

Approved minutes

Policy and Procedures Subcommittee

March 24, 2025

1)Called to order at 6:01 PM

Roll call by Rose-Zeiberg:

Keith Bernard – present

Rob McCarthy – present

Dawn Macklin – absent

Sharyn Rose-Zeiberg – present

Supt. Sippel and Asst. Supt MacDonald in attendance

Joan Frederico joined in progress

2)Motion by Bernard to accept minutes of Jan. 15, 2025

Seconded by McCarthy

Keith Bernard – yes

Rob McCarthy – yes

Dawn Macklin – absent

Sharyn Rose-Zeiberg – yes

3)Attendance Policy

Members discussed the need to enforce and follow the current policy. Discussion was introduced in response to parent/caregiver concern that the appeal process was not followed. Asst. Supt MacDonald pointed out there is a k-8 appeals process and a H.S. policy. Supt. Sippel discussed a different system, used in Worcester, where students over the excused number of absences, lose credit automatically, triggered by the attendance reports. Students then do a “buy back” process. Members discussed the goal of how students can show mastery of learning and how to best disseminate information. Agreement that current policies and procedures need to be followed.

4)Assignment Plan

Supt. Sippel reviewed plans and map for how assignments would be done, going forward, for kindergarten students. Current students would not have to change and

some students will go to the schools that meet their specific needs. Parents can make requests based on siblings in other schools. Joan Frederico joined the discussion and explained how the current process has been going. Members agreed there is a need to add language about siblings and that this needs to be reviewed by legal.

#### 5)Non-Resident School Admissions

Discussion by members on adding a policy to allow 12<sup>th</sup> grade students to request to complete the year at MHS, if they move out of district. Discussion was to add information about transportation and this not including siblings, as well as the need for a legal review.

#### 6) Registration

Members discussed allowing cell phone bills as proof of residency. Bernard had constituents reach out who had issues with this not being an approved method to show residency, especially with many people no longer having landlines. Frederico commented that this has been the policy and that when someone does not have required documents, someone goes out to the address to confirm residency and obtain an affidavit. As previously voted, this will go to full committee for initial feedback.

#### 7)Bernard motion to adjourn. McCarthy seconded.

Keith Bernard – yes

Rob McCarthy – yes

Dawn Macklin – absent

Sharyn Rose-Zeiberg – yes

Adjourned at 7:23 PM

Approved April 28, 2025