Sudbury Public School Committee
Policy Subcommittee Charge
Approved November 20, 20226

Mission Statement:

The Policy Subcommittee will review, update and draft a new policy for the School Committee. For the 2026-2027 term, the Policy Subcommittee will also be charged with reviewing and updating the Sudbury School Committee Handbook.

Members:

Julie Durgin-Sicree
Karyn Jones
Interim Superintendent Annette Doyle

Goals and Objectives: (process)

To keep written policies up-to-date so that they can be used consistently as a basis for School Committee action, administrative decisions, and evaluating the impact of policies on school operations. The Policy Subcommittee will also seek input and align policies with the Massachusetts Association of School Committees (MASC) through its online policy manual and updates. The Policy Subcommittee shall review policies with consideration of the Massachusetts General Law (MGL) and with input from the Administration (Sudbury School Committee Policy BDD).

Recommended new policies will be charged by the School Committee and discussed with the Administration to provide effective management of the District and to ensure alignment with the School Committee and Administration.

For the 2026-2027 fiscal year, the School Committee charges the Policy Subcommittee with reviewing and providing feedback on the following policies for possible adoption:

MASC Recommended Policies (May, 2026):

1. BDF, Advisory Committees to the School Committee
2. BDFB, Special Education Advisory Council (SEPAC)
3. BDFC, English Learner Parent Advisory Council (ELPAC)
4. ECAB, Access to Buildings and Grounds
5. EEAEA, Bus Driver Examination and Training
6. JFBB, School Choice
7. JKAA, Time-Out, Seclusion, and Restraint of Students
8. JLCD, Administration of Medication to Students
9. JLCDC, Self-administration and Self-Carry of Medications

MASC Recommended Policies (October, 2026):

1. IR-J, Reconsideration of Instructional Resources
2. IJL, Library MAterials Selection and Adoption
3. IJLA, Library Resources

4. IKLA-R, Reconsideration of Library Materials

The Policy Subcommittee has also been tasked to review:

1. IHBG, Home Schooling
2. IMDA, Accommodations for Religious and Cultural Differences
3. JICFB Bullying Prevention
4. JICK Harassment of Students

Upon approval of the School Committee, new or reviewed policies may be subject to legal counsel for review, as required.

The Policy Subcommittee is also tasked with reviewing and updating the Sudbury School Committee Handbook to ensure it reflects current practices and policies.

Reporting Requirements (Deadlines, including to whom, when (dates):

The Policy Subcommittee will inform the School Committee Chair after each meeting to coordinate a future meeting date to update the full School Committee on the recommendations of the Policy Subcommittee.

The Policy Subcommittee will aim to have May MASC policy review recommendations ready to review by the School Committee and first read of the School Committee Handbook by/before January.

For all other policies assigned to the Policy Subcommittee, the Committee's goal is to review drafts and potentially adopt them by April. To meet this timeline under the three-step process in Policy **BGB**, draft policies should be included in the agenda packet no later than February.

Compliance with Open Meeting Law (OML):

The Policy Subcommittee will submit agendas to the Sudbury Public School Administration for posting in compliance with the Massachusetts Open Meeting Law (OML). Meetings and meeting minutes will adhere to Massachusetts OML. Upon approval of meeting minutes, submission to the Sudbury Public School Administration is required to properly post on the Sudbury Public Schools website.