

Committee on Policy and Legislation
February 25, 2021
Via Zoom

Attendees:

Committee members:
Ann Sweeney-Chair
Charles Stango
Juanita Hernandez
Karen Harvey
Amanda Nardozzi

WPS Administration:
Dr. Ruffin
Attorney Tara Shaw

Meeting was called to order at 5:30 p.m.

Item 1:

Review of Governors Proposed Budget Impact

The chair referenced emails that had expressed concern for this item on the agenda prior to going to finance or workshop. The chair explained that the role of Legislative is advocacy, and we need to address advocacy to our state representatives relative to impact.

Dr. Ruffin reviewed the Governors budget, and that it is absent promised increased ECS and Alliance. The chair advised that the committee can present a position statement. It would then go to the March board workshop for review and then move to the March regular meeting for a vote. It would be sent to our entire state delegation and the Governor. It will not be sent in time for the public hearing. The chair will draft the letter. The draft will be sent to the committee and a request made to put it on the full board workshop agenda.

Item 2:

Discussion: Title IX Policy (continued from 12/10/20)

- a) Draft Revised Policy 4000.1
- b) New Draft policy 5145.44

Attorney Shaw took the committee through the major rework of the Boards' Title IX policy. The Board does not have a formal specific Title IX policy for students, although there are portions of Title IX in policy 5145.16. New Policy 5145.44 has been drafted and presented to the committee to address that. Revised Policy 4000.1 is title XI policy for staff. The suggested revisions include:

- Change "Compliance Office" to Title XI coordinator.
- Assignment of the Title XI coordinator.
- Assignment of person to oversee complaints for staff.
- Assignment of person to oversee complaints for students.
- Updating the district website with clear instructions on filing a Title XI complaint.
- Make both student and staff policy the same.

Also recommended:

- Updating the district website with clear instructions on filing a Title XI complaint.
- Training for staff.
- Handbook for those identified as investigators.

Motion to recommend approval of revised policy 4000.1 Title XI Certified and Non-certified Staff.
Motion made by Karen Harvey/seconded by Charles Stango – Yeas/5; Nays/0; Abstentions/0.

Motion to recommend approval of New Policy 5145.44, Title XI, Students,
Motion made by Karen Harvey/ seconded by Charles Stango – Yeas/5; Nays/0; Abstentions/0.

Item 3:

Revisions of Bylaws-continued discussion and review of submitted recommendations

The committee reviewed recommended Bylaw revisions submitted through the Clerk of the Board submitted by Commissioners Liz Brown, Karen Harvey, and Ann Sweeney.

Submitted by Liz Brown (LB):

- LB1) Add new language under Powers, Purposes and Duties:
- a. Review annually WPS strategic plan, mission, vision, and core values to ensure fidelity goals. Motion to recommend approval of new language under Powers, Purposes and Duties; **Review annually WPS strategic plan, mission, vision, and core values to ensure fidelity to goals.** Motion by Charles Stango/seconded by Juanita Hernandez – Yeas/4; Nays/1; Abstentions/0.
 - b. Conduct a Board self-evaluation yearly and make provisions for board member professional development. Motion to recommend approval to add language under Duties of the President **Conduct a Board self-evaluation yearly and make provisions for board member professional development.** Motion by Karen Harvey/seconded by Charles Stango – Yeas/5; Nays/0; Abstentions/0.
- LB2) Add new language under Standing Committees:
- a. Committee on Curriculum
The Committee shall report to the full board annually on the status of access to curriculum for all students.
No motion offered.
 - b. Committee on School Personnel
Add to existing language a) The Committee on School Personnel shall act as an advisory body to the Superintendent in the appointment and transfer of teachers and in all other matters concerning the teaching and administrative supervisory corps **including status of minority hiring goals.**
Motion to recommend approval of additional language under Committee on School Personnel **including status of minority hiring goals.**
Motion made by: Karen Harvey/seconded by Amanda Nardozzi – Yeas/1; Nays/4; Abstentions/0 – motion fails.

Submitted by Karen Harvey (KH):

- KH1) Change all references to “Chairmen” to “Chairperson” (said references under Organization, Public Meetings, Duties of the Chairman, Duties of the President, Duties of the Vice President, Duties of The Secretary).
Due to the above referenced language coming from Charter, it was recommended that an auxiliary statement be added to state all references to “Chairman” be understood to describe or designate “Chair”. Attorney Shaw will draft language.
Motion made by Karen Harvey/seconded by Amanda Nardozzi – Yeas/5; Nays/0; Abstentions/0.
- KH2) Orientation of new commissioners shall be conducted in a timely manner and shall be monitored by the board President.
The following language currently exists under duties of the President: *“The President or his/her designee will conduct orientation/training for all new Board members”*. Suggestion was made to add additional language to the above **within 30 days of taking office.**

Motion to add language under Duties of the President, item “d” **within 30 days of taking office.**
Motion by Juanita Hernandez/seconded by Amanda Nardozzi – Yeas/5; Nays/0; Abstentions/0.

KH3) Under Standing Committees:

Committee on School Personnel

- a. Rename the Committee on School Personnel to the Committee on Human Capital. Motion to recommend approval to rename the Committee on School Personnel to the Committee on Human Capital. Motion by Karen Harvey/seconded by Charles Stango – Yeas/2; Nays/2; Abstentions/1. Motion fails.
- b. Add to the recommendations made by Commissioner Brown to “include minority teacher” hiring, add minority teacher hiring *and retention to ensure diversity and equity in the Waterbury Public Schools*. Motion to recommend additional language *and minority teacher hiring and retention to ensure diversity and equity in the Waterbury Public Schools*. Motion by Karen Harvey, no second.
- c. Ensure that BOE Commissioners are invited (as a courtesy) to Level 2 interview process. The Human Capital (Personnel) Committee Chair will monitor to ensure this process to ensure that commissioners receive notification. Discussion confirmed that the Level 2 interview no longer exists in the new SAW contract. The Committee agreed that information renders this submission mute.
- d. Remove the narrative regarding studies and include *the committee may perform any other duties necessary to ensure an equitable and diverse staff*. Motion to recommend approval to strike the narrative on studies and add the additional language *The committee may perform any other duties necessary to ensure an equitable and diverse staff*. Motion made by Karen Harvey/seconded by Juanita Hernandez. Yeas/3; Nays/2; Abstentions/0.
- e. Under Standing Committees: Commissioners who are not a member of a standing committee may submit suggestions to the chair prior to the meeting for consideration by the committee. It is acceptable for non-committee commissioners to submit written testimony to a committee chair to be read into the record and received and placed on file. Attorney Shaw confirmed this is acceptable and not a violation of FOI. This should be added to commissioner training and the proposed Board handbook.

KH4) Under Conduct (new proposed section included in previous bylaw recommendations from Attorney Shaw).

- a. Commissioners shall wait to be recognized by the Chair before speaking. Commissioners shall not interrupt the person that has the floor and should be called “out of order” when this occurs. Motion to recommend new language under Conduct: *Commissioners shall wait to be recognized by the Chair before speaking. Commissioners shall not interrupt the person that has the floor and should be called “out of order” when this occurs*. Motion made by Karen Harvey, no second. (Recommended for handbook.)
- b. When participating in meetings which utilize an electronic meeting format such as Zoom; Board members should refrain from using a picture as representation of being present at the meeting. Members should receive permission from the chair when there are extenuating circumstances. Motion to recommend new language under Conduct: *When participating in meetings which utilize an electronic meeting format such as Zoom; Board members should refrain from using a picture as representation of being present at the meeting. Members should receive permission from the chair when there are extenuating circumstances*.

Motion made by Karen Harvey, no seconded. (Recommended for handbook.)

KH5) Appendix (proposed)

APPENDIX A

1. Making a motion:

A motion should be made using the following ending: “Respectfully submitted and so moved.”

EXAMPLE:

The Board of the Whole recommends approval of a contract with The ABC Company in the amount of \$110.00, “Respectfully submitted and so moved.” Discussion noted that the suggested language is not consistent with Roberts Rules. The committee desires having instruction on the correct way to make a motion, and have it as part of the proposed Appendix A and the proposed Board handbook. Attorney Shaw will draft correct language and add to the Proposed Draft Appendix.

Motion to recommend addition of new language to draft appendix A instructing the correct way to make a motion.

Made by Karen Harvey/seconded by Juanita Hernandez – Yeas/5; Nays/0; Abstentions/0.
(Attorney Shaw will draft and add language to the Draft Appendix A).

Submitted by Ann Sweeney (AS)

AS1) Under “Order of Business”

- a. Delete Item 10 “Unfinished business of preceding meeting only”.
- b. Delete Item 11 “Other unfinished, new, and miscellaneous business”.

Motion to recommend deletion of items 10 and 11 under ‘Order of business’

Made by Charles Stango/seconded by Juanita Hernandez – Yeas/5; Nays/0; Abstentions/0

AS2) Under “Standing Committees”

- a. Eliminate item “c”.
- b. Renumber “d” to “c” and add new language: **All committee recommendations that bypass the Committee of the Whole workshop to the regular meeting for a vote must be placed on the agenda off consent and in the form and substance of the committee agenda. District staff should be available to provide background and answer questions. Committee chairs should be mindful of controversial or contentious matters which should be heard and debated at workshop.**
- c. Renumber “e” to “d”.

Motion to recommend approval of elimination of item c under Standing Committees, renumber Item “d” to “c” and renumber “e” to “d”, and add new language to c: **All committee recommendations that bypass the Committee of the Whole workshop to the regular meeting for a vote must be placed on the agenda off consent and in the form and substance of the committee agenda. District staff should be available to provide background and answer questions. Committee chairs should be mindful of controversial or contentious matters which should be heard and debated at workshop.**

Motion by Charles Stango/seconded Amanda Nardozzi – Yeas/4; Nays/1; Abstentions/0

AS3) Under Committee on Policy and Legislation - strike “d”.

Motion by Amanda Nardozzi/seconded by Charles Stango – Yeas/5; Nays/0; Abstentions/0.

AS4) Under Committee on School Personnel

- a. Add language under “a” as follows, new language noted in red:

The Committee on School Personnel shall act as an advisory body to the Superintendent in the hire, appointment and transfer of supervisors, high school and middle school assistant principals, and building principals.

- b. Under “a” strike the following language: teachers and in all other matters concerning the teaching and administrative and supervisory corps.
- c. Strike current language under “b” and replace with:
The chair of the Committee on School Personnel or his/her designee, attends interviews of applicants for the positions of supervisors, high school and middle school assistant principals, and building principals as a non-scoring observer at Level 1 or as designated in the SAW contract.
- d. Strike items c, d and e. Add new language as “c”:
c) The Committee will review all new job positions and new job specifications for recommendation to the board.

Motion to recommend revisions under Committee on School Personnel:

Add language under “a” as follows, new language noted in red:

- a. The Committee on School Personnel shall act as an advisory body to the Superintendent in the hire, appointment and transfer of supervisors, high school and middle school assistant principals, and building principals.
- b. Under “a” strike the following language: teachers and in all other matters concerning the teaching and administrative and supervisory corps.
- c. Strike current language under “b” and replace with: The chair of the Committee on School Personnel or his/her designee, attends interviews of applicants for the positions of supervisors, high school and middle school assistant principals, and building principals as a non-scoring observer at Level 1 or as designated in the SAW contract.
- d. Strike items c, d and e. Add new language as “c” c) The Committee will review all new job positions and new job specifications for recommendation to the board.

Motion made by Charles Stango/seconded by Amanda Nardozi – Yeas/4; nays/1; Abstentions/0

AS5) Under Committee on Finance:
Strike item d.

Motion to recommend approval to strike item d under the Committee on Finance.

Motion by Amanda Nardozi/Seconded by Charles Stango – Yeas/5; Nays/0; Abstentions/0.

Item 4.

Scheduling of next meeting

The next meeting of the Committee on Policy and Legislation will be March 25th at 5:30 p.m.

Minutes prepared by Ann Sweeney.