



Pembroke Public Schools

72 Pilgrim Road, Pembroke, MA 02359

Ph: 781-829-0832 | Fax: 781-829-6957

www.pembrokek12.org

PEMBROKE SCHOOL POLICY SUB-COMMITTEE MEETING

Minutes for October 24th, 2024 9:30 AM

North Pembroke Elementary School, LGI

The meeting was audio recorded.

The meeting was called to order.

Present from the Administration:

- Erin Obey, Superintendent & Jessica DeLorenzo, Director of Student Services

Present from the Sub-Committee:

- Katrina Delaney and Allison Glennon

Absent from the Sub-Committee:

- None

Attendants from the Public:

- Community members Elin Flashman, Don Bryant, Karen Ames, and Mary Chandler.

MEETING NOTES

Consideration to approve minutes from 7/18/24.

- Minutes approved.

Non-Discrimination Policies

Reviewed AC (Non-Discrimination Policy Including Harassment and Retaliation)

- We do not currently have a standalone non-discrimination policy.
- Updating to include "sex stereotypes" and "sex characteristics."
- We will need to double-check cross-references before it gets brought for a 1st read.
- Move AC Written as written in the July 2024 version.
- No legal reference to *The Final Rule*.

Reviewed ACR (Non-Discrimination Policy Including Harassment and Retaliation)

- Adds a definition of retaliation and the terms "sex stereotypes" and "sex characteristics."
- Renames "sexual harassment" and "sex-based harassment."
- Provides information on filing rights under Title IX.
- We will need to double-check cross-references before it gets brought for a 1st read.
- No legal reference to *The Final Rule*.

Reviewed ACA (Non-Discrimination on the Basis of Sex)

- Includes terms "sex, sexual orientation, gender identity, sex stereotypes, sex characteristics, marital status, familial status, pregnancy or pregnancy-related conditions" and "sex discrimination"
- We will need to double-check cross-references before it gets brought for a 1st read.
- Updates contact information for the Title IX Coordinator.
- No legal reference to *The Final Rule*.

Reviewed ACAB (Sexual & Sex-Based Harassment and Retaliation)

- Linked to grievance procedures.
- The committee may need another review before first reading.

Civil Rights Grievance Procedures

Reviewed ACGA (Civil Rights Grievance Procedures)

- We don't have this policy right now; only mentioned in JICK-R (Student to Student Harassment Regulations).
- New policy for non-Title IX civil rights complaints; haven't had a policy for this before.
- Includes definitions, reporting procedures, and timelines
- Need to check cross-references.

Pregnant Students Policy

Reviewed JIE (Pregnant Students)

- We are adding this policy with provisions for reasonable modifications and private lactation spaces.
- We are also including information on the school's non-discrimination obligations.
- Did reference *The Final Rule* and MA State Law 34 CFR.
- Need to check cross-references.

Athletic Participation Policy

Discussed JJIB (Participation in Interscholastic Athletics)

- Reviewed policy proposal.
 - Right now we don't penalize a coach or student for willingly forfeiting a game.
 - We decided against adding language about forfeiting due to opposite-sex players.
 - Brian, our Athletic Director reached out to other coaches on the South Shore and this is something in the Athletic Handbook, not as a policy.
 - We will address the fact that we don't penalize a coach or student for willingly forfeiting a game, in the athletic handbook instead of the official school policy.
 - Athletes will not be punished if they forfeit a match for any reason. Similar to other school districts, we will outline this more clearly in the athletic handbook.

Title IX Grievance Procedures

ACGB (Title IX Sexual Discrimination Grievance Procedure)

We reviewed proposed updates to Title IX procedures.

- We are choosing not to move to a single coordinator model since we have a model that includes three staff members, which has worked well.
- This updated policy will clearly outline supportive measures, the informal resolution process, and enhance confidentiality measures.
- Investigative reports are not allowed to include student names.
- As the Coordinator, Jess can open an investigation on her own if she identifies a possible Title IX issue vs. it needing to be filed by the complainant.
- Jess is allowed to screen out complaints if the complaint doesn't align with the definitions.
- We are also adding provisions for students who receive special education services – consults with the School-Based IEP Team.
- No legal reference to *The Final Rule*.

Nurse Procedure for When Nurse Not in Building

This is not a policy but rather a current procedure. We have a medical delegation policy.

- So, if a nurse is not in the building or a student is going on a field trip that requires medication, the nurse can train a staff member on how to administer the medication, and we have a mental policy.
- This procedure outlines what to do on the rare occasions when no nurse is in the building, meaning a substitute was not filled in, or the nurse was pulled for an emergency. The nurses just wanted to ensure that you all knew this is how those situations are handled.

Next Steps

- MASC usually releases a policy report in December and July, so we will keep an eye out for updated policies coming from MASC.
- The Policy Sub-Committee will review updated drafts of policies with cross-references added before the next full School Committee Meeting.
- We will review athletic handbook updates at a future meeting in the Spring to include language around not penalizing students and coaches for willingly forfeiting a game, as these are generally updated annually.

The meeting adjourned at 10:26 AM.

In partnership,

Katrina Delaney, Clerk

Pembroke School Committee