

POLICY REVIEW COMMITTEE MINUTES
September 19, 2016

East Lyme Public Schools will inspire, engage and educate each student to become a contributing citizen and a responsible, independent, and critical thinker.

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)

Meeting Time: 5:05 – 6:20 PM

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

Mr. Newton presented the updated revisions to the draft Policy 5141.25 Students with Special Health Care Needs. Since the last meeting, revisions were made to make the policy and regulation more global in nature and not specific for individual allergens. The policy and regulation is intended to be a management guideline with the Individual Health Care Plan addressing specific needs and procedures for individual students.

Policy Committee Discussion:

- The policy and regulation encompass all life threatening allergens, with food being one of them.
- Education and training of staff is currently addressed in the draft policy and regulation.
- The Board of Education is authorized to approve policies only. The Administration has the authority to write and approve the specific details of regulations. By adopting and revising policies, the BOE is ensuring that steps are in place to move forward in regards to the regulation.
- The Administration will continue to brainstorm ways to be preventative verses reactive in regards to life threatening allergens.
- Due to the number of students with life threatening allergies, should a list of specific procedures be developed? The current draft policy will give the teachers and administration the opportunity to develop practices for life threatening allergens that are appropriate for the classroom ,verses a procedural check list to follow that may hinder the overall educational environment for all students.
- Page 5 of the Policy states that, “Each school within the district will develop appropriate practices to minimize the risk of exposure to life threatening allergens and the risks associated with GSD.” A target date to develop these appropriate practices should be given to the building administration.

Next Steps:

The Policy Committee will begin reviewing all policies and regulations in the 5000 series (Students) and specifically look at how these policies align with the district mission statement as we work towards a new long-range plan. Amy Drowne and Jeff Newton will give an assessment of the 5000 Series to the Policy Committee at

their next meeting. Each committee member was asked to review the policies and regulations on the district website in preparation for the assessment.

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:

- Ms. Stahl expressed disappointment that the draft policy addresses life threatening allergens generically and does not address food allergens, medicine allergens, latex allergens and insect bites specifically. The Individual Health Care Plan are guidelines for teachers, administration and nurses, and does not educate students and parents. Ms. Stahl stated that one of the most important safeguards against food allergens is hand washing after eating and specific instructions should be included in the regulation. Ms. Stahl is concerned that without detailed steps and procedures in the regulation for staff, students and parents, the minutia will become unimportant.

Respectfully submitted by
Jaime Barr Shelburn
Policy Committee Chair

