

**BOE Policy Committee Minutes**  
**September 18, 2019, 8:30 AM – 10:00 AM**  
**Municipal Building, BOE Conference Room**  
**3 Primrose Street, Newtown, CT 06470**

**CALL TO ORDER** Meeting was called to order at 8:35 am.

**IN ATTENDANCE**

Rebekah Harriman-Stites, Dan Cruson, Lorrie Rodrigue, Michelle Ku (9:00 – 10:00)

**PUBLIC PARTICIPATION**

None

**APPROVE MINUTES** R. Harriman-Stites made a motion to approve the minutes of August 28, 2019. D. Cruson seconded. Motion was unanimously approved.

**UNFINISHED NEW BUSINESS**

Discussion and possible action:

Item	Reports
<p><b>9221 – Filling Vacancies</b>            The committee approved S. Connell’s edits and r. Harriman-Stites made a motion to move this Bylaw forward to the Board. D. Cruson seconded.</p>	<ul style="list-style-type: none"> <li>• S. Connell to move this bylaw to the 9000 series queue.</li> </ul>
<p><b>9222 – Resignation Removal from office Censure</b>            L. Rodrigue to discuss with Shipman &amp; Goodwin and ask for their recommendation. The committee agreed that the language from the Shipman &amp; Goodwin version is better suited for Newtown. R. Harriman-Stites and D. Cruson approved using their version. S. Connell will make the edits and bring back for final review.</p>	<ul style="list-style-type: none"> <li>• Committee to Review</li> </ul>
<p><b>9230 – New Board Member Orientation</b>            S. Connell’s edits were approved by the Committee. R. Harriman-Stites made a motion to move this Bylaw forward to the Board. D. Cruson seconded.</p>	<ul style="list-style-type: none"> <li>• S. Connell to move this bylaw to the 9000 series queue.</li> </ul>
<p><b>9240 – Board Member Professional Development</b>            S. Connell’s edits were approved by the Committee. R. Harriman-Stites made a motion to move this Bylaw forward to the Board. D. Cruson seconded.</p>	<ul style="list-style-type: none"> <li>• S. Connell to move this bylaw to the 9000 series queue.</li> </ul>
<p><b>9260 – Board Member Protection</b>            L. Rodrigue discussed this policy with Shipman &amp; Goodwin and their recommendation was that it is not necessary to have a bylaw that mimics the law. The committee agreed with L. Rodrigue and Shipman &amp; Goodwin. This bylaw will be brought to the Board to be rescinded.</p>	<ul style="list-style-type: none"> <li>• S. Connell to move this bylaw to the 9000 series queue to be rescinded.</li> </ul>
<p><b>9272 – Code of Conduct on Data Use</b>            S. Connell to make additional edits and bring back for review. The committee agreed to re-word the first bullet referring to correspondence to <u>“1. Look to the</u></p>	<ul style="list-style-type: none"> <li>• S. Connell to bring the edited bylaw for final review.</li> </ul>

<u>Superintendent as the point person. The Superintendent will respond to all requests to the Board as a whole.”</u>	
<b>9300 – Methods of Operation</b> This bylaw will be moved to be combined with Bylaw 9311- Formulation, Adoption, Amendment of Policies and Bylaw 9300 will be rescinded by the Board.	<ul style="list-style-type: none"> <li>• S. Connell to combine the following bylaws into one bylaw. (9300, 9311, 9312, 9313, 9314, 9314.1)</li> </ul>
<b>9311 – Formulation, Adoption, Amendment of Policies</b> Bylaw 9300 will be moved and combined with Bylaw 9311. S. Connell will make the necessary edits and bring back to the Committee for final review.	<ul style="list-style-type: none"> <li>• S. Connell to combine the following bylaws into one bylaw. (9300, 9311, 9312, 9313, 9314, 9314.1)</li> </ul>

## NEW BUSINESS

### Discussion and possible action:

Item	Reports
<b>Bylaw 9130- Committees</b> S. Connell to combine Bylaw 9130, 9131, 9132 and 9133 and bring back for final review.	<ul style="list-style-type: none"> <li>• Committee to Review</li> </ul>
<b>Bylaw 9131 - Committee of the Whole</b> S. Connell to combine Bylaw 9130, 9131, 9132 and 9133 and bring back for final review.	<ul style="list-style-type: none"> <li>• Committee to Review</li> </ul>
<b>Bylaw 9132 - Standing Committee</b> S. Connell to combine Bylaw 9130, 9131, 9132 and 9133 and bring back for final review.	<ul style="list-style-type: none"> <li>• Committee to Review</li> </ul>
<b>Bylaw 9133 - Special Committees/ Temporary Committees/ AdHoc Committees</b> S. Connell to combine Bylaw 9130, 9131, 9132 and 9133 and bring back for final review.	<ul style="list-style-type: none"> <li>• Committee to Review</li> </ul>
<b>Bylaw 9312 – Formulation, Adoption, Amendment of Bylaws</b>	<ul style="list-style-type: none"> <li>• S. Connell to combine the following bylaws into one bylaw. (9300, 9311, 9312, 9313, 9314, 9314.1)</li> </ul>
<b>Bylaw 9313 – Formulation, Adoption, Amendment of Administrative Regulations</b>	<ul style="list-style-type: none"> <li>• S. Connell to combine the following bylaws into one bylaw. (9300, 9311, 9312, 9313, 9314, 9314.1)</li> </ul>
<b>Bylaw 9314 – Suspension of Policies, Bylaws, Regulations</b>	<ul style="list-style-type: none"> <li>• S. Connell to combine the following bylaws into one bylaw. (9300, 9311, 9312, 9313, 9314, 9314.1)</li> </ul>
<b>Bylaw 9314.1 – Conflict with Statute</b>	<ul style="list-style-type: none"> <li>• S. Connell to combine the following bylaws into one bylaw. (9300, 9311, 9312, 9313, 9314, 9314.1)</li> </ul>
<b>Policy 1230 – Booster Clubs/ Parent Organizations</b> L. Rodrigue is requesting that the Committee review Policy 1230- Booster Clubs/ Parent Organizations. The Policy states that PTOs are required to disclose financial information annually. The committee requested to speak with a PTA member and a Booster Club Member.	<ul style="list-style-type: none"> <li>• S. Connell to invite Jennifer Good and Karyn Holden to an upcoming policy meeting to discuss this policy.</li> </ul>

## **UPDATE FROM THE SUPERINTENDENT**

L. Rodrigue had some concerns about Policy 2317- Athletic Director. It was her understanding that this policy indicated that they needed to share the yearly review of the Athletic Director to the Board annually. The committee disagreed and noted that the language indicates that the Athletic Director is actually obligated to give a review of all of the Athletics annually. L. Rodrigue was pleased to hear that and can understand why we misunderstood that language.

## **PUBLIC PARTICIPATION**

**None**

A motion was made by R. Harriman-Stites to move 9221 – Filling Vacancies, 9230 – New Board Member Orientation, 9240 – Board Member Professional Development, 9260 – Board Member Protection – Attorney into the 9000 Series queue waiting for review by the Board of Education. D. Cruson seconded. Motion was unanimously approved.

A motion was made by R. Harriman-Stites to postpone discussion/action on 9222 – Resignation Removal from office Censure, 9272 – Code of Conduct on Data Use, Bylaw 9130- Committees, Bylaw 9131 - Committee of the Whole, Bylaw 9132 - Standing Committee, Bylaw 9133 - Special Committees/ Temporary Committees/ AdHoc Committees, Bylaw 9312 – Formulation, Adoption, Amendment of Bylaws, Bylaw 9313 – Formulation, Adoption, Amendment, of Administrative Regulations, Bylaw 1230 Parent Organizations/Booster Clubs. D. Cruson seconded. Motion was unanimously approved.

## **ADJOURNMENT**

Submitted: Rebekah Harriman-Stites, Policy Committee Chair