

BOARD OF EDUCATION  
FAIRFIELD PUBLIC SCHOOLS  
FAIRFIELD, CT

**Policy Committee Meeting**

Monday, February 10, 2014  
Education Center  
501 Kings Highway East  
Superintendent's Conference Room  
3:30 p.m.

Minutes

- I. Call to Order – The meeting was called to order at 3:52 by Jennifer Kennelly, Chairperson. Committee members also present were Donna Karnal and John Convertito. Karen Parks was in attendance representing the administration and Tom Flynn, Jessica Curran, and Kevin Kiley were also present as members of the public.
- II. Approval of Minutes of December 2, 2013, and January 6, 2014 meetings – December 2 minutes approved 3:0:0 and January 6 minutes approved as amended 3:0:0.
- III. Policy
  - Policy #5519 Students – Wellness – Several changes suggested by committee members as reflected on document. Concerns expressed about whether a 20 minute lunch period was long enough for students, whether elementary students should have recess before or after lunch, and whether kindergarten students should have more than one recess during the day. The policy was tabled until the next meeting when elementary principals and teachers could attend to give feedback on suggested changes.
  - Policy #5515 Students – Protocol for Emergency Medications, Epinephrine – tabled to next meeting.
  - Policy #5516 Students – Management of Food Allergies in Schools
- IV. Open Discussion/Public Comment – Jessica Curran and Tom Flynn both requested that the Policy Committee consider updating Policy #5516 on Management of Food Allergies in Schools as soon as possible. They are concerned that we have many students in our schools with life threatening food allergies and that our policy does not reflect to most recent information on how they should be handled. It was also suggested that when the policy is updated that a committee be created to develop the regulations associated with the policy to spell out the administrative details. Jessica indicated that she has a wealth of resources to help the committee learn about the management of food allergies and Karen agreed to send those to the committee members upon receiving them from Jessica.
- V. Adjournment – Meeting adjourned at 5:25.