

**Windsor Locks Board of Education
Special Meeting**

January 8, 2022 - 9:00 am

**Windsor Locks High School Library/Media Center
And Via Zoom**

[Registration Link](#)

Agenda

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Public Audience - **(Only on Agenda Items)**

In accordance with BOE Policy 9020 - The Windsor Locks Board of Education (Board) recognizes that communication is a continuous two-way process. The Board believes that it is important to keep the public informed about educational programs, and, in turn, that the community should have the opportunity to provide input.
- V. Policy Committee
 - A. Approval of Minutes of 12/30/21: **Vote Needed**
 - B. First Reading
 - 1100 Community Relations; Public Participation at Board Meetings
 - 9020 Bylaws of the Board; Public Statements
- VI. Discussion of 2022-2023 School Budget: **Vote Possible**
- VII. Adjourn

For the Chairperson of the Board of Education
Shawn L. Parkhurst, Superintendent of Schools

C: Town Clerk: Please Post

**WINDSOR LOCKS PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
Policy Subcommittee Meeting
December 30, 2021 10:00 am
Zoom**

BOE Members Present: Kylee Christianson and Jim McGowan

Administration Present: Shawn Parkhurst, Superintendent

Others Present: None

1. Call To Order at 10:00 am
2. Public Comment (Related to Agenda Items Only)
 - a. No public comment
3. Review for Discussion and/or First Reading
 - **REVISE:** 1100 Community Relations; Public Participation at Board Meetings
 - Discussed the proposed additional language
 - Consensus to move the revised policy forward to the full board for a 1st reading
 - **REVISE:** 9020 Bylaws of the Board; Public Statements
 - Discussed the proposed additional language
 - Consensus to move the revised policy forward to the full board for a 1st reading
4. Adjourn at 10:21 am

Community Relations

1100 – Public Participation at Board Meetings

Meetings of the Board of Education (Board) are held to carry on the business of the schools and, therefore, are not meetings of the public but rather meetings of the Board, which are held in public. The Board recognizes its responsibility to conduct the business of the District in an orderly and efficient manner and will, therefore, require reasonable controls to regulate public presentation to the Board.

The Board, as a representative of the District, wishes to provide an avenue for any member of the public, school staff or the press to express interest in and concern for our schools. The Board shall schedule time during each regular and special meeting for public comment.

The purpose of the Board's meetings is for the Board to conduct the business of the Windsor Locks Public Schools. In order to insure sufficient time is available at each meeting for the Board to conduct its business, it may be necessary to place reasonable individual and overall time limits on public comments. During public comment, the Chairperson shall recognize speakers, request proper identification and maintain proper order. The Board shall hear only concerns, views and opinions on topics within the jurisdiction of the Board. Public comment at special meetings shall be limited to the agenda topic(s) for such meeting. The appropriateness of the subject being presented (i.e., the relationship of the topics(s) to matters within the jurisdiction of the Board at regular meetings or to matters on the agenda at special meetings), the suitability of the time for such presentation, the number of speakers, and the time to be allowed for public comment will be determined by the Chairperson. However, the Board as a whole shall have the final authority to make such rulings. The public is advised that any discussion of specific employees will not be allowed at meetings and should be addressed to the employee's immediate supervisor or the Superintendent. **The Board or Committee will not permit in public session any expression of personal complaint about school personnel nor against any person connected with the school system, including students, whether specifically identified by name or not. Persons with personal complaints regarding personnel should speak with the Superintendent of Schools as a means of bringing concerns for consideration and disposition. Speakers will not be permitted to participate in gossip, make defamatory comments, or use abusive or vulgar language. Speakers will be advised that comments must be limited to items which directly relate to the school district.** To preserve order and facilitate the conducting of Board business, the Board may remove from its meetings persons who are willfully interrupting the meeting. This authority includes the ability to clear the room and continue in session. An accredited member of the press must be permitted to remain in the cleared room unless such member was part of the disruption. The Board in its discretion may establish a procedure for readmitting to a cleared room an individual(s) not willfully disturbing the meeting.

Persons wishing to address the Board via letter or written or electronic communication may do so. Copies of such correspondence will be forwarded to Board members and the original will become part of the meeting record. Letters generally will not be read at Board meetings.

The Board shall give due attention to all comments and contributions from the public, but shall not be expected to respond immediately. When appropriate, inquiries requiring detailed responses shall be referred to the Superintendent who shall respond within a reasonable period of time.

Legal References:

Connecticut General Statutes

1-225 Meetings of government agencies to be public. Recording of votes. Schedule an agenda of certain meetings to be filed and posted on website. Notice of special meetings.

Executive sessions

1-232 Conduct of Meetings

19a-342 Smoking Prohibited. Exceptions. Signs Required. Penalties

Policy adopted: August 1980

Revised: November 1990, March 2000, July 2002, June 2019

For Consideration: January 2022

Bylaws of the Board

9020 - Public Statements

The Windsor Locks Board of Education (Board) recognizes that communication is a continuous two-way process. The Board believes that it is important to keep the public informed about educational programs, and, in turn, that the community should have the opportunity to provide input. **The Board or Committee will not permit in public session any expression of personal complaint about school personnel nor against any person connected with the school system, including students, whether specifically identified by name or not. Persons with personal complaints regarding personnel should speak with the Superintendent of Schools as a means of bringing concerns for consideration and disposition. Speakers will not be permitted to participate in gossip, make defamatory comments, or use abusive or vulgar language. Speakers will be advised that comments must be limited to items which directly relate to the school district.**

Communication will be a concurrent responsibility of the Board and the Superintendent of Schools. The Superintendent of Schools will work with the members of the Board to conduct an active and comprehensive program throughout the school district and community for the prompt dissemination of information about decisions made at all Board meetings. Releases to the press and brief summaries of Board meeting actions prepared for distribution to staff members and parent/guardians are regarded as appropriate media of information for meeting the requirements of this bylaw. Press releases relative to Board of Education action shall be released only by the Board Chairperson or the delegated agent of the Board.

(cf. 1112.2 - School News Releases)

(cf. 1120 - Board of Education Meetings)

Bylaw adopted: June 14, 2012

Reviewed and Approved: November 14, 2019

To be considered, January 2022