

**Suffield Board of Education  
Policy Subcommittee Meeting Minutes  
September 11, 2017 – 5:30 p.m.  
Central Office Conference Room**

Attendees: Natalie Semyanko, Matt Service, Kendra Wiesel, Jeanne Gee, Susi Keane,  
Lori D'Ostuni and Karen Berasi (arrived at 5:44 p.m.)

**I. Call to Order: 5:30 p.m.**

**II. Policies for Review and Discussion:**

Policy 5113 – Attendance, Excuses, Dismissal

Legislative changes from Public Act 17-14 were made to the policy. The subcommittee recommended the policy be placed on first read at the next board meeting.

Policy 5113.2 – Truancy

Legislative changes from Public Act 17-14 were made to the policy. The subcommittee recommended the policy be placed on first read at the next board meeting.

Policy 4131 and new Regulation – Staff Development

Legislative changes from Public Act 17-37 enacted from the State Department of Education were made to the policy. Mr. Hendrickson had some wording changes to make. The subcommittee recommended the policy and regulation be placed on first read at the next board meeting.

Policy 5125 – Student Records: Confidentiality and Policy 6171.3 – Placement of Special Education Students (Out of District)

Legislative changes from Public Act 17-68 were made to the policy. The changes were clarified on who has legal access to records once a student turns 18. For Special Education Students Out of District Placement, when the board contracts outside special education services, the board can opt to require an audit to determine that services are provided and costs controlled. The subcommittee recommended the policies be placed on first read at the next board meeting and the full board discuss the audit options and the cost associated with each of the audits.

Policy 4111 – Recruitment and Selection

Legislative changes from Public Act 17-173 were made to the policy involving a service break required before a retired teacher can reenter as a Connecticut teacher. The subcommittee recommended the policy be placed on first read at the next board meeting.

Policy 5144.1 – Use of Physical Force and Policy and 4112.51/4212.51 – Employment/Reference Checks

Legislative changes from Public Act 17-220 were made to the policy for seclusion and restraint training. Changes from the Public Act also included a suggested limit to the length of history for background checks on new employees. The subcommittee recommended the policies be placed on first read at the next board meeting.

### Discussion of Exit Interview Policy

Ms. Berasi gave information of area districts that do not have an exit interview policy. She also shared a policy that another district currently uses. She will call the district's Superintendent to find out how their policy works for them. The subcommittee discussed several topics surrounding an exit interview policy. Ms. Berasi will bring a draft policy based on the discussion to the next subcommittee meeting.

### Establish 2017-2018 Policy Meeting Dates

The next two meeting dates are set for October 16 at 5:00 p.m. and November 13 at 5:30 p.m. The subcommittee decided to wait until December to set dates for the entire 2018 year.

### **III. Upcoming Policies**

Additional policies/regulations needing revisions due to legislative changes  
Review of 9000 series will be looked at after legislative changes are in policies

### **IV. Policy Review – Process/Timeline**

No discussion

### **V. Adjournment: 7:15 p.m.**