

BOE Policy Committee Minutes
February 8, 2016
Municipal Building, Shared Meeting Room 1
3 Primrose Street
Newtown, CT 06470

Meeting was called to order at 8:12 am

In attendance: Michelle Embree Ku, Rebekah Harriman-Stites, Joe Erardi, Maureen Hall, Mark Pompano, Ron Bienkowski

Public Participation: None

Approval of Minutes: M. Ku made a motion to approve the minutes of January 29, 2016. R. Harriman-Stites seconded. Minutes were unanimously approved.

UNFINISHED BUSINESS

Action	Follow-up
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.	<ul style="list-style-type: none"> • J. Erardi to call CABE to see if they have a policy addressing “substance abuse.” • J. Erardi to follow-up with NPD about the legal distinctions between “restricted” and “controlled” and “substances” and “drugs” • Typos in 5114 to be corrected
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.	<ul style="list-style-type: none"> • M. Reilly to call CABE to see if they have a policy addressing “substance abuse – administrative procedures”
Policy 0523 – Equity and Diversity –updates from CABE were reviewed.	<ul style="list-style-type: none"> • M. Reilly to invite M. Failla to a future policy meeting to consider proposed policy 5145.53 in conjunction with 0523
Policy 1120 – Public Participation at Board of Education Meetings – updates from CABE were reviewed.	<ul style="list-style-type: none"> • J. Erardi to follow up on Town policy for public participation with regards to non/residents of Newtown
Policy 1331 – Smoke Free Environment – updates from CABE were reviewed.	<ul style="list-style-type: none"> • Committee agreed to recommend updates to Policy 1331 (from CABE) to the BOE
Policy 1700 – Otherwise Lawful Possession of Firearms on School Property – review updates from CABE.	<ul style="list-style-type: none"> • M. Pompano to follow up on statute and make recommendation regarding inclusion of wording about retired federal law enforcement. • All other CABE-recommended changes were accepted. • Typos to be corrected

Policy 3323 – Soliciting Prices (Bids and Quotations) – CABE’s policy and Newtown’s policy were compared	<ul style="list-style-type: none"> • Committee agreed to use CABE’s proposed policy (with edits) and add page “c” of Newtown’s policy (with edits). M. Reilly to make edits. • R. Bienkowski to review for completeness • Review at a future meeting.
Policy 3511 – Compliance with 504 Regulation – Ms. Hall will review all of our 504 forms and the timeline to make sure everything is correct. Meg will update Darien’s policy with our information.	<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. • J. Erardi to call CABE to determine whether parts of the document fall under “guidelines” versus “policy.”
Policy 3515 – Facility Use – Mr. Bienkowski will rework the regulation and add fees. He will also check with Ms. Dugan about whether we have insurance certificates.	<ul style="list-style-type: none"> • Discussion/action was postponed to a future meeting.
Policy 3515.2 – Vehicles Parked on School Property by Students and Employees - Review policy and determine if something should be added regarding searching vehicles.	<ul style="list-style-type: none"> • Committee agreed to forward the policy to the Board including the revised parking fees (increase by \$10 for registration after the start of school year). Data from surrounding towns to be included in Board packet.
Policy 3524 - Hazardous Materials in Schools - Mr. Faiella will develop regulation and work with Chris Canfield at the High School to incorporate the MSDS sheets for chemicals in the science labs.	<ul style="list-style-type: none"> • Discussion/action was postponed to a future meeting.
Policy 3531- Pension Plan - Meg will request sample policy from CABE.	<ul style="list-style-type: none"> • Discussion/action was postponed to a future meeting.
Policy 3532.1 - Liability Insurance - Mr. Bienkowski will review and advise.	<ul style="list-style-type: none"> • Discussion/action was postponed to a future meeting.
Policy 3533 - Employee Bonds - Mr. Bienkowski will review and advise.	<ul style="list-style-type: none"> • Discussion/action was postponed to a future meeting.
Policy 5132 - Student Dress and Grooming – Dr. 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.

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 10:04 am

Submitted: Michelle Ku, Policy Committee Chair