

The Regional School District 13 Board of Education Policy Committee met in Regular Session on Wednesday, March 20, 2024 at 4:00 PM in the library at Coginchaug Regional High School.

Committee members present: Mrs. Dahlheimer, Dr. Darcy (remote), Mr. Mennone, Mr. Moore and Mr. Roraback

Committee members absent: None

Board members present: Mrs. Petrella

Administration present: Dr. Schuch, Superintendent of Schools, and Mr. Brough, Human Resources Specialist

Mr. Moore called the meeting to order at 4:00 PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Public Comment

None.

Approval of Agenda

Mrs. Dahlheimer made a motion, seconded by Mr. Mennone, to approve the agenda, as presented.

In favor of approving the agenda, as presented: Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore and Mr. Roraback.

Approval of Minutes - February 21, 2024

Mrs. Dahlheimer made a motion, seconded by Mr. Mennone, to approve the minutes of February 21, 2024, as presented.

In favor of approving the minutes of February 21, 2024, as presented: Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore and Mr. Roraback. Motion passed.

Review of Admission to the Public Schools at or Before Age Five (Shipman Model Policy) and Admission Ages of Attendance Policy 5111

Mr. Moore reviewed that Dr. Schuch was going to make some adjustments to the process of how people are notified which are included in the regulations. The committee agreed to move this policy to the full board.

Mr. Moore explained that the Admission Ages of Attendance had not been talked about, but is a statutory requirement. It states that they now have to go from 21 years to 22 years. Dr. Schuch stated that the only

changes are to meet the statutory requirements and to be sure that the policy is consistent with the policy just reviewed. The committee agreed to move this policy to the full board as well.

Review of Nepotism Policy 4112.8

Mr. Moore reviewed that they had added the sentence, with the exception of serving as a short-term substitute or other short-term capacity. Dr. Schuch explained that the district only hires two types of substitutes, either short-term or long-term. What everyone might consider a regular substitute is actually a short-term substitute. Mr. Brough added that if an individual is employed as a substitute teacher in one assignment for 90 calendar days or longer, they are considered a long-term substitute. Short-term applies to the length of the assignment, not to the fact that they are a substitute.

Mr. Mennone asked if the district has anyone in the system that is working almost every day as a substitute, but not in one designated position. Mr. Brough explained that they do, but they are still considered short-term.

Mr. Roraback asked who handles the day-to-day needs for substitutes and Mr. Brough explained that short-term substitute assignments are posted on the front-line software. Individual substitutes go online and choose a specific assignment either the night before or the morning of. Dr. Schuch added that part of the work of the principal and office staff is to assess that upon arrival and make alternate plans, if necessary. Unfortunately, that happens all too frequently. The committee agreed to move this policy to the full board.

Review of 9000 Series Policies (Bylaws of the Board)

Mr. Moore explained that there is a sheet that summarizes these policies. Items on the left side are current board policies, the middle is Shipman proposed policies and the comments on the right were made by Dr. Schuch. The district does not have a specific policy on Board Bylaws Adoption, but Shipment has proposed one. Dr. Schuch asked if that was actually needed. Mr. Moore felt it would be worth adopting this policy.

Moving on to 9312, Mr. Moore explained that this policy was revised in June 2023 and didn't see any reason to change it. Dr. Schuch recommended that if they keep that policy, they delete the next three and don't add the Shipman policies. They speak to the same topic, but not in the same way. Dr. Schuch noted that 9312 describes the process that is currently followed. It was agreed to keep 9312 and drop the other three.

Mr. Moore then went on to policy 9000, Role of Board Members, and felt that the Shipman policy was a lot more serious than what is currently in place and follows the statute better. It does state there should be a Curriculum Committee, but it was agreed that that was the Student Achievement Committee. Dr. Schuch felt there was some redundancy as that would be listed in the policy about committees. It was recommended to remove the policy 9000 and replace it with the Shipman policy. Mrs. Dahlheimer questioned whether it should read as the Superintendent's prepared budget or proposed budget.

Mr. Moore moved on to 9271, Code of Ethics, and Dr. Schuch noted that they are very different and he would want the committee to pick one. He felt that the Shipment model is more of a policy than a

philosophical statement. Mr. Moore suggested they add a section on censuring as part of the policy. It was agreed to keep the policy and change the words "I will" to "Board members will." Mrs. Dahlheimer did not want censuring as a standalone policy.

Moving to 9231, Board Member Requests for Information, it was felt that policy 9325.5 is a little more substantial with some statutory references and came from CAFE. It was recommended to adopt 9325.5 and delete 9231. Mrs. Dahlheimer would like to make sure that is the most updated policy from CAFE.

Policy 9130 reviews standing committees and Dr. Schuch had recommended that it be changed to be consistent with the Role of Board Members. Dr. Schuch added that Shipman does not seem to recommend standing committees at all and that everything should go to the whole board, except for specific temporary committees. Mrs. Dahlheimer would like to have one policy for all committees and include the committee names. Building, Finance and Pension Committees are not included in 9130. Mr. Moore felt that the Building Committee was established for construction and has a separate role. Mr. Mennone felt that the Building Committee is extremely valuable, both in the building process and upkeep. He would not want that committee to go away. Mrs. Petrella suggested listing "other supporting" committees that would include Building and Finance. Mr. Moore felt that standing committees help run the board and other committees are for specific issues. Mrs. Dahlheimer added that the bylaws are supposed to govern the board, but also educate the public on what they do. They will work on language to encompass them all.

Discussion continued about the Education Resources Committee and whether the Finance Committee can play that role. Mr. Moore would be reluctant to give the Finance Committee any power other than advisory and Mrs. Dahlheimer agreed.

Dr. Schuch felt that policy 9133 distinguishes permanent standing committees from temporary ones. It was generally felt that this policy could be deleted as it was covered in 9130.

Policy 9110.1, Community Members, was an effort by Bob Yamartino to get more people involved in the board. After some debate, it was agreed that some committees could have up to two private citizens on them who could not vote. Private citizens were on Student Achievement, Well Being and Utilization. Mr. Moore felt that they haven't been using it, but it wouldn't hurt to keep it. Mrs. Dahlheimer felt that they should revisit it as well. Mr. Roraback felt they need to do anything that will facilitate more volunteerism.

There was a policy from Shipman about "committee as a whole" that was deemed to be left out. Policy 9270, Conflict of Interest, is a little longer than the suggested Shipman policy and Mr. Moore felt that they should keep the current policy as it contains contract language. Mrs. Dahlheimer suggested this policy be moved to Ethics.

Public Comment

None.

Adjournment

Mrs. Dahlheimer made a motion, seconded by Mrs. Petrella, to adjourn the meeting.

In favor of adjourning the meeting: Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore and Mr. Roraback. Motion passed unanimously.

The meeting was adjourned at 4:51 PM.

Respectfully submitted,

Debi Waz

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