

Minutes

Marblehead School Committee Policy Subcommittee Meeting

8/28/25

Members present: Jenn Schaeffner, Kate Schmeckpeper

Absent: none

Policy Review and Updates for 2025-2026 ([00:00:00-00:51:00](#))

Call to order: 11:04AM

a. The subcommittee reviewed comprehensive MASC policy updates from March 2023 through 2024-25, categorizing them into minor edits, substantive changes, and new policies requiring adoption

- Some policies approved in June may not have been uploaded to the website

b. Specific policies requiring immediate attention with December 31st deadlines were identified:

- EFE Civil Rights Complaint Policy for Child Nutrition Programs needed adoption
- IKF Competency Determination and graduation requirements policies required Interim Superintendent review before deadline
- ILD Student Submission to Educational Surveys discussed for potential September 4th adoption

c. The committee established a systematic processing approach:

- Minor edits would be redlined and presented as batches with adequate review time
- Substantive changes would be sent to Interim Superintendent by letter categories (A-B, C-D-E, etc.)
- New policies would be handled separately with operational feasibility review

d. Operational concerns were raised regarding policy implementation:

- Questions about current district raffle practices related to gifts and solicitation policies
- Concerns about door-to-door solicitation language conflicting with current fundraising practices
- Discussion of survey consent requirements and student handbook operationalization

e. Future meetings were scheduled: September 30th at 8:30 AM, November 20th at 11:00 AM, December 18th at 11:00 AM, January 22nd at 11:00 AM, February 26th at 11:00 AM, and April 30th at 11:00 AM

- September 30th meeting would focus on A and B category policy reviews

f. Technical improvements discussed included creating hyperlinked indexes and ensuring proper alphabetization to improve policy manual usability for staff and community members

Motion to adjourn: Kate Schmeckpeper

2nd: Jenn Schaeffner

Vote: 2-0

Adjourn: 11:54 AM