

WEST HAVEN BOARD OF EDUCATION MINUTES
October 15, 2012
Policy Committee Meeting
Council Chambers

The Policy Committee Meeting of the Board of Education was held in the City Council Chambers of City Hall, 355 Main Street, West Haven, CT on October 15 2012. The meeting was called to order by Toni Paine, Chairman of the Policy Committee at 5:30 p.m.

COMMITTEE MEMBERS

IN ATTENDANCE: Toni Paine
Bob Guthrie

COMMITTEE MEMBERS

ABSENT: Pat Libero
Betsy Davis

BOARD MEMBERS PRESENT:

ADMINISTRATORS PRESENT: Neil Cavallaro
Anne Druzolowski

Toni Paine welcomed everyone to the Policy Committee Meeting and introduced Attorney Carolyn Dugas and thanked her for her help with the policies that will be discussed tonight. Toni Paine also introduced Dana Martinez who also took part in the discussion and thanked her for her input in tonight's discussion.

Discussion of Policy 5113 Attendance/Excuses/Class Cuts took place and Attorney Dugas discussed some of the changes to the policy. Discussion about Excused and Unexcused Absences took place. The State Department of Education has set forth a new definition of excused and unexcused absences and we have adopted those decisions.

It was stated that it is important for a teacher to pick and chose when they want to release a student from missing school for important events. Attendance is important and it is very important this is communicated clearly to the public. There was also a discussion on the appeal process and an attendance committee.

Discussion of Policy 5113.2 Truancy took place. This policy will apply to all students enrolled in kindergarten through grade 12 in the West Haven Public Schools. Excused and unexcused absences were again defined in the same way previously defined in the attendance policy. Written documentation for days of absence is required. A reasonable effort will be made to notify the parent or guardian of the absence by telephone. In grades K-8 a letter will also be sent

home unless school personnel have received an indication that the parent or other person is aware of the student's absence. A further discussion took place.

The only changes on the transportation policy were in regard to the distances and it doesn't affect anybody negatively. Attorney Carolyn Dugas will make revisions to the Truancy and Attendance Policies and email the changes to the board members requesting a read receipt so Toni knows they have received it and they can look over the changes and let Toni Paine know immediately if there are any questions so this can be put on the next agenda. Toni is also getting more information on transportation in regard to seating capacity. A further discussion took place.

Bob Guthrie made a motion to adjourn and Toni Paine seconded it. The meeting adjourned at 6:47 PM.

Respectfully submitted,

Marylou C. Amendola
Board Secretary