

**Board of Education, Ellington, CT
Policy Committee Meeting Minutes**

The Policy Committee of the Ellington Board of Education met on Monday, January 7, 2013 at 7:00 p.m. in the School Administration Building, 47 Main Street, Ellington, CT.

Attendees: Mr. Stephen Cullinan, Superintendent
Mr. Bruce Brettschneider, Director of Special Services
Dr. Erin McGurk, Director of Educational Services
Mrs. Meg Devlin, Director of Business Services

Committee Members: Mrs. Tracey Kiff-Judson, Mr. Howard Friedman, Mr. Dale Roberson,
Mr. Andrew McNamar, Mrs. Kris Picard-Wambolt

Call to Order: The meeting was called to order at 7:00 p.m. by Committee Chairperson, Kris Picard-Wambolt.

Agenda Items:

Review of Policy #4161.4 – Reports of Suspected Abuse or Neglect of Children

Mr. Brettschneider shared with the committee statistics on child abuse and neglect. He noted this policy was last reviewed by the committee on February 22, 2012, then the state updated requirements on February 29, 2012. The changes recommended now are to reflect the updates the state made at that time. Some of these changes include, the definition of “statutory mandated reporter” to include all school employees, the inclusion of the DCF 24 hour phone number, reporting time lines, and training requirements. Additionally Mr. Brettschneider included Appendix A “Operational Definitions of Child Abuse and Neglect” and Appendix B “Indicators of Child Abuse and Neglect.” He indicated these pieces of the policy are considered optional but he recommends we include them as part of our policy. The committee was informed that all staff members have been fully trained as the state requires. We currently have three staff members that have been trained as trainers by DCF. All new hires are trained immediately.

A motion was made to recommend to the full Board of Education approval of Revised Policy #4161.4 – Reports of Suspected Abuse or Neglect of Children as presented, including Appendix A and Appendix B.

1st. Mr. Howard Friedman 2nd. Mrs. Tracey Kiff-Judson

VOTE: Unanimous. The motion passed.

Review of New Policy #2135.7 – Job Description, Director of Facilities

Mrs. Devlin shared with the committee that Mr. Butler, our new Director of Facilities started today. The job description had been reviewed by the committee previously and there have been no substantive changes since then.

A motion was made to recommend to the full Board of Education approval of new Policy #2135.7 – Job Description, Director of Facilities.

1st. Mrs. Tracey Kiff-Judson 2nd. Mr. Howard Friedman

VOTE: Unanimous. The motion passed.

Preliminary Review of New Policy #2137.10 - Job Description, Supervisor of Language Arts/Social Studies/World Languages and New Policy #2137.11 – Job Description, Supervisor of Science/Technology/Engineering/Mathematics

Dr. McGurk indicated these proposed positions would augment our current level of administration. They would provide increased support for the new state mandated teacher evaluation process and meet the district need to coordinate articulation of curriculum across grade levels. They would also take the lead in developing any proposed enrichment activities such as extended day and extended year programs

A motion was made to recommend to the full Board of Education approval of New Policy #2137.10 - Job Description, Supervisor of Language Arts/Social Studies/World Languages and New Policy #2137.11 – Job Description, Supervisor of Science/Technology/Engineering/Mathematics.

1st. Mr. Dale Roberson 2nd. Mr. Andrew McNamar

VOTE: Unanimous. The motion passed.

Old Business

None

New Business

None

Adjournment

A motion was made to adjourn.

1st. Mr. Andrew McNamar 2nd. Mr. Dale Roberson

VOTE: Unanimous. The motion passed.

Mrs. Kris Picard-Wambolt adjourned the meeting at 8:00 p.m.

Respectfully submitted by _____
Kris Picard-Wambolt, Policy Committee Chairperson