

**BOARD OF EDUCATION, NEW FAIRFIELD, CT**  
**Policy Subcommittee Meeting**

Name of Subcommittee: Policy Meeting type: Special  
Date of Meeting: 2/28/24 Place of Meeting: Zoom  
Members present: Kathy Baker, Amy Johnson, Kimberly LaTourette, Samantha Mannion  
Members absent:  
Other attendees: Ken Craw, Kris Woleck, Dominic Cipollone  
Minutes submitted by: Amy Johnson  
Meeting Access: Policy Subcommittee (2/28/24 at 7:00 p.m.)  
Web: <https://zoom.us/j/91696076407> Dial In: (929) 205-6099 Meeting ID: 916 9607 6407

The meeting was called to order at 7 p.m.

**II. APPROVAL OF MINUTES**

A. January 31, 2024 – Special Revision to minutes - *Kim LaTourette* (not Samantha Mannion) submitted the January 31, 2024, minutes.

**Motion:** To approve the minutes of the January 31, 2024, meeting as amended

Made by: Samantha Mannion

Seconded by: Kathy Baker

**Recording of Vote:** All in favor

**III. ACTION ITEMS**

A. Policy 4115 – Educator and Leader Evaluation and Support

CABE recommends that we replace our present policy with this new policy concerning educator and leader evaluator support. This change in policy and legislation allows the district more flexibility. Kris Woleck oversees PDEC. We are required to have a new educator and evaluator plan in the fall. Plans need to be ready by the fall of 2024/25. We need to bring our PDEC committee forward. It is about educator growth. New Fairfield already has some policies in place to support this, and this policy looks at some of the things that need to be in place, including standards and criteria, set of rubrics, single point competencies, goal setting process, opportunities for feedback, processes around evaluation and reviews of practice. Staff members get feedback, and it is sustainable. We did this in the past and it was put on hold. Teachers know their goals need to be connected to one of the competencies. If a staff member isn't meeting competency, we will need to have tiers of support. This allows the PDEC committee to be active in the process and they will update the board. A lot of areas we are already meeting guidelines. This is the best plan to bring forward. The Superintendent will be making reports to BOE by June 1<sup>st</sup> of each school year.

**Motion:** To move Policy 4115 – Educator and Leader Evaluation and Support as written to the full board for consideration

Made by: Samantha Mannion

Seconded by: Kim LaTourette

**Recording of Vote:** All in favor

B. Bylaw 9323 - Construction of the Agenda

Language inserted by CABE reflects changes in CT state statute. The word *and* was added to the last sentence in the first paragraph.

C. Bylaw 9324 – Advance Delivery of Meeting Materials

This is a total replacement of our current Bylaw 9324. Under #1, paragraph two, delete 3:00 P.M. and insert 4:00 p.m., and delete Fridays and Friday, and insert *Mondays* and *Monday*. Board members and the community have advance notice. Agendas and associated materials will be available after 4:00 p.m. on the Monday before the Thursday meeting.

**Motion:** To move Bylaw 9323 and 9324 with the agreed upon revisions to the full board for consideration.

Made by: Samantha Mannion

Seconded by: Kim LaTourette

**Recording of Vote:** All in favor

## **V. INFORMATION ITEMS**

A. Discussion of Bylaw Concerning Electronic Participation at Board of Education Meetings – Subcommittee members were asked if they would like to consider solidifying previous discussion of this topic into a bylaw or proceed with agreement informally. It was agreed to stay with the status quo for the time being as technology is not available to do hybrid meetings. The subcommittee would like to revisit this topic in the future.

**VI. OTHER** – It was requested that there be a recap of the residency topic at a future meeting.

## **VII. ADJOURNMENT**

**Motion to adjourn: Made by:** Samantha Mannion

**Seconded by:** Kathy Baker

**Recording of vote:** All in favor

**Meeting adjourned at:** 7:33 p.m.