

**MINUTES OF THE WBOE POLICY COMMITTEE**  
**Superintendent's Conference Room**  
**October 7, 2024**

**CALL TO ORDER:** Ms. Williamson called the meeting to order at 4:34 PM.

**IN ATTENDANCE:** Erin Williamson, Chair (in person), Lynn Piascyk (remote), Steven Lawrence (in person), Board of Education Members; Vonda Tencza, Superintendent; and Theresa Ramia, WEA.

**PUBLIC COMMENT:** None

The Committee reviewed the following policies:

- ❖ 9210-Qualifications of Board Members
  - ❖ 9212-Oath of Office
  - ❖ 9222-Resignation/Removal from Office
  - ❖ 9230-Orientation
  - ❖ 9240-Board Member Development
  - ❖ 9260-Protection
  - ❖ 9270-Conflict of Interest
  - ❖ 9271-Code of Ethics
  - ❖ 9272-Code of Conduct on Data Use
  - ❖ 9273-Civility
  - ❖ 9300-Methods of Operation
  - ❖ 9311-Formulation, Adoption, Amendment and Deletion of Policies
  - ❖ 9312-Formulation, Adoption, Amendment and Deletion of Bylaws
  - ❖ 9313-Formulation, Adoption, Amendment and Deletion of Administrative Regulations
  - ❖ 9314-Suspension of Policies, Bylaws, Regulations
  - ❖ 9321-Time, Place and Notification for Meetings
  - ❖ 9321.2-Attendance at Meetings via Electronic Communications
- Discussion ensued regarding Policy 9222, modification of language in the first paragraph as the board has limited control as these pieces are controlled by the Board of Selectmen and/or charter. In addition, language / process options will be explored pertaining to censure. Language / process comparisons will be made with the BOWA districts.
  - Changes made to Policy 9230, paragraph 4 was the deletion of ... “developed by the Connecticut Association of Boards of Education”.
  - Changes to Policy 9240 included deletion of amounts under Required Receipts in Nos. 2, 3 and 4. Deletion of the paragraph “Personal Cars”, deletion of “Inter-City” under Transportation and the addition of a sentence at the end of the paragraph *When private car is used, the mileage must be listed in the expense report*. Deletion of the paragraph “Personal Telephone Calls” and “Travel Expense for Spouse”. The addition of a last sentence *Travel expenses for a spouse are not reimbursable* under “Other Expenses”. Under Gratuities---deletion of *bellboys, maids, (for extended stays)*, deletion of the chart entitled Guidelines for Board Members Eligible for Travel and Conference Reimbursement, deletion of the last sentence in the (\*) paragraph and deletion of Appendix A in its entirety.
  - Changes to Policy 9270 included adding “district” before “employee” in paragraph 2, 4 and 5.
  - It was noted that Policy 9271 was different language than what currently appears on the district web site. Under No. 1 delete “Connecticut”.
  - Policy 9321 added a third paragraph under Regular Meetings *Due to security concerns, electronic participation in closed executive sessions will not be permitted*.

No changes were made to 9210, 9212, 9260, 9272, 9300, 9311, 9312, 9313, 9314, 9321.2. Policies 9311, 9212, and 9313 and 9321.2 were recently reviewed and adopted within the past year, and it was decided there is no need to forward them to the Board.

Policy 9273 – Civility will be deferred for future review.

Policies 9210, 9212, 9230, 9240, 9260, 9270, 9271, 9272, 9300, 9314 and 9321 will be forwarded to the WBOE for 30-day review at the October 21, 2024 meeting.

It was noted that legislation was recently passed that requires a *Parents Bill of Rights* be provided to parents of English Language Learners and a link should be on the web site. Upon further review, the document was available on the district website on the “Special Education” page. It has since been relocated to the “Parents” page with a link to the complete document. Also, given that legislation was recently passed regarding the use of cell phones in school, Policy 5131.81 – Electronic Devices should be reviewed sooner rather than later. As a BOWA group the superintendent’s reviewed the various policies. The elementary districts believed the current policies adequately address the specifics involved as cell phones are not allowed in school at the elementary level while the middle and high schools are in the process of revising their policy. It was noted that the policy will be reviewed in the future, perhaps at the next meeting, to address watches etc.

The next meeting on December 2 will review technology / electronic devices as well as the remainder of the policies in the 9000 series with the 6000 series slated for commencement in February.

**PUBLIC COMMENT:** None

Meeting Adjourned: 5:27 PM