



**Minutes
Policy Committee**

**Avon Board of Education
34 Simsbury, Avon, Connecticut 06001
Meeting Room One
Tuesday, November 27, 2018 —6:00 p.m.**

Attendance

Members Present: Laura Young, Chair; David Cavanaugh; Jason Indomenico, Houston Putnam Lowry

Member(s) Absent: None

Administration Present: Dr. B. Heston Carnemolla, Superintendent of Schools; Roberto Medic, Director of Human Resources (left at 7:31 pm).

Others Present: Pat DeRossi, Avon Public School Nurse Supervisor (left the meeting at 6:36 pm); 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 6:11pm.

II. Approval of October 9, 2018 Minutes

David Cavanaugh moved, Jason Indomenico seconded, to approve the minutes of the October 9, 2018 Policy Committee meeting.

The motion passed 3-1-0. Yay – Cavanaugh, Indomenico, Young; nay (standing objection) - Lowry

III. Communication from Public

There was no communication from the public.

IV. Old Business – Items for Continued Review and Discussion

a. Policy 5141 – Student Health, Second Read

Dr. Carnemolla and Ms. DeRossi, District Nurse Supervisor explained the policy was changed to address consistency of language pertaining to who was legally qualified as a practitioner of medicine. Further discussion centered on the medical assessment that is required for new students transferring into the District, as well the addition of policy regarding Oral Health assessments, as required by state statute. The Superintendent stated she had spoken with Shipman and Goodwin to address language inconsistencies in the statutes. The policy has been revised to be consistent with language found in the statute as to who can sign off on a school health assessment. The policy now also holds all new students transferring into the District to the same health standards. Ms. DeRossi addressed the Committee's questions concerning students traveling from out of the country. There was also discussion around the fact that the school medical advisor must be a legally qualified practitioner of medicine (physician), any further reference to a "medical advisor" seemed redundant. Dr. Carnemolla agreed. Any further mention of such will be deleted in section C. The Committee also discussed medical requirements pertaining to homeless students and the McKenny Vento act.

In certain cases, the Director of Public Health may also sign off on specific certificates regarding immunity. Dr. Carnemolla also pointed out that that “acknowledgements” were now changed to “under oath” as suggested by Mr. Lowry. Ms. DeRossi added that the forms did not need to be notarized. Also changed was language regarding sports physicals, which have been revised to reflect the degree of medical attention needed to resume participation in a sport.

***Houston Putnam Lowry moved, David Cavanaugh seconded, to modify Policy 5141- Student Health as discussed and bring to the full Board for approval.
The motion passed 4-0-0.***

V. New Business – Items for Review and Discussion

a. Medication Administration

The Superintendent explained that the attorneys as well as Ms. DeRossi had suggested to separate from Policy 5141, the area concerning administration of medication. This policy will codify what the school nurses are already doing. While none of the medication regulations have changed, Ms. DeRossi explained that the new separated policy uses state language and is very clear, as to the administration of medication. Depending on the particular medication, there is different training required. The district is aware that couriers and bus drivers will also need to be trained, no later than June, 2019, on administering medication. It was mentioned that by State statute Narcan may be permitted in public schools if the district medical advisor agrees. Ms. DeRossi also explained that parents may refuse administration of Epinephrine medication. The district will need to inform parents that there is a waiver form available. The Superintendent recommended that this policy also be reviewed by the new Medical Advisor, who will begin District employment in January.

Houston Putnam Lowry moved, David Cavanaugh seconded, to approve Policy 5141.22 – Administration of Student Medications in the School and forwarded to the District Medical Director for review and approval. If approved the Policy will be brought to the full Board for approval. If the Medical Director would like modification, the Medical Director will speak to the Policy Committee.

The motion passed 4-0-0.

b. Policy 5144 – Discipline

Chair Young explained that Policy 5144 was being reviewed in part, to address incidences in the schools of “Juuling” or vaping, which are terms used to describe the use of e-cigarette products. Dr. Carnemolla further explained that the statute now puts vaping alongside with Nicotine products. Shipman and Goodman, suggested policy language pertaining to possible disciplinary action for vaping and/or “Juuling”. The Committee discussed potential consequences for unauthorized possession of vaping products, as well as potential issues regarding the use of medical marijuana by students. The Superintendent reminded the Committee that ***all*** Nicotine products on school property are unauthorized.

After further review of the Discipline policy, Dr. Carnemolla said revisions needed to be made in the areas of suspensions and expulsions, in particular, with respect to the age of students when subject to discipline. The policy now delineates disciplinary action according to grade and/or by age and more specifically, takes into consideration if there has been any behavior which is deemed violent or sexual in nature and/or behavior that endangers persons, which is according to State statute.

The Committee agreed to make grammatical changes the section regarding bullying, to state “which shall include” on page 41 of the meeting packet.

The Superintendent explained that suspended students will be allowed entrance into the school should the principal feel it is necessary for specific purposes. Though it is general practice that the Superintendent be informed whenever a student is suspended, the Committee suggested that revised policy should include a statement that *every* time a student is suspended, the superintendent be informed. The Committee suggested to delete “M” and to change this section of policy to state that the “Principal and or his/her designee shall notify the Superintendent of Schools in writing of all suspensions.”

Dr. Carnemolla further explained how revised Policy will comply with the law of procedures for expulsion hearings and the student’s due process according to State statute. The Committee asked the Superintendent to further review and clarify whom “the student” is referring to in the section regarding expulsion hearings. The age of students, as well as consideration of situations in which a student has been emancipated should also be better defined. Further discussion was held regarding expulsion hearings, including procedure for holding on to the recordings of hearings, educational opportunities and stipulated agreements.

A discussion was also held regarding an MOU between the Avon Police Department and Avon Public Schools regarding the School Resource Officer (SRO). An SRO has been provided by the police department for the remainder of this school year at no cost to the District. The SRO must adhere to District policy regarding student privacy. However, the Superintendent also reminded the Committee that the District cannot limit the responsibilities of the police while working as an SRO or as a visiting police officer to enforce the law. If a student is caught breaking the law, it is possible for a student to receive a citation. The District will also follow its own regulations and interventions, aside from any student receiving a citation and the legal ramification associated therein. The Committee asked the Superintendent to add a disclaimer statement that notwithstanding, any student who is caught breaking the law will not only be subject to District disciplinary processes, but may also be subject to legal ramifications.

The Committee asked that this policy be brought back for a second read.

c. Bylaw 9326 – Minutes

Chair Young stated that the Superintendent had done research on Bylaw 9326 regarding Minutes. Superintendent Carnemolla found that the law requires the Secretary of the Board to maintain accurate records, by signing off on meeting minutes. After a discussion by the Committee, it was suggested that both the Committee Chair and Board Secretary sign sub-committee meeting minutes, prior to a read by the full Board. This would allow Committee Chairs an opportunity to review and verify the minutes, while providing the Board Secretary with an opportunity to revise minutes as he/she sees fit. The Board Chair will speak with the Board Secretary regarding this possible change to the procedure before the next full Board meeting. If the Board Secretary is hesitant to sign sub-committee meeting minutes, the Board Chair can also sign the minutes. The Bylaws do not need revision to reflect this change, however, the Committee agreed to review this matter further if deemed necessary.

VI. Communication from Public

Ms. Blea commented on the District’s distinct relationship with an Avon Police Officer versus an SRO. Ms. Blea is of the opinion that there must be a clear understanding by the Board of the MOU between the Avon Public Schools and the Avon Police Dept. Furthermore, she expressed

that parents should be made aware of any changes to the discipline policy and asked that the District work closely with the Avon Police Department to define and clarify responsibilities of the SRO. Ms. Blea was concerned about the change in level of discipline at the schools, which now include potential legal ramifications for students and families, due to the presence of an SRO. Dr. Carnemolla responded to Ms. Blea's concerns and stated that the officer is required to be properly trained as an SRO. The Superintendent reiterated that the appropriate use of an SRO is *not* to be used to enforce discipline; student discipline is the responsibility of the administrators.

- VII. Future Items for Review
 - a. Student Records; Confidentiality
 - b. Organizational Chart
 - c. Student Dress Code

- VIII. Adjournment
 - The next meeting will be January 8, 2019 at 6:00 pm.
 - The committee adjourned by unanimous consent at 8:21pm.***

Minutes prepared by Shirley Moy, Recording Secretary
Minutes respectfully submitted by Laura Young, Policy Committee Chair

Laura Young 12/5/18

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