

**Present:** Robert Grom, Mary Storrs  
**Also Present:** Jim Hardy (MASC), Laurie Hunter

1. Mary Storrs called the meeting to order at 9:04 AM and noted the meeting is being recorded.
2. The first order of business was to approve the September 28, 2017 minutes. Minutes were unanimously approved.
3. Policies Reviewed:

File: GCRD – Tutoring for Pay – The Policy Subcommittee looked at this Policy again. No changes were made and the Policy will be brought back to the School Committee for a first reading.

File: JICE – Student Publications – This Policy is being brought back after Peter Ebb’s review and suggestions. Changes will be made and will be brought back to the School Committee for a first reading. The changes will be in red in order for the School Committee to see what changes were made. It was also suggested to share the Policy with the parent who requested we look at this Policy.

File: IMDA – DRAFT Religious and Cultural Holidays – Laurie and the Administrative Team studied a number of other districts’ policies, settled on Bedford’s policy and then sent it to Peter Ebb for his input. The Admin Team then reflected on Peter’s comments and made revisions. After review by the Policy Subcommittee a few changes were made and will be shared with the CTA and the CCTA for their feedback. The DRAFT Policy will be brought to the School Committee for a first reading.

File: GBL – Vacation Time Payouts for School Administrators – This Policy was reviewed at the last meeting of the Policy Subcommittee and was suggested that it be reviewed at the October meeting. The Subcommittee made one change and that was to add the words “unless otherwise indicated by Massachusetts General Laws” to the last sentence of the second paragraph. The change will be made and the Policy will be brought to the School Committee for a first reading.

File: ACA – Policy Prohibiting Harassment – The Policy is being brought back to the Policy Subcommittee for further review. The language in the Policy now reflects the Concord Public and Concord-Carlisle Regional School District. A few minor changes were made and the Policy will be brought to the School Committee for a first reading.

File: IC/ID – School Year and School Day – After review of this Policy, the Policy Subcommittee suggested we split these policies into two separate polices, that is File IC School Year and File ID School Day. Changes will be made and brought to the School Committee for a first reading.

File: ICA – School Calendar – There were no changes to this policy. The Policy will be brought to the School Committee for a first reading.

File: IE – Organization of Instruction – After review of this Policy it was recommended to adopt MASC’s Policy. The Policy will be brought to the School Committee for a first reading.

File: IGA – Curriculum Development – After review of this Policy it was recommended to keep our Policy but to change the words Assistant Superintendent to Director of Teaching and Learning and to use MASC’s Legal Reference. Changes will be made and brought to the School Committee for a first reading.

File: IGB – Curriculum Research – There were no changes to this Policy. The Policy will be brought to the School Committee for a first reading.

File: IGD – Curriculum Adoption – This is MASC’s Policy which we do not have in our Policy Manual. Laurie feels it’s an important Policy so it was recommended to adopt MASC’s Policy and bring it to the School Committee for a first reading.

File: IGBH – Alternative Programs – This policy is not needed. It will be taken out of the Policy Manual.

File: IHAE – Physical Education – This policy is not needed. It will be taken out of the Policy Manual.

4. Public Comments:  
None

The next meeting is scheduled for November 13 at 1:00 PM. The Subcommittee will review Section I (Instruction) of the Policy Manual (Files IHAM thru IJNDD)

- 5 The meeting adjourned at 10:50AM.

Respectfully submitted,  
Leona Palmaccio

Approved: 11/13/17