

WESTBROOK BOARD OF EDUCATION

**Policy Subcommittee Meeting**

Thursday, April 22, 2021 @ 4:15 p.m.

via Google Meet

Members Present: Kim Walker, Mary Ella Luft, Michelle Brigham, Zack Hayden

Absent: Mike Esposito

Also Present: Superintendent Kristina Martineau

**MINUTES**

**I. CALL TO ORDER:** The Policy Subcommittee meeting was called to order at 4:16 p.m. by Kim Walker, Chair

**II. APPROVAL OF MINUTES:** MOTION by Z. Hayden and SECOND by M. Luft to approve the Policy meeting minutes of March 18, 2021. Vote unanimous.

**III. POLICY OVERSIGHT PROCESS:**

**A. Prioritization of policies to review:** K. Walker suggested tabling discussion of review of 3000 and 6000 series. M. Luft reported that most of the Series 1000 and 2000 were adopted in 2007. Some are more important to review than others. K. Walker reported on 4000 and 9000 series and pointed out that reference to employee names need to be updated in specific policies i.e. 4118.113 and 4118.11 to reflect changes. The policy committee will further review 4118.11 and 4118.113 for any additional updates/legal references and bring to the full board for approval. It was decided that the Policy Subcommittee will begin review of the Zero Series and work on updating policies 0100; 0200, 0300 at the May 20<sup>th</sup> policy meeting which will meet “in-person.” The committee will look for outdated policies and compare with more recent CABE policies. Z. Hayden will further review the 9000 series By-laws. Superintendent Martineau is charged with review of the BOE Student Representative By-law 9160 and to check our website for reference to designated Safe School Climate Coordinator. M. Brigham provided a review of the 5000 series.

**B. Creation of calendar:** Per the minutes of March 18, K. Walker suggested the Policy Subcommittee create a calendar to align with policy items such as BOE self evaluation, Superintendent evaluations, review of policies, update goals and objectives, attorney performance evaluation etc. Z. Hayden suggested the first policy meeting after the December BOE organizational meeting would be a good time to form a calendar for review of policies.

**IV. CONSIDERATION OF CABE Policy 0523: Equity and Diversity:** K. Walker suggested removing this item from the agenda. Superintendent Martineau stated that Westbrook is in the process of developing an equity statement and the Committee was in agreement that we are not ready to adopt the CABE suggested

policy on Equity and Diversity. Z. Hayden pointed out that it is important that this topic is being addressed through the K-12 Equity and Access Committee.

- V. ADJOURN:** MOTION by M. Brigham and SECOND by M. Luft to adjourn at 4:57 p.m. Vote unanimous.

Respectfully submitted,

Christine Kuehlewind, Board Secretary

Cecilia S. Lester, Board Recording Clerk

TBA at next meeting