Marblehead Policy Subcommittee Draft Minutes

Chair: K. Schmeckpeper

Meeting Date, Time & Location: September 9th, 1 PM

Members Present: A.M. Jordan; K. Schmeckpeper

Others Present: J. Robidoux

Meeting Recording: Link

Minutes Respectfully Submitted By: K. Schmeckpeper

Call to Order and Policy ACL Second Reading (00:00:00–00:05:00)

a. Chair Kate Schmeckpeper called the September 9th Policy Subcommittee meeting to order at 1 PM.

b. The subcommittee conducted a second reading of Policy ACL, the first item on the agenda.

- No substantive changes were identified from the prior meeting or from the school committee.
- The MASC draft will be used rather than the DESE version; Superintendent John Robidoux noted the NEC board adopted the MASC version.

c. A motion was made by Ann-Marie Jordan and seconded by Kate Schmeckpeper to move Policy ACL forward to the school committee for a 3rd reading and a vote.

- The motion passed 2-0 by roll call vote, with Ann-Marie Jordan and Kate Schmeckpeper in favor.
- Chair Kate Schmeckpeper will insert local references such as Marblehead and superintendent; the policy will be placed on the agenda for the 17th.

Policy FF – Naming of Facilities and Spaces (00:05:00–00:17:00)

a. The committee discussed Policy FF, on naming new facilities and spaces, which has repeatedly come up without resolution, and agreed to revisit and potentially revise it.

- Marblehead's policy is based on the MASC model sourced August 2016 and approved locally in 2021 with minimal changes.

- The current policy does not restrict naming to newly built facilities and lacks criteria for approving naming requests.

b. Superintendent John Robidoux described a policy document from his former district containing more detailed provisions.

- It included waiting periods before naming and specific naming criteria.
- Concerns were raised that naming could become excessive without clear standards.

c. The committee discussed whether financial contributions should factor into naming rights, which was noted as a separate and complex issue.

d. The committee agreed to research other districts and MASC before making changes, and to consider distinguishing formal policy language from more flexible operational protocols.

- A board member will check whether MASC updated its model policy and research how other districts structure naming policies.
- Superintendent John Robidoux will share the document he read from; Ann-Marie Jordan agreed to lead the research; a board member will place the topic on the next agenda.

Ongoing Policy Review Planning and Meeting Dates Scheduling (00:17:00–00:26:00)

a. The committee reviewed a spreadsheet tracking MASC proposed policy revisions and planned upcoming work.

- Most MASC revisions were completed last year, but some items remain outstanding.
- The committee agreed to spend one of the next two meetings finishing those remaining revisions.

b. The committee discussed the district's anti-discrimination policy.

- The existing policy differs substantially from the MASC version and was previously set aside.
- It will be reviewed this year with more detailed discussion with Superintendent John Robidoux and possibly legal counsel.

c. The committee agreed to consider developing a plan for future committees on how frequently different sections of the policy manual should be reviewed.

d. The committee discussed the difficulty of locating policies, which are hosted on the district website rather than through MASC's service and are not searchable.

- Superintendent Robidoux said he would explore a possible low-cost or no-cost option to make policies searchable and report back.
- A comparison of other districts' policies showed some were very similar to Marblehead's and others very different.

e. The committee agreed to revisit technology-related policies, including student and staff technology usage, to close the loop on prior discussions. Chair Kate Schmeckpeper will determine what a prior committee considered or implemented.

f. The committee discussed meeting dates, set for the second Wednesday of each month.

- The October date was left as is, pending confirmation from Ann-Marie Jordan on whether her potential conflict materializes.
- The November date may need to be changed, as the second Wednesday falls on Veterans Day.

Approval of May Meeting Minutes and Adjournment (00:26:00–00:28:00)

a. The subcommittee considered the minutes of the May Policy Subcommittee meeting.

- A motion was made by Ann-Marie Jordan and seconded by Kate Schmeckpeper to approve the Policy Subcommittee meeting minutes from May 28th, 2026.
- The motion passed 2-0, with Ann-Marie Jordan and Kate Schmeckpeper in favor.

b. A motion was made by Ann-Marie Jordan and seconded by Kate Schmeckpeper to adjourn the meeting.

- The motion passed 2-0, with Ann-Marie Jordan and Kate Schmeckpeper in favor.

c. The meeting adjourned at 1:26 PM.