

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

The Policy Committee of the Ellington Board of Education met on Monday, September 8, 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, Mrs. Kris Picard-Wambolt  
Absent Committee Members: Mr. Michael Purcaro, Mr. Howard Friedman,  
Mr. Dale Roberson

**Call to Order:** The meeting was called to order at 7:03 p.m. by Mrs. Kris Picard-Wambolt.

### **Agenda Items:**

#### **Continue Review of 3000 Series Policies as Presented in CABE's Customized Policy Review**

Previously, committee members were given copies of the first draft of the 3000 series of policies – Business/Non-Instructional Operations 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 reviewed Policies 3516.5 through 3580 completing the review of the 3000 Series. We determined which policies to include in our manual. Some were existing policies, others were sample policies provided by CABE. Some policies we chose not to include due to redundancy with policies elsewhere in the manual or redundancy within contracts (as with the bus company) or because they were just reiteration of state or federal law and were not necessary to restate as a policy. Regarding Policy 3541.5 - Transportation Complaints, as presented, it was ambiguous as to whether or not this is a mandatory policy. Mr. Cullinan will check with Mr. Mustaro to make this determination and if not mandatory it will not be included. Mr. Cullinan also agreed to research our current practice regarding employee bonds before we made a decision regarding Policy 3533 - Employee Bonds. We also sent several other policies for further administrative review to assure they were in keeping with current practice. These include Policy 3517.1 - Site and Building Access, 3524.1- Hazardous Materials in Schools, 3542.31 - Free or Reduced Price Lunches, 3542.43 - Charging Policy, and 3543.31 - Electronic Communications Use and Retention. After these policies are reviewed by the appropriate administrator, the Policy Committee will consider all recommendations and make any necessary changes to those policies and then this series of policies will be ready to be returned to CABE for the second draft to be presented to the full Board.

#### **Old Business**

In preparation for our next Policy Committee meeting, scheduled for October 6, 2014 at 7:00 p.m., all committee members should read through the 4000 series of policies.

#### **New Business**

None

**Adjournment**

A motion was made to adjourn by Mrs. Tracey Kiff-Judson.

VOTE: Unanimous. Motion passed.

Mrs. Kris Picard-Wambolt adjourned the meeting at 8:10 p.m.

Respectfully submitted by \_\_\_\_\_  
Kris Picard-Wambolt, Policy Committee Chairperson