

POLICY REVIEW COMMITTEE MINUTES
August 22, 2016

Board of Education Members Present: Jaime Barr Shelburn (Chair), Tim Hagen, Barbara Senges

Administrators Present: Jeffrey Newton (Superintendent), Amy Drowne (Assistant Superintendent for Curriculum, Instruction and Assessment), Dr. Judy DeLeeuw (ELMS Principal)

Meeting Time: 5:00-6:00 PM

1. Policy and Regulation 5141.25 Students with Special Health Care Needs

Mr. Newton received and distributed a letter from Kim Watts, RN, Nurse Coordinator from the Pediatric Specialty Centers, Division of Allergy and Immunology at Yale New Haven Children's Hospital. Ms. Watts reviewed the draft policy and regulation and outlined her suggested revisions. At this time, Dr. Lobo has not had an opportunity to review the draft policy and regulation. Mr. Newton reported that Shipman and Goodwin does not have a current policy that encompasses all forms of allergies.

Policy Committee Discussion:

- The policy and regulation should be revised to include all anaphylactic diseases and Glycogen storage diseases.
- The policy and regulation should state that food prepared in the home and brought into the classroom should be preapproved so precautions and provisions can be made if necessary.
- Hand washing procedures should be followed consistently in each building, taking into consideration the time involved and the logistics of student traffic patterns.
- Amy Drowne met with the elementary principals and has begun the discussion of hand washing procedures and the individual health care plan. She has also begun discussion with the Before and After School Care Coordinator. She sees a task force being helpful in implementing specific practices.
- Chartwell's should be notifying the parents and the nursing staff of any changes in food ingredients being served.
- Need deeper conversations regarding the Wellness Policy and how to make it consistent with the Students with Special Health Care Needs Policy.
- It is difficult to monitor that no food is being consumed on the bus.
- The VNA contract should be reviewed to make sure there is allotted time for the nurses to monitor individual health care plans and to train staff.
- Parents should be invited to an informational meeting/discussion once this policy and regulation has been drafted.

Due to the complexity of the regulation, a decision was made to write one broad policy for students with special health care needs and then write individual regulations for specific health care needs i.e. food allergies, bee stings, glycogen storage disease, etc.

Public Comment:

Christine Stahl, 4 Upper Kensington Drive, East Lyme

Regarding Policy and Regulation 5141.25 Students with Special Health Care Needs, Christine Stahl commented that:

- It is easier to negotiate prepackaged and labeled food in the classroom verses homemade items with special sauces and seasonings.
- Hand washing procedures can be modified for each age differences.
- Reiterated the need to have a parent task force involved with the development of the policy and individual regulations.
- Is concerned of what the district plan will be for the start of schools while the policy and regulations are being worked on. Possibly the Superintendent can send a communication to all staff and parents.
- Parents need to be educated about their rights concerning the individual health care plans.
- The nut-free, allergy-free lunch table needs to be monitored closely and precautions should be made so students can sit with friends and not feel secluded.
- Does the food service provider notify parents of what food is being served and if ingredients have changed?

The next Policy Committee meeting will be held on September 15, 2016 at 5:00 p.m. at East Lyme High School.

Respectfully submitted by
Jaime Barr Shelburn
Policy Committee Chair