

**NORWICH BOARD OF EDUCATION**  
**Norwich, Connecticut**

**DRAFT MINUTES OF:**  
**August 11, 2020**  
**BOARD OF EDUCATION SPECIAL MEETING**  
**Kelly STEAM Magnet Middle School Community Room**

**PRESENT:** Heather Romanski, Dr. Yvette Jacaruso, Mark Kulos, Patricia Staley, Carline Charmelus, Swaranjit Singh Bhatia, Kevin Saythany, Christine DiStasio

**ABSENT:** Aaron Daniels

**STAFF:** Dr. Kristen E. Stringfellow, Superintendent  
Tamara L. Gloster, Assistant Superintendent  
Athena L. Nagel, Business Administrator  
Amber Rutigliano, Executive Assistant to the Superintendent  
Jamie Bender, Director of Student Services & Special Education  
Jessica Dolliver, Manager of Media Communications  
Matthew Warzecha, IT Director  
Thomas Giard, Audio-Visual Specialist

**MEDIA:** None

Heather Romanski called the meeting to order at 5:30 p.m. and a quorum was declared.

Discussion relating to proposed suspension of Board Bylaws 9311, 9312, and 9313 related to adoption, amendment and deletion of policies, bylaws and administrative regulations.

Discussion concerning confidential attorney client privileged communication regarding Board of Education policies, regulations and procedures for suspending bylaws and adopting policies and administrative regulations (to be discussed in Executive Session).

**Motion:** Made by Kevin Saythany (seconded by Mark Kulos) to go into Executive Session.  
Motion passed unanimously.

The Board went into Executive Session at 5:37 pm. The Board returned from Executive Session at 7:08 pm. There were no votes taken in Executive Session.

**MOTION:** Made by Patricia Staley (seconded by Yvette Jacaruso) pursuant to Board Bylaw 9314, the Board temporarily suspends Board Bylaws 9311, 9312 and 9313 for the purpose of the Board's consideration of immediate adoption of Board policies that relate to recent revisions to federal regulations implementing Title IX of the Education Amendment of 1972, which federal regulations are effective August 14, 2020 and consideration of immediate adoption and/or revision of Board policies and bylaws related to the COVID-19 pandemic. Bylaws 9311, 9312 and 9313 shall be suspended effective upon the adoption of this motion through the conclusion of the Board's special meeting of August 11, 2020 and to the extent that anything in Bylaws 9311, 9312 and 9313 would conflict with the Board considering and adopting the aforementioned

policies and bylaws at this special meeting. Upon the suspension of Bylaws 9311, 9312 and/or 9313, any adoption, amendment or deletion of any Board policy, bylaw or administrative regulations shall be made upon the majority vote of all members in attendance at this meeting. Motion passed unanimously.

**MOTION:** Made by Patricia Staley (seconded by Kevin Saythany) for the Board to approve the policies titled:

- Policy #4118.112a: Sex Discrimination and Sexual Harassment in the Workplace (Personnel)
- Policy #5145.5: Prohibition of Sex Discrimination and Sexual Harassment (Students)

Motion passed unanimously.

**MOTION:** Made by Patricia Staley (seconded by Mark Kulos) to address policy changes needed on a short-term basis in light of the COVID-19 pandemic to new policies and temporary revisions to the existing Board policies and bylaws:

- New Policy: C-19A: Temporary Policies and Regulations Related to the COVID-19 Pandemic
- New Policy: C-19B: Health and Safety Protocols Related to the COVID-19 Pandemic
- New Policy: C19-C: Families First Coronavirus Response Act (FFCRA)
- New Policy: Series 1000-Use of Green Cleaning Products
- New Policy: Series 5000-Use of Privately Owned Technological Devices by Students

Temporary Policy Revisions to the following policies:

- Policy #1000-Visitors to the School
- Policy #1200-School Volunteers, Student Interns & Other Employees
- Policy #1330a-Use of School Facilities
- Policy #4112.2-Employment Checks
- Policy #4118.4/4218.4-Employee Use of District Computer Systems
- Policy #5110-Student Attendance and Truancy
- Policy #5114-Student Discipline
- Policy #5119-Student Use of District Computer Systems
- Policy #5141.3-Health Screenings & Health Assessments
- Policy #5540-Transportation
- Policy #9325-Meeting Conduct

Policy C-19A (Policy Concerning Temporary Policies and Regulations Related to the COVID-19 Pandemic), Policy C-19B (Policy Concerning Health and Safety Protocols Related to the COVID-19 Pandemic), Green Cleaning Products and Use of Privately Owned Technological Devices by Students will be effective through June 30, 2021 unless the Board votes to extend one or both of these policies.

Policy C-19C (Families First Coronavirus Response Act (FFCRA)) will be effective through December 31, 2020 in accordance with federal law.

The temporary policy revisions to the existing policies and bylaws noted in this motion will be effective through June 30, 2021 unless the Board votes to extend the period of revisions for COVID-19 purposes. Motion passed unanimously.

**MOTION:** Made by Yvette Jacaruso (Seconded by Mark Kulos) to adjourn the meeting. Motion passed unanimously.

The meeting was adjourned at 7:14 pm.

Respectfully submitted,

*Carline Charmelus*

Carline Charmelus  
Secretary