

**TOLLAND BOARD OF EDUCATION**  
**POLICY COMMITTEE MEETING, JULY 9, 2014**  
**MINUTES**

**Members Present:** Kathy Gorsky, Steve Clark, Tom Frattaroli

**Administrators, Staff Present:** William Guzman, Superintendent; Tom Swanson, Adam Sher

The meeting was called to order at 1:05 PM.

We began with an update on all-day kindergarten from Mr. Swanson. He explained how classrooms have been rearranged in Birch Grove School in order to keep all kindergarten classrooms together. We also have completed the process of finding teachers for the program. 159 students are registered and 175 packets have gone out. Mr. Swanson will keep the Board informed as to changes in these numbers. There were originally 9 children whose parents wanted half day kindergarten. As of the day of the meeting, 1 definitely wanted to remain in the half day program, 2 had converted to full day, and another was switching to all day due to the child's IEP. Parents of the remaining 5 will be contacted by Mr. Swanson in order to discuss exactly what their children will be missing by attending the half day program. Finally, the curriculum is being developed and will be finished by the start of school. Student screenings will take place once school has begun in order to allow more time for curriculum development.

Next, Policy 5140 regarding Acceptable Use of Computers was visited. It was agreed that the policy committee would add the following language to the policy in order to explain what the procedure should be in the case of accidental student exposure to inappropriate material on a website. The language will read:

“Teachers will be responsible for notification of both parents and administration in the case of student exposure to inappropriate digital material.” The first reading of this addition to the policy will be presented to the Board on July 23.

The Fields and Maintenance Agreement was not discussed as it is still under review by the Shared Services Committee.

The question of appropriate methods of fundraising for school athletics was discussed. The question was whether or not the mailing of requests for donations to fund a school team is allowed by the current policy and administrative regulation, #5160. It was decided that such an activity does not violate the policy on its face. However, Mr. Clark questioned whether this activity had been approved and by whom, as the administrative regulation specifies that the building principal must approve any fundraising activity. Mr. Guzman will look into whether the activity was approved.

The committee next agreed to add a new Community Engagement Policy. Such a policy is optional but it was agreed that, considering that the Board has recently added a Communications and Outreach Committee, it is a good idea to clarify the ways in which the community and Board can collaborate together. The new policy will be available for a first reading at the BOE meeting on July 23.

Finally, Steve Werbner will be attending the next Policy Committee meeting in order to discuss the issue of advertising signage.

The next Policy Committee meeting will take place at the BOE office on Wednesday, August 6 at 3:00. The agenda will include:

1. Advertising Signage
2. Voting Procedure Policy
3. Status of projects overseen by the Policy Committee

The meeting adjourned at 3:13 PM.

Respectfully submitted,

Kathy Gorsky