Board of Education Policy Committee Members Present:
Sheila Daniels, Chair, Ava Hart, and Ed McKeon

Also Present:
Dr. Patricia Charles, Superintendent, Kathleen F. Bengtson, Administrative Assistant, Michael Magdzik, Intern, and Kathy Adams, MHS Teacher

The following policies were discussed:

#4119 Staff Conduct  Sheila explained this topic is coming out of the district wide Climate discussion at the May 30th District Date Team meeting. Copies of different policies related to staff behavior were circulated along with Glastonbury’s policy. Kathy Adams was invited to join the conversation today as this topic is a passion of hers. She expressed her concern with a problem in which teachers are talking and gossiping about other teachers, along with the concern that students are overhearing these conversations. She believes we should have a policy that addresses this situation.

Ed said it is hard to control gossip, but we should be able to control it by instituting a policy.

Pat feels it is a pattern which is being repeated.

It is hard for Ed McKeon to believe this is happening and nothing is being done about it. If we need to put a policy in place, so be it. Kathy Adams says some people address the situation, but it continues to happen and should be addressed.

Sheila said if adults are acting this way, it is a very poor model for our students.

Ava Hart stated she thought the State was veering away from the word bullying. Sheila agreed and Pat suggested instead of using the word bullying, we should change it to inappropriate behavior. Pat and Sheila suggested we use different parts of the three policies (#4118.15 Workplace Bullying, #418.113 Harassment, #4119 Staff Conduct) to create a policy which will address our concerns.

Ed believes we need a code of behavior. Code of conduct. Which will give us a document to reference. Leadership should have a tool.

Michael asked what good is it to enshrine this in policy? For instance are there punishments you can only levy in case of a policy violation. If it is a policy violation, it can be used in the employee’s evaluation.
Dr. Charles feels this policy will provide us with an opportunity to let the teachers and staff know what is expected. Ed stated if we are trying to achieve a positive school climate, we should have a statement or policy addressing this situation. Kathy Adams believed it would give legs to the whole situation.

Dr. Charles stated she had recently discussed with Mike Skott, Director of Technology, a way to broadcast documents and policies via email. He said we could send the documents to all teachers and/or staff members and request a read receipt indicating the email had been opened.

A draft was created and Pat will share it with the administrators and develop regs to go along with the policy.

After the final policy has been formulated, we will have our attorney, Ann Littlefield, review it.

**Policy #4131 – Staff Development** – At the last Policy Committee Meeting, this policy was discussed. The new law will go into effect on July 1, 2013. There was a previous discussion around whether a board member should be involved with the PD days. Pat Charles had contacted our attorney, Anne Littlefield, asking whether a BOE member was required to be on the Teacher Eval and Professional Growth Committee. She replied the Board has to approve the plan but does not require a member to sit at every meeting.

Concerning the New Professional Development plan on Evaluation we will need to get answers to more questions. DCF can now be done on line now. Dr. Charles will show this information to Associate Superintendent Enza Macri and they will lay out a five-year plan.

**The Committee did not have time to review the following policy:**

Series #1000

**The Policy Committee suggested the next policies to review would be:**

Policy #4119 – Inappropriate Behavior  
Policy #4131 – Staff Development  
Series 1000 - Review

**The next Policy Committee meetings will be scheduled for Tuesday, July 23, 2013, at 8:00 A.M. in the Board Room of the Dr. Alfred B. Tychsen Administration Building.**

kfb