

Salem School District
Policy Subcommittee of the Salem Board of Education
March 28, 2022
Media Center
4:00 p.m.

MINUTES OF MARCH 28, 2022 REGULAR MEETING

Present: Jen Rucci (Chair) and LaVan Norwood

Absent: Dan Marsh

Administration: Brian Hendrickson, Superintendent

Visitors: Trooper Crosby and Ed Chmielewski (First Selectman)

1. Call to Order – Meeting was called to order at 4:06 pm by Jennifer Rucci.
2. The subcommittee unanimously approved the February 23, 2022 meeting minutes. (LN/JR)
3. The subcommittee unanimously approved moving agenda item #4 Discuss CAFE Sample Policy on Narcan to above item #3 Policy for Establishing Class Size. (JR/LN)
 - Mr. Hendrickson brought to the subcommittee’s attention that we had Trooper Crosby available for the Narcan policy discussion and to move the item ahead to be sensitive of his times and responsibilities.
4. Discussion of CAFE Sample Policies for Narcan: Trooper Crosby was brought in to discuss the administration of Narcan within the school, considerations of policy for administration and risks associated with not having a Narcan policy. In conjunction with the Narcan policy, First Selectman Ed Chmielewski reported that the town is paying to have Trooper Crosby certified in the DARE program. Trooper Crosby mentioned that functions of the DARE program can support the Narcan policy by providing curriculum to students on drug awareness and resistance. Salem School had a DARE program running within the school until before the pandemic. Jennifer Rucci stated that the program has not run recently due to the certified DARE trooper leaving his position within the Town of Salem. It was suggested that further information on use of Narcan could be provided by the recently appointed head of emergency services for the Town of Salem. Mr. Chmielewski reported that none of the town buildings currently have Narcan available. Trooper Crosby stated that all first responders and police officers in the town carry Narcan. Jennifer Rucci recommended that no action be taken on this policy at this time. Mr. Hendrickson will follow up with the appropriate town members and report back to the Policy Chair.
5. Policy for Establishing Class Size: The subcommittee agreed on the language used in the Rocky Hill sample policy for class size. Modifications made were to the ranges within that sample policy. Kindergarten range 15 – 21 students, Grades 1 – 4 range 17 – 22 students, Grades 5 – 8 range 20 – 25 students. It was recommended that the Special Instruction sections not have a class size range associated. Mr. Hendrickson proposed a creation of a policy on schedule utilization within the school. Jennifer Rucci suggested that conversation be moved to a summer meeting of the policy subcommittee. Jennifer Rucci will follow up with Jennifer Kayser to assure wording of Class Size policy is ready for first reading at the April 4th Board of Education Meeting.

The subcommittee unanimously approved moving policy for class size out of subcommittee for first reading by the Board of Education. (JR/LN)

6. Policies Discussing Prohibiting Physical Activity/Recess as Punishment: Jennifer Rucci reported the function of this agenda item came following review of legislation being discussed in Hartford within each committee section. These policies were approved by the Salem Board of Education in December of 2020. Jennifer Rucci asked Mr. Hendrickson how policy information is disseminated to teaching staff within the school. Mr. Hendrickson reported on several functions including a Professional Development day prior to school starting when many of these policies are highlighted for staff. Mr. Hendrickson also reported that this is a system he has been working on with the School Administration to improve for the next school year. Jennifer Rucci asked how timing of recess gets determined within the school. Mr. Hendrickson replied that is a scheduling construct and the schedule utilization policy would help to answer those types of questions. That conversation will be moved to the summer and Jennifer Rucci requested that, if appropriate, the new school principal attend that meeting as well to help support the creation of the policy. No action taken on this discussion item.
7. Discussion of Evaluation Policies #2400, #4115, #4215: Mr. Hendrickson brought to the attention of the subcommittee that evaluation policies and procedures needed attention within the Salem School District. Mr. Hendrickson spoke of efforts between him and other parts of the administrative team to streamline the evaluation process. Mr. Hendrickson also reported that while no action was needed today on the policies, they were technically not aligned with current state statute. The subcommittee suggested that updated language be brought to the next policy subcommittee meeting for review to update these policies.
8. Next Regular Meeting Date: May 23, 2022 at 4:00 pm in the Media Center.
9. Motion to adjourn at 5:12 pm. (LN/JR)