

BOE Policy Committee Minutes
Monday, April 22, 2024, 9:30 am – 11:00 am
Municipal Building, BOE Conference Room
3 Primrose St. Newtown, CT 06470

CALL TO ORDER Meeting was called to order at 9:34 am

IN ATTENDANCE Doria Linnetz, Don Ramsey, Chris Melillo, Sarah Connell, Susan McConnell, Tim DeJulio

PUBLIC PARTICIPATION None

APPROVE MINUTES Don Ramsey made a motion to approve the minutes of April 8, 2024. Doria Linnetz seconded. Motion passes unanimously.

OLD BUSINESS

Policy 6114 – Emergencies and Disaster Preparedness

This policy was sent to the Board for approval, however, the committee is waiting on recommendation from Shipman and Goodwin regarding this policy.

Policy 6114.1 – Fire

This policy was sent to the Board for approval, however, the committee is waiting on recommendation from Shipman and Goodwin regarding this policy.

Policy 6114.7 – Safe Schools

This policy will be reviewed at an upcoming policy meeting.

Policy 6153.1 - International Travel

Ms. McConnell and Mr. DeJulio reviewed the proposed edits from Ms. Linnetz and had some additional edits to discuss.

The edits are as follows:

On page (a), they proposed adding *“The District’s policies shall apply, in addition to tour company requirements.”* to the end of the paragraph.

On the same page, fourth paragraph, they also proposed including the following language, *“Participation is dependent on meeting the deadline to visit a certified travel clinic, verification from a physician that a student is fit for international travel, and compliance with district medication policy.”*.

The committee agreed.

The committee, along with Ms. McConnell and Mr. DeJulio discussed removing language from the regulation regarding Non School sponsored tours.

Ms. McConnell continued by proposing the following change to number 15.

Student safety will be a primary consideration. School District staff sponsoring international student travel shall ensure chaperones and student participants register their travel with the Smart Traveler Enrollment Program (STEP) associated with the applicable US Embassy or Embassies. In the event an incident occurs requiring assistance from the US Embassy, the applicable District administrator incident commander will be notified.

Ms. McConnell and Mr. DeJulio stated that parents should register with STEP before their child participates in international travel.

The committee agreed that it would be beneficial to remove everything from this list but the following:

1. *The District does not sponsor, provide, or facilitate non-school-sponsored international travel.*
2. *School District employees must not participate in or make arrangements for international travel involving District students that appear to be school sponsored.*

Mr. Melillo agrees that removing the additional language will remove any confusions on the District's policy.

SUPERINTENDENT REPORT

Mr. Melillo did not have a report but wished everyone a good April Break and that everyone can recharge.

PUBLIC PARTICIPATION

Aaron Cox, 31 Pond Brook Road, Newtown, spoke about how important it is to have all the policies and practices written down. He stated that Mr. DeJulio and Ms. McConnell are phenomenal at what they do, but there will be someone different coordinating these trips in the future and it is important to have everything documented. He suggested including a clear statement in the EOP for international travel.

Mr. Ramsey made a motion to adjourn the meeting. Ms. Linnetz seconded. Motion was unanimously approved. Meeting was adjourned at 10:26 am.

****THESE ARE DRAFT MINUTES****