

DANBURY BOARD OF EDUCATION
POLICY COMMITTEE MEETING MINUTES
MARCH 4, 2020

Present: Rachel Chaleski, Kate Conetta, Albert Russo

Absent: Joseph DaSilva, Kathleen Molinaro

Also Present: Gladys Cooper, Dr. Sal Pascarella, Kevin Walston, Courtney LeBorious

The meeting was called to order at 6:05 p.m. and turned over to K. Walston who gave an overview and distributed copies of the meeting agenda and portion of Policy Series 3000: Business/Non-Instructional Operations.

Dr. Pascarella gave an update on Coronavirus Preparedness. In 2009, Danbury Public Schools worked with the City to develop and implement a pandemic influenza preparedness plan as required by law. Dr. Pascarella explained the current steps being taken to prepare according to plan. Dr. Pascarella is in communication with the Mayor, City Health Director, the CSDE, DPS Faculty and Staff, as well as other Superintendents. Communication will be sent to parents/guardians of students, as well as posted on the District website.

R. Chaleski gave a brief overview on a district comparison of the CABE required and recommended policies in the 3000 series.

Going forward, K. Walston recommends the Committee prioritize policies that are identified as required. He will meet with Administration to obtain and provide feedback on policies recommended by CABE. K. Walston and C. LeBorious reviewed the 3000 series as it relates to Finance and Operations. His suggestion is to review a section at a time.

The Committee reviewed three required policies in the series. The consensus of the committee was to make the following recommendations to the full Board:

- P3541.5 Transportation Safety and Complaints: accept as presented.
- P3542.22 Food Service Personnel Code of Conduct: accept as presented.
- P3524.1 Pesticide Application: will review with Sites & Facilities Coordinator.

Within Policies 3000 through 3170, K. Walston and C. LeBorious identified 6 recommended policies. The committee reviewed these and make the following recommendations to the full Board:

- P3000 Concept and Roles in Business and Non-Instructional Operations: accept as presented.
- P3010 Goals and Objectives: accept P3010(a) and omit P3010(b)
- P3100 Budget/Budgeting System: replace existing policy with alternate language as adopted by Newtown Public Schools.
- P3110 Budget, Planning: accept with modifications.

- P3160 Transfer of Funds between Categories, Amendments: replace existing policy with current Newtown Public Schools P3160(a) with modifications.
- P3170 Budget Administration: further clarification needed and will be reviewed again before presented to the full Board.

K. Walston explained that modifications will be sent to CABE and will be presented to the full Board for a First Reading. K. Walston asked if the committee would like to review the CABE series 9000 Bylaws before being presented to the full Board for a First Reading. The consensus was to present the modifications to the full Board.

K. Walston requested to review the work of the Portrait of a Graduate at the next Policy Committee Meeting as it relates to Policy. Laptops and binders will be made available at the next Policy Committee Meeting, which will be held on Wednesday, April 1 at 6:00 p.m.

The March 4, 2020 Policy Committee Meeting adjourned at 7:57 p.m.

Rachel Chaleski