Board of Education Policy Committee Members Present:

Cheryl A. P. McClellan, Chair
Ed Ford

Also Present:

Michele DiMauro, Manager of Human Resources Dept.
Kathleen Bengtson, Administrative Assistant
Mary Emerling, Health Supervisor
Monica Belyea, Middlesex Hospital representative
Beverly Lawrence, Parent

Meeting was called to order at 8:40 A.M.

The following policies and bylaws were reviewed:

#3516.31 – First Aid – Kathy stated this policy is quite old and needed review. It requires first aid and CPR in-service opportunities for all principals and assistant principals. At present, we are not in compliance with this policy.

CABE does not have this policy anymore and it is not required. Kathy posed the question, since CABE does not have the policy, should it be deleted?

Mary Emerling stated at present she provides PD for the nurses, and one nurse is assigned to each school. All nurses are trained in CPR and First Aid. Circumstances have changed since this policy was adopted in 2004, back then they were sharing nurses between schools.

To provide the necessary training for all principals and assistant principals, there would be a big budgetary factor, along with time, and tracking staff’s certificates and dates of compliance. It would be a job in itself. Also, these administrators are not always in their assigned schools, many times they need to attend meetings and appointments at different venues.

Mary Emerling noted she is making available the opportunity for employees to attend the FEMA training “What to do before help arrives.”

The questions was asked if the coaches have CPR training, Michele DiMauro stated it was required for that position.

Kathy asked the Committee, if Marco agrees to the proposed deletion of this policy, it would be brought forward to the next BOE meeting, if not, it would be put on the next Policy Committee
The Policy Committee requested this Policy #3516.31 be brought forward to the next BOE meeting for its Deletion – first reading.

#4118.11 – Nondiscrimination – This policy requires insertion of ancestry and status as a Veteran into the list. The definition of veteran should also be inserted:

It is the policy of the Board of Education that any form of discrimination or harassment on the basis of race, religion, color, national origin, ancestry, sex, sexual orientation, marital status, age, disability, pregnancy, genetic information, gender identity or expression, status as a Veteran, or any other basis prohibited by state or federal law is prohibited, whether by students, Board employees or third parties subject to the control of the Board.

For purposes of this policy, “veteran” means any person honorably discharged from, or released under honorable conditions from active services in the U.S. Army, Navy, Marine Corps, Coast Guard and Air Force and any reserve component thereof, including the Connecticut National Guard.

An additional change to this policy is the incorporation of the Lactation Accommodation Section. Mary Emerling had sent this proposed policy to our principals and they had no problem with it.

Michele DiMauro suggested that instead of creating a new policy, we insert the Lactation Accommodation section into the Nondiscrimination policy, as follows:

**Lactation Accommodation (Mother Friendly Workplace)**

The District recognizes that a normal and important role for mothers is to have the option and ability to provide for their children by breast-feeding or expressing milk in the workplace. Any employee may, at her discretion, express breast milk or breastfeed on site at her workplace during her meal or break period. The Board directs the Superintendent or his/her designee to take measures to ensure that all district employees shall be provided with an adequate and private location for the expression of milk or breast-feeding.

The location for the expression of milk or breast-feeding shall not be a public restroom or toilet stall, and shall be in close proximity to the employee’s work area. The location designated shall be an accessible, private space with a lock, such as an office space, classroom, outfitted storage area or conference room. The space shall be respectfully outfitted with an electrical outlet, a chair, a small table, a sign-up sheet, a sign posting the room as “private during use” and a curtain or other appropriate partition in the event the space is a shared storage area.

The employee will work with her supervisor to maximize flexibility to ensure that adequate time is allowed for this activity. Prior to returning to work from maternity leave, it shall be the employee’s responsibility to notify her supervisor of her intent to continue breast-feeding her infant and/or of her need to express milk during work hours. Further, it shall be
the responsibility of the employee to keep her supervisor informed of her needs in this regard throughout the period of lactation. Time allowed for this activity shall be flexible but is not to exceed the normal time allowed for meals and/or breaks.

Michele stated in the second paragraph, she believed the wording, “and shall be in close proximity to the employee’s work area” should to be taken out. She felt some of the buildings are not laid out to accommodate that language. This puts the responsibility on both mother and principals. Mary Emerling stated that everyone in the schools seem to accommodate this situation.

Monica Belyea stated that MPS is featured on the Office of Women's Health. A few years ago several school principals applied for employer support mini-grants from the CT Breastfeeding Coalition (CBC) and were recognized for their outstanding work: www.womenshealth.gov/breastfeeding/employer-solutions/industry/education.html.

If the MPS Board adopted a policy that includes the Lactation accommodation section, MPS would be eligible for recognition by the CT Breastfeeding Coalition as a breastfeeding friendly work site. We'd be the first school district in CT to receive this award.

When this policy is adopted, Monica requested we notify her so she can inform the CT Breastfeeding Coalition (CBC).

There is no regulation for this policy.

The Policy Committee requested this Revised Policy #4118.11 be brought forward to the next BOE meeting for its first reading.

#4118.114 – Pregnant Women in the Workplace – Policy – This issue is addressed in Policy #4118.11 Nondiscrimination above.

The Policy Committee decided we would insert certain aspects of this policy into the #4118.11 Nondiscrimination policy and not adopt a new policy for this topic.

#5124 – Reporting to Parents – Colleen Weiner had previously requested this policy be reviewed at the next policy committee meeting. She is proposing to change MHS parent teacher conferences from February to April to accommodate the new student exhibitions (student-led conferences). This issue was first brought forward to the Curriculum Committee on December 13th.

Michele DiMauro stated at the Curriculum Committee meeting, the request was to have the regulation immediately deleted as it was out of date, and to revisit this policy at the next Policy Committee Meeting.

The Policy Committee agreed that this Policy #5124 be tabled and brought back to the Policy Committee at its next meeting.
#5141.213 – Opioid Overdose Preventions – Mary Emerling brought this new policy forward. She has been in contact with the Fire Department, Police Department, and the City Health Department and this proposed policy is in line with their procedures. She also discussed it with Dr. Conner, who asked for the wording to include for School nurses “and/or designee”, so we can build a flexible policy. Our nurses have been trained in line with the proposed policy and regulation.

The Safety Committee meets regularly and Mary attends them. She stated all above-mentioned departments work together to make emergency responses seamless. Marco Gaylord has a very good relationship with these department.

The first paragraph of this policy will state:

“The Board of Education (Board) recognizes that many factors, including the use and misuse of prescription painkillers, can lead to the dependence on and addiction to opioids, and that such dependence and addiction can lead to overdose and death among the general public, including District students and staff. The Board wants to minimize these deaths by the use of opioid overdose prevention measures.”

The Policy Committee discussed this matter and regret for the need of this policy.

A regulation will also be provided for this policy.

The Policy Committee requested this New Policy #5141.213 be brought forward to the next BOE meeting for its first reading.

Meeting was adjourned at 9:50 A.M.

The next Policy Committee meeting is scheduled for Tuesday, January at 8:30 A.M.

Respectfully submitted,
Kathy Bengtson
Administrative Assistant