

### 1.7.16 Policy/Personnel/Trans Committee Meeting

Present: Mr. Young, Mrs. Saccente, Mrs. Browe, Mr. Cap, Mr. Kraut

Also Present: Dr. Scarpetti

6:15pm convened by Mr. Young

Start with Policy Review 5141.21 Administering Medication

How do we review and address the policies from CABA .... Some are more voluminous than others

Input from school physician would be useful in this ... How do we include their input?

- Head nurse should review with us
- Who should administer meds
- Who and how are the meds stored and administered
- Epi-pens .... How do we gather and store? State has changed its policy
- Agreed unanimously we need the input and opinion of school Dr
- Not ready to report this as a first read .... Under review by Committee

### 5141.1 Physical Restraint

- last revised in 2002
- ambiguity between old policy and new policy by state regarding physical restraint
- would be useful to have Rosie take a look with us
- policy and forms are two separate matters of concern and for attention
- how do we address the policies and language from CABA?
- how do we tailor CABA to our unique needs?
- We agree we need Rosie to help tailor/critique the proposed policy
- not ready to post this as a first read ... Under review by Committee

### 9130 Bylaws of the Board

- we question the date set for creating/establishing committees
- section 1-225 of CGS requires posting a schedule of upcoming meetings for the next year
- our policy could add a sentence "no meeting shall be held sooner than 30 days of the filing of the meeting schedule"
- include language to reference "the following year" as well
- discussed as a first and second read for Monday night changes to the committee structure

- should we change the policy to give the Chair the autonomy to make committee changes subject to Board endorsement?
- should we change the bylaws so that the committees can be changed or re- formed?
- new members of the Board can make their committee applications by December
- do we have any policy on changing the composition of a committee?
- should the Chair have autonomous authority to redesign committees and/or their membership and structure
- Suggested changes in language "The Board Officers shall review the existing standing committees prior to the November meeting. Changes to the standing committee composition may be made by a majority vote of the Board Officers.

#### 9321 Bylaws of the Board - Time, Place, Notification of Meetings

- really need to change "January 31st" to whatever date the Town Clerk gives to the Bd of Ed.
- change to ... "No later than the date specified by the Town Clerk"?
- all agree to avoid a specific date and have language be "no later than the date specified by the Town Clerk"
- bring forward as a First Read

#### **• Executive Session 7:05 pm**

#### Directors Agreement

- a contract for the director of curriculum is being drawn up
- question as to what the appropriate salary should be
- who handles the details of the contract and salary?
- need to make and keep competitive and attractive salary to get and keep desired candidates and hires
- reviewed the selection process for the applicants for the director of curriculum
- discussed salary for this position
- discussed giving salary negotiation authority to Dr. Scarpetti, Kraut, Cap, and, Saccente with "not to exceed" proviso ... Unanimously agreed to this offer negotiation approach. Will discuss in executive session with board

#### Mid-Year Reviews

- Three people to be considered.
- Salaries and any changes should be contemplated in the context of upcoming budget submissions
- what do the positions generally call for by local and regional standards?

- comparison discussions along with tenure, longevity, merit considerations
- be aware there are June 2016 reviews upcoming ... Address salary now and also in June or not in June?
- Board previously assured a review in six months
- an issue is that there had not been a review previously to enable a better evaluation
- Dr. Scarpetti is now in a position to assist with evaluations
- how much do we weight comparable salaries and unique performance?
- have roles and responsibilities been met?
- is there an appropriate evaluation protocol for those subject to review?
- objective quantified criteria for the board's evaluation and review would be helpful
- discussed salaries comparable to local and regional similar positions as compared with salaries commensurate to merit and performance
  - exit executive session 9:25 pm

Must have food, pizza, and sandwiches for the Board Monday night.

Adjourn 9:30 pm