

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

The Policy Committee of the Ellington Board of Education met virtually on Monday, December 14, 2020 at 5:15 pm.

**Attendees:** Dr. Scott Nicol, Superintendent of Schools, Ms. Miriam Underwood, Board of Education member, Ms. Jennifer Brown, Administrative Assistant/HR Coordinator

**Committee Members:** Ms. Liz Nord, Ms. Jen Dzen, Ms. Kris Picard-Wambolt

**Absent Committee Members:** Ms. Kerry Socha, Mr. Michael Purcaro

**Call to Order:** The meeting was called to order at 5:15 pm by Ms. Picard-Wambolt.

### **Agenda Items:**

#### **1. Discussion of Revised Bylaw 9321 – Time, Place, and Notification of Meetings**

This bylaw was presented for committee review because the current practice of the Board regarding meeting time and place has been in conflict with those outlined within the bylaw. The proposed new language is less prescriptive, giving a time range for meeting start, and place described as Town or Board of Education Building, allowing for various scenarios. Additionally, the current bylaw described an annual brainstorming meeting to be held on the first Wednesday in September, which no longer takes place, so was removed.

A motion was made to recommend to the full Board acceptance of revised Bylaw 9321 – Time, Place, and Notification of Meetings as presented.

1<sup>st</sup>: Ms. Dzen      2<sup>nd</sup>: Ms. Nord      Vote: Unanimous/Passed

#### **2. Discussion of Revised Bylaw 9326 - Minutes/Taping**

This proposed revision was presented by Dr. Nicol in the hopes of streamlining the meeting minutes, allowing for more timely posting, while providing more complete, unadulterated accounts of our Board of Education meetings. The proposed changes include when a Board meeting is video recorded and posted, written minutes will be regulated to action, including resolutions, and motions in full, as required by law. Also, for Board meetings that are video recorded, when possible, minutes shall include a time stamp next to each agenda item to better facilitate citizens' interest in a particular agenda item. Ms. Picard-Wambolt suggested supplemental documents including memos and power points be linked to the minutes as well. Ms. Nord raised a concern that the proposed revised policy states the audio or video made at each Board meeting shall be retained as reference for at least three months, which if it is only three months doesn't seem long enough. Ms. Dzen suggested the minutes read more like the "Bulletins" that are currently distributed to Board members prior to each regular meeting. It was agreed this topic needs further discussion as well as a review of the final proposed revised policy by the Board attorney assuring compliance with all current laws. This discussion will continue at our next Policy Committee meeting.

#### **3. Discussion of Revised Policy 6146 – Graduation Requirements**

This policy was reviewed by the committee because it was recommended by the Curriculum Committee to include Personal Finance as a requirement for graduation beginning with the Class of 2025. This is a half credit, one semester class, within Cluster Four: Career and College Readiness. This requirement does not increase the total number of required credits, as the Open Elective credits are reduced from three to two and a half. All Board members present at this Policy Committee meeting

were also present at the Curriculum Committee meeting during which this class and requirement were discussed. There were no concerns regarding this change. Since we are revising this policy, Ms. Dzen questioned whether the language regarding requirements for the Class of 2019 could be removed from the policy, or if there was any reason to keep it within the text of the policy. It was agreed if no longer necessary, that it should be removed to “clean up” the policy. Dr. Nicol will research this and determine whether or not it is still needed and notify the committee.

A motion was made to recommend to the full Board acceptance of revised Policy 6146 – Graduation Requirements as presented or amended if able to remove the language regarding Class of 2019.  
1<sup>st</sup>: Ms. Dzen      2<sup>nd</sup>: Ms. Nord      Vote: Unanimous/Passed

**Adjournment:**

A motion was made to adjourn the meeting.

First: Ms. Dzen      Second: Ms. Nord      Vote: Unanimous/ Motion Passed

The meeting was adjourned at 5:52 pm by Ms. Picard-Wambolt.

Respectfully submitted by \_\_\_\_\_

Kris Picard-Wambolt, Policy Committee Chair