

New Milford Board of Education
Policy Sub-Committee Special Meeting Minutes
August 1, 2023
Sarah Noble Intermediate School Library Media Center

Present:	Mrs. Tammy McInerney Mrs. Sarah Herring Mr. Brian McCauley Mrs. Leslie Sarich, Acting Chairperson	RECEIVED TOWN CLERK 2023 AUG -3 P 1:37 NEW MILFORD, CT
Absent:	Mrs. Olga I. Rella, Acting Chairperson	

Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Dr. JeanAnn Paddyfote, Project-Based Employee on zoom
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1.		Call to Order The New Milford Board of Education Policy Sub-Committee was called to order at 6:46 pm by Mrs. Leslie Sarich, Chairperson.	Call to Order
2.		Public Comment None	Public Comment None
3.	A.	Discussion and Possible Action Policies Recommended for Approval 1. 1005 Smoking 2. 4111 Hiring of Certified Staff 3. 4111.1 / 4211.1 Non- Discrimination (Personnel) 4. 4112.5 / 4212.5 Employment and Student Teacher Background Checks 5. 4112.8 / 4212.8 Nepotism 6. 4115.1 / 4215.1 Evaluation, Termination, and Non-Renewal of Athletic Coaches 7. 4116 Plan for Minority Educator Recruitment 8. 4118.112 / 4218.112 Policy Regarding Employees and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 9. 4118.113 / 4218.113 Policy Regarding Sexual Harassment and Sexual Discrimination in the Workplace (Personnel)	Discussion and Possible Action A. Policies Recommended for Approval 1. 1005 Smoking 2. 4111 Hiring of Certified Staff 3. 4111.1 / 4211.1 Non-Discrimination (Personnel) 4. 4112.5 / 4212.5 Employment and Student Teacher Background Checks 5. 4112.8 / 4212.8 Nepotism 6. 4115.1 / 4215.1 Evaluation, Termination, and Non-Renewal of Athletic Coaches 7. 4116 Plan for Minority Educator Recruitment 8. 4118.112 / 4218.112 Policy Regarding Employees and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990

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	<p>10. 4118.23 / 4218.23 Code of Ethics and Professional Responsibility for Personnel 11. 4118.231 / 4218.231 Alcohol, Tobacco, and Drug-free Workplace 12. 4118.234 / 4218.234 Prohibition on Recommendations for Psychotropic Drugs 13. 4118.25 / 4218.25 Reports of Suspected Child Abuse and Neglect or Reports of Sexual Assault of Students by School Employees 14. 4120 Reports of Suspected Abuse or Neglect of Adults with an Intellectual Disability or Autism Spectrum Disorder 15. 4131 / 4231 Social Media 16. 4132 / 4232 Sudden Cardiac Arrest Awareness for Intramural and Interscholastic Athletics 17. 4152.6 / 4252.6 Family and Medical Leave 18. 4211 Hiring of Non-Certified Staff</p> <p>Mrs. Sarich turned the meeting over to Dr. Parlato and Dr. Paddyfote. Dr. Parlato stated the following policies expand upon existing procedures and follow state law.</p> <p>4111: Dr. Parlato stated the Superintendent hires the certified staff and the Board interviews and approves administrators.</p> <p>4111.1/4211.1: Dr. Parlato stated the policy now goes into detail about people of protective classes.</p>	<p>9. 4118.113 / 4218.113 Policy Regarding Sexual Harassment and Sexual Discrimination in the Workplace (Personnel) 10. 4118.23 / 4218.23 Code of Ethics and Professional Responsibility for Personnel 11. 4118.231 / 4218.231 Alcohol, Tobacco, and Drug-free Workplace 12. 4118.234 / 4218.234 Prohibition on Recommendations for Psychotropic Drugs 13. 4118.25 / 4218.25 Reports of Suspected Child Abuse and Neglect or Reports of Sexual Assault of Students by School Employees 14. 4120 Reports of Suspected Abuse or Neglect of Adults with an Intellectual Disability or Autism Spectrum Disorder 15. 4131 / 4231 Social Media 16. 4132 / 4232 Sudden Cardiac Arrest Awareness for Intramural and Interscholastic Athletics 17. 4152.6 / 4252.6 Family and Medical Leave 18. 4211 Hiring of Non-Certified Staff</p>
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4112.5/4212.5: Dr. Parlato stated it gives clear guidance on following state law when doing background checks, provides time lines for fingerprinting, criminal records checks, falsification of records, consequences, etc. Mrs. McInerney asked what it means for a record to be erased. Dr. Parlato stated it is when a criminal record has been expunged.

4112.8/4212.8: Mrs. McInerney stated this policy is not a required policy. Mrs. McInerney asked if current employees would be grandfathered in if they are a relative of a Board member. Dr. Parlato stated the impact upon is based on the date of adoption, which in this case, would potentially be August 15. Mrs. McInerney stated you cannot have a situation where someone hired works for a spouse or family member and believes the full Board should discuss it. Dr. Paddyfote looked at the town's code of ethics to make sure that code was aligned with this proposed policy.

4115.1 / 4215.1, 4116 and 4118.112 / 4218.112: Dr. Parlato stated the policies follow state law and align with what is already in place.

4118.113 / 4218.113: Dr. Parlato stated it clarifies that Title IX prohibits discrimination related to sexual orientation and gender identity, and this policy outlines the investigation and appeals process.

4118.23 / 4218.23: Mrs. McInerney stated it is not required, and asked if it should be a handbook item. Dr. Parlato stated it applies to all personnel, not just certified. Dr. Paddyfote stated the policy applies to all bargaining and all non-bargaining employees, covering matters of professionalism. It is important for the Board to expect these qualities in employees.

4118.231 / 4218.231: Dr. Parlato stated it includes vaping, cannabis use and other drugs prohibited by federal law in school. Mrs.

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	<p>McInerney asked how it applies to situations like football games. Mrs. Herring stated it is prohibited for all school grounds. Mrs. Sarich asked about alcohol on school grounds. Dr. Parlato stated it is prohibited no matter the situation.</p> <p>4118.234 / 4218.234: Dr. Parlato stated it prohibits administrators and staff from recommending psychotropic drugs to families and/or students. Mrs. Sarich asked about the school-based health center and this policy. Dr. Parlato stated that the school-based health center is an outside provider.</p> <p>4118.25/4218.25: Dr. Parlato stated it is very thorough in explaining procedures for someone who is a mandated reporter of child abuse or neglect.</p> <p>4120: Mrs. McInerney asked who the policy covers. Dr. Parlato stated the purpose of this policy is to protect people 18 years of age and over since DCF does not cover cases beyond the age of 17. This policy protects students who are already 18 but still in the school system or employees who are over 18. Mrs. McInerney pointed out that it covers adult education as well.</p> <p>4131 / 4231: Dr. Parlato stated the policy makes sure social media is used responsibly. Mrs. McInerney asked if it deals with what can and cannot be posted. Dr. Parlato stated the policy states there is an understanding that social media is widely used, and outlines what can and cannot happen when staff members use of any social media outlets.</p> <p>4132 / 4232: Dr. Parlato stated this policy makes sure athletes, families, and staff are aware of what sudden cardiac arrest is.</p> <p>4152.6 / 4252.6: Dr. Parlato stated much of this is federally determined. The policy gives details</p>	
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	<p>on eligibility and how it aligns with federal guidelines and state law.</p> <p>4211: Dr. Parlato stated that in this policy, the Superintendent /designee is responsible for the appointment of all positions within the public school system, which do not require a certificate issued by the State Board of Education.</p> <p><i>Mrs. McInerney moved to bring the following policies to the full board for second review and Approval, seconded by Mr. McCauley and passed unanimously.</i></p> <ol style="list-style-type: none"> 1. 1005 Smoking 2. 4111 Hiring of Certified Staff 3. 4111.1 / 4211.1 Non- Discrimination (Personnel) 4. 4112.5 / 4212.5 Employment and Student Teacher Background Checks 5. 4112.8 / 4212.8 Nepotism 6. 4115.1 / 4215.1 Evaluation, Termination, and Non-Renewal of Athletic Coaches 7. 4116 Plan for Minority Educator Recruitment 8. 4118.112 / 4218.112 Policy Regarding Employees and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 9. 4118.113 / 4218.113 Policy Regarding Sexual Harassment and Sexual Discrimination in the Workplace (Personnel) 10. 4118.23 / 4218.23 Code of Ethics and Professional Responsibility for Personnel 11. 4118.231 / 4218.231 Alcohol, Tobacco, and Drug-free Workplace 12. 4118.234 / 4218.234 Prohibition on Recommendations for Psychotropic Drugs 13. 4118.25 / 4218.25 Reports of Suspected Child Abuse and Neglect or Reports of 	<p>Motion made and passed unanimously for the following policies to be brought to the full board for second review and Approval.</p> <ol style="list-style-type: none"> 1. 1005 Smoking 2. 4111 Hiring of Certified Staff 3. 4111.1 / 4211.1 Non-Discrimination (Personnel) 4. 4112.5 / 4212.5 Employment and Student Teacher Background Checks 5. 4112.8 / 4212.8 Nepotism 6. 4115.1 / 4215.1 Evaluation, Termination, and Non-Renewal of Athletic Coaches 7. 4116 Plan for Minority Educator Recruitment 8. 4118.112 / 4218.112 Policy Regarding Employees and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 9. 4118.113 / 4218.113 Policy Regarding Sexual Harassment and Sexual Discrimination in the Workplace (Personnel) 10. 4118.23 / 4218.23 Code of Ethics and Professional Responsibility for Personnel
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	<p>Sexual Assault of Students by School Employees</p> <p>14. 4120 Reports of Suspected Abuse or Neglect of Adults with an Intellectual Disability or Autism Spectrum Disorder</p> <p>15. 4131 / 4231 Social Media</p> <p>16. 4132 / 4232 Sudden Cardiac Arrest Awareness for Intramural and Interscholastic Athletics</p> <p>17. 4152.6 / 4252.6 Family and Medical Leave</p> <p>18. 4211 Hiring of Non-Certified Staff</p> <p>B. Policies Recommended for Deletion upon Approval of Above Policies in Item A</p> <p>1. 4000 Concepts & Roles in Personnel</p> <p>2. 4111 / 4211 Recruitment and Selection</p> <p>3. 4111.1 / 4211.1 Non-Discrimination Employees</p> <p>4. 4111.1 / 4211.1 Equal Employment Opportunity (EEO) Regulation</p> <p>5. 4112.2 Certification</p> <p>6. 4112.5 / 4212.5 Security Check Fingerprinting Regulation</p> <p>7. 4112.5 / 4212.5 Criminal History Inquiries & Employment Reference Checks</p> <p>8. 4112.4 / 4212.4 Physical Examinations</p> <p>9. 4112.8 / 4212.8 Nepotism</p> <p>10. 4112.9 / 4212.9 Outside Employment</p> <p>11. 4115 Evaluations</p> <p>12. 4115.1 Athletic Coaches Evaluations and Termination</p>	<p>11. 4118.231 / 4218.231 Alcohol, Tobacco, and Drug-free Workplace</p> <p>12. 4118.234 / 4218.234 Prohibition on Recommendations for Psychotropic Drugs</p> <p>13. 4118.25 / 4218.25 Reports of Suspected Child Abuse and Neglect or Reports of Sexual Assault of Students by School Employees</p> <p>14. 4120 Reports of Suspected Abuse or Neglect of Adults with an Intellectual Disability or Autism Spectrum Disorder</p> <p>15. 4131 / 4231 Social Media</p> <p>16. 4132 / 4232 Sudden Cardiac Arrest Awareness for Intramural and Interscholastic Athletics</p> <p>17. 4152.6 / 4252.6 Family and Medical Leave</p> <p>18. 4211 Hiring of Non-Certified Staff</p> <p>B. Policies Recommended for Deletion upon Approval of Above Policies in Item A</p> <p>1. 4000 Concepts & Roles in Personnel</p> <p>2. 4111 / 4211 Recruitment and Selection</p> <p>3. 4111.1 / 4211.1 Non-Discrimination Employees</p> <p>4. 4111.1 / 4211.1 Equal Employment Opportunity (EEO) Regulation</p> <p>5. 4112.2 Certification</p> <p>6. 4112.5 / 4212.5 Security Check Fingerprinting Regulation</p> <p>7. 4112.5 / 4212.5 Criminal History Inquiries &</p>
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	<p>13. 4116 Employment at Will 14. 4117.41 Employee Discipline 15. 4118.112 / 4218.112 Sexual and Other Unlawful Harassment 16. 4118.113 / 4218.113 Title IX Sexual Harassment 17. 4118.13 / 4218.13 Conflict of Interest 18. 4118.21 Academic Freedom 19. 4118.23 / 4218.23 Conduct 20. 4118.231 / 4218.231 Drug and Alcohol Use Policy and Regulation 21. 4118.232 / 4218.232 Smoking 22. 4118.233 / 4218.233 Weapons and Dangerous Instruments 23. 4118.234 / 4218.234 Psychotropic Drug Use 24. 4118.25 / 4218.25 Reporting Child Abuse and Neglect 25. 4118.5 / 4218.5 Electronic Monitoring 26. 4120 Employee Classification 27. 4121 Substitute Teacher 28. 4131 Professional Development 29. 4132 Publication or Creation of Materials 30. 4133 / 4233 Travel Reimbursement 31. 4135.1 / 4234.1 Agreement 32. 4135.4 / 4234.4 Grievances/Complaints 33. 4141 Salary Guides 34. 4147 / 4247 Employee Safety 35. 4147.1 / 4247.1 Occupational Exposure to Bloodborne Pathogens 36. 4148 / 4248 Employee Protection 37. 4152.6 / 4252.6 Personal Family and Medical Leave Policy and Regulation 38. 4155 / 4255 Military Leave 39. 4212.42 Drug and Alcohol Testing for School Bus Drivers 40. 4215 Evaluations (Non-Certified)</p>	<p>Employment Reference Checks 8. 4112.4 / 4212.4 Physical Examinations 9. 4112.8 / 4212.8 Nepotism 10. 4112.9 / 4212.9 Outside Employment 11. 4115 Evaluations 12. 4115.1 Athletic Coaches Evaluations and Termination 13. 4116 Employment at Will 14. 4117.41 Employee Discipline 15. 4118.112 / 4218.112 Sexual and Other Unlawful Harassment 16. 4118.113 / 4218.113 Title IX Sexual Harassment 17. 4118.13 / 4218.13 Conflict of Interest 18. 4118.21 Academic Freedom 19. 4118.23 / 4218.23 Conduct 20. 4118.231 / 4218.231 Drug and Alcohol Use Policy and Regulation 21. 4118.232 / 4218.232 Smoking 22. 4118.233 / 4218.233 Weapons and Dangerous Instruments 23. 4118.234 / 4218.234 Psychotropic Drug Use 24. 4118.25 / 4218.25 Reporting Child Abuse and Neglect 25. 4118.5 / 4218.5 Electronic Monitoring 26. 4120 Employee Classifications 27. 4121 Substitute Teachers 28. 4131 Professional Development 29. 4132 Publication or Creation of Materials 30. 4133 / 4233 Travel; Reimbursement 31. 4135.1 / 4234.1 Agreement 32. 4135.4 / 4234.4 Grievances/Complaints</p>
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		<p><i>Mrs. Sarich moved to bring the following policies to the full board for second review and deletion, seconded by Mr. McCauley and passed unanimously.</i></p> <ol style="list-style-type: none"> 1. 4000 Concepts & Roles in Personnel 2. 4111 / 4211 Recruitment and Selection 3. 4111.1 / 4211.1 Non-Discrimination Employees 4. 4111.1 / 4211.1 Equal Employment Opportunity (EEO) Regulation 5. 4112.2 Certification 6. 4112.5 / 4212.5 Security Check Fingerprinting Regulation 7. 4112.5 / 4212.5 Criminal History Inquiries & Employment Reference Checks 8. 4112.4 / 4212.4 Physical Examinations 9. 4112.8 / 4212.8 Nepotism 10. 4112.9 / 4212.9 Outside Employment 11. 4115 Evaluations 12. 4115.1 Athletic Coaches Evaluations and Termination 13. 4116 Employment at Will 14. 4117.41 Employee Discipline 15. 4118.112 / 4218.112 Sexual and Other Unlawful Harassment 16. 4118.113 / 4218.113 Title IX Sexual Harassment 17. 4118.13 / 4218.13 Conflict of Interest 	<ol style="list-style-type: none"> 33. 4141 Salary Guides 34. 4147 / 4247 Employee Safety 35. 4147.1 / 4247.1 Occupational Exposure to Bloodborne Pathogens 36. 4148 / 4248 Employee Protection 37. 4152.6 / 4252.6 Personal Family and Medical Leave Policy and Regulation 38. 4155 / 4255 Military Leave 39. 4212.42 Drug and Alcohol Testing for School Bus Drivers 40. 4215 Evaluations (Non-Certified) <p>Motion made and passed unanimously for the following policies to go to the full board for second review and deletion.</p> <ol style="list-style-type: none"> 1. 4000 Concepts & Roles in Personnel 2. 4111 / 4211 Recruitment and Selection 3. 4111.1 / 4211.1 Non-Discrimination Employees 4. 4111.1 / 4211.1 Equal Employment Opportunity (EEO) Regulation 5. 4112.2 Certification 6. 4112.5 / 4212.5 Security Check Fingerprinting Regulation 7. 4112.5 / 4212.5 Criminal History Inquiries & Employment Reference Checks 8. 4112.4 / 4212.4 Physical Examinations 9. 4112.8 / 4212.8 Nepotism 10. 4112.9 / 4212.9 Outside Employment 11. 4115 Evaluations
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	<ul style="list-style-type: none"> 18. 4118.21 Academic Freedom 19. 4118.23 / 4218.23 Conduct 20. 4118.231 / 4218.231 Drug and Alcohol Use Policy and Regulation 21. 4118.232 / 4218.232 Smoking 22. 4118.233 / 4218.233 Weapons and Dangerous Instruments 23. 4118.234 / 4218.234 Psychotropic Drug Use 24. 4118.25 / 4218.25 Reporting Child Abuse and Neglect 25. 4118.5 / 4218.5 Electronic Monitoring 26. 4120 Employee Classification 27. 4121 Substitute Teacher 28. 4131 Professional Development 29. 4132 Publication or Creation of Materials 30. 4133 / 4233 Travel Reimbursement 31. 4135.1 / 4234.1 Agreement 32. 4135.4 / 4234.4 Grievances/Complaints 33. 4141 Salary Guides 34. 4147 / 4247 Employee Safety 35. 4147.1 / 4247.1 Occupational Exposure to Bloodborne Pathogens 36. 4148 / 4248 Employee Protection 37. 4152.6 / 4252.6 Personal Family and Medical Leave Policy and Regulation 38. 4155 / 4255 Military Leave 39. 4212.42 Drug and Alcohol Testing for School Bus Drivers 40. 4215 Evaluations (Non-Certified) 	<ul style="list-style-type: none"> 12. 4115.1 Athletic Coaches Evaluations and Termination 13. 4116 Employment at Will 14. 4117.41 Employee Discipline 15. 4118.112 / 4218.112 Sexual and Other Unlawful Harassment 16. 4118.113 / 4218.113 Title IX Sexual Harassment 17. 4118.13 / 4218.13 Conflict of Interest 18. 4118.21 Academic Freedom 19. 4118.23 / 4218.23 Conduct 20. 4118.231 / 4218.231 Drug and Alcohol Use Policy and Regulation 21. 4118.232 / 4218.232 Smoking 22. 4118.233 / 4218.233 Weapons and Dangerous Instruments 23. 4118.234 / 4218.234 Psychotropic Drug Use 24. 4118.25 / 4218.25 Reporting Child Abuse and Neglect 25. 4118.5 / 4218.5 Electronic Monitoring 26. 4120 Employee Classifications 27. 4121 Substitute Teachers 28. 4131 Professional Development 29. 4132 Publication or Creation of Materials 30. 4133 / 4233 Travel; Reimbursement 31. 4135.1 / 4234.1 Agreement 32. 4135.4 / 4234.4 Grievances/Complaints 33. 4141 Salary Guides 34. 4147 / 4247 Employee Safety 35. 4147.1 / 4247.1 Occupational Exposure to Bloodborne Pathogens
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4.	A.	<p>Items of Information Regulations:</p> <ol style="list-style-type: none"> 1. 4111 R / 4211 R Administrative Regulations Regarding Discrimination Complaints (Personnel) 2. 4118.112 R / 4218.112 R Administrative Regulations Regarding Employees and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 3. 4118.113 R / 4218.113 R Administrative Regulations Regarding Sexual Discrimination and Sexual Harassment in the Workplace (Personnel) 4. 4121 R / 4221 R Administrative Regulations Regarding Concussion Management and Training for Athletic Coaches 5. 4131 R / 4231 R Administrative Regulations Regarding Social Media 6. 4147.1 R / 4247.1 R Administrative Regulations Regarding Bloodborne Pathogens <p>Dr. Parlato stated these are regulations on policies already discussed.</p>	<ol style="list-style-type: none"> 36. 4148 / 4248 Employee Protection 37. 4152.6 / 4252.6 Personal Family and Medical Leave Policy and Regulation 38. 4155 / 4255 Military Leave 39. 4212.42 Drug and Alcohol Testing for School Bus Drivers 40. 4215 Evaluations (Non-Certified) <p>Items of Information A. Regulations:</p> <ol style="list-style-type: none"> 1. 4111 R / 4211 R Administrative Regulations Regarding Discrimination Complaints (Personnel) 2. 4118.112 R / 4218.112 R Administrative Regulations Regarding Employees and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 3. 4118.113 R / 4218.113 R Administrative Regulations Regarding Sexual Discrimination and Sexual Harassment in the Workplace (Personnel) 4. 4121 R / 4221 R Administrative Regulations Regarding Concussion Management and Training for Athletic Coaches 5. 4131 R / 4231 R Administrative Regulations Regarding Social Media 6. 4147.1 R / 4247.1 R Administrative Regulations Regarding Bloodborne Pathogens
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		<p>Regulation 4111 R / 4211 R: Dr. Parlato stated it defines what has to happen if discrimination has taken place, including a discrimination and harassment complaint form.</p> <p>Regulation 4118.112 R /4218.112 R: Dr. Parlato stated the regulation defines what major life activities are and once a 504 request or complaint is received by the school district, these regulations explain how the district handles it.</p> <p>Regulation 4118.113 R / 4218.113 R: Dr. Parlato stated the regulation gives definitions for sexual harassment and discrimination, and the complaint process.</p> <p>Regulation 4121 R / 4221 R: Dr. Parlato stated it explains the mandatory training for concussion education, concussion management, and how it should be reported. Mrs. McInerney asked if it only applied in an athletic event. Dr. Parlato stated it is for intramural and interscholastic athletics, but there is a process to inform the nurse in non-athletic situations.</p> <p>Regulation 4131 R / 4231 R: Dr. Parlato stated that this regulation provides definitions of what personal social media accounts are, and how to handle district sponsored social media activity. There are specific rules to follow. Mrs. McInerney asked about posting a school event and possibly showing children's faces. Dr. Paddyfote stated as long as a parent has not opted out, it is allowed. Dr. Parlato stated staff members should not friend parents or students on social media, per these regulations. Mrs. McInerney wants teachers to feel supported since it can become confusing on what is allowed and not allowed.</p> <p>Regulation 4147.1 R/ 4247.1 R: Dr. Parlato stated it defines the bloodborne pathogen exposure control plan and trains teachers on what protocols to follow, how to report it, and follow up if someone is exposed.</p>	
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4.		Public Comment none	Public Comment
5.		Adjourn <i>Mrs. McInerney moved to adjourn the meeting at 7:30 pm, seconded by Mr. McCauley and passed unanimously.</i>	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:30pm.

Respectfully Submitted,



Mrs. Leslie Sarich, Acting Chair