

**New Milford Board of Education
 Policy Sub-Committee Special Meeting Minutes
 June 6, 2023
 Sarah Noble Intermediate School Library Media Center**

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 2023 JUN -8 P 12: 24
 NEW MILFORD, CT

Present:	Mrs. Olga I. Rella, Chairperson Mrs. Tammy McInerney Mrs. Sarah Herring Mrs. Leslie Sarich
Absent:	

Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Dr. JeanAnn Paddyfote, Project-Based Employee (Virtual Participation)
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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. Olga Rella, Chairperson.	Call to Order
2.		Public Comment None	Public Comment None
3.	A.	<p>Policies Recommended for Approval at the Conclusion of the 2022-23 School Year</p> <ol style="list-style-type: none"> 1. 5142 Administration of Medication 2. 5160 Wellness 3. 5161 Field Trips 4. 6147 Parental Access to Instructional Materials 5. 6148 Parent-Teacher Communication 6. 6149 Promotion and Retention 7. 6159 IDEA—Alternate Assessments 8. 6151 Weighted Grading for Honors Classes 9. 6154 Homework 10. 6155 Credit for Online Courses 11. 5131.81 Use of Private Technology by Students <p>Regarding policy 5142, Mrs. Rella asked Dr. Paddyfote to speak to the policy. Dr. Paddyfote</p>	<p>Policies Recommended for Approval at the Conclusion of the 2022-23 School Year</p> <ol style="list-style-type: none"> 1. 5142 Administration of Medication 2. 5160 Wellness 3. 5161 Field Trips 4. 6147 Parental Access to Instructional Materials 5. 6148 Parent-Teacher Communication 6. 6149 Promotion and Retention 7. 6159 IDEA—Alternate Assessments 8. 6151 Weighted Grading for Honors Classes 9. 6154 Homework 10. 6155 Credit for Online Courses 11. 5131.81 Use of Private Technology by Students

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	<p>stated the policies with respect to health have to be revised for assessments, follow statute, best practices, and be reviewed by the school medical advisor. Dr. Parlato mentioned there is clear language on Narcan in the school. Mrs. Rella asked if having Narcan administration was new. Dr. Paddyfote stated nurses already have it. Mrs. Rella asked if parents needed permission. Dr. Parlato said no. Mrs. Rella asked if the forms will have regulations attached. Dr. Paddyfote stated when it is required in statute and policy, it becomes part of policy. Mrs. McInerney stated the two forms are both refusals and may cause confusion. Dr. Parlato stated it is because it can be administered without a standing order, and parents need to opt-out. Mrs. McInerney asked if parents refuse, what happens to students. Mrs. Sarich stated the opt-out has to be looked up before giving it to a student. Mrs. Rella stated the opt-out could be for religious purposes. Mrs. Sarich stated some religions do not believe in administering Narcan. Mrs. McInerney stated it is an automatic opt-in situation, unless parents opt-out. Mrs. Rella asked if Dr. Paddyfote thought that made sense. Mrs. Rella explained that both slips that are attached to the policy are refusals and asked if a parent can make a decision to refuse the Narcan. Dr. Paddyfote stated administering is a non negotiable. Nurses and other professionals are protected under The Good Samaritan Law. Mrs. Rella asked if the refusal form was necessary. Dr. Parlato stated students may present signs of drug overdose and if it can be determined the overdose is not imminent, administering Narcan can be an opt-out situation. Mrs. Rella stated concern that parents will sign the form, not realizing it is an opt-out form. Dr. Parlato stated it is not automatic. Dr. Paddyfote stated it is up to the nurse to follow up on it.</p> <p>Regarding policy 5160, Mrs. Rella asked if both Mrs. Olson and Mrs. Sullivan worked on this. Dr. Parlato stated yes. Dr. Paddyfote stated it was customized to New Milford Public Schools and perfunctory.</p>	
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		<p>Regarding policy 5161, Mrs. Sarich asked why it is under students with a signature form. Mrs. McInerney stated that the form is kept with students because it has to do with students. It is a regulation, so it can be updated as needed and not have to change policy. Mrs. Rella stated it pertains to how students behave.</p> <p>Regarding policy 6147, Mrs. McInerney stated it was brand new and mandated. Mrs. Rella re-read paragraph 3 and asked if it covers assignments. Dr. Parlato stated no, it is about parents having access to textbooks, etc. Mrs. Rella asked if it covers teacher plans. Dr. Parlato stated no, those are the teachers' own materials. Mrs. McInerney stated it covers student resources.</p> <p>Regarding policy 6148, Mrs. McInerney stated it mentions under regulation that the district will provide opportunities for flexible parent teacher conferences, including telecommunications, but does not mention in person. Mrs. Rella stated it is mentioned in paragraph 4. Mrs. McInerney stated it does not state "in person," and wants it to be clear the option is there. Dr. Parlato stated the default for parent teacher conferences is in person. Mrs. McInerney stated it does not specify in person is an option. Ms. Hollander stated the past conferences were 50% in person and 50% teleconference. Mrs. Rella asked if Mrs. McInerney feels "in person" should be added. Mrs. McInerney re-read the paragraph and stated the options state telephone or teleconference platforms. Mrs. Sarich asked when a parent schedules a conference, if there is an option to do in person. Mrs. McInerney and Dr. Parlato stated yes. Dr. Parlato asked Dr. Paddyfote to add "in person or by telephone...".</p> <p>Regarding policy 6149, Mrs. Rella asked if this is replacing another policy. Dr. Paddyfote stated it is not deleting a policy but is a recommendation by Shipman & Goodwin.</p>	
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	<p>Regarding policy 6159, Mrs. McInerney stated it is brand new and brings New Milford up to state mandates. Dr. Parlato stated it puts alternate assessment for students with IEPs into the policy.</p> <p>Regarding policy 6151, Dr. Parlato stated students will be automatically accepted into participating schools. Mrs. Sarich stated she did not get a letter for her child. Ms. Hollander stated she would follow up on that matter. Mrs. McInerney asked what other schools have opted-in. Ms. Hollander and Dr. Parlato confirmed University of St. Joseph and Mitchell College. Mrs. McInerney stated it is based on certain eligibility requirements, including GPA. A 3.0 GPA is based on the 4.0 model. Mrs. Rella asked if a B in an AP class is still a B based on the 4.0 scale. Mrs. McInerney and Mrs. Sarich stated yes. Mrs. McInerney stated acceptance is based upon your GPA and feels it is fantastic that the students can be automatically accepted.</p> <p>Regarding policy 6151, Mrs. McInerney noted a typo. The word “be” in the very last sentence did not belong. Dr. Paddyfote stated she would update.</p> <p>Regarding policy 6154, Mrs. Rella asked if anything was being added. Dr. Parlato stated no, the policy stands by itself and the school describes what homework should be at that particular grade level. Mrs. Rella stated at the high school a student has to be absent a certain amount of days before getting homework sent home. Dr. Parlato stated, with google classroom, it is easier for students to access the work. Mrs. Rella asked if teachers would understand this.</p> <p>Regarding policy 6155, Mrs. Rella asked how online courses are accepted. Dr. Parlato stated it has to be approved and accredited. Mrs. Rella asked how it is approved. Ms. Hollander stated she believed the Assistant Superintendent. Dr. Parlato stated it is the principal or the designee. Mrs. Rella asked if Ms. Hollander would want to know what is being approved. Ms. Hollander</p>	
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stated she would be looped in and ensured the courses would meet and follow standards found in the policy. Dr. Parlato stated a conversation needs to be had based on what the handbook and policy both state about online courses.

Regarding policy 5131.81, Dr. Parlato stated this policy has already been looked at and wanted to revisit it on specifics and how detailed it should be. Mrs. McInerney read it aloud and stated there is an “out” for when teachers want the students to use their electronic devices. Mrs. McInerney asked about parents who do not want their kids to bring their devices to school, and that the high school policy should be separate from the middle school policy. Dr. Parlato stated that this particular line has to guide the thinking in the regulation. Mrs. Rella asked what other schools do. Dr. Parlato stated that most separate high school from middle school. Electronic devices are in a locker or bag and turned off. Mrs. McInerney stated in middle school it is not necessary for students to have an electronic device. It should not be seen. Mrs. Rella stated students are not mature enough to understand actions with it. Mrs. McInerney stated it should be clear that electronic devices cannot be seen. Mrs. Rella asked how the other board members felt. Mrs. Herring asked if it would be regulation. Dr. Parlato stated yes. Mrs. Rella stated the phone cannot be visible in the middle school. Mrs. Sarich asked regarding consequences. Mrs. McInerney stated it begins with a warning, then taken away, and escalates from there. Mrs. Rella stated Torrington has a zero tolerance and this policy will help with cyberbullying and distraction. Mrs. McInerney stated at the high school it is different because phones are being used in the classroom all the time. Mrs. McInerney stated some teachers have specific phone policies in class and suggested adding smart watches to the privately owned technological devices section. Mrs. Rella agreed. Dr. Parlato asked Dr. Paddyfote to add smart watches.

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	<p><i>Mrs. Rella moved to bring the following policies to the full board for second review and Approval at the Conclusion of the 2023 School Year, seconded by Mrs. McInerney and passed unanimously.</i></p> <ol style="list-style-type: none"> 1. 5142 Administration of Medication 2. 5160 Wellness 3. 5161 Field Trips 4. 6147 Parental Access to Instructional Materials 5. 6148 Parent-Teacher Communication 6. 6149 Promotion and Retention 7. 6159 IDEA—Alternate Assessments 8. 6151 Weighted Grading for Honors Classes 9. 6154 Homework 10. 6155 Credit for Online Courses 11. 5131.81 Use of Private Technology by Students <p><i>Chairperson, Mrs. Rella moved to pause the meeting at 7:30 PM, and noted there will be a Special Policy meeting on June 15, 2023. The remaining agenda items that were not addressed this evening will be taken up at that time. Seconded by Mrs. McInerney and passed unanimously.</i></p>	<p>Motion made and approved for the following policies to the full board for second review:</p> <ol style="list-style-type: none"> 1. 5142 Administration of Medication 2. 5160 Wellness 3. 5161 Field Trips 4. 6147 Parental Access to Instructional Materials 5. 6148 Parent-Teacher Communication 6. 6149 Promotion and Retention 7. 6159 IDEA—Alternate Assessments 8. 6151 Weighted Grading for Honors Classes 9. 6154 Homework 10. 6155 Credit for Online Courses 11. 5131.81 Use of Private Technology by Students <p><i>Motion made and approved unanimously to pause the meeting at 7:32 PM, and noted there will be a Special Policy meeting on June 15, 2023.</i></p>
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Respectfully Submitted,



Mrs. Olga I. Rella, Chair