

Minutes of the Bylaws/Policy/Ethics Committee of the Board of Education
Regional School District 14 www.ctreg.org
September 28, 2015

A meeting of the Bylaws/Policy/Ethics Committee of the Regional School District 14 Board of Education was held on Monday, September 28, 2015 in the Conference Room of the Central Office, 5 Minortown Road, Woodbury, Connecticut.

6:36 pm Start 7:37 pm End

In attendance: Chairman John Chapman, committee members Maryanne Van Aken, George Bauer and Pamela Zmek, Superintendent Anna Cutaia-Leonard, and BoE clerk Deb Carlton

Dr. Cutaia-Leonard reviewed with the committee the packet received from CABE incorporating the requested edits to the mandated policies. She had done a crosswalk to ensure all the committee's corrections were made, and she believes the packet is now ready for a first read by the full Board.

The committee reviewed each of the edited policies to be included on Monday's agenda:

- a. Policy 0200 Mission-Goals-Objectives: Goals and Objectives
- b. Policy 0521(a)(b) w/accompanying form: Mission-Goals-Objectives, Nondiscrimination
- c. Policy 4117.3 Personnel – Certified: Reduction in Teaching Staff
- d. Policy 4212.42 Personnel – Non Certified: Drug & Alcohol Testing for School Bus Drivers
- e. Policy 5125.11(a)(b) and accompanying form: Students, Health/Medical Records
- f. Policy 5145.4(a)(b) with accompanying administrative regulations and forms: Students, Nondiscrimination/discrimination complaints
- g. Policy 6141.312 (a)(b) and accompanying form: Instruction, Migrant Students
- h. Policy 6164.12 Instruction: Acquired Immune Deficiency Syndrome (AIDS)
- i. Policy 6171.2 (a)(b)(c) Instruction: Special Education, Preschool Special Education
- j. Policy 5144.4 (a)(b) Students: Discipline, Physical Exercise and Discipline of Students
- k. Policy 6142.10 (a)(b) Instruction: Health Education Program

Accompanying forms will be labeled as administrative regulations.

After Board approval, CABE Policy Services will prepare the policies for publishing; therefore, the versions reviewed by the Board may not be completely "cleaned up" and this will be explained to them.

If possible, the motion to approve will be done as a single motion.

The committee next reviewed the second packet of policies received from CABE.

Discussion on Policy 1120 centered around when, how often, and on what topics the board would allow public participation. Board counsel will be consulted about best practice here.

Dr. Cutaia-Leonard requested more time to get input from Mr. McAllister on a group of policies related to facilities and finances. She consulted with Ms. Culkin on a number of the personnel related policies and offered input on those:

Policy 4115 – recommend adopting the succinct version, without regulation, because the regulation is in the teacher evaluation plan previously approved by the Board. Under item "c" the word "may" will be inserted.

Policy 4117 – prefer revised version with sample regulation.

Policy 4118.11 – is a stand-alone, no regulation needed. Liked the recommended changes; pp 1-2 are good; pp 3-4 are not needed; like the forms as admin. regs.

Policy 4118.14 – recommend adopting the form in front as the reg. Ms. Zmek asked what the procedure would be if someone wanted to appeal a Board decision, and does this need to be included.

Policy 4121 – more time needed. Not ready to recommend pending impact of using Kelly Services for subs.

Policy 4131 – liked the whole package; recommend adopting the new one, omitting the section on CEUs (no longer used).

Policy 4152 – FMLA; recommend taking the replacement on pp 1-3; the next version – no; there was question as to whether regs are needed as this is prescribed by law. Mr. Mustaro will be asked about this. The CABE forms were not favored because we use Dept. of Labor forms.

Policy 5111 – not yet reviewed; Ms. Fensore will offer input; Mr. Mustaro will be asked what in the new legislation makes our policy inadequate.

Next steps: possible approval of packet 1 on Monday, or at the second meeting in October if the Board requests more time. The packet for approval will be scanned to Mr. Chapman so he can send to the Board with comments. The committee next meets on October 26th; second packet may go to the Board soon after.

Respectfully Submitted,

John Chapman

John Chapman, Chair

Bylaws/Policy/Ethics Committee