

Bourne School Committee  
Policy Subcommittee Minutes

Date: April 5, 2023

Time: 5:30 pm

Place: Bourne High School Media Center

Attendees:

School Committee: Erin Perry, Maureen Fuller

School Committee Absent: Kerrie Scofield

School Administration: Dr. Kerri Anne Quinlan Zhou, Superintendent; Jordan Geist, Director of Business Services

The meeting was called to order at 5:36 pm.

Approval of prior meeting minutes: 2/7/23

Subcommittee members approved the meeting minutes of 2/7/23.

Bourne High School Assistant Principal

Subcommittee members reviewed and discussed the revised job description, which Dr. Zhou clarified is actually the secondary assistant principal description for both the high school and middle school. Dr. Zhou said the revised description has been posted as a draft to fill the open high school position. She said that it is a full year position and the salary reflects the requirements for additional night meetings and work days over the elementary assistant principal position. Erin Perry moved to forward the revised job description to the full School Committee for approval; seconded by Maureen Fuller. All members present in favor.

Discussion on Policy KHB Advertising in Schools

Dr. Zhou said that fundraising forms are typically signed off on by building based administrators; however, where advertising is concerned they must be approved by the School Committee. As a lacrosse fundraiser that includes advertising was recently submitted, Dr. Zhou said she was bringing the policy to the subcommittee's attention because of the potential for advertising in our schools. She suggested the subcommittee may want to consider whether the policy contains enough detail. Subcommittee members discussed some concerns about advertising in schools, including the potential for more advertising in the future, the types of businesses that might wish to advertise, the length of time banners could be up, and the extent of coverage or visibility of advertising. Subcommittee members agreed that the policy doesn't necessarily provide enough detail on what requirements must be met in order for a fundraiser to be considered for approval by the Committee.

In light of the request to approve a banner ad fundraiser submitted to the School Committee, the subcommittee suggested the School Committee could potentially approve the request with some conditions or parameters, including appointing a liaison to work with the group to give final approval, that no goods or services that should not be purchased by a minor/student will be advertised, no political advertising, and that banners would only include the name, location, contact information, and logo for the business. Members also noted that signage must be temporary, put up for games and removed at the end of the game.

#### Future Agenda Items

- a. Job descriptions for: revised administrative assistant, specialist subjects (STEAM, visual art, music, drama), long term substitute, building based substitute, nurse substitute, custodian substitute, LPN
- b. Continued review of policies recommended by MASC
- c. Review School Choice policy, specifically regarding date requirements

Next meeting date and time: TBD

The meeting adjourned at 6:24 pm.

---