

Present: Robert Grom, Mary Storrs

Also Present: Jim Hardy (MASC), Laurie Hunter, Kelly McCausland,

1. Mary Storrs called the meeting to order at 9:10 AM and noted the meeting is being recorded.
2. The first order of business was to approve the May 18, 2017 minutes. Minutes were unanimously approved.
3. Policies Reviewed:

File: GCRD – Tutoring for Pay – The Policy Subcommittee reviewed this Policy in May and suggested that Kelly McCausland rewrite the Policy and bring it back for further review by the Policy Subcommittee. Kelly presented a draft Policy today which is neither the MASC’s policy nor our own version of the Policy but rather a clean fresh version. Kelly explained that she simplified the Policy by having a live link to the Public School Teacher FAQs on the Conflict of Interest Law that answers any questions a teacher may have relative to this topic. After review of this draft Policy it was recommended to change the word teacher with employee in the first paragraph and to change the language in the third paragraph to read “Here is a tutoring FAQ on the Conflict of Interest Law that applies to all employees”. Changes will be made and the Policy will be brought to the School Committee for a first reading.

File: GBL – Vacation Time Payouts for School Administrators – This is a new Policy that stems from a request made by the Inspector General to the School Committee after a review of previous practices on vacation time payouts for School Administrators. We are now required to have a policy addressing vacation time payouts for school administrators whose contracts entitle them to vacation time buyouts. This is not a common policy therefore Kelly drafted a Policy using a key phrase from the Inspector General’s letter and had Peter Ebb (Ropes & Gray) review it. After a discussion it was recommended to bring this Policy to the School Committee with one change. In the second paragraph the first three words “End of year” will be taken out. Changes will be made but the Policy will be brought back to the next Subcommittee meeting on October 18.

File ACA – Policy Prohibiting Harassment – Laurie Hunter presented Policy ACA that was developed for the Duxbury Public Schools. Laurie explained that this Policy encompasses JBA which is the student policy, GBBA which is the employee policy, and sexual harassment that is in the A Section. This policy actually will consolidate these policies so all of the harassment complaints would come under this one policy. The Policy Subcommittee would like time to go over this policy and possibly make some changes, therefore it will be brought back and addressed at the next meeting.

File: GBD (also BHC) – School Committee-Staff Communications – File GBD and BHC are the same. GBD was approved by the School Committee on April 11, 2017; therefore no changes are needed.

File: JH – Student Absences and Excuses – After discussion the Policy Subcommittee’s recommendation was to hold off on this policy and will revisit it as part of the calendar working group.

File: JICE – Student Publications – After review of this Policy it was recommended to adopt MASC’s policy with some changes. In the third paragraph of the MASC policy the words “school sponsored” will be added before the words “student publications” and in the fourth paragraph where student publication appears. Also in the third paragraph after the first sentence the following will be inserted “This means that libelous statements, unfounded charges and accusations, obscenity, defamation of persons, false statements, material advocating racial or religious prejudice, hatred, violence, the breaking of laws and school regulations, or materials designed to disrupt the educational process will not be permitted”. It was suggested to have Peter Ebb review the language. Changes will be made and the Policy will be brought to the School Committee for a first reading.

4. Public Comments:
None

The next meeting will be October 18 at noon. The Subcommittee will review File ACA Policy Prohibiting Harassment and File GBL Vacation Time Payouts for School Administrators and will begin Section I (Instruction) of the Policy Manual (File IC/ID thru IHBG)

5 The meeting adjourned at 10:45AM.

Respectfully submitted,
Leona Palmaccio

Approved: 10/27/17