



**Minutes
Policy Committee**

**Avon Board of Education
34 Simsbury, Avon, Connecticut 06001
Meeting Room One
Tuesday, January 8, 2019 —6:00 p.m.**

Attendance

Members Present: Laura Young, Chair; David Cavanaugh; Jason Indomenico, Houston Putnam Lowry (arrived 6:36 pm)

Member(s) Absent: None

Administration Present: Dr. B. Heston Carnemolla, Superintendent of Schools; Roberto Medic, Director of Human Resources

Others Present: Deb Chute, Ex Officio; Shirley Moy, Recording Secretary

I. Call to Order

The meeting was called to order by Laura Young, Policy Committee Chair at 6:03pm.

II. Approval of November 27, 2018 Minutes

Jason Indomenico moved, David Cavanaugh seconded, to approve the minutes of the November 27, 2018 Policy Committee meeting.

The motion passed 3-0--0.

III. Communication from Public

There was no communication from the public.

IV. Old Business – Items for Continued Review and Discussion

a. Policy 5144 – Discipline, Second Read

Superintendent Carnemolla reviewed various edits made to Policy 5144 that were suggested during a previous discussion of the Discipline policy during the November 28th meeting. Edit to be made on page 10 – suspensionS. Page 21 add a “period” to roman numeral #13; change “can” to “may” on numeral 12, as well as add the phrase “and may affect immigration status.”; also revise punctuation.

Jason Indomenico moved, David Cavanaugh seconded, to modify Policy 5141- Student Health as discussed and bring to the full Board for approval.

The motion passed 3-0-0.

b. Policy 9326 – Minutes, Second Read

Minutes from each committee will be reviewed and signed by each individual Chair, as “submitted by” and then will be returned to the Board Clerk to be forwarded to the Board Secretary for a “received by” signature. Once signed by the Board Secretary, minutes will be posted online and included in the next Board Packet. Committee meeting minutes will be ready for approval at the next committee meeting. There were no changes made to Board Bylaws. Dr. Carnemolla commented that nothing precludes what has been suggested as

being procedural, therefore the signage process would not likely change accuracy of minutes. There was some discussion pertaining to being able to meet FOIA documentation timing requirements. Furthermore, other than the Superintendent, who may seek clarification from other administrators, no one else will be editing the minutes aside from the Board Clerk, Chair of each committee and the Board Secretary. It is the Board Secretary's role to maintain accurate minutes of each meeting. No motion was necessary as no change was made to the policy/bylaws.

V. New Business – Items for Review and Discussion

a. Policy 2120 – Organizational Chart

Mr. Medic reviewed the revised organizational chart.

Ms. Young asked if job descriptions were available for all positions to which Mr. Medic and Dr. Carnemolla said that job descriptions were being reviewed. Because the organizational chart correlates with the policy it does not need to be approved by the Board as per the policy but will be distributed to the Board to be used in the budget process.

VI. Communication from Public

VII. Future Items for Review

- a. Administration of Student Medications in the Schools
- b. Use of Electronic Devices
- c. Student Records; Confidentiality
- d. Student Dress Code

VIII. Adjournment

The next meeting will be March 26, 2019 at 6:00 pm.

The committee adjourned by unanimous consent at 7:00pm.

Minutes prepared by Shirley Moy, Recording Secretary

Minutes respectfully submitted by Laura Young, Policy Committee Chair

Laura Young 1/15/19

Minutes respectfully received by Jeffrey S. Fleischman, Board Secretary

Jeffrey S. Fleischman 1/15/19

Minutes are approved at the next Policy meeting, and any corrections to the minutes, if needed, will be made at that time.