



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education Policy Subcommittee Meeting

May 20, 2019 – 5:30 PM | New Britain Educational Administration Center

Call to Order and Opening

Mr. Nicholas Mercier, Policy Subcommittee Chair, called the meeting to order at 5:40 PM.

Committee Members Present

Mr. Merrill Gay, Mr. Nicholas Mercier, Ms. Yvonne Muniz, Ms. Gayle Sanders-Connolly

CSDNB Staff Present

Mr. Michael Foran, Ms. Kristin Salerni, Dr. Nicole Sanders, Ms. Nancy Sarra

New Business

Review and approve minutes from Policy Subcommittee meeting on March 18, 2019.

There were no recommended changes to the minutes from the Policy Subcommittee meeting on March 18, 2019.

Review New Britain Schools Guiding Principles of Community, Collaboration, Support (DRAFT)

Mr. Michael Foran presented this draft proposal of an updated Code of Conduct created by input from students, staff and community members during the 2018-2019 School Year. Engaging Schools facilitated this work. The goal of the document is to “ensure every student the right to an education in a safe, civil, and compassionate environment.”

The subcommittee reviewed pages 1-24 of the document. Subcommittee members recommended revisions to the draft proposal of New Britain Schools Guiding Principles of Community, Collaboration, Support as follows:

- Page 7: Strike the word “Caregivers”
- Page 8: Expand definition of “Other District Staff” to include “Community Partners/Volunteers”
- Page 11: Align Student Responsibilities to LLCs
- Page 11: Revise “dressing appropriately” to align with district’s dress code policy
- Page 12: Strike “Caregivers” in heading replacing with “Guardians”
- Page 12: Consult Jeff Prokop regarding grades in Powerschool
- Page 12: Change “English Language Learners” to “English Learners”
- Page 13: Change “read and become familiar with the policies of the New Britain Board of Education, administrative regulations, and New Britain Schools Guiding Principles of Community, Collaboration, Support” to “become familiar with New Britain Schools Guiding Principles of Community, Collaboration, Support”

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- Page 14: Change “be familiar with the Guiding Principles” to “adhere to the Guiding Principles”
- Page 14: Remove parentheses from “communicate to students and parents: (course objectives and requirements, marking /grading procedures, assignment deadlines, expectations for students, classroom discipline plans)”
- Page 15: Add BSAs to “Counselors, School Social Workers, and School Psychologists...” heading
- Page 15 - 16: Change “School Responsibilities” to “Administrators Responsibilities”
- Page 15: Change “Schools shall ensure that parents have a right to participate in a decision-making affecting school policies and procedures, including, but not limited to:” to “Administrators shall ensure...”
- Page 15: Change “Schools shall ensure parents have a right to participate in decisions affecting their individual child’s education, including but not limited to:” to “Administrators shall ensure...”
- Page 15: Strike “administrators” from “adherence by teachers, administrators and other school staff to a problem solving process...”
- Page 15-16: Move “Administrators Responsibilities” to page 16 after reformatting and copyediting
- Page 16: Change “Responsibilities of Principals and School Administrators” to “Responsibilities of Principals and Building Administrators”
- Page 16: Change “All Principals and School Administrators have the responsibility to:” to “Building Administrators have the responsibility to: ”
- Pages 17: Change “District Administrators have the responsibility to: ” to “Certified and Non-Certified Administrators have the responsibility to: ”
- Page 17: Change “protect the legal rights of school staff, principals, students, and parents” to “ensure the legal rights of school staff, principals, students, and parents are protected”
- Page 17: Reformat “School Superintendent Responsibilities” with bullet points
- Pages 19- 24: Reformat this section by moving “School Problems,” “Personal Problems,” “Academic Problems,” “Extracurricular Activities” and “Complaint Procedures” up to pg. 19 under “Getting Help with a Problem” heading
- Page 19: Reformat bullying information to stand alone with separate heading after “Complaint Procedures”

The subcommittee also made the following recommendations with regard to the document:

- Request CSDNB legal counsel check CT state law citations for accuracy
- Consult Victoria Russell with regard to submission of the district’s ED 166 data (Student Disciplinary Offense Data Collection) and accuracy of code numbers cited on pages 31-43
- Copyedit entire document with attention given to formatting inconsistencies

The Policy Subcommittee Chair, Mr. Mercier, recommended to review pages 25-50 at the next Policy Subcommittee meeting scheduled for June 17, 2019.

Closing and Adjournment

The meeting was adjourned at 7:11 PM.

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