

**Suffield Board of Education  
Policy Subcommittee Meeting Minutes  
February 22, 2021  
Held remotely via Zoom**

Attendees:

Subcommittee Members: Debra Dudack, Brian Fry, Jamie Drzyzga (left at 6:29 pm) and Susan Mercik Davis

District: Superintendent Timothy Van Tassel, Ed.D.

Additional Board Members Attending: Maureen Sattan (arrived at 6:21 pm)

Subcommittee Members Absent: Scott Lingenfelter

**I. Call to Order: 5:32 pm**

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

1. **Policy #0521 - Equal Opportunity Plan/Nondiscrimination**: Subcommittee members discussed changes recommended to this policy based on guidance from the District's legal counsel and recommended sending the revised policy to the full Board of Education on 30 Day Read.
2. **Policy #1212 – School Volunteers**: Subcommittee members discussed changes recommended to this policy based on guidance from the District's legal counsel and recommended sending the revised policy to the full Board on 30 Day Read.
3. **Regulation #1330 – Use of School Facilities**: Subcommittee members discussed changes recommended to this administrative regulation based on guidance from the District's legal counsel and were supportive of the changes. The revised regulation needs no further action by the full Board.
4. **Policy #1700 – Otherwise Lawful Possession of Firearms on School Property**: Subcommittee members discussed changes recommended to this policy based on guidance from the District's legal counsel. During the discussion, members looked at the definition for “deadly weapon” and whether it was too limiting. The subcommittee decided to send the revised policy to the full Board of Education on 30 Day Read without making further adjustments to the language presented for consideration.
5. **Regulation #4112.5 – Security/Credit Check**: Subcommittee members discussed changes recommended to this administrative regulation based on guidance from the District's legal counsel and were supportive of the changes. The revised regulation needs no further action by the full Board.
6. **Policy #4115.3 – Evaluation, Termination, and Non-Renewal of Athletic Coaches**: Subcommittee members discussed changes recommended to this policy based on guidance from the District's legal counsel and recommended sending the revised policy to the full Board on 30 Day Read.

7. **Policy/Regulation #4118.11/4218.11 – Nondiscrimination**: Subcommittee members discussed changes recommended to this policy/administrative regulation based on guidance from the District’s legal counsel and recommended sending the revised policy to the full Board on 30 Day Read. The revised regulation needs no further action by the full Board.
8. **Policy #4118.112/4218.112 – Sex Discrimination and Sexual Harassment**: Subcommittee members discussed changes recommended to this policy based on guidance from the District’s legal counsel and recommended sending the revised policy to the full Board on 30 Day Read.
9. **Policy/Regulation #5145.5 Sex Discrimination and Sexual Harassment (Students)**: Subcommittee members discussed changes recommended to this policy/administrative regulation based on guidance from the District’s legal counsel, added some clarifying language pertaining to District expectations of conduct on out-of-country trips, and recommended sending the revised policy to the full Board on 30 Day Read. The revised regulation needs no further action by the full Board.
10. **Bylaw #9326 – Minutes**: Subcommittee members discussed making additional changes to this Bylaw to ensure clarity of intent regarding how the Board prefers minutes to be documented as well as to address concerns that have been expressed by Board members related to whether names of Board members should be included with comments made during discussion periods. Subcommittee members preferred including Board member names with comments made during Board Member Comment at the beginning and end of meetings. They preferred including a summary of discussion during Discussion/Action Items without including specific Board member comments or names. The Board Chair shared that she looked into how other Boards handle Discussion/Action Items in their minutes and received information back from numerous Boards that limit minutes of Discussion/Action Items to summaries of discussion rather than including specific comments and names of Board members making such comments. Board members also discussed challenges with accurately documenting Board member comments in a shortened written format, difficulty in ensuring comments from all Board members are represented equitably over time, and uncertainty surrounding how some comments and names are chosen for inclusion over others. Subcommittee members also expressed a desire for the minutes of regular meetings to include a direct link to the video recording so the public can easily watch meetings, or portions of meetings, should they choose to do so. The subcommittee decided to send the revised Bylaw to the full Board for consideration on 30 Day Read.

### **III. Adjournment**

The subcommittee meeting adjourned at 6:41 pm.