

Minutes

Policy Committee Meeting
Waterford Board of Education
15 Rope Ferry Road
August 11, 2015

Present: Mr. Kenney, Mrs. Nazarchyk

Absent: Ms. Cote

Staff: Dr. Griffin, Interim Superintendent; Mr. Powers, Assistant Superintendent

Mrs. Nazarchyk established a quorum and called the meeting to order at 5:35 p.m.

Motion: That the Policy Committee approve the minutes of June 11, 2015.
Kenney, Nazarchyk: 2-0

The new business items were moved up in the agenda so that Dr. Griffin could participate in the discussion.

Dr. Griffin introduced the proposed policy 3101 – Board Budget Procedures. This policy has combined language from existing policies 3110, 3150, 3160 and 3170. Additional language has been added after a review of suggestions from legal counsel, the Connecticut Association of Boards of Education (CABE), and policies from other districts. Dr. Griffin explained that during the close out of last year's budget, she noticed some accounts were in deficit. While the bottom line was not in a deficit, line items were not reconciled. It is Dr. Griffin's belief that for public records, a clear paper trail should be shown. She is not suggesting in any way that the administration never was aware of what was being spent, just that those documents were only internally produced and line items should be reconciled for the purposes of public reporting in an effort to be as transparent as possible. Line item transfers would be part of the BOE Consent Agenda at each regular meeting. Dr. Griffin will also talk to district and school administrators about this process so that they are clear on what the expectations are going forward.

Next, Mr. Powers reviewed policy 4135.4/4235.4 – Staff Complaints and Concerns. This policy is proposed for deletion. The Board as a whole express their desire to review this policy and legal counsel also recommends deletion. The committee discussed the fact that public comment would be an avenue for people to address the Board and that deleting this policy would not preclude the Board from receiving communications on various topics.

The committee moved on the old business portion of the agenda. Mr. Powers introduced revisions to policy 5113 – Student Attendance. The major change includes excusing certain absences for those students whose parent/guardian is an active member of the armed forces.

Mr. Powers reviewed revisions to policy 5118.1 – Homeless Students. This policy is outdated and our procedures and the law have changed since the last revision in 2003. Mr. Powers explained the various ways that children could be considered homeless that would impact our district, including certain placements by the Department of Children and Families (DCF) at Waterford Country School.

Revisions to policy and regulation 5125 – Student Records include certain provisions related to the disclosure of students who have free or reduced lunch status. There is also a clarification to certain special education records. All school records must now contain the State Assigned Student Identifier (SASID) number.

Mr. Powers reviewed policy 5141.21 – Administration of Medication. The revisions require all schools to maintain epipens for the purpose of providing emergency first aid to a student who experiences an allergic reaction, even if the student does not have a prior written authorization for the administration of epinephrine (although parents do have the option to prohibit the use of an epipen). Mr. Powers explained that our schools always have additional epipens on hand for those students with allergies.

The revision to policy 6114 – Emergencies and Disaster Preparedness makes a reference to the district’s School Security and Safety Plan. This plan was created last school year in conjunction with school and Town officials. Therefore, regulations 6114.1 – Fire Drills and 6114.2 – Bomb Threats are not necessary since all requirements and procedures are listed in the overall plan. These regulations are recommended for deletion.

Motion: That the Policy Committee adjourn its meeting at 6:37 p.m.
 Kenney, Nazarchyk: 2-0

Respectfully submitted,
Mrs. Nazarchyk
Recording Secretary