

MINUTES

COMMITTEE MEMBERS PRESENT: Mr. Tom Hurley, Ms. Sheila McCreven and Ms. Diane Urbano.

COMMITTEE MEMBERS ABSENT: Ms. Sue Cohen

Staff members present: Dr. Charles Dumais

Also present: Mr. Vincent Mustaro

A meeting of the Policy Committee of the Amity Regional Board of Education (BOE) was held on October 25, 2016 at 5:30 pm in the Presentation Room at the Amity District Offices.

1. **Call to Order:** Mr. Hurley called the meeting to order at 5:42 pm.
2. **Public Comment** - None
3. **Policy update/review process facilitated by Vincent Mustaro of the Connecticut Association of Boards of Education (CABE).**

Mr. Mustaro stated that his overall goal is to have everyone on the same page in the review and update of Amity BOE policies. He gave each member present a procedure review packet (attachment) and then went through the process of policy review with the Committee as outlined in the packet. Dr. Dumais was designated as the project manager, as noted on page 3 of the attachment. A tentative order for the review and development of policy is on page 6 of the attachment and the Committee agreed with this order; the 9000 series will be first. Mr. Mustaro recommended staying with the order as written throughout the process and Dr. Dumais requested that this recommendation be followed; the Committee agreed to do so. It was understood by all present that a policy can be reviewed and discussed out of order if there are extenuating circumstances that require it. There was lengthy discussion between the Committee, Dr. Dumais and Mr. Mustaro about the procedure going forward.

For purposes of discussion, Mr. Mustaro defined policy as “a philosophical point of view on a particular topic.” He recommended that the Committee craft their policies to be as succinct as possible and that the policies clearly and concisely communicate the Board’s intent. The packet includes sample drafts, final copies, suggested motions and policy deliberation questions that the Committee will find helpful. There was further long discussion between all present regarding the procedure. The Committee members agreed that copies of the 2nd draft of policies be disseminated to all BOE members for the purposes of information and soliciting feedback; Dr. Dumais will facilitate that process. The Committee members thanked Mr. Mustaro for his time and assistance.

4. **Discussion and possible action on Amity Board of Education (BOE) policies, 9000 series (enclosure)**

Motion by Ms. McCreven to discuss and act on the policies in the 9000 series.

Vote unanimous against

Motion defeated

Mr. Hurley requested that the Committee be prepared to go thru the policies in the 9000 series at the next Policy Committee meeting (November 21, 2016) with the intent of getting through the entire series at that meeting.

5. **Discussion and possible action on Woodbridge School Resource Officer (SRO) Memorandum of Understanding (MOU) (enclosure).**

Dr. Dumais gave the Committee some background regarding the original MOU – The original was signed in 2007 but requirements for MOUs have changed since that time, in particular, signatories on the memorandum and the onset of the use of body cameras by the Woodbridge Police Department.

Ms. McCreven presented written information to the Committee regarding SROs from the State legislature, federal government, CAFE, and various attorneys.

The Committee discussed the MOU currently in place at length. Dr. Dumais gave an overview of current established practices and functions in terms of the SRO at Amity High School. They then took up a list of questions posed on page 3 of the CAFE document (attached) the request of Ms. McCreven to determine what is covered under the current MOU.

1. Salary/fee structure – this does not apply because the BOE does not pay the salary of the SRO
Discussion turned toward whether or not the Committee should recommend that the Board continue with the current MOU for the SRO or explore the hiring of an SRO by the Board. They also discussed the reason and need for a full-time DRO at the high school. Dr. Dumais stated that the current role is to be a support to students, develop relationships and be a first responder in a medical emergency.
Questions 2) Selection process for a school SRO, 3)Desired qualifications of the potential SRO and 4)Training to be provided by the police department to the SRO, 5)Specify that the SRO should be on a safety or school climate committee – all covered in the current MOU.
6. Clarification of issues pertaining to search and seizure – covered in the MOU but with concerns.
7. Access to student records under the “school official” exception – covered in the MOU
8. a) Specify the SRO’s direct supervisor, b)The chain of command at the school, c) who may provide direction to or oversight of the SRO while at school – covered in the MOU
d)meetings, including frequency, between the SRO and school administrators – not specifically defined
9. Personnel issues –
a)Will school administration contribute to the SRO’s police department evaluation? And, b)Steps to be taken in the event of a personnel issue or performance problem with the assigned SRO – both of these are not included in the current MOU but it is as practice.

Motion by Ms. McCreven to review sample language from CAFE for policy 5142.4, School Resource Officer and 5131.11 Video Surveillance, and make sure that is applied to the MOU and ensure that they are incorporated in the MOU.

Amendment to the motion by Ms. Urbano to get further information regarding this.

Amendment to the motion by Mr. Hurley to table this discussion until the next policy meeting.

Vote unanimous

Motion carried

6. Adjournment

Motion by Ms. McCreven to adjourn at 9:26 pm

Vote unanimous

Motion carried

Respectfully submitted,

Ruth E. Natzel, Recording Clerk

Attachments (2)

Procedural Review Packet – Mr. Vincent Mustaro from CAFE

CAFE Policy Highlights – October 14, 2016, Volume 16, issue #8 – Ms. Sheila McCreven