

Approved Minutes
Policy and Procedures
April 28, 2025
6 PM
Room 108 City Hall

Called to order at 6:02 PM
Sharyn Rose-Zeiberg read the agenda
Roll call taken
Keith Bernard - present
Rob McCarthy - present
Sharyn Rose-Zeiberg - present
Dawn Macklin - absent

Also in attendance, Supt. Sippel, Asst. Supt. MacDonald, Joan Federico, Welcome Center Manager

Motion to approve minutes from March 24, 2025 made by McCarthy. Seconded by Bernard.
Bernard - yes
McCarthy - yes
Rose-Zeiberg - yes
Macklin - absent

Introduction of topic JC/JCA - Assignment plan
Members discussed the proposed assignment plan and attendance areas created by the Supt. Asst. Supt MacDonald suggested changes that would align with legal guidelines. Members discussed how and when the policy would go into place and how requests having to do with siblings would be addressed. The committee discussed MASC's online policy guidelines. Supt. Sippel explained how some programs are only held at specific schools, so some students will be assigned accordingly. Attendance maps were reviewed. The committee discussed how this applies to newly registering students and kindergarteners and not to existing students. Asst. Supt. MacDonald will be working with Steve Fama on getting street lists available, if the plan and attendance areas are approved.

Motion made by McCarthy to approve sending to full committee a motion to delete current policy JC/JCA and to replace that with proposed policy JCA. Bernard seconded.
Benard - yes
McCarthy - yes
Rose-Zeiberg - yes
Macklin - absent

Motion made by Bernard to approve sending to full committee the proposed attendance areas/maps. Seconded by McCarthy.
Bernard - yes

McCarthy - yes
Rose-Zeiberg - yes
Macklin - absent

The members took up topic JFAA, Residency Policy as it pertains to proof of residency. The committee reviewed other District's policies that do not allow cell phone bills as proof of residency, which were submitted by Joan Federico. Members discussed how with cell phones, multiple lines can be on one bill/one address, but the people don't live in one location. Discussion on how quickly a visit by the Director of Attendance could be done, to assure that students would be enrolled as quickly as possible. Members agreed on the importance of a quick process. MacDonald and Federico explained once medical is received, a student can start while residency is being checked in person. Members agreed to not put forth a motion at this time, but may revisit.

Proposed policy JFAB was introduced for discussion. This would be a new non-resident policy, specifically for enrolled 12th grade students who move out of district during their 12th grade year but want to continue at Malden High School. Asst Supt. MacDonald explained sometimes students who move to a new school at that stage can have issues meeting the new school's graduation requirements, as they may differ from MHS. Transportation and siblings were discussed and how this would be a request process, not automatic.

Motion made by Keith Bernard to send proposed policy to full committee for discussion purposes only. Seconded by McCarthy.

Bernard - yes
McCarthy - yes
Rose-Zeiberg - yes
Macklin - absent

Motion to adjourn by Rob McCarthy. Seconded by Keith Bernard.

Bernard - yes
McCarthy - yes
Rose-Zeiberg - yes
Macklin - absent

Adjourned at 7:08 PM