

Coventry Board of Education  
Coventry, Connecticut  
**POLICY COMMITTEE MEETING**

Administration Building Conference Room  
Unapproved Minutes of October 13, 2011

Board Members Present: Jennifer Beausoleil, Policy Chair  
Eugene Marchand

Members Absent: Mary Ann Emanuele

**I. Call to Order**

J. Beausoleil called the October 13, 2011 Policy Committee meeting to order at 7:10 p.m.

**MOTION: To approve the minutes of the September 15, 2011 Policy Committee Meeting.**  
**By: E. Marchand Secoded: J. Beausoleil**

Discussion: E. Marchand asked that “knowing the Board can override it” be added to the last sentence of paragraph A. 7551 on page 3 of 5.

J. Beausoleil asked that “Donna” be changed to Donna Bernard, Superintendent

**Result: Motion passes unanimously to approve the minutes with modifications.**

**MOTION: To amend the Agenda to move New Business to be the first item.**  
**By: E. Marchand Secoded: J. Beausoleil**  
**Result: Motion passes unanimously.**

**II. New Business**

A. Revision: 4116.1 Non-Discrimination (personnel)

J. Beausoleil said that this change is a recommendation from staff.

**MOTION: To accept the recommendations made by Shipman and Goodwin on Non-Discrimination Policy 4116.1 and to warn it to the Board at the next meeting.**  
**By: E. Marchand Secoded: J. Beausoleil**  
**Result: Motion passes unanimously.**

B. Revision: 5122.2 Non-Discrimination (students)

J. Beausoleil said this looks similar to Policy 4116.1 but does not refer to “genetic information”.

**MOTION: To accept the recommendations made by Shipman and Goodwin on Non-Discrimination Policy 5122.2 and to warn it to the Board at the next meeting.**  
**By: E. Marchand Secoded: J. Beausoleil**  
**Result: Motion passes unanimously.**

C. Discussion: 9320 Formulation, Adoption or Amendment of Bylaws

J. Beausoleil said this discussion point is in reference to upcoming curriculum policy package changes. She said that in a previous board meeting, J. Barrett said that a policy could not change if it did not match the by-laws. J. Beausoleil is going to propose that By-Law 9270 Role of Board and Members be changed to match the forthcoming policy 8110 Role of Board and Members revision. No action is necessary but is mentioned to make the proper mechanism known.

D. Discussion: 6153 Field Trips

J. Beausoleil said this was brought up previously by M. Emanuele based on a request from the school nurses and that they would like proper notice of field trips to properly plan the personnel for trips. E. Marchand asked if a policy is necessary. J. Beausoleil said that the addition of language to this policy would mean that all schools would be following the same policy. The committee wondered if this cross referenced with Policy 5141.21 Administration of Student Medication in the Schools. The committee questioned where regulation comes in to play in this case.

The committee decided to table the discussion to a subsequent Policy Meeting until after they get feedback from staff and M. Emanuele.

**III. Old Business:** Discussion of various policies

A. Revision: 5141.21 Administration of Student Medication in the Schools

J. Beausoleil said this policy had been discussed at the September 15, 2011 and was tabled to clarify language relating to the role of para-educators and administering medications and if it was in conflict with their contract. J. Beausoleil said that M. Emanuele asked Kevin Roy, the board attorney, and he said that there was no need to change the current state of the policy. E. Marchand confirmed that he heard the same.

**MOTION:** To warn Policy 5141.21 Administration of Student Medication in the Schools for the next board meeting.  
**By:** E. Marchand      **Seconded:** J. Beausoleil  
**Result:** Motion passes unanimously.

**MOTION:** For discussion and possible vote on policies in Old Business items B-R.  
**By:** E. Marchand      **Seconded:** J. Beausoleil  
**Result:** Motion passes unanimously.

B. Revision: 6100 Elementary and Secondary

J. Beausoleil explained the recommended new language in the revised policy 6100 Elementary and Secondary. J. Beausoleil said that her process in reviewing the policies was to delete policies and move their intent to other policies, to eliminate contradictions in policies and to include additions on the curriculum committee or team of staff and that said staff is responsible for implementing curriculum. The committee agreed that the board's role is not to implement the curriculum. J. Beausoleil included in the revisions a time period that the curriculum team will be reporting to the Board and the Board will have the opportunity at that time to hear the plan and provide feedback to the team.

E. Marchand said this was very well done and it captures the issues that were brought up at a previous board meeting.

C. Revision: 6120 Objectives of the Instructional Program

J. Beausoleil explained her recommended revisions. She said that she used the wording “commonly accepted curriculum standards or practices” rather than specific names like Common Core Standards so future Policy Committees would not have to revise the policy as the names of the standards used change. She said this policy includes the language from Policy 6141 Curriculum Design and Policy 6141.1 Experimental/Innovative Programs to maintain the importance of collaborating and improving student performance. She said that the staff is tying their instruction to the standards and tests and this revision reflects that in the last sentence.

D. Revision: 6161 Instruction

J. Beausoleil explained her recommended revisions. She said that she changed the heading to “Instructional Material” because there are a variety of newer, contemporary materials in addition to textbooks. E. Marchand agrees that it made sense to remove the sentence regarding the public viewing of a textbook for 60 days. J. Beausoleil said she has looked at the state statutes (600 pages) and her understanding is that Boards of Education are not required to approve all textbooks.

E. Deletion: 6162.4 Community Resources

J. Beausoleil said teachers already use community resources and there doesn't need to be a policy about it. E. Marchand agreed.

F. Adoption: 6163 Additional Instruction

J. Beausoleil said she combined agenda Old Business items M-Q to create new policy 6163 Additional Instruction. She explained her recommended language for the new policy. She included art, music, and physical education as part of the regular classroom program and the language from Section 10-19 (b) of the Connecticut General statutes regarding AIDS instruction. She included the guidance section in a more comprehensive manner. She said she is an advocate for technology education and the importance of computer literacy and the seventh paragraph states that such instruction will be provided.

**MOTION: To warn the package of policies for adoption and deletion to the Board with no changes.**

**By: E. Marchand      Seconded: J. Beausoleil**

**Result: Motion passes unanimously.**

E. Marchand said that he is looking for examples for the Advertising policy that was discussed at a previous meeting. He would like to talk to the Board attorney about this. He said he would like to develop an enabling policy for the Board to look at on a case by case basis. The Committee agreed that this would be on a future Policy Committee meeting agenda.

**IV. ADJOURNMENT**

**MOTION To adjourn at 8:10 pm.**

**By: E. Marchand      Seconded: J. Beausoleil**

**Result: Motion passes unanimously.**

Respectfully submitted,

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Sara O'Brien, BOE Subcommittee Clerk

Approved: \_\_\_\_\_