

**Present:** Court Booth, Yuval Erlich, Laurie Hunter, David Model

1. Dr. Hunter called the meeting to order at 9:32 AM.
2. Update Status of Policy Review. Dr. Hunter stated that they have been reviewing the entire policy manual in order over a period of several years. She stated that MASC representative Dorothy Presser attends their meetings to provide feedback and guidance, noting that her presence is highly valued. She also stated that MASC also updates their online manual. Mr. Model questioned using MASC's policies instead of reviewing theirs and Dr. Hunter stated that they have taken many of MASC's policies as they are written, but occasionally made local tweaks. Mr. Erlich stated that he sees a legal issue and noted an incident that occurred a few years ago involving bullying graffiti written on the walls at the middle school. He stated that when he reviewed the hate speech policy, he saw that it hadn't been reviewed since the 1960s. He stated that after further investigation, he found many districts to be further ahead than the MASC policies. He also stated that Concord Public Schools and Concord-Carlisle Regional School District have the same manuals, noting that in previous meeting minutes, dual votes were not taken. Mr. Booth stated that he hadn't viewed previous minutes, but stated that they need to ensure they are voted on by both committees. Mr. Erlich asked if they could bring policies out of order to discuss and Dr. Hunter stated that policies are taken out of order when necessary. Mr. Erlich suggested only working on policies that need to be looked at. Dr. Hunter stated that the manual is very outdated, noting that many things are not accurate in regards to dates on which policies were updated. The subcommittee discussed possibly comparing the MASC policies to the current CPS/CCRSD policies side by side and reviewing the discrepancies. Mr. Erlich stated that he had starting reviewing the policies, noting that there are a lot of cross references and legal references that are wrong. Mr. Model stated that the MASC policies have been vetted, questioning why they are reinventing the wheel.

The subcommittee discussed the best way to go about reviewing the policies going forward, noting that the comparison is a very large task. Mr. Erlich recommended asking MASC if they had the capabilities to compare their policies with the district's. Dr. Hunter reviewed where they left off in the manual and the subcommittee discussed the dates listed on the policies. Mr. Model confirmed that the MASC policies have all been looked at within the last 5 years. The subcommittee discussed looking into having MASC compare their policies with the district's and identifying those with no approval dates. Mr. Erlich noted that they should wait for the first answer before moving forward. Mr. Erlich recommended asking the larger committee which policies they felt needed to be addressed and Dr. Hunter noted that they normally do this. Mr. Model noted that many of MASC's policies seemed to be outdated and questioned where they draw the line between policy and protocol. Mr. Erlich noted that many districts are more proactive than others and Mr. Model noted that MASC should be cognizant of the better districts. Mr. Model stated that the protocol is more important than the policy in many instances, noting the concussion policy and protocol.

The subcommittee discussed continuing ongoing scrutiny, looking into certain policies when needed, and looking at the policies with no approval dates. Mr. Booth questioned if they need to capture which policies are identical to the MASC's. Mr. Erlich noted that many of the policies say "source MASC", but Mr. Booth noted that he doesn't trust this. Mr. Erlich suggested possibly striking out all of their policies and adopting all of MASC's in one vote, finding the biggest differences and then updating those certain policies. Mr. Booth stated that this was worth looking at, but noted that they would have to look at which ones can't default to MASC and do a random cross check since they would be adopting policies they haven't seen.

Mr. Erlich suggested speaking with Ms. Presser as soon as possible and Dr. Hunter stated that she would reach out to Ms. Presser prior to their next meeting.

3. Set Meeting Calendar. The subcommittee agreed to set up the next meeting with the expectation that Dr. Hunter would speak with Ms. Presser prior to their meeting and that Ms. Presser would be prepared to discuss their questions at the next meeting. The subcommittee discussed their availability and agreed to have a meeting on October 22, 2019 at 10:30, pending Ms. Presser's availability. The committee planned on sending Dr. Hunter any policies that they felt were priority. Mr. Booth noted that they should mention this as well during the school committee Chairs and Liaisons Report. Dr. Hunter stated that she would draft a schedule of meetings to share out.

4. Public Comments:  
None

5. The meeting adjourned at 10:43 AM.

Respectfully submitted,  
Erin Higgins

Approved: 11.19.19