

**SCHOOL COMMITTEE
POLICY SUBCOMMITTEE MEETING
MINUTES
FRIDAY, JANUARY 24, 2025, 9:00 AM**

Present – School Committee: Scott Jamison

Present Via Zoom– School Committee: Brian Waterson

Present – School Administration: James O’Shea, Superintendent; Mary O’Regan, Assistant to the Superintendent; Scott Heffner, Network Manager

Per the governor's order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, members of the public can access the meeting via live stream at:

Time: Jan 24, 2025 09:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://carlisle-k12-ma-us.zoom.us/j/81919657602?pwd=J6iFLpw7dQaCp3zfP6flebb2lcYZqg.1>

Meeting ID: 819 1965 7602

Passcode: 255887

I. Call to Order

The meeting was called to order at 9:03 AM.

II. Approval of Meeting Minutes

A motion was made by Mr. Jamison to approve the minutes of the Policy Subcommittee meeting from 1.13.25. The motion was seconded by Mr. Waterson and the minutes were approved.

III. Current CPS Policies for Review 2024-2025

Current CPS Policies that need to be reviewed and/or revisited will be addressed at a future meeting.

IV. Review of MASC Updated Policies

- EHAA: District Security Relating to Technology - The Subcommittee discussed the policy and the current security measures in place in the district. It was suggested to formalize and document the current security measures. The Subcommittee will recommend the adoption of this policy.
- GBEE: Personnel Use of Technology - The Subcommittee will recommend that the full School Committee adopt this policy prior to the next school year to allow time for an acceptable use form to be created for staff. It was suggested that the annual back to school staff training be expanded to cover the content in the acceptable use form. This policy will be placed on the May 2025 School Committee Meeting agenda for review and to be voted on in June 2025.
- IJNDB: Use of Technology in Instruction - After review of the policy, the subcommittee determined it would not recommend adopting this policy.
- IJNDC: Acceptable Use of Digital Resources - Following discussion of this policy, it was suggested that the IT Department update the CPS student/parent iPad guidelines & agreement form and have students sign annually. The Subcommittee will revisit the policy at the next meeting.

V. Public Comments

There were no public comments.

VI. Adjourn Meeting

The next meeting of the subcommittee is scheduled for Friday, January 30th at 9:00 AM.
A motion was made and the meeting was adjourned at 10:01 AM.

Respectfully submitted,
Mary O'Regan
Assistant to the Superintendent
January 24, 2025

List of Documents Viewed or Reviewed:

MASC Policy EHAA: District Security Relating to Technology
MASC Policy GBEE: Personnel Use of Technology
MASC Policy IJNDB: Use of Technology in Instruction
MASC Policy IJNDC: Acceptable Use of Digital Resources