

**SPECIAL POLICY AND AUDIT COMMITTEE MEETING
EAST HARTFORD BOARD OF EDUCATION**

**MONDAY,
November 5, 2018**

A Special Meeting of the East Hartford Board of Education Policy and Audit Committee was held on Monday, November 5, 2018 in Room 109 at the Connecticut IB Academy, 857 Forbes Street, East Hartford, CT. The meeting was called to order by Bryan Hall, Committee Chair at 6:04 PM.

I. CALL TO ORDER

PRESENT Bryan Hall, Committee Chair
Valerie Scheer, Committee Member

ABSENT Harry Amadasun, Jr., Committee Member
Anne Marie Mancini, Deputy Superintendent
Elsie Torres, Assistant Superintendent

ALSO PRESENT Sharon Bremner, Ed.D., Director of Pupil Personnel
Paul Mainuli, Director of Business Services
Christopher Wethje, Director of Human Resources

II. APPROVAL OF MINUTES – September 17, 2018

MOTION By Valerie Scheer
Seconded by Bryan Hall.
To approve the Minutes of September 17, 2018
Approved.

III. CORRESPONDENCE – None

IV. PUBLIC PARTICIPATION – None

V. OLD BUSINESS

- a. Policy 4118.3/4218.3 (Reports of Suspected Abuse or Neglect of Children or Sexual Assault of Students By School Employees)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 4118.3/4218.3 to the full Board for First Read
Approved.

VI. NEW BUSINESS

- a. Policy 1330 (Use of School Facilities)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 1330 to the full Board for First Read
Approved.

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- b. Policy 1360 (Automatic External Defibrillators)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 1360 to the full Board for First Read
Approved.
- c. Policy 1710 (School Security and Safety)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 1710 to the full Board for First Read
Approved.
- d. Policy 1800 (Pesticide Application on School Property)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 1800 to the full Board for First Read
Approved.
- e. Policy 1810 (Green Cleaning Programs)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 1810 to the full Board for First Read
Approved.
- f. Policy 3290 (Funds Management)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3290 to the full Board for Deletion
Approved.
- g. Policy 3293 (Depository)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3293 to the full Board for First Read
Approved.
- h. Policy 3293.1 (Authorization of Signature)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3293.1 to the full Board for Deletion
Approved.

**SPECIAL POLICY AND AUDIT COMMITTEE MEETING
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- i. Policy 3410 (System of Accounts)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3410 to the full Board for Deletion
Approved.
- j. Policy 3420 (Classification of Expenditures)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3420 to the full Board for Deletion
Approved.
- k. Policy 3430 (Periodic Financial Reports)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3430 to the full Board for Deletion
Approved.
- l. Policy 3432/3433 (Budget & Expense Report/Annual Financial Statement)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3432/3433 to the full Board for First Read
Approved.
- m. Policy 3434 (Periodic Audit)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3434 to the full Board for Deletion
Read
Approved.
- n. Policy 3435 (Accounts - Fraud Prevention and Investigation)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3435 to the full Board for First Read
Approved.
- o. Policy 3440 (Inventories)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3440 to the full Board for Deletion
Approved.

**SPECIAL POLICY AND AUDIT COMMITTEE MEETING
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**MONDAY,
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- p. Policy 3451 (Petty Cash Funds)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3451 to the full Board for First Read
Approved.
- q. Policy 3454 (Use of Receipts from Extracurricular Activities)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3454 to the full Board for First Read
Approved.
- r. Policy 3515 (Community Use of School Facilities)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3515 to the full Board for Deletion
Approved.
- s. Policy 3516 (Safety (Safe and Secure School Facilities, Equipment, and Grounds))
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3516 to the full Board for Deletion
Approved.
- t. Policy 3516.3 (Accident Prevention and Reporting)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3516.3 to the full Board for Deletion
Approved.
- u. Policy 3517 (Security of Buildings on Grounds)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3517 to the full Board for Deletion
Approved.
- v. Policy 3517.3 (Electronic Locks and Monitoring)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3517.3 to the full Board for Deletion
Approved.

**SPECIAL POLICY AND AUDIT COMMITTEE MEETING
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**MONDAY,
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- w. Policy 3523.1 (Acquisition and Updating of Technology)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3523.1 to the full Board for Deletion
Approved.

- x. Policy 3524.3 (Hazardous Material in Schools)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3524.3 to the full Board for Deletion
Approved.

- y. Policy 3532 (Insurance)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3532 to the full Board for Deletion
Approved.

- z. Policy 3532.1 (Liability Insurance)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3532.1 to the full Board for Deletion
Approved.

- aa. Policy 3533 (Employee Bonds)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3533 to the full Board for Deletion
Approved.

- bb. Policy 3542 (Food Service)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3542 to the full Board for First Read
Approved.

- cc. Policy 3542.1 (Purpose and Facilities)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3542.1 to the full Board for Deletion
Approved.

**SPECIAL POLICY AND AUDIT COMMITTEE MEETING
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- dd. Policy 3542.34 (Nutrition Program)
- MOTION** By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3542.34 to the full Board for Deletion
Approved.
- ee. Policy 3542.43 (Food Service: Charging Policy)
- MOTION** By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3542.43 to the full Board for Deletion
Approved.
- ff. Policy 3542.45 (Vending Machines)
- MOTION** By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3542.45 to the full Board for First Read
Approved.
- gg. Policy 3543 (Office Services)
- MOTION** By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3543 to the full Board for Deletion
Approved.
- hh. Policy 3560 (Capital Improvements Budget)
- MOTION** By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 3560 to the full Board for First Read
Approved.
- ii. Policy 4148.1/4248.2 (Employee Safety: School Security and Safety Committee)
- MOTION** By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 4148.1/4248.1 to the full Board for Deletion
Approved.
- jj. Policy 5125 (Confidentiality and Access To Education Records)
- MOTION** By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 5125 to the full Board for First Read
Approved.

**SPECIAL POLICY AND AUDIT COMMITTEE MEETING
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**MONDAY,
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- kk. Policy 5131.2 (Assault)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5131.2 to the full Board for Deletion
Approved.
- ll. Policy 5131.21 (Conduct: Threats of Violence by Students)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5131.21 to the full Board for Deletion
Approved.
- mm. Policy 5131.7 (Weapons and Dangerous Instruments)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5131.7 to the full Board for Deletion
Approved.
- nn. Policy 5131.8 (Off School Grounds Misconduct)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5131.8 to the full Board for Deletion
Approved.
- oo. Policy 5131.92 (Reasonable Physical Force/Corporal Punishment)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5131.92 to the full Board for Deletion
Approved.
- pp. Policy 5134 (Married/Pregnant Students)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5134 to the full Board for Deletion
Approved.
- qq. Policy 5140 (Student Welfare)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5140 to the full Board for Deletion
Approved.

**SPECIAL POLICY AND AUDIT COMMITTEE MEETING
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- rr. Policy 5141 (Student Health Services)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5141 to the full Board for Deletion
Approved.
- ss. Policy 5141.21 (Administration of Student Medication in the Schools)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 5141.21 to the full Board for First Read
Approved.
- tt. Policy 5141.22 (Student with Chronic Infectious Diseases)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5141.22 to the full Board for Deletion
Approved.
- uu. Policy 5141.25 (Students with Special Health Care Needs)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5141.25 to the full Board for Deletion
Approved.
- vv. Policy 5141.28 (First Aid/Emergency Medical Care)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5141.28 Appendix and Form only to the full Board for Deletion
Approved.
- ww. Policy 5141.29 (School Based Health Center/Clinic)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5141.29 to the full Board for Deletion
Approved.
- xx. Policy 5141.33 (Health Records)
MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5141.33 to the full Board for Deletion
Approved.

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yy. Policy 5141.4 (Child Sex Abuse or Assault Response and Reporting)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 5141.4 to the full Board for First
Read
Approved.

zz. Policy 5141.6 (Crisis Response)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5141.6 to the full Board for Deletion
Approved.

aaa. Policy 5144.1 (Physical Restraint and Seclusion of Students and Use of
Exclusionary Time Out)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 5144.1 to the full Board for First
Read
Approved.

bbb. Policy 5144.3 (Discipline of Students with Disabilities)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5144.3 to the full Board for Deletion
Approved.

ccc. Policy 5145 (Section 504: Civil and Legal Rights and Responsibilities)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5145 to the full Board for Deletion
Approved.

ddd. Policy 5145.1 (Student Privacy)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 5145.1 to the full Board for First
Read
Approved.

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eee. Policy 5145.11 (Police In Schools)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5145.11 to the full Board for Deletion
Approved.

fff. Policy 5145.15 (Directory Information)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5145.15 to the full Board for Deletion
Approved.

ggg. Policy 5145.41 (Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 Directory Information)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send Shipman & Goodwin's suggested Policy 5145.41 to the full Board for First Read
Approved.

hhh. Policy 5145.5 (Sexual Harassment)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5145.5 to the full Board for Deletion
Approved.

iii. Policy 5145.511 (Exploitation; Sexual Harassment)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 5145.511 to the full Board for Deletion
Approved.

jjj. Policy 6114 (Emergencies and Disaster Preparedness)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 6114 to the full Board for Deletion
Approved.

**SPECIAL POLICY AND AUDIT COMMITTEE MEETING
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kkk. Policy 6114.1 (Fire Emergency (Drills)/Crisis Response Drills Indoor Air Quality)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 6114.1 to the full Board for Deletion
Approved.

lll. Policy 6114.3 (Bomb Threats)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 6114.3 to the full Board for Deletion
Approved.

mmm. Policy 6114.6 (Emergency Closings)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 6114.6 to the full Board for Deletion
Approved.

nnn. Policy 6114.7 (Safe Schools)

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 6114.7 to the full Board for Deletion
Approved.

ooo. Policy 6142.63 (Physical Education; Aquatic Activity Safety (Pool Safety))

MOTION By Valerie Scheer
Seconded by Bryan Hall
To send adopted Policy 6142.63 to the full Board for Deletion
Approved.

VII. TOPICS FOR FUTURE AGENDAS – Next meeting Monday, January 28, 2019 at 6:00 p.m.

VIII. PUBLIC PARTICIPATION – None

IX. BOARD MEMBER QUESTIONS – None

X. ADJOURNMENT

MOTION By Valerie Scheer
Seconded by Bryan Hall
To adjourn at 6:54 PM
Approved.

Respectfully submitted,
Cheryl Looke