

**Suffield Board of Education
Policy Subcommittee Meeting Minutes
August 24, 2018 at 9:30 am
Central Office Conference Room**

Attendees: Board members Debra Dudack, Susan Mercik Davis, and Maureen Sattan

I. Call to Order: 9:34 am

II. Policies for Review and Discussion:

1. **Bylaw #9323 - Agenda Preparation and Dissemination:** Subcommittee members reviewed language in the current bylaw and recommended changes meant to clarify the bylaw. The bylaw is ready for presentation to the full Board on 30 Day Read.
2. **Bylaw #9324 - Advance Delivery of Meeting Materials:** Subcommittee members reviewed language in the current bylaw and are recommending its elimination due to redundancy with other bylaws. The eliminated bylaw is ready for presentation to the full Board on 30 Day Read.
3. **Bylaw #9325 - Meeting Conduct:** Subcommittee members reviewed language in the current bylaw and recommended changes regarding inappropriate audience conduct during meetings, eliminating the 20 minute time limit for public comment, and written statements submitted to the Board, among other changes. The Bylaw is ready for presentation to the full Board on 30 Day Read.
4. **Bylaw #9221 - Filling Vacancies:** During discussion of Bylaw #9325, subcommittee members reviewed Bylaw #9221 (which is now referenced in #9325) and determined that slight changes should be recommended to clarify that vacancies are filled with voice votes after all nominations are put forth. The revised Bylaw is ready for presentation to the full Board on 30 Day Read.
5. **Bylaw #9120 - Board Officers:** During discussion of Bylaw #9325, subcommittee members reviewed Bylaw #9120 (which is now referenced in #9325) and determined that no clarifications were needed to that language. The Bylaw will remain as is and does not need to proceed to the full Board.
6. **Bylaw #9325.1 - Quorum:** This Bylaw does not currently exist in Suffield, but is recommended by Connecticut Association of Boards of Education. After discussion, subcommittee members are recommending its adoption. The Bylaw is ready for presentation to the full Board on 30 Day Read.
7. **Bylaw #9325.2 - Order of Business:** Subcommittee members reviewed the order of business currently in this Bylaw and decided to recommend the return of a second public comment at the end of Board meetings. The revised Bylaw is ready for presentation to the full Board on 30 Day Read.
8. **Bylaw 9325.3 - Parliamentary Procedures:** Subcommittee members reviewed the language in this Bylaw and decided to recommend its elimination due its mention at the beginning of Bylaw #9325 - Meeting Conduct. The eliminated Bylaw is ready for presentation to the full Board on 30 Day Read.

III. Adjournment

The subcommittee meeting adjourned at 10:55 am.