

Present: Jenn Munn, Kathi Snook, Mary Storrs

Also Present: Diana Rigby, Dorothy Presser, MASC

1. Diana Rigby called the meeting to order at 9:15 AM and noted the meeting is being recorded.
2. The first order of business was approval of the January 8, 2015 minutes. Minutes were approved.

3. Policies from the last meeting will be reviewed with recommended changes:

File: BCA – School Committee Member Ethics

Jennifer Munn reviewed the policy, which is the MASC policy, therefore it either has to be adopted as is or abandon it. Since there is merit in keeping the policy, Ms. Munn has proposed language to be added as a NOTE at the end of the policy. The language reads: “We recognize that this document was written by the Massachusetts Association of School Committees in 1964. We also understand that if you retain it in our policy manual, we must retain it as written by the MASC. We see merit in the spirit of this document and choose to keep it as a reference for appropriate School Committee member standards of conduct”. The Subcommittee recommends sending this Policy to the School Committee for a first reading.

File: BDA – Committee Organizational Meeting

Since Concord and Carlisle are a regional school district it is necessary to make changes in this policy to reflect this. After a lengthy discussion, Kathi Snook agreed to rewrite the policy with the suggested changes. The Subcommittee recommends changes to be made and sending the Policy to the School Committee for a first reading.

4. Policy updates recommended by the Massachusetts Association of School Committees (MASC) to be reviewed:

- File: BDB – School Committee Officers
- File: BDD – School Committee – Superintendent Relationship
- File: BDE – Subcommittees of the School Committee
- File: BDF = Advisory Committees to the School Committee

File: BDB – School Committee Officers

The Subcommittee will keep the language in BDB but will rename the Policy BDB/BDC School Committee Officers/Appointed Officials. Policies relating to officials that the Committee appoints from outside its membership are filed under code BDC. The secretary is appointed outside its membership, therefore codes BDB and BDC can be combined as BDB/BDC, covering the double term School Committee Officers/Appointed Officials. Changes will be made and the Policy will go to the School Committee for a first reading.

File: BDD – School Committee-Superintendent Relationship

There are no changes to this policy. The Subcommittee recommends sending the Policy to the School Committee for a first reading.

File: BDE – Subcommittees of the School Committee

The Subcommittee recommended several changes. The changes will be made and the Policy will go to the School Committee for a first reading.

File: BDF – Advisory Committees to the School Committee

The Subcommittee recommended numbering the paragraphs for easier understanding and recommended several changes. The changes will be made and the Policy will go to the School Committee for a first reading

The next Policy Subcommittee meeting will be March 5th. Policy Files BDFA thru BEDD will be reviewed.

5. Public Comments – Ann Hayden, Sudbury Road – Had a question regarding our online Policy Manual and not having the most up-to-date information. When a policy has been approved by the School Committee, it is sent to MASC to be included in our online Policy Manual. The date of approval will not show online but every Policy that is online is the most current, up-to-date policy.

The meeting adjourned at 10:40 AM.

Respectfully submitted,
Leona Palmaccio

Approved: 3/5/15