

**CONNECTICUT STATE BOARD OF EDUCATION
Hartford**

**Policy Development Committee
Minutes of June 19, 2012, Committee Meeting**

(approved December 5, 2012)

Pursuant to notice filed with the Secretary of the State, the State Board of Education Policy Development Committee held a meeting via telephone conference call on June 19, 2012. A speaker phone was set up in Room 307 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.

I. Call to Order

Chairwoman Estela López called the meeting to order at 2:03 p.m. Participating were committee members Dr. López, Mrs. Luke, Mr. Jaskiewicz and Mr. Wright*.

II. Minutes of March 7, 2012, Policy Development Committee Meeting

On a motion by Mrs. Luke, seconded by Dr. López, the committee approved the minutes of the March 7, 2012, meeting of the Policy Development Committee. Mr. Jaskiewicz abstained; Mr. Wright had not yet phoned in.

III. Draft Definitions of Excused Absence and Unexcused Absence

Chief Operating Officer Charlene Russell-Tucker and Education Consultant Raymond Martin provided an overview of the draft definitions of excused absence and unexcused absence, noting that the definitions were developed for use by Connecticut school districts and schools for the purpose of carrying out the provisions of Section 10-198a of the Connecticut General Statutes and for the purpose of reporting truancy (Section 10-220 of the Connecticut General Statutes). Discussion ensued.

*(Mr. Wright phoned in during the discussion of excused and unexcused absence.)

Committee members requested that they be provided with a revised draft version prior to it being submitted to the full Board, with the following considerations:

- Clarify the paragraph that begins with "For students who have been absent fewer than ten days..." under the "Excused Absences" section;

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- Under the reason for absences on day 10 or thereafter that addresses student illness, change the language to read “verified by a medical professional;”
- Add a provision to that section that addresses an emergency situation that is beyond the family’s control;
- Add a provision that addresses absences for extraordinary educational opportunities, that are previously approved by the school administration; and
- Require that documentation supporting absences be provided within five school days upon the student’s return to school.

Committee members requested that the Board receive the proposed final version of the definition, not one that is subject to further comment.

IV. Adjourn

On a motion by Mr. Wright, seconded by Mrs. Luke, the committee adjourned its meeting at 3:07 p.m.

Prepared by: _____
Pamela V. Charland,
Assistant to the Commissioner