

**New Milford Board of Education  
 Policy Sub-Committee Minutes  
 March 3, 2020  
 Lillis Administration Building, Room 2**

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 NEW MILFORD, CT

Present: Mrs. Wendy Faulenbach, Acting Chairperson  
 Mrs. Tammy McInerney  
 Mrs. Cynthia Nabozny

Absent: Mrs. Angela C. Chastain, Chairperson

Also Present: Ms. Alisha DiCorpo, Assistant Superintendent of Schools

1.	<p><b>Call to Order</b></p> <p>The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mrs. Faulenbach, acting as Chair.</p>	<p><b>Call to Order</b></p>
2.	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<p><b>Public Comment</b></p>
3.	<p><b>Discussion and Possible Action</b></p> <p><b>A. Policies for Review:</b></p> <p><b>1. 5117 School Attendance Areas</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach noted the significant revisions to this policy and asked Ms. DiCorpo to summarize the requested changes.</li> <li>• Ms. DiCorpo said this policy has not been updated for a while and, in its current state, is very general in guiding the decision making process. She and Dr. Parker began review in September and discussed with legal counsel. There has been a lot of back and forth regarding proposed changes based on trends that they are trying to capture. This year, there were nine requests to waive the designated school area, seven from HPS to NES, and two from NES to HPS. This is a similar number to previous years. The goal is to tighten both the reason for granting future requests as well as the accompanying paperwork. Under the revised</li> </ul>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Policies for Review:</b></p> <p><b>1. 5117 School Attendance Areas</b></p>

	<p>policy, a waiver will be granted only for documented educational needs of the student and whether the request is justified by good and sufficient (educational or medical) reason. Ms. DiCorpo gave as an example, specialized instruction required by IEP that is only available in one school.</p> <ul style="list-style-type: none"><li>• Mrs. McInerney questioned custody and divorce issues and asked how that factors in. Ms. DiCorpo said that is discussed on page 5117(d). She said the court record would be the guide, as every court agreement is different. They would look at what the agreement for custody is and where the child rests his/her head most. She said requests for change are approved once a year, in August, unless the parents move during the year.</li><li>• Mrs. Faulenbach suggested “student residential patterns” on page 5117(b) should be changed to “student and municipal residential patterns” to fully capture trends.</li><li>• Mrs. McInerney said she was glad to see the reasons for approval tightened up. She asked what happens in the case of a staff member request. Ms. DiCorpo said there is no favoritism; the same process would be followed.</li><li>• Mrs. Faulenbach asked if the revocation of waiver can happen any time during the year. Ms. DiCorpo said yes, keeping it open ended lets us look at the big picture.</li><li>• Mrs. McInerney suggested that a statement about transportation being the parents’ responsibility be added to the section on page 5117(d) regarding mid-year transfers.</li><li>• Mrs. Faulenbach asked about the parents’ right to appeal to the Board. Ms. DiCorpo said there is no process listed in the formal policy but parents can always request a hearing from the Board.</li><li>• Mrs. Faulenbach said she would like to see this policy brought to the Board for first review while the committee continues to review it as well. That way, any and all comments could be considered while the policy moves through the</li></ul>	
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	<p>approval process and a revision will be ready for this summer.</p> <p><b>2. 5118.1 Homeless Students</b></p> <ul style="list-style-type: none"><li>• Ms. DiCorpo said this revision reflects new, informal guidance from the CSDE emphasizing that reporting to DCF should be done on a case by case basis.</li><li>• Mrs. Faulenbach said the case by case basis certainly makes sense since it is not “one size fits all”.</li><li>• Ms. DiCorpo referenced page 5118.1(b) which identifies her as the district’s homeless liaison. She said she is not the only one making referrals to DCF. There are other mandated reporters in district, for example social workers and counselors.</li><li>• Mrs. Faulenbach suggested legal be consulted to see if additional staff can be referenced here.</li><li>• Ms. DiCorpo referenced #6 on page 5118.1(d) which says the assistant superintendent shall assist the parent/guardian in obtaining the necessary immunizations and records. She said her office sends parents to the district medical advisor for assistance.</li><li>• Mrs. Faulenbach suggested legal be consulted here as well to see if medical advisor should be noted.</li><li>• Mrs. Faulenbach asked for a motion to bring these policies to the full Board for first review, noting that they are still a work in progress, and that the committee would welcome Board comments. The policies will be put on next month’s Policy agenda for further discussion as they work through the review process at the Board level.</li></ul> <p>Mrs. McNerney moved to bring Policies 5117 School Attendance Areas and 5118.1 Homeless Students to the Board for first review, seconded by Mrs. Nabozny.</p> <p>The motion passed unanimously.</p>	<p><b>2. 5118.1 Homeless Students</b></p> <p><b>Motion made and passed unanimously to bring Policies 5117 School Attendance Areas and 5118.1 Homeless Students to the Board for first review.</b></p>
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<p><b>4.</b></p> <p><b>A.</b></p>	<p><b>Item of Information</b></p> <p><b>Regulation:</b></p> <p><b>1. 5117 School Attendance Areas</b></p> <ul style="list-style-type: none"> <li>Mrs. Faulenbach noted that the Board does not approve regulations, which provide structure for enforcing policy. As such, this regulation is provided as an FYI.</li> </ul>	<p><b>Item of Information</b></p> <p><b>Regulation:</b></p> <p><b>1. 5117 School Attendance Areas</b></p>
<p><b>5.</b></p>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>There was none.</li> </ul>	<p><b>Public Comment</b></p>
<p><b>6.</b></p>	<p><b>Adjourn</b></p> <p>Mrs. McInerney moved to adjourn the meeting at 7:30 p.m. seconded by Mrs. Nabozny and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 7:30 p.m.</b></p>

Respectfully submitted:



Wendy Faulenbach, Acting Chairperson  
 Policy Sub-Committee