

The Subcommittee on School Committee Policies met on Friday, August 6, 2021, in the Virtual Zoom Meeting. Present were Chair Kathy Bent, Barbara Dunn, Meg Mayo-Brown, Jane Moynihan, Jim Hardy, Sandy Gifford, and Jen Kruczek.

Ms. Bent called the meeting to order at 1:00PM.

Update Policy AC (Nondiscrimination)

- The Committee agreed to change the contact to Kathleen Turner and update the email address.
- The Committee agreed to change the high school principal's name in policy ACAB.

Approval of Minutes

- Motion by Ms. Dunn, seconded by Ms. Bent and the Committee unanimously approved the Minutes of July 9, 2021.

Review Policy JICFB (Bullying Prevention)

- Ms. Moynihan stated the new definition of bullying has been changed dramatically and she discussed the changes.
- Mr. Hardy stated his office is working with the Attorney General's office to update this policy.
- Ms. Moynihan stated she added the bullying procedures on page 2 to the original policy. There was a little bit added on in the reporting section, along with formatting changes and minor edits.
- The Committee agreed to update these changes and review again if/when changes are made with the Attorney General's office.
- Ms. Bent stated is it a good practice to fill out a report form for every incident so they can be documented, so a pattern can be seen. Ms. Moynihan explained that it is documented at a conduct level.

Continue Review Policies in Section E of the School Committee Policy Manual

- The Committee discussed the policies in Section E:
 - ❖ EEA – Ms. Bent added Deputy to Finance Director and changed Transportation Coordinator to Transportation Director. Ms. Gifford suggested changing the bus and taxi language and adding transportation. Changes were made under 1, 2, 3, 4, and added number 7 about the naming of buses. The Committee agreed to these changes.
 - ❖ EEAA – The Committee agreed in paragraph 1, to take out line 2, make changes in paragraph 3, and to remove the last paragraph.
 - ❖ EEAB – Ms. Bent stated there is nothing in this policy about SPED parents opting out of having someone present when dropping off their student. The Committee agreed to add a line in the first paragraph about SPED parents opting out of having someone present when the bus drops off their child.
 - ❖ EEAC – Mr. Hardy stated districts have chosen to put this in handbooks and not in the policies because it can be different for each school. Ms. Gifford stated in 3, change to 1.5 miles, in 7, change purchased to obtained and in 8, add "in coordination with the Transportation Director". In the last paragraph, change Superintendent and Deputy Finance Director to Transportation Director. The Committee agreed to these changes.
 - ❖ EEAC-R – Ms. Gifford stated in 2, add shared custody, pending room on the bus, and assigned school district. Ms. Bent stated the bus policies should be approved not just in form, but also to take effect earlier. Ms. Gifford does not think 3 or 4 is needed. The Committee agreed to these changes.
 - ❖ EEAE – The Committee agreed to change children to students.
 - ❖ EEAEA – Ms. Gifford stated language should be changed from School Committee to Superintendent and add in conjunction with the Director of Transportation. In 2, change school officials to Director of Transportation, add bus certification, and remove tuberculous. In 3, add Mass DOT and RMV language. In 4, change School Committee to Director of Transportation. In 5, change school official to Director of Transportation and add provide an updated driver assignment list. Add 6, contractor is required to hire and provide training to school bus monitors that are assign by the district for students who may require a monitor as described in their IEP or accommodation plan. The Committee agreed to these changes.
 - ❖ EEAEA-1 – The Committee agreed to change regulations to procedures and remove paragraph three.
 - ❖ EEAEAC – Ms. Gifford stated in the first paragraph, change School Committee to district. The Committee agreed to this change.

- ❖ EEAEC-R – Ms. Gifford suggested adding under waiting for the bus “or property damage”. Under behavior on the bus, change housemaster to Dean. In the third bullet, change Superintendent to Director of Transportation and take out Finance Director. In bullet 6, add “and transportation office” to last sentence. Change Elementary Discipline to Bus Discipline. In number 5, change Coordinator to Director. The Committee agreed to these changes.
- ❖ EEAG – Ms. Gifford does not recommend transporting students in a private vehicle. There was a discussion about different scenarios where this would happen. Mr. Hardy suggested checking with our insurance to see if this is covered. The Committee will come back to this policy at the next meeting.
- ❖ EEAJ – Ms. Gifford stated she teaches the district employees and Five Star teaches their employees.

Next Steps

- At the next meeting, the Committee will review policy EEAG, invite Mr. Markwell and Mr. Badot for policies EF, EFC, and EFD, review Dr. Mayo-Brown’s comments for section E, and start section G.

Motion by Ms. Dunn, seconded by Ms. Bent, and the Committee voted unanimously to adjourn the meeting.

Meeting Adjourned at 2:56PM.

Respectfully Submitted,

Jen Kruczek
Executive Assistant