

# The Board of Education Town of Vernon

30 Park Street – PO Box 600  
Vernon, Connecticut 06066

Anne Fischer, Chairperson  
Mark Kalina, Vice Chairperson  
Stephen Linton, Secretary  
Patricia Buxton, Treasurer  
Jennifer Buckler  
Kevin Brown  
Deborah Rodriguez  
Mason Thrall  
Kristiana Wintress

May 5, 2021

## DRAFT MINUTES

### BOARD OF EDUCATION POLICY COMMITTEE MEETING

A Policy Committee meeting of the Vernon Board of Education was held on Wednesday, May 5, 2021.

The meeting was called to order by Mrs. Fischer at 6:00 PM. Present when the meeting was called to order were Mrs. Fischer, Dr. Buxton, Ms. Wintress, Mrs. Rodriguez and Dr. Macary.

#### **Dr. Buxton was assigned the following policies to review:**

**2112 Professional Development/Continuing Education** – There were no changes suggested for this policy. It will be marked as reviewed.

**2120 Lines of Responsibility** – This policy mirrors our policy #2100 (**Administrative Staff Organization**) in many ways. The committee decided to take some of the language in policy #2120 and add it to policy #2100. By adding this language to the **Administrative Staff Organization** policy it was determined that Policy 2120 was no longer necessary and could be deleted. Mrs. Rodriguez made the motion to recommend to the full Board for approval the revisions to policy #2100 and the deletion of policy #2120. Ms. Wintress seconded the motion and it passed unanimously.

**2130 Job Descriptions** - There were no changes suggested for this policy. It will be marked as reviewed.

**2131 Superintendent of Schools** – Several revisions were suggested. Dr. Buxton made the motion to recommend to the full Board for approval the revisions as discussed. Mrs. Rodriguez seconded the motion and it passed unanimously.

**2141 Selection and Appointment of Superintendent** – Many revisions were suggested for this policy. Ms. Wintress made the motion to recommend to the full Board for approval the revisions as discussed. Mrs. Fischer seconded the motion and it passed unanimously.

Dr. Buxton left the meeting due to a prior commitment.

#### **Mrs. Rodriguez was assigned the following policies to review:**

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**2210 Superintendent's Authority in the Absence of Board Policy** – There were no changes suggested for this policy. It will be marked as reviewed.

**2231 Policy and Regulations Systems** – One minor revision was suggested for this policy. Ms. Wintress made a motion to recommend to the full Board for approval the revision as discussed. Mrs. Fischer seconded the motion and it passed unanimously.

**2250 Monitoring of School System Goals** – There were no changes suggested for this policy. It will be marked as reviewed.

**2300 Statement of Ethics for Administrators** – There were no changes suggested for this policy. It will be marked as reviewed.

**2400 Evaluation of Superintendent** - Minor revisions were suggested. Mrs. Rodriguez made the motion to recommend to the full Board for approval the revisions as discussed. Ms. Wintress seconded the motion and it passed unanimously.

**2500 Administrative Reports** - There were no changes suggested for this policy. It will be marked as reviewed.

**Ms. Wintress was assigned the following policies to review:**

**3000 Concept and Roles in Business and Non-Instructional Operations** – There were no changes suggested for this policy. It will be marked as reviewed.

**3010 Goals and Objectives** – There were no changes suggested for this policy. It will be marked as reviewed.

**3111 Fiscal Year** – There were no changes suggested for this policy. It will be marked as reviewed.

**3120 Budget Development** – There were no changes suggested for this policy. It will be marked as reviewed.

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**3150 Budget Adoption** – There were no changes suggested for this policy. It will be marked as reviewed.

**Mrs. Fischer was assigned the following policies to review:**

**3160 Budget Administration** – Mrs. Fischer suggested some revisions to this policy. Mrs. Rodriguez made the motion to recommend to the full Board for approval the revisions as discussed. Ms. Wintress seconded the motion and it passed unanimously.

**3231 Medicaid Reimbursement for Special Education Students** – Some CABE language was added as well as a legal reference. Ms. Wintress made the motion to recommend to the full Board for approval the revisions as discussed. Mrs. Fischer seconded the motion and it passed unanimously.

**3240 Tuition Fees** – A minor revision was suggested for this policy. Mrs. Fischer made the motion to recommend to the full Board for approval the revision as discussed. Ms. Wintress seconded the motion and it passed unanimously.

**3250 Materials/Services Fees/Charges** – There were no changes suggested for this policy. It will be marked as reviewed.

**3260 Sales and Disposal of Obsolete Books, Equipment and Supplies** – A minor revision was suggested for this policy as well as the need to add a legal reference. Mrs. Rodriguez made the motion to recommend to the full Board for approval the revisions as discussed. Ms. Wintress seconded the motion and it passed unanimously.

**3280 Gift, Grants, Bequests and Supplemental Funding** – The only change made to this policy was the addition of two legal references. Mrs. Rodriguez made the motion to recommend to the full Board for approval the additions as discussed. Mrs. Fischer seconded the motion and it passed unanimously.

**3290 Grants and Other Revenue** – Mrs. Fischer suggested that two paragraphs from CABE's sample policy be added as well as a legal reference. Mrs. Rodriguez made the motion to recommend to the full Board for approval the revisions as discussed. Ms. Wintress seconded the motion and it passed unanimously.

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**At the policy committee meeting in March several policies were questioned and the committee was asked to compare some policies with others to ensure that they align.**

**4118.231 Smoking, Drinking or Use of Drugs on School Premises or During School Sponsored Activities** – Language was added to align this policy with #1331. Mrs. Rodriguez made the motion to recommend to the full Board for approval the revision as discussed. Ms. Wintress seconded the motion and it passed unanimously.

**5131.6 Alcohol Use, Drugs, and Tobacco (including Performance Enhancing Substances) -** No changes were suggested for this policy since it already aligns with #1331 and #4118.23. It will be marked as reviewed.

**1251.1 Weapons and Prohibited Instruments** – CAFE does not have this policy and their #1251.1 is titled **Conduct on School Property**. The committee believes that our Policy on Weapons and Prohibited Instruments is an important policy. Therefore, so as not to conflict with CAFE's numbering system it was suggested that our Policy 1251.1 be renumbered to 1252. There were no changes to the language in our policy so it will be marked as reviewed but with a new number.

**The following policies have been assigned to committee members for review at the next policy committee meeting:**

Dr. Buxton #3313; #3313.1; #3320; #3321; #3323

Mrs. Rodriguez #3324; #3326; #3326.1; #3432; #3434

Ms. Wintress #3435; #3440; #3450; #3453; #3510

Mrs. Fischer #3511; #3513.1; #3514; #3515; #3516

The next Policy Committee meeting has been scheduled for Wednesday, June 9, 2021. The committee will meet at 6:00 PM in the 2<sup>nd</sup> floor conference room.

Mrs. Rodriguez made the motion to adjourn at 8:22 PM. Ms. Wintress seconded the motion and it passed unanimously.

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Respectfully submitted,

Stephen Linton, Board Secretary