

**Policy/Communications**  
**Wednesday, November 28, 2018**  
**Town School Office Curriculum Room**

**MINUTES**

The Policy/Communications subcommittee meeting was called to order by Rosa Fernandes at 12:15 pm

**Present:** Rosa Fernandes, Bob Belden, Debbie Brooks, Superintendent Dr. John Barile, Director of Special Services D. Christine Sipala and Lisa Gramling

**Members of the Public:** Colette Sturm

B. Belden moved, R. Fernandes seconded, and the subcommittee voted unanimously to approve the minutes from special meeting of October 30, 2018

**Discussion of Policy#5144.1, Restraint & Seclusion**

Dr. Sipala gave an overview on Policy #5144.1, Restraint and Seclusion. After discussion, Dr. Sipala's recommended deleting the version that Brookfield currently has and adopt CAGE's. The subcommittee will get back to Dr. Sipala with any further recommendations. This policy will be brought to the full Board on December 19<sup>th</sup>. Because it is a mandated policy, the subcommittee will suggest waiving the 30-day wait period and possibly move to approve the policy in January.

**COMMUNICATIONS**

**Discussion of the 2019-2020 Budget**

Dr. Barile talked about the newsletter and asked for feedback for the upcoming 2019-2020 budget campaign. Dr. Barile said he would like to do a voice-over to accompany the power point for the operating budget. Mr. Belden said that as the 2019-2020 budget will soon be presented, the committee needs to be mindful that the capital projects and operating budget, although two separate entities, are running parallel to each other. The subcommittee will work on a budget flyer for the spring. The subcommittee talked about using the Town's email distribution list to disseminate the Brookfield Broadcast monthly newsletter.

**Discussion of New School Project**

Dr. Barile discussed the new school project. Mrs. Brooks said the public is having a hard time finding the FAQ's and that the links need to be more easily accessible. She suggested creating a separate domain name specifically for the project. Mrs. Brooks and Mrs. Fernandes will work with Eric Conklin to organize the FAQ's by category. Dr. Barile will be in contact with the Newstimes to do a story on the new school project. He will also meet with the PTO's Mrs. Sturm shared the project video.

Without objection, R. Fernandes adjourned the meeting at 1:08 pm

Respectfully Submitted,  
Lisa Gramling, Board Clerk