SCHOOL COMMITTEE: POLICY SUBCOMMITTEE MEETING

Present: School Committee
         Terri Medeiros, Andrea Thorrold
         Meghan Fleck; and Jim Hardy, MASC

Absent: Melissa Keefe

Date: Wednesday, June 12, 2019

1. Discussion of Feedback on Policy KHB
   The Subcommittee previewed photographs of sample banners seen during one member’s visit to Marblehead. After the preview, discussion focused on criteria for granting permission and articulating criteria for such decision making. Members discussed limiting criteria by changing “school property” to “athletic facilities” and specifying “on or in” those places. Members also added “criteria and” before “conditions” and “upon recommendation of Superintendent” to the end of the first paragraph. Members split the criteria contained in third bullet into two statements. Bullets under draft section A will be removed and transferred to a procedures document. Members revised Section B to have two bullets. Item C clarifies requirements associated with nonprofits. The members agreed to advance the revised policy statement to the full School Committee for action at the next scheduled meeting.

2. Complete Review of Section I
   Aside from minor updates in language to align with practice, here is a general summary of the Subcommittee’s efforts:

   Deletions from the Falmouth Policy Manual
   - IJLA: Library Resources – language is procedure, not policy.
   - IJM: Special Interest Materials Selection and Adoption – language is procedure, not policy.
   - IJOE: Videotaping of Children in the Schools (no MASC policy) – this language is contained in handbooks, and a policy statement is redundant. Change “School Committee Policy IJOE” to “School Committee Policy” in subsequent publications of school handbooks.
   - IKB: Homework Guidelines – this language is contained in handbooks, and a policy statement is redundant.

   Revisions within the Falmouth Policy Manual
   - IJJO-R: Instructional Materials – challenges are associated with materials that are already in the school libraries. Questions arose during the status of the referenced procedures. Falmouth and MASC policies are identical; use MASC as reference. Policy is appropriately labeled IJJO-R. Look at IJL as well to consider consolidation.
   - IJOA: Field Trips – adopt MASC version.
   - IK: Academic Achievement – adopt MASC version.

   Addition to the Falmouth Policy Manual
   - IKE: Promotion and retention of Students
   - ILD: Student Submission to Educational Surveys and Research

   Other
   - IJ/IJIJ: Instructional Materials – Defer review; MASC and District policy language will be combined to create a cohesive policy for the subcommittee to review. Copy MASC legal and cross references over to it. Policy is appropriately labeled IJ.
   - IJOJOC: School Volunteers – Request Tracey combine ours and language from VIPS.
   - IKF: Graduation Requirements and IKFA: Graduation in Less Than Four Years – both were updated in November 2016; no changes indicated.
   - IL: Evaluation of Instructional Programs – MASC has a policy statement; recommendation is NOT to adopt it.
   - IMG: Animals in Schools – add MASC legal references to our policy.

   Defer review
   - IJND: Empowered Digital Use Policy (MASC)
   - IJNDDB: Technology Acceptable Use Policy – Staff (Falmouth)
   - IJNDBB: Technology Acceptable Use Policy – Students (Falmouth)
   - IJNDC: School and District Web Pages (Falmouth) – see language in MASC statement on internet publications, which is current.
   - IJNDC-R: Web Page Guidelines (Falmouth)

3. Begin Review of Section I
   Aside from minor updates in language to align with practice, here is a general summary of the Subcommittee’s efforts:

   Revisions within the Falmouth Policy Manual
JC: School Attendance Areas – discussion regarding whether process is initiated by School Committee or Superintendent. Use MASC first sentence instead of Falmouth’s. Delete paragraph requiring annual review of attendance areas. Add paragraph from MASC policy regarding conferring with community representatives.

Other
- JB: Equal Education Opportunities – recommendation to use MASC version; it was updated last year.
- JCA: Assignment of Students to School – adopt MASC version.

4. Other
   Agenda for Next Meeting
   ✓ Continue Comprehensive Policy Review
     • Complete Section J
     • Advance to Section K as time allows
   ✓ Other

Next meeting: Wednesday, July 31, 2019, 5:00 – 7:00 pm, at the Falmouth Public Schools’ Administration Building

Respectfully Submitted by,

Sonia L. Tellier                Anne Barnes
Assistant Superintendent      Director of Out of District Placement & Policy