Board of Education Policy Committee Members Present:

Cheryl A. P. McClellan, Chair
Edward Ford, Jr.

Also Present:

Amy Clarke, Director of Pupil Services
Mary Emerling, Health Supervisor
Donna Marino, Family Engagement Coordinator
Janet Calabro, Manager of Food Services
Kathleen Bengtson, Administrative Assistant
Meg Susi, Community Member
Christopher Sugar, Community Member

Meeting was called to order at 8:30 A.M.

Policy #5141.213 – Opioid Overdoes Prevention was added to the agenda

The following policies and bylaws were reviewed:

#1212 – School Volunteers (Michele DiMauro) Our current policy is dated October 9, 2012. Michele DiMauro was unable to attend the meeting.

The Policy Committee requested this Revised Policy #1212 be tabled and reviewed at its next meeting.

#3542.411 School Nutrition Programs Civil Rights Complaint Procedures (Janet Calabro)
This policy was tabled until the May 14th BOE meeting and returned to the Policy Committee for further review. BOE member, Sean King, asked whether this is protective enough. He also wanted to know, “What did CABE say about this policy?” Christopher Drake asked if this is something that we just found out about it, as it is required by the USDA.

Kathy stated before the last BOE meeting, she had received communication from CABE which stated “So CABE’s 0521 is a broad non-discrimination policy that this could stand under. However, if you want it in the 3000 series under food service we would number it 3542.411.” At that time, they were not producing a policy.

Janet Calabro stated the civil rights complaint process procedure requires the Federal Government be notified regarding any civil right complaints associated with a school nutrition program. She
also stated that in our District’s recent State Department of Education audit, it showed this as a **required** corrective action, which must be put in place.

Christopher Sugar said Norwalk was also hit with this **required** corrective action at its recent audit. Janet agreed that the State seems to be focusing on this particular aspect of an audit and have notified other towns of this requirement.

It was asked what would constitute a civil rights complaint with food services. Amy Clarke stated when she was principal one day a lunch was provided containing hot dogs and the alternative choice was a ham sandwich. It was possible Muslim students could have filed a complaint for discrimination on a protected class.

There is a very specific process to file civil rights complaints regarding school nutrition programs. This policy is derived from the template distributed by the Connecticut Department of Education. [https://portal.ct.gov/-/media/SDE/Nutrition/CivilRights/SNPCivilRightsComplaint.doc](https://portal.ct.gov/-/media/SDE/Nutrition/CivilRights/SNPCivilRightsComplaint.doc)

**The Policy Committee requested this New Policy #3542.411 be brought forward to the next BOE meeting for its first and final reading.**

**#5141.213 – Opioid Overdoes Prevention** -- This policy was previously forwarded to the BOE and was accepted for its first reading. Mary Emerling previously notified Kathy Bengtson that Dr. Havlicek is out on medical leave and she has not been able to discuss the funding ramifications with Dr. Conner. Until she can get them together she is not comfortable getting the district into a requirement with funding attached to it.

Mary Emerling spoke further on this policy. She had originally brought it forward, at a time she was conferring with Dr. Havlicek, who had assured her the District would be able to obtain the medicine from a free program. Since the first reading of this policy, they have done away with this program. She noted citizens can go to a pharmacy, get free training and get the medicine (narcan.) Also emergency personnel on ambulances and EMTs carry it.

If it is readily available to the public and we can call 911 to get medical attention, she feels it would be best to hold up the adoption of this policy. Mary is afraid it may become a budget issue, as she is right now even struggling to get epi pens, which have drastically gone up in price. We can encourage staff and parents if they suspect opioid situations in their family, to contact a pharmacy for assistance in obtaining narcan.

**The Policy Committee decided to hold up sending this New Policy #5141.213 for its second reading until these questions have been answered.**

**#6162.4 – Community Resources/School Volunteers (Michele DiMauro)**

At the present time, we only have a regulation on this which was dated back in September 3, 1996. CABE has provided a sample policy.

Should we delete the regulation, or make a new policy suggested by CABE?
Michele DiMauro was unable to attend the meeting.

The Policy Committee requested this New Policy #6162.4 be tabled and reviewed at its next meeting.

#6171.2 – Preschool Special Education (Amy Clarke) This is a mandated policy and our current one is dated June 25, 2013. Amy said this is an update to address early screening students and incorporate the IDEA legislation.

The changes are as follows:

“The Board of Education recognizes the value of special education and its responsibility in ensuring that all resident preschool children with disabilities have the opportunity to participate in special programs and services from which they may benefit. The Board shall maintain an early intervention program for preschool-aged children identified through the “Birth to Age Three” screening process under regulations imposed by the Individuals with Disabilities Act (IDEA) which identified children with special education needs or developmental delays.”

The District’s program shall be based upon a “reverse mainstreaming model” which maintains a significant number of non-disabled (regular education) students who serve as role models for the students with identified special needs. The Director/Supervisor of Special Education is responsible to coordinate and evaluate the program annually to make recommendations to the Superintendent of Schools or his//her designee.

Amy explained, our district does the preschool-aged children screening and we have early childhood assessments.

We receive the school readiness grant and it is based upon reverse mainstreaming. We want these identified students to receive the educational services under IDEA, but we also maintain a number of slots for students with no disabilities and invite these students so we have approximately a 50/50 balance. There is usually a waiting list. The parents of non-identified students pay on a sliding scale.

School Readiness grant recommends student starts school at age 5. If parents don’t want to start their child and retain them for a year, they must pay privately.

Another change is the addition of:

“5. Providing transportation for identified students enrolled in the program.”

Ed Ford asked about this addition and Amy stated, transportation has always been provided by Middletown and is included in the District’s budget.

The last change to this policy follows:
“Tuition

Non-disabled (regular education) students enrolled in the “reverse mainstreaming” preschool program will be required to pay tuition for the program. Identified students will not be charged for tuition. The Board will annually establish the tuition rate for non-disabled students for the following school year utilizing the Connecticut Office of Early Childhood Fee Schedule. The Board, through the Superintendent or his/her designee, will establish a monthly payment plan. Failure to make such tuition payment may result in discontinuation of enrollment in the program.”

The District is already following this Tuition directive. Cheryl asked where the tuition money is used. Amy responded that they collect the tuition and then redirect it into Special Education expenses.

The Policy Committee requested this mandated Revised Policy #6171.2 be brought forward to the next BOE meeting for its first and final reading.

#6172.4 – Parent and Family Engagement Policy for Title I and Non Title I Students (Donna Marino) – Our current policy is dated June 20, 2006 and requires updating. This is a mandated policy.

At the BOE March 26, 2019 meeting, this policy’s first reading was approved, but the following was asked concerning this policy and Cheryl McClellan stated she would bring it back to the next Policy: Pink highlight addresses the concerns of Lisa Loomis and Sean King:

Lisa Loomis, BOE member, had asked that committee consider building capacity of both parents and staff for parent and family engagement for school and family partnerships. Going to families and make a partnership is more empowering to families. At the very least language that the district is taking every possible effort to be as culturally responsible in family engagement. Step beyond to dual capacity school family partnership.

Sean King asked about the second page (b) list of things that district shall do. He thought it odd that we single out copyright piracy. There are probably more pressing things like use of social media, accessing website, how to control screen time, etc. He would request the Policy Committee enhance and expand that particular paragraph.

Donna Marino made certain changes to include more on partnerships, which are highlighted in pink. She stated our situation is a little different in that not all of our schools have Title I programs. We want to be sure we are following the requirements for Title I and also include all our students in the Parent and Family Engagement policy.

Basically, the law has changed and we need to replace the No Child Left Behind information to the Every Student Succeeds Act “ESSA”.

We are working for civic engagement and to involve the PTA and Governance Councils, along with parents and other groups.
Decided not to recommend a regulation because the policy is so well written. We will put in the legal reference, the link to the state’s document: Full, Equal and Equitable Partnerships with Families, which explains Connecticut’s Definition and Framework for Family Engagement.

The Policy Committee requested this mandated Replacement Policy #6172.4 be brought forward to the next BOE meeting for its second reading.

Meeting was adjourned at 9:40 A.M.

The next Policy Committee meeting is scheduled for Tuesday, May 14, 2019 at 8:30 A.M.

Respectfully submitted,
Kathy Bengtson
Administrative Assistant