

Holbrook Public Schools - School Committee Meeting
Wednesday, January 17, 2024
Holbrook Middle-High Auditorium
245 South Franklin Street, Holbrook
6:00 PM
AGENDA

TOWN CLERK
JAN 12 4:51:12 PM
HOLBROOK

This meeting is being recorded for broadcast by H-Cam.

- I. Call to Order and Pledge of Allegiance
- II. Public Participation
 - A. Resident's concerns – Citizens wishing to make a statement are asked to confine their remarks to issues. This agenda item is not provided for airing complaints about any individual.
- III. Reports
 - A. Student Advisory Report
 - B. JFK Student Presentation
 - C. Champions Program Presentation
 - A. Superintendent Report
- IV. Financial Update
 - A. FY24 Financial Report
 - B. FY24 Schedule of Warrants Paid
- V. Personnel
 - A. New Hires
 1. Susan McEvoy, School Nurse, Holbrook School District, effective January 2, 2024
 2. Kelly Watson, Food Service Worker, Holbrook School District, effective January 3, 2024
- VI. Discussion Items
 - A. 2024 School Committee meeting schedule
 - B. 1st Reading Policy BHE – Use of Electronic Messaging by School Committee Members
 - C. 1st Reading Policy EFC – Universal Free School Meals
 - D. 1st Reading EFD – School Nutrition Program Charge Policy
 - E. 1st Reading EHAA – District Security Relating to Technology
 - F. 1st Reading EHB – Data and Records Retention
 - G. 1st Reading GBEE – Personnel Use of Technology
 - H. 1st Reading IJND – Access to Digital Resources
 - I. 1st Reading IJNDB – Use of Technology in Instruction
 - J. 1st Reading IJNDC – Acceptable Use of Digital Resources
 - K. 1st Reading JICJ – Student Use of Technology in Schools
 - L. 1st Reading KDC – Community Use of Digital Resources
 - M. 1st Reading KDCB – District Website and Social Media
 - N. 3rd Reading Policy DJ – Purchasing
 - O. 3rd Reading Policy DJA – Purchasing Authority
 - P. 3rd Reading Policy DJE – Bidding Requirements
 - Q. 3rd Reading Policy EFE – Civil Rights Complaint Policy for Child Nutrition Programs
 - R. 3rd Reading Policy GBA – Equal Employment Opportunity
 - S. 3rd Reading Policy GBEA – Staff Ethics/Conflict of Interest
 - T. 3rd Reading Policy GBEB – Staff Conduct

- U. 3rd Reading Policy GBEC – Gifts to and Solicitations by Staff
 - V. 3rd Reading Policy GBEBD – Online Fundraising and Solicitations-Crowdfunding
 - W. 3rd Reading Policy GBEC – Drug-Free Workplace Policy
 - X. 3rd Reading Policy GBED – Tobacco Use on School Property by Staff Members Prohibited
 - Y. 3rd Reading Policy GBGB – Staff Personal Security and Safety
 - Z. 3rd Reading Policy GBI – Staff Participation in Political Activities
 - AA. 3rd Reading Policy GBJ – Personnel Records
 - BB. 3rd Reading Policy GCA – Professional Staff Positions
 - CC. 3rd Reading Policy GCBA – Professional Staff Salary Schedules
 - DD. 3rd Reading Policy GCB – Employment of Principals
 - EE. 3rd Reading Policy GCE – Professional Staff Recruiting/Posting of Vacancies
 - FF. 3rd Reading Policy GCF – Professional Staff Hiring
 - GG. 3rd Reading Policy GCG – Substitute Professional Staff Employment
 - HH. 3rd Reading Policy GCI – Philosophy of Staff Development
 - II. 3rd Reading Policy GCJ – Professional Teacher Status
 - JJ. 3rd Reading Policy GCK – Professional Staff Assignments and Transfers
 - KK. 3rd Reading Policy GCRD – Tutoring for Pay
 - LL. 3rd Reading Policy GDO – Evaluation of Support Staff
 - MM. 3rd Reading Policy GDA – Support Staff Positions
 - NN. 3rd Reading Policy IMGA – Service Animals in Schools
 - OO. 3rd Reading Policy IGA/IGD – Curriculum Development and Adoption
 - PP. 3rd Reading Policy JICFB-E-1 – Bullying, Harassment, or Intimidation Reporting Form
 - QQ. 3rd Reading Policy JICFB-E-2 – Bullying, Harassment, or Intimidation Investigation Form
 - RR. 3rd Reading Policy JICFB-E-3 – Bullying Follow-Up Letter
 - SS. 3rd Reading Policy LBC-E -Criteria for Approval of Private School by a School Committee
 - TT. December 14, 2023 School Committee Meeting Minutes
 - UU. School Committee Sub-Committee member report
 - VV. School Committee member report
- VII. Action Items
- A. 2024 School Committee meeting schedule
 - B. 3rd Reading Policy DJ – Purchasing
 - C. 3rd Reading Policy DJA – Purchasing Authority
 - D. 3rd Reading Policy DJE – Bidding Requirements
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- HH. December 14, 2023 School Committee Meeting Minutes
- VII. School Committee Sub-Committee Member Report
- VIII. School Committee Member Report
- IX. Old Business
- X. New Business

The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

DISTRIBUTION OF AGENDA TO: Media; Student Advisory Committee; All School Offices School Committee, All Principals, Business Manager, Principals, Director of Curriculum, Director of Technology, Director of Special Education, H.E.A. President, and Building representatives

MEETING PROCEDURES - Public Participation

All meetings of the School Committee are open to the public. **The law allows certain matters of business to be discussed in executive session from which the public may be excluded.** However, no final action can be taken in closed session. The School Committee welcomes citizens to be present at all meetings. It wishes to be responsive to the public's need to address the Committee on matters before the Committee. In order that this may be accomplished in the most orderly manner possible, the School Committee has established the following procedures:

- 1) Time shall be provided at each meeting for individuals or groups to address the Committee.
- 2) The first item on every School Committee agenda is "Citizens Concerns". Time is provided for citizens to make a statement concerning matters before the School Committee. The members will listen to concerns, but this is not seen as a time for questioning a member concerning a course of action, nor a time for debate.
- 3) Any speaker shall give his/her name; address the group he/she represents, if any.
- 4) Presentation should be brief. Five minutes should be maximum unless an extension is given the speaker by the Chairperson.
- 5) Speakers are welcome to offer objective criticism of the school district. The Committee will not hear personal complaints of school personnel in open session. Citizens are reminded that this agenda item allows citizens to state or make comment on substantive issues. It cannot permit unsubstantiated charges to be leveled against employees.