



Torrington Board of Education

JOSEPH L. CAMPOLIETA
DIRECTOR OF HUMAN RESOURCES

LYNDA T. REITMAN
INTERIM SUPERINTENDENT

Policy Committee Regular Meeting Wednesday, September 2, 2015 355 Migeon Avenue

MINUTES

Members Present: Ellen Hoehne, Committee Chair; John Kissko; Jim Lamoin

Also Present: Board of Education: Jeremy Hinman, Bill Knight, Jessica Richardson

Administration: Joseph L. Campolieta, Director of Human Resources; Susan M. Lubomski, Assistant Superintendent; Lynda T. Reitman, Interim Superintendent

1. Ms. Hoehne called the meeting to order at 7:07 p.m.
2. Roll Call was taken.
3. Mr. Lamoin moved to approve the minutes of the meeting of August 5, 2015. The motion was seconded by Mr. Kissko. All in favor.
4. Field Trip Procedures Update: The committee reviewed the following newly drawn up documents: 1) Procedures for teachers submitting field trip application, 2) cover sheet for applications, 3) application form, 4) parent permission form in English, 5) parent permission form in Spanish, 6) medical authorization sign-off sheet. Members agreed that language should be added to the Procedures and the Cover Sheet that explains that field trips in September and in June are discouraged. Ms. Lubomski agreed to draft and add that language.
5. Cell Phone Policy: Mr. Lamoin reported on his meeting with two Torrington High School students, Tylar Young (Grade 12) and Darnell Battle (Grade 11), and shared the students' ideas about what might be included in the cell phone policy and how the rules might be enforced. Students' stressed the need for cell phones, laptops and tablets to be allowed as tools for research and that policy rules could be specific to grade level and class type. The students' also felt that the student body could police itself on the policy in the interest of protecting the privilege. Mr. Lamoin plans to meet again with the students September 19.

Ms. Hoehne inquired about how many students have such devices, and Mr. Lamoin said the students estimation was 90%. (Later in the meeting Ms. Reitman said that according to available reports the number is actually 97%.)

Ms. Reitman spoke about cell phone use as a management issue, and gave examples of how teachers can avoid abuse of the cell phone policy. She recommended as an example the policy of the Meriden, CT school system and a video produced by the Meriden students about cell phone use in the schools. It was agreed that as part of a new policy implementation teachers ought to be provided with professional development training on how to best use electronic devices in the classroom.

The committee still targets October 21 for an updated electronic device policy presentation to the full Board of Education.

6. Graduation Requirements: Mr. Campolieta informed the committee that the date for implementation of the new State high school graduation requirements has been extended one year and will effect the class of 2021 first. Members discussed whether or not to proceed with implementation despite the new deadline. Mr. Campolieta offered to collect information from attorneys for the next committee meeting.
7. Discipline Tier Level Structure: Members reviewed the structure as printed in the THS Handbook. It was agreed that as “Drugs/Alcohol” appears in both Tier 4 and Tier 3, details should be added in order to determine which kind of drug/alcohol offenses belong to which tier. Ms. Reitman said she would speak with Director of Secondary Education Eric Baim to clarify the structure in regard to that point.
8. Comments for the Good of the Order: None
9. Topics for Future Meetings: Graduation requirements, discipline tier level structure, electronic device policy, facilities including outdoor usage, community service, letter received from the School Improvement and Community Relations Committee regarding renaming of the music wing of THS, telephone meetings
10. Motion to adjourn was made by Mr. Lamoin and seconded by Mr. Kissko. All in favor.
11. Meeting adjourned 8:29 p.m.