



## **Policy Subcommittee Meeting**

May 24, 2018 5:30 PM  
Board Meeting Room  
Administrative Offices  
137-B Glenwood Road  
Clinton, CT 06413

### **Attendance Taken at 5:34 PM:**

#### Present Board Members:

Erica Gelven  
Sandra Luke (arrived at 5:50 PM)  
Kimberly Russo

### **1. Opening Exercises**

#### **1.A. Roll call**

##### Discussion:

Also present: Superintendent Maryann O'Donnell, Assistant Superintendent Marco Famiglietti, Administrative Assistant Cassie Cannamela, and Attorney Anne Littlefield.

#### **1.B. Pledge of Allegiance**

##### Discussion:

All participants recited the Pledge of Allegiance

### **2. Presentation on Shipman & Goodwin Policy Services**

##### Discussion:

Attorney Anne Littlefield gave a presentation on Shipman & Goodwin Model Policy Services. She distributed handouts and a copy of her PowerPoint presentation.

### **3. Discussion of Clinton Policy Services, Resources, and Revision Process**

##### Discussion:

Participants asked Attorney Littlefield questions regarding the model policy revision services. Attorney Littlefield left the meeting at 6:55 pm and the subcommittee continued to discuss the potential of subscribing to Shipman and Goodwin Model Policy Service.

The subcommittee agreed to request four additional model policies for review, provide an update to the full Board, and set an additional policy subcommittee meeting.

### **4. Adjournment**

##### Discussion:

Meeting adjourned at 7:06 pm

Respectfully submitted by M. Famiglietti