

Minutes of Marblehead School Committee Policy Subcommittee Meeting: 10/23/25

In Attendance: Kate Schmeckpeper, Chair

Jenn Schaeffner

Location: Zoom videoconference

Meeting Opening and Technical Setup (00:00:00–00:02:00)

- a. Technical difficulties with YouTube live streaming occurred; Sub-committee decided to proceed without live streaming and post recording later (typically takes 24 hours)
- b. Policy Subcommittee meeting called to order at 8:31am on October 23rd, 2025
- c. No attendees present for public comment

Discussion and Voting on Minutes 9/30/25 (00:02:00–00:05:00)

- a. Minutes were located in Monday email after initial confusion about distribution
- b. Discussion on format improvements:
 - Jenn Schaeffner preferred All About Town format for timestamps and hyperlinks to specific agenda items for transparency
 - Suggested using bullet points instead of lengthy narrative paragraphs for policy discussions
 - Need for broader conversation with full school committee about consistency in minute preparation
 - Motion by Jenn Schaeffner, seconded by Kate Schmeckerpepr to approve September 30, 2025 minutes — passed 2–0 (Jennifer Schaeffner, Kate Schmeckpeper)

Policy Review and Discussion of Multiple MASC Policy Recommendations (00:05:00–00:32:00)

- a. Policy JEB Approvals:
 - Revised Policy JEB (Entrance Age for Kindergarten) to use September 1st cutoff date instead of shifting school year start date
 - Motion by Jenn Schaeffner to revise Policy JEB and send to full committee, seconded by Kate Schmeckpeper — passed 2–0 (Jennifer Schaeffner, Kate Schmeckpeper)
- b. MASC Policy Recommendations Categorized:

- Consent agenda: Policies CA, CB, CBI, CCB (minor language changes), CHCA (timing change to spring approval)
- Separate rescission votes: Policies CHCAE, CL (unnecessary under current law)
- Purchasing updates: Policy DJ requires comprehensive changes, DJA adds cost center language and 3-year contract limits, DJE raises bidding threshold from \$50,000 to \$100,000 per 2022 law

c. Pending Policy Discussions:

- Policy IKFE (Competency Determination) draft not ready due to ongoing superintendent discussions; meeting scheduled with John and Julia before November 20th
- Policy IK (Academic Achievement) review prompted by community concerns about discontinued midterm exams and unreturned final exams affecting student learning and college preparation

Voting on MASC Policy Recommendations and Administrative Planning
(00:32:00-00:49:00)

a. Committee voted on MASC policy recommendations for full school committee consideration

- A motion was made by Jenn Schaeffner and seconded by Kate Schmeckpeper to send the following policies forward for consent agenda vote: Policy CA (Administration Goals), Policy CB (School Superintendent), Policy CBI (Evaluation of the Superintendent), Policy CCB (Line and Staff Relations), and Policy CHCA (Approval of Handbooks). The motion passed 2-0, with votes in favor: Jennifer Schaeffner, Kate Schmeckpeper
- A motion was made by Jenn Schaeffner and seconded by Kate Schmeckpeper to send the following items for individual votes: Policy CHCAE (rescinding Approval of Handbook and Directives), Policy CL (rescinding Administrative Report Policy), Policy DJ (revision of Purchasing Policy), Policy DJA (Purchasing Authority revision), and Policy DJE (Procurement Requirements revision). The motion passed 2-0, with votes in favor: Jennifer Schaeffner, Kate Schmeckpeper

b. Committee planned future policy review schedule and administrative meetings

- Scheduled sections E, F, and G for November 20th meeting with estimated completion by February
- Agreed to separate meeting with superintendent and assistant superintendent before November 20th to discuss Policy IKFE and Policy IK issues
- Will provide progress update to full school committee on October 30th

c. A motion was made by Jenn Schaeffner to adjourn the meeting at 9:19am, seconded by Kate Schmeckeper, and the motion passed 2-0, with votes in favor: Jennifer Schaeffner, Kate Schmeckpeper

Adjourn: 9:19am