



**CORRECTED
MINUTES**

**TOWN OF ROCKY HILL
POLICY COMMITTEE
MEETING MINUTES/MOTIONS**

In order to comply with Connecticut General Statutes regarding minutes of meetings, the following will be used to record information during all public meetings that take place. An original must be submitted to the Town Clerk of Rocky Hill within 48 hours of the meeting being adjourned. Motions should be complete, showing the maker and second of the motion as well as how each member voted. Unanimous votes may be listed as unanimous.

NAME OF PUBLIC BOARD OR COMMISSION	Board of Education Policy Committee
DATE MEETING AGENDA POSTED	January 7, 2009 February 20, 2009
LOCATION	Training/Conference Room
DATE OF MEETING	February 19, 2009 February 23, 2009
TIME MEETING STARTED	6:05 p.m.
PERSON PREPARING MEETING MINUTES	Christine Flynn, Secretary to the Superintendent of Schools (Absent at this meeting)
VERBATIM NOTES TAKEN	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
AUDIO, VIDEO OR LIVE TRANSMISSION OF MEETING	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

MEMBERS PRESENT AT MEETING

1. Maria Mennella, Chairperson	2. Raffaella (Ralf) Calciano-Coler
3. Rene (Skip) Rivard, Board Member	4. Also present: Superintendent Dr. Jeffrey Villar

NUMBER REQUIRED FOR QUORUM 2 QUORUM PRESENT Yes No

TEXT MOTIONS AND RESULTS VOTES

1st MOTION Passed Failed Tabled

Moved by Raffaella Calciano-Coler, seconded by Maria Mennella, to call the Policy Committee Meeting to order.

**FAVOR: ALL
MOTION CARRIED**

2nd MOTION Passed Failed Tabled

Moved by Raffaella Calciano-Coler, seconded by Maria Mennella, to adjourn the meeting at 7:05 p.m.

**FAVOR: ALL
MOTION CARRIED**

LINK TO WORKING NOTES (will be attached if available)

ACTION

CORRECTION(S) (will be attached if available)

TIME MEETING ADJOURNED: 7:05 p.m. .

TIME DELIVERED TO TOWN CLERK: .

Town of Rocky Hill
Board of Education
Policy Committee Meeting Working Notes
February 23, 2009

A Policy Committee meeting of the Rocky Hill Board of Education was held on Monday, February 23, 2009 in the training /conference room. Chairperson Maria Mennella called the meeting to order at 6:05 p.m. Present were: Raffaella Calciano-Coler and Rene Rivard. Also present were Superintendent Dr. Jeffrey Villar and Vincent Mustaro from CABE.

1. Presentation by CABE on Policy Services

Mr. Mustaro gave a presentation on the basic services provided by CABE to members. Membership in CABE offers districts access to sample policies. Rocky Hill has access to the member section and the CABE manual on the CABE website. The district can hire CABE as consultants to audit the current policy manual. CABE offers a customized policy service that would completely rework the district's policy manual. The process takes two to three years and the fee can be paid over the same period of time. CABE offers an update service which will revise policies as needed. A more comprehensive update service is also offered in which CABE will maintain and update an electronic policy manual for the district. Mr. Mustaro discussed the fees charged for the various levels of policy manual services.

The meeting was adjourned at 7:06 p.m.

Respectfully submitted,

Christine B. Flynn
Secretary to the Board of Education
(Not present at the meeting)

Accepted by: _____ Date: _____