



Minutes
POLICY COMMITTEE MEETING
Avon Board of Education
34 Simsbury, Avon, Connecticut 06001
Via Zoom
Tuesday, May 2, 2023 – 6:00 p.m.

Attendance

Members Present: Ms. Laura Young, Chair; Ms. Nicole Russo; Ms. Thej Singh;

Member(s) Absent: Ms. Sarah Thompson

Administration Present: Dr. Bridget Heston Carnemolla, Superintendent of Schools; Mr. Jess Giannini, Assistant Superintendent;

Others Present: Ms. Deb Chute, Board Chair; Ms. Christine Sardinkas, Recording Secretary;

- I. Call to Order
The meeting was called to order at 6:00 pm by Committee Chair, Ms. Laura Young.

- II. Approval of February 13, 2023 Minutes
Ms. Laura Young moved to table the minutes of the March 14, 2023 Policy Committee meeting, to approve the corrected version at the next Policy Committee Meeting
Ms. Thej Singh seconded.
The motion passed 3-0-0

- III. Communication from Public
There was no communication from the public.

- IV. Old Business –
 - A. Policy 5141 - Health Assessments/Screening and Oral Health Assessments -
Dr. Carnemolla recommends adopting Shipman and Goodwin model policy in place of the existing *Student Health Services* policy. DPH/SDE periodically updates recommendations and guidelines. For example, one of the regulations that has changed is the year of age/grade required to get a physical.
Ms. Laura Young moved to bring forward to the full board the replacement policy, 5141 Health Assessments/Screening and Oral Health Assessments for review and possible action
Ms. Thej Singh seconded
The motion passed 3-0-0

 - B. Policy 5141.3- Immunization Requirements- Dr. Carnemolla began by saying that this would be a new policy for the district if adopted. Board counsel recommends separating Immunization Requirements from the Health Assessment policy. Primary changes are related to exemptions and requirements found in the regulation. The religious exemption form was also discussed briefly. A board member questioned possible reasons for exemptions such as proof of immunity due to previous disease and/or titers/lab results indicating immunity. Dr. Carnemolla stated she would seek additional clarification with Board counsel.

Ms. Laura Young moved to bring forward to the full board the new policy 5141.3 Immunization Requirements for review and possible action

Ms. Thej Singh seconded

The motion passed 3-0-0

- C. Policy 5141- Student Health Services- Delete due to Shipman policies 5141 and 5141.3 being adopted in place of this existing policy.

Ms. Laura Young moved to delete policy 5141, Student Health Services

Ms. Nicole Russo seconded

Motion passed 3-0-0

V. New Business-Items for Review and Discussion

- A. Policy 5131.71- Student Use of the District's Computer Systems and Internet Safety-

Dr. Carnemolla stated that this policy needed to be changed due to the changing technology terminology and types of devices that need to be included in the policy.

Ms. Laura Young moved to bring forward to the full board, the revised policy 5131.71 Student Use of the District's Computer Systems and Internet Safety for review and possible action

Ms. Nicole Russo seconded

Motion passed 3-0-0

- B. Policy 5141.25- Management Plan and Guidelines for Students with Food Allergies, Glycogen Storage Disease and/or Diabetes

Dr. Carnemolla stated that this is a new policy for Avon. The district must have a plan in place for students and staff with severe allergies and Glycogen Storage Disease and Diabetes and the associated training. Dr. Carnemolla stated that if a student has a severe food allergy, Glycogen Storage Disease and/or Diabetes, there would virtually always be a 504 plan in place. Additionally, a student may also need an Individualized Health Care Plan (IHCP), or an Emergency Care Plan, which would be part of a 504 plan. The training component of the policy is important, as both adults and age-appropriate students should be trained on the signs of distress potentially resulting from any of these diseases. A board member asked about who else is trained besides regular staff and students, such as parent volunteers and/or substitute staff, etc. Dr. Carnemolla reiterated the importance of who is identified for such training, as well as the timing of professional development to be scheduled in the coming months, including for mid-year hires and substitutes.

Ms. Laura Young moved to bring forward to the full board, new policy 5141.25 Management plan and Guidelines for Students with Food Allergies, Glycogen Storage Disease and/or Diabetes for review and possible action

Ms. Nicole Russo seconded

Motion passed 3-0-0

- C. Policy 5145.4- Nondiscrimination(student) Dr. Carnemolla mentioned this would be a revision to existing policy that was recently updated to provide additional clarification. Proposed changes include adding “transgender” and “gender non-conforming” terminology.

Ms. Laura Young moved to bring forward to the full board, policy 5145.4 Nondiscrimination (Students), revised to reflect changes discussed for review and possible action

Ms. Thej Singh seconded

The motion passed 3-0-0

- D. 4118.11- Nondiscrimination (employee)-Dr. Carnemolla stated this would also be a revision to existing policy that was recently updated to provide additional clarification. Proposed changes include adding “transgender” and “gender non-conforming” terminology.
- E. *Ms. Laura Young moved to bring forward to the full board, policy 4118.11 Nondiscrimination (Employee) for review and possible action*
Ms. Thej Singh seconded
Motion passed 3-0-0
- F. Policy 9222 - Removal of Board Officers
This policy would be new for Avon. Board counsel recommends adopting a policy, in order to have a process in place, should a board officer need to be removed.
Ms. Laura Young moved to bring to the full board, policy 9222 Removal of Board Officers for review and possible action
Ms. Nicole Russo seconded
Motion passed 3-0-0
- G. Policy 9321 - Time, Place and Notice of Meetings
Dr. Carnemolla mentioned that Shipman & Goodman recommends adopting the model policy. One of the updates, for example, pertains to language regarding how meetings are conducted electronically.
Ms. Laura Young moved to bring to the full board, policy 9321 Time, Place and Notice of Meetings to replace Avon’s existing policy, for review and possible action
Ms. Nicole Russo seconded
Motion passed 3-0-0
- H. Policy 9325 - Meeting Conduct
Dr. Carnemolla stated that the recommendation is to replace existing board policy in part to address meetings that are conducted electronically. For example, during an electronic meeting, if someone from the public is in attendance and does not conduct themselves in a manner that is deemed appropriate, there are specific guidelines outlined in this policy addressing how to handle the situation. This policy also complies with the FOIA requirements.
Ms. Laura Young motioned to bring to the full board, policy 9325 Meeting Conduct to replace our existing Avon policy, for review and possible action
Ms. Thej Singh seconded
Motion passed 3-0-0
- I. Policy 9325.1- Quorum and Voting Procedures
Dr. Carnemolla recommends replacement of our existing policy, as the Shipman model policy is more specific and detailed than our existing policy. For example, electronic participation and the requirements for defining a quorum. All FOIA requirements are covered in this policy, as well as language regarding electronic participation at Board meetings. Dr. Carnemolla also addressed abstaining from voting.
Ms. Laura Young motioned to bring to the full board, policy 9325.1 Quorum and Voting Procedures to replace our existing Avon policy, for review and possible action
Ms. Thej Singh seconded
Motion passed 3-0-0

J. Policy 9325.2 - Construction and Posting of Agenda

Dr. Carnemolla stated that there are a few differences between the model policy and current district policy. ‘Order of Business’ in the model Shipman policy does not list the specific order of the agenda, which gives more freedom to the Board to move agenda items around as needed. Our existing policy has agenda items listed out in a particular order, making it more difficult to plan an agenda as needed.

Another change to the policy would be if a Board wants to add items to the agenda that were not originally on the agenda how such a request would be made. A statement currently exists on the bottom of each monthly Board agenda, giving reference to make requests to add agenda items. There is a related reference to this in the current policy. After some discussion, it was decided to amend the policy to reflect verbiage pertaining to Board members adding items to the agenda, and to delete the statement that exists at the end of the monthly agenda referencing Board members being able to add items to the agenda.

Ms. Laura Young motioned to bring to the full board, policy 9325.2 Construction and Posting of Agenda to replace our existing Avon policy, with the revisions discussed, for review and possible action Ms. Nicole Russo seconded

Motion passed 3-0-0

K. Policy 9326 - Minutes

Dr. Carnemolla stated that we will replace our existing policy with Shipman model policy to reflect new FOIA requirements.

Ms. Laura Young motioned to bring to the full board, policy 9326 Minutes to replace our existing Avon policy, for review and possible action

Ms. Nicole Russo seconded

Motion passed 3-0-0

VI. Future Items for Review

Ms. Young stated that there are no items for review at this time, but there may be a special meeting in June for the Policy Committee

VII. Adjournment

Ms. Thej Singh motioned to adjourn the meeting at 7:29 pm

Motion passed 3-0-0

Minutes prepared by Christine Sardinkas, Recording Secretary

Minutes respectfully submitted by Laura Young, Policy Committee Chair

Laura Young May 11, 2023

Minutes approved by Jeffrey S. Fleischman, Board Secretary

Jeffrey S. Fleischman May 11, 2023

Minutes are approved at the next Policy meeting, and any corrections to the minutes, if needed, will be made at that time.