

**Suffield Board of Education  
Policy Subcommittee Meeting Minutes  
Monday, April 27, 2020 at 5:30 p.m.  
Held Remotely via Zoom**

Attendees: Susan Mercik Davis, Debra Dudack, Jamie Drzyzga (joined at 5:48 pm), Brian Fry, Maureen Sattan, Superintendent Tim Van Tassel, and Assistant Superintendent Michelle Zawawi

Absent Subcommittee Member: Scott Lingenfelter

**I. Call to Order:** 5:41 p.m.

**II. Policies for Review and Discussion:**

1. **Policy #1110.1 - Parent Involvement:** The subcommittee discussed proposed language updates for this policy after hearing an objection from a resident. The policy is currently on 30-Day Read. The Board was interested in adding to the current language in the policy, to make it clear that District personnel must communicate with both parents, rather than one parent, upon written request for certain circumstances. However, the resident, Mr. Monaco, expressed concerns that the language could make it more challenging for parents to connect with teachers. The subcommittee decided to pull the policy off of 30-Day Read and consult legal counsel for advice on proper wording. The subcommittee expects to discuss the policy again at its next meeting.
2. **Policy #6159 - Individualized Education Plan/Special Education:** The subcommittee reviewed a change in state law regarding the timing of initial evaluations, which must take place 45 school days after receipt of a written parental consent instead of the prior timeframe of 60 days. The subcommittee decided to move the amended policy to the full Board for consideration on 30-Day-Read.
3. **Policy #6146 - Graduation Requirements:** The subcommittee discussed an option approved by the state legislature to offer the Connecticut Seal of Biliteracy on high school diplomas. Subcommittee members decided to move the policy with this addition to the full Board for consideration on 30-Day-Read.
4. **Discussion of Summer School Policy:** The subcommittee discussed adding a policy on summer school that would provide for intervention in Grades K - 5 and course recovery options for middle school students. Members reviewed a policy from Enfield, which also contains summer enrichment and credit advancement options. The District plans to draft language for consideration that contains the intervention and course recovery options, and will do further exploration and research on the intervention and credit advancement options to see if such programs would be feasible to implement in Suffield at some point in the future. The subcommittee is planning to review the District's proposed language at its next meeting.
5. **Review of Future Agenda Planning:** Subcommittee members requested an update on progress toward addressing items highlighted in the recent CREC audit as well as to

review the most recent list of state legislative updates to ensure we are keeping policies current. That review will take place during our next subcommittee meeting.

### **III. Adjournment**

The subcommittee meeting adjourned at 6:43 p.m.