



**HAMILTON-WENHAM**  
**REGIONAL SCHOOL DISTRICT**  
5 SCHOOL STREET, WENHAM, MA 01984 · TEL. 978-468-5310

**Policy/Legislative Subcommittee Meeting ([Agenda](#))**  
**Zoom Virtual Meeting ([recording link](#), passcode: ?H\$2W7ie)**  
**Meeting ID: 835 0838 8936**  
**Passcode: 908034**  
**Monday, November 22, 2021**  
**6:00 PM - 8:00 PM**

**Present:**

Anna Siedzik, Chairperson  
Michelle Horgan, Secretary

**Also Present:**

Eric Tracy, District Superintendent  
Dorothy Presser, MASC Representative  
Mahala Lettvin, Recording Secretary (6:13 PM arrival)

**1. Call to Order**

6:00 PM

With a quorum present, Ms. Siedzik calls the *Policy/Legislative Subcommittee* meeting to order at 6:02 PM. Anna Siedzik, Michelle Horgan, Eric Tracy, and Dorothy Presser are present for the meeting, which is being held remotely via Zoom.

Ms. Horgan will follow up with recording secretary, Mahala Lettvin, regarding the status of the 10/25/2021 meeting minutes.

**2. Discussion and Vote - Length of School Committee Meetings (BE)**

[Exhibit 1](#)

[Exhibit 2](#)

As discussed in the previous full School Committee meeting, the subcommittee agrees to revise the *Length of School Committee Meetings Policy (BE)*, [exhibit 1](#), as follows:

- Strike the language: *Under no circumstances shall any School Committee meeting continue past 11:00 PM unless there is a favorable motion made to suspend the rules.*

Ms. Presser notes that scrivener's errors and/or smaller, insignificant formatting changes such as these, do not require subsequent subcommittee meetings. Rather, the School Committee may vote to approve the policy as agreed upon/amended.

The subcommittee agrees to revise *Public Comment at School Committee Meetings, Policy BEDH*, [exhibit 2](#), as follows:

- Strike the first cross reference, "*BE, School Committee Meetings*"

Superintendent Tracy will include both the above policies, as revised, on the 12/02/2021 School Committee meeting agenda. As there is consensus to these changes, no vote is taken.

**3. 2nd Reading - Flag Policy**

[Exhibit](#)

There is discussion about the Flag Policy, as drafted by Ms. Siedzik and found in the attached [exhibit](#). The subcommittee agrees to revise the drafted policy as follows:

- Requests from other parties will also include: start date of display; duration of time to display; and request rationale.
- Removing the language “and/or symbols” from the policy title and throughout;
- Ms. Presser will research the appropriate MASC code number for this policy.

Ms. Siedzik will revise the Flag Policy based on the above discussion. Superintendent Tracy will provide the revision to the district's legal counsel for review.

**I MOVE THAT THE POLICY/LEGISLATIVE SUBCOMMITTEE APPROVE THE DRAFT FLAG POLICY WITH THE EDITS AS DISCUSSED ABOVE; WITH THE UNDERSTANDING THAT FURTHER REVISION MAY BE SUBJECT TO DISTRICT COUNSEL’S REVIEW; AND FURTHER, THAT THE POLICY WILL BE REVISED TO INCLUDE THE FORTHCOMING MASC CODE NUMBER (PENDING RESEARCH BY DOROTHY PRESSER).**

**MOTION by Anna Siedzik; SECONDED by Michelle Horgan.**

Michelle Horgan YES;

Anna Siedzik YES.

**MOTION PASSES unanimously through roll call vote of two (2) members present.**

**4. Discussion of Protected Classes through Policies (AC-ACE)**

[Exhibit 1](#)  
[Exhibit 2](#)  
[Exhibit 3](#)  
[Exhibit 4](#)

Ms. Presser asks that this agenda item be tabled until further discussion between MASC and the AG’s office. She shares the AG’s current list of protected class categories:

*race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, ancestry, ethnic background, national origin, or any other category protected by state or federal law in the administration of educational and employment policies*

There is discussion about the anticipated timeline for finalization of these categories. The subcommittee agrees to hold this until finalization, which will hopefully occur next week.

**5. Continue Review of Policies (starting at IK)**

[Exhibit](#)

The *Policy/Legislative Subcommittee* continues the review of policies, beginning on page 61 of the attached [exhibit](#).

**STUDENT PROGRESS REPORTS TO PARENTS/GUARDIANS, File IK**

There is discussion regarding this MASC model policy and whether it aligns with the district’s current practices. The subcommittee agrees to change the language in the last paragraph as follows:

*Major changes in the reporting system shall be preceded by a cooperative study and evaluation by teachers, principals, parents/guardians, **and the Superintendent or designee**, who will submit the proposal to the School Committee for consideration and approval.*

There is continued discussion regarding the policy’s language; defining *performance*; and other considerations.

**HOMEWORK, File IKB**

There is discussion regarding whether including this in the district's policies is necessary given that homework policies appear in the HWRHS student manual. The subcommittee agrees to remove the *Homework Policy, File IKB* in its entirety from the policy manual.

There is a broader discussion regarding consistent and appropriate use of "guardians" versus "caregivers".

#### PROMOTION AND RETENTION OF STUDENTS, File IKE

The subcommittee will revise the district's policy (page 63) so the language consistently refers to "parents/guardians".

#### GRADUATION REQUIREMENTS, File IKF

There is discussion regarding the MASC model policy (page 66) compared to the District's current policy (page 65) and any appropriate/necessary changes. The subcommittee agrees to revise the district's current policy as follows:

- In the second paragraph, revise the opening line to read as follows: *In addition, students must fulfill the following credit requirements in alignment with the program of study;*
- Change Wellness from 2.75 to 2.0 and strike the language *2.0 credits for the class of 2019 & beyond;*
- Change the final credit requirement: strike "Additional semester of either: 5 credits" and replace with "Additional semester of either **Fine/Applied Arts or Engineering Technology: .5 credits.**"

There is further discussion about the graduation requirements and alignment with MassCore/state requirements.

#### EVALUATION OF INSTRUCTIONAL PROGRAMS, File IL

There is a brief discussion about the MASC model policy. The subcommittee accepts the model policy as written.

#### STUDENT SUBMISSION TO EDUCATIONAL SURVEYS AND RESEARCH, File ILD

There is some discussion about parental concerns surrounding student surveys, specifically recently disseminated surveys asking about mask-wearing. The subcommittee accepts the model policy as written.

#### TEACHING ACTIVITIES/PRESENTATIONS, File IMA

The subcommittee accepts the model policy as written.

#### TEACHING ABOUT CONTROVERSIAL ISSUES/CONTROVERSIAL SPEAKERS, File IMB

There is some discussion regarding this policy, including a discussion about what constitutes "controversial;" pedagogy surrounding genocide; and concerns arising over *fact vs. fallacy* education. The subcommittee accepts the model policy as written.

#### SCHOOL CEREMONIES AND OBSERVANCES, File IMD

The subcommittee accepts the model policy as written.

#### RELIGIOUS OBSERVANCES, File IMDC

This was previously discussed and approved in form by the School Committee.

#### SERVICE ANIMALS IN PUBLIC SCHOOLS, File IMG

There is some discussion about the policy currently in effect and the types of animals and different scenarios that arise with respect to animals in schools. The subcommittee accepts the model policy as written.

**6. Other items unanticipated by Chair**

None.

**7. Set Next Meeting Date: January 10th, 2022 at 6:00 PM.**

The 12/02/2021 School Committee meeting will include the policies revised earlier this evening (*Length of School Committee Meetings Policy (BE)*, *Public Comment at School Committee Meetings, Policy BEDH*), as well as an update about the Flag Policy from Ms. Siedzik.

The next *Policy/Legislative Subcommittee* meeting, 01/10/2022, at 6:00 PM will include the following agenda items:

- Revisit Flag Policy;
- Protected Classes;
- Continued Policy Review, beginning with section J. Ms. Presser will develop a list of policies, changes, and her recommendations/thoughts for the subcommittee’s review in advance of the next meeting.

Other future meetings include 02/28/2022, 03/21/2022, and 04/11/2022. Section D (financial policies) is still pending review, however, given that Mr. Leone is incredibly busy with budget related tasks, the subcommittee will continue their review beginning with Section J at their next meeting and address section D in the spring.

**8. Adjournment**

**I MOVE THAT THE POLICY/LEGISLATIVE SUBCOMMITTEE ADJOURN THE 11/22/2021 MEETING AT 7:41 PM.**

**MOTION by Anna Siedzik SECONDED by Michelle Horgan.**

Michelle Horgan      YES;  
Anna Siedzik          YES.

**MOTION PASSES unanimously through roll call vote of two (2) members present.**

*Respectfully submitted January 17, 2022 by Mahala Lettvin, Recording Secretary.*

---

\*\*Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A § 20, the public will not be allowed to physically access this School Committee meeting. The School Committee reserves the right to implement additional remote participation procedures and will notify the public of these procedures as soon as practicable. Please [click here](#) to read the Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20.\*\*

\*Zoom App Information: If you plan to participate, download the [Zoom.com](#) application now. The option to download will also be available at the start of the meeting. When opening the Zoom App, select “Join Meeting” in the upper right corner and enter the meeting id: Meeting ID: 835 0838 8936; Passcode: 908034. The community should ask questions via the “chat” function within the Zoom application during the Citizen’s Comments section. During the Zoom meeting, participants will be given instructions on how to provide their comments. Unfortunately, we must limit the in-person conversations to just the Committee members. However, for the benefit of all, the School Committee meetings will be available on our local cable channel, HWCam, and [HWCam.org](#), for review a few hours after the meeting has ended. Members of the Public can access the meeting via [YouTube HWRSD live stream link](#) the next day.