

Board of Education, Ellington, CT Policy Committee Meeting Minutes

The Policy Committee of the Ellington Board of Education met on Monday, June 9, 2014 at 7:00 p.m. in the School Administration Building, 47 Main Street, Ellington, CT.

Attendees: Mr. Stephen Cullinan, Superintendent
Committee Members: Mrs. Tracey Kiff-Judson, Mr. Howard Friedman,
Mrs. Kris Picard-Wambolt
Absent Committee Members: Mr. Dale Roberson, Mr. Michael Purcaro

Call to Order: The meeting was called to order at 7:02 p.m. by Mrs. Kris Picard-Wambolt.

Agenda Items:

Review of 2000 Series Policies as Presented in CABE's Customized Policy Review

Previously, committee members were given copies of the first draft of the 2000 series of policies – Administration for which CABE has completed its review. Prior to tonight's meeting, committee members were to read through all of the policies within this series and determine if each policy is in keeping with Board philosophy on each topic. We were to consider which policies should be included in our manual as well as any changes, additions and deletions that were necessary. At this committee meeting we did review the entire 2000 series. We determined which policies to include in our manual. Those that we determined should be included in our manual we went over word for word. Some we decided to keep as currently written, some needed additional language for clarification or updating, some we chose to use CABE's sample policies to replace our existing policies, some we chose to use a combination of existing language and CABE sample language. Regarding Policy 2000.1- Board/Superintendent Relations we decided to retain as described in the sample policy among Board of Education responsibilities "To conduct an annual self-evaluation of its own leadership, governance and teamwork" and recommend to the full Board that we begin implementing this. We also moved an Appendix titled "Leadership Team Self-Assessment Worksheet" from sample Policy 2400.1 to Policy 2000.1 to assist in the process. We also removed the Policy 2000.1 Appendix titled School Governance Position Statement as it was somewhat conflicting and confusing and not in keeping with our soon to be adopted Policies 9000 and 9370, but we did ask that Superintendent Cullinan draft regulations for these two 9000 series policies to reflect our current practice regarding Board representation on search committees when hiring administrators. Regarding Policy 2120-Organizational Responsibilities, we requested that Superintendent Cullinan develop for inclusion, an organizational chart representative of our district. Policies 2131, 2133.1, 2133.11, 2134, 2135, 2135.2, and 2137 were included in this series of policies, yet are inherently job descriptions. Within the introduction to this series of policies, CABE indicated that job descriptions, of which we had an additional seventeen that they removed, should not be kept as policies within this manual, but in a separate job description manual. Therefore we questioned why those seven policies remained within the manual. Superintendent Cullinan will call Vin Mustaro at CABE for clarification, but our inclination is to remove all job description policies and keep them all together in a separate manual. Regarding Policy 2400.1-Evaluation of the Superintendent we felt the sample policy provided did not adequately reflect our current practice and asked Superintendent Cullinan to provide us with documents and/or information related to our current practice. We will compare this to the sample policy provided and draft a Policy 2400.1 that will describe our process and include the forms we currently use to conduct our superintendent evaluation. This policy can be added at a later date and need not hold up the process of sending this series of policies back to CABE to then be presented as a second draft to the full Board for adoption.

Old Business

None

New Business

Prior to this meeting Superintendent Cullinan distributed copies of the 3000 and 4000 policy series. CABE has completed its review of these policies and they are now ready for committee review. All committee members should read all policies within the 3000 series and be ready for committee review at the next Policy Committee meeting scheduled for Monday, July 7, 2014.

Adjournment

A motion was made to adjourn.

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

VOTE: Unanimous. Motion passed.

Mrs. Kris Picard-Wambolt adjourned the meeting at 9:04 p.m.

Respectfully submitted by _____

Kris Picard-Wambolt, Policy Committee Chairperson