davila presented the committee with the draft policy that the Curriculum and Instruction committee put together. The committee will review and discuss the draft policy at a future meeting.	<ul style="list-style-type: none"> • Discussion/action was postponed to a future meeting.

Public Participation: None

A motion to adjourn the meeting was made by M. Ku and seconded by R. Harriman-Stites. All were in favor. Meeting was adjourned at 10:41 am

Submitted: Michelle Ku, Policy Committee Chair