



Newtown Public Schools

VIRTUAL: Policy Sub-Committee Agenda
March 3, 2026

REMOTE MEETING Due to Weather
5:30 PM

As citizens of our community, we will conduct ourselves in accordance with Newtown's Core Character Attributes as displayed in our character tree. We will be responsible for our actions and show respect for each other. We will interact peacefully, productively, and politely. We will be trustworthy and honest and show compassion toward others. Newtown's continued success is contingent upon our ability to persevere, to follow through with our commitments, and to stay focused on the greater good.

AGENDA

1. **CALL TO ORDER**
2. **PUBLIC PARTICIPATION**
3. **APPROVAL OF MINUTES**
4. **DISCUSSION AND POSSIBLE ACTION**
 - A. Bylaws Recommended for First Read
 1. Formulation, Adoption, Amendment or Deletion of Bylaws
 2. Formulation, Adoption, Amendment or Deletion of Policies
 3. Formulation, Adoption, Amendment or Deletion of Regulations
 4. Suspension of Policies, Bylaws, Regulations, Officers
 5. Official Duties - Chairperson
 6. Official Duties - Vice Chairperson
 7. Official Duties - Secretary
 - B. Bylaws to Rescind after Adoption of Replacement Bylaws
 1. 9311 - Formation, Adoption, Amendment of Policies
 2. 9100 - Officers Organizational Meeting of the Board
5. **PUBLIC PARTICIPATION**
6. **ADJOURN**

MINUTES

Anne Uberti, Superintendent
Doria Linnetz
Don Ramsey
Sarah Connell

1. CALL TO ORDER

- a. D. Linnetz called the meeting to order at 5:31 pm.

2. PUBLIC PARTICIPATION

- a. None

3. APPROVAL OF MINUTES

MOTION: D. Ramsey moved to approve the minutes of December 3, 2025. D. Linnetz seconded. Motion passes unanimously.

4. DISCUSSION AND POSSIBLE ACTION

- a. Review Policies
 - i. 5138 Restorative Practices
 1. A.Uberti provided background on recent legislation clarifying that districts are not required to develop a regulation but rather a continuum of strategies to prevent, identify, and respond to challenging behavior, including bullying and harassment. A.Uberti stated that the legislation shifts language from “bullying” to “challenging behavior” which includes dysregulated student behaviors.
 2. It was initially believed a regulation was required but after further review, that implementation should be in the school handbooks. The work aligns with the responsibilities of the District School Climate Coordinator and building-level School Climate Specialists.
 - a. The committee asked when the handbooks were updated. A.Uberti responded that the work should be done over the summer so it is finalized before the school year.
 - ii. 3541.35 Transportation - Procedures for Emergency Safety
 1. The current policy outlines procedural steps that can not be enforced by the BOE. The responsibility lies with All-Star.
 - a. A.Uberti is recommending rescinding the current policy and implementing an administrative regulation. This regulation will

- include administrative response at accident scenes, accountability and medical follow-up procedures.
- b. A.Uberti stated that she reviewed this regulation with All-Star's depot manager.
- 2. The committee agreed with A.Uberti's recommendation.

MOTION: D. Linnetz moved to recommend rescinding 3541.35 Transportation - Procedures for Emergency Safety and replacing it with an updated regulation as an informational item. D. Ramsey seconded. Motion passes unanimously.

- iii. 3160 Board Budget Procedures and Line Item Requests
 - 1. After review, A.Uberti and T.Gouevia reviewed Newtown's existing policy and made a technical update aligned with existing practice.
 - a. The clarification included language that principals and directors may transfer funds within their own approved budgets to address programmatic needs. However, transfers between schools or departments require Board of Finance approval.
 - 2. The committee had no concerns about the edits.
- iv. 1050 Non-Discrimination (Community)
- v. 4118.11/4218.11 Non-Discrimination (Personnel)
- vi. 5110 Non-Discrimination (Students)
 - 1. Policy 1050, 4118.11/4218.11 and 5110 were all updated to reflect legislative changes adding sexual assault victims and human trafficking victims as protected classes under Connecticut law.

MOTION: D. Linnetz moved to bring Policy 3160, Policy 1050, Policy 4118.11/4218.11, and Policy 5110 to the Board for first read due to technical changes. D. Ramsey seconded. Motion passes unanimously.

- b. Review Status of 9000 series
 - i. The committee discussed the upcoming review of the 9000 series Bylaws. D. Linnetz asked A.Uberti about her involvement as an advisory resource. A.Uberti agreed that it is important for her to be as involved as they would like.
 - ii. The goal is to complete the 9000 series by the end of the school year and agreed that potential need for additional meetings may be necessary.
 - iii. D.Linnetz will bring the most straightforward bylaws to the committee to be addressed first.
 - iv. A.Uberti stated that she will work with the Director of HR on the 4000 series while the committee is working on the bylaws. Also, the following policies that are still up for review are audits, library media, video surveillance, and suicide prevention.

5. PUBLIC PARTICIPATION

- a. none

6. ADJOURN

MOTION: D. Ramsey moved to adjourn the meeting. D. Linnetz seconded. Motion passes unanimously.

Meeting adjourned at 6:23 pm.



**Series 9000
Bylaws**

FORMULATION, ADOPTION, AMENDMENT OR DELETION OF BYLAWS

Bylaw proposals and suggested amendments to, revisions of, or deletions of existing bylaws shall normally be submitted to all members of the _____ Board of Education (the “Board”) by the Superintendent in writing prior to a regular Board meeting in which such proposed bylaws, amendments, revisions or deletions thereof shall be read and discussed.

Except for emergency situations, bylaws will be adopted, amended, or deleted after consideration at two regular meetings of the Board. The agenda shall be marked to indicate such matters.

When a bylaw is placed on the agenda for the second consecutive meeting, a motion either to adopt or not to adopt the bylaw or the proposed bylaw changes is necessary for discussion. If the discussion results in a suggestion for change, such changes will be included in the second reading of the bylaw prior to adoption.

Any bylaw of the Board may be adopted, amended or deleted at any regular meeting by a majority vote of all members of the Board, provided that such proposal shall have been given to the Board at the previous regular meeting.

ADOPTED: _____
REVISED: _____

10/20/2021

**Series 9000
Bylaws**

FORMULATION, ADOPTION, AMENDMENT OR DELETION OF POLICIES

1. In the absence of any written policy, administrative regulations will be used to guide and administer the effective operation of the _____ Public Schools.
2. Suggestions for either new policies or policy changes normally come to the _____ Board of Education (the “Board”) from any of the following:
 - A. Board members
 - B. Superintendent
 - C. Statute
 - D. Matters of law
 - E. Citizens, and/or
 - F. Students.
3. The Superintendent will prepare a draft policy statement for consideration and development by the Board.
4. Policy proposals and suggested amendments to, revisions of, or deletions of existing policies shall normally be submitted to all members of the Board by the Superintendent in writing prior to a regular Board meeting in which such proposed policies, amendments, revisions or deletions thereof shall be read and discussed.
5. Policies that deal with matters of an emergency nature may be introduced at any regular or special Board meeting.
6. Policies that affect students shall become effective at the beginning of the next school year following adoption unless the policy provides otherwise.
7. Except for emergency situations, policies will be adopted, amended, or deleted after consideration at two regular meetings of the Board. The agenda shall be marked to indicate such policy matters.
8. When a policy is placed on the agenda for the second consecutive meeting, a motion either to adopt or not to adopt the policy or the proposed policy changes is necessary for discussion. If the discussion results in a suggestion for change, such changes will be included in the second reading of the policy prior to adoption.

9. The formal adoption or deletion of policies and the adoption of policy changes shall be by majority vote of all members of the Board, and the action shall be recorded in the minutes of the Board.
10. Only those written statements so adopted as policy and so recorded shall be regarded as official policy of the Board.

ADOPTED: _____

REVISED: _____

10/20/2021



**Series 9000
Bylaws**

**FORMULATION, ADOPTION, AMENDMENT OR DELETION
OF ADMINISTRATIVE REGULATIONS**

1. The Superintendent is responsible for the formulation, adoption, amendment and deletion of administrative regulations to implement the policies of the _____ Board of Education (the “Board”) and/or as necessary to promote the orderly operation of the _____ Public Schools in compliance with applicable law.
2. The Superintendent shall bring to the attention of the Board all new, revised or deleted administrative regulations.
3. The Board reserves the right to review and direct revisions or deletions of administrative regulations should they, in the Board's judgment, be inconsistent with the policies of the Board. If the Board directs the Superintendent to adopt, amend, or delete administrative regulations, it shall do so upon majority vote of all members in attendance at a meeting, provided that prior notification of such proposed revision has been described in writing in the call of the meeting, or upon majority vote of all members of the Board when no such written notice has been given.

ADOPTED: _____
REVISED: _____

10/20/2021



**Series 9000
Bylaws**

**SUSPENSION OF POLICIES, BYLAWS OR
ADMINISTRATIVE REGULATIONS**

1. Policies and bylaws of the _____ Board of Education (the “Board”) shall be subject to suspension for a specified purpose and limited time by:
 - A. A majority vote of all members of the Board in attendance at a meeting, and
 - B. Provided that prior notification of such a proposed suspension has been described in writing in the call of the meeting.
2. Policies of the Board shall be subject to suspension for a specified purpose and limited time upon a majority vote of all members of the Board when no such written notice has been given.
3. Bylaws of the Board shall be subject to suspension for a specified purpose and limited time upon a two-thirds votes of all members of the Board when no such written notice has been given.
4. Administrative regulations of the Board may be suspended for a specified purpose and limited time:
 - A. By the Superintendent, who shall give notice to the Board of the reason for the suspension and the time period of the suspension.
 - B. The Board may direct the Superintendent to suspend administrative regulations for a specified purpose and limited time upon majority vote of all members in attendance at a meeting, provided that prior notification of such proposed suspension has been described in writing in the call of the meeting, or upon majority vote of all members of the Board when no such written notice has been given.

ADOPTED: _____

REVISED: _____

10/20/2021



**Series 9000
Bylaws**

OFFICIAL DUTIES - CHAIRPERSON

1. The Chairperson shall preside at all of the meetings of the _____ Board of Education (the “Board”).
2. The Chairperson shall serve as the Board's spokesperson.
3. The Chairperson shall appoint the chair and members of all special committees.
4. The Chairperson shall serve as an ex officio member on all committees.
5. The Chairperson shall act as the Board’s representative for the purposes of consultation with Board legal counsel when appropriate, and may authorize other Board members to consult with Board counsel when appropriate.
6. The Chairperson shall perform such other duties as may be delegated to the Chairperson by the Board.

ADOPTED: _____

REVISED: _____

10/18/2021



**Series 9000
Bylaws**

OFFICIAL DUTIES – VICE CHAIRPERSON

In the absence of the Chairperson, the Vice Chairperson shall assume and carry out the duties and responsibilities of the Chairperson.

[Note: This is an optional policy since the position of Vice Chairperson is not required by statute. Should a board wish to have a Vice Chairperson, however, we recommend that the following policy be adopted.]

ADOPTED: _____
REVISED: _____

10/20/2021



Series 9000
Bylaws

OFFICIAL DUTIES - SECRETARY

1. The Secretary of the _____ Board of Education (the “Board”) shall keep minutes or cause minutes to be kept of all meetings of the Board, and shall cause copies of such minutes to be forwarded to each member of the Board.
2. In accordance with the Connecticut General Statutes, the Board Secretary shall cause a copy of the minutes of all Board meetings to be placed on file in the Board Office and posted on the Board’s Internet web site, if available, no later than seven (7) days after the date on which the Board shall have met. Such minutes will be available for public inspection, except that such minutes will not be termed "official minutes" until approved by the Board at a duly convened meeting of the Board.
3. The Board Secretary shall also make provision that members of the Board are notified of all regular and special meetings.
4. The Board Secretary shall attend to the official correspondence of the Board.
5. The Board Secretary shall submit to the Town [*Regional School District Option: Towns comprising the school district*] at its [*Regional School District Option: their*] annual meetings a report of the doings of the Board.

Legal Reference:

Connecticut General Statutes

- 1-225 Meetings of government agencies to be public. Recording of votes.
Schedule and agenda of certain meetings to be filed and posted on web sites.
Notice of special meetings. Executive sessions
- 7-3 Warning of town and other meetings
- 7-4 Record of warning
- 10-224 Duties of the secretary
- 10-225 Salaries of secretary and attendance officers

ADOPTED: _____

REVISED: _____

10/18/2021