

**Present:** Court Booth, Yuval Erlich, Laurie Hunter, David Model, Dorothy Presser (MASC)

1. Mr. Booth called the meeting to order at 10:35 AM. A motion was made by Mr. Erlich, seconded by Mr. Model, to appoint Mr. Booth as Chair of the Policy Subcommittee. The motion was unanimously approved.
2. A motion was made by Mr. Erlich, seconded by Mr. Booth, to approve the minutes from 9/19/19 and 10/22/19. The motion was unanimously approved.
3. Policies Reviewed:

Policy Manual Introduction – Mr. Booth noted that the Introduction in the Policy Manual needs to be reviewed at some point.

**File: AD – Mission Statement** - After discussion, the Policy Subcommittee agreed to bring this back to the next meeting to allow members to review the District’s Strategic Plan Mission and Core Values.

**File: ADC – Tobacco Use on School Premises Prohibited** – After discussion, the Policy Subcommittee agreed upon adopting MASC’s policy, dated July 2016, with several changes. A motion was made by Mr. Erlich, seconded by Mr. Booth, to replace File: ADC with MASC’s File: ADC, adding the word “vaping” after “aerosolization”, and adding the cross reference IHAMB – Teaching About Alcohol, Tobacco, and Drugs. The motion was unanimously approved. Changes will be made and the Policy will be brought to the School Committee for a first reading.

**File: JICG – Tobacco Use by Students** - The Policy Subcommittee agreed that this policy was no longer needed because it was incorporated in File: JICH – Alcohol, Tobacco & Drug Use by Students. A motion was made by Mr. Erlich, seconded by Mr. Model, to eliminate File: JICG from the CPS/CCRSD Policy Manual. The motion was unanimously approved.

**File: GBED – Tobacco Use on School Property by Staff Members Prohibited** – A motion was made by Mr. Erlich, seconded by Mr. Model, to add cross reference Files: ADC, JICH, and GBEC to File: GBED and to add the word “vaping” as added in File: ADC. The motion was unanimously approved. Changes will be made and the Policy will be brought to the School Committee for a first reading.

**File: JICH – Alcohol, Tobacco & Drug Use by Students** – After discussion, the Policy Subcommittee agreed to adopt MASC’s policy File: JICH, including the newer cross references. A motion was made by Mr. Erlich, seconded by Mr. Model, to adopt MASC’s File: JICH dated February 2019. Changes will be made and the Policy will be brought to the School Committee for a first reading.

**File: BDFA – School Councils** – The only difference between the current policy and MASC’s was in the approval of the school improvement plan – MASC’s listed the Superintendent as needing to approve the plan and the current CPS/CCRSD policy listed the School Committee as needing to approve the plan. Ms. Dresser noted that this was due to a law change. A motion was made by Mr. Erlich, seconded by Mr. Model, to adopt MASC’s policy, according to new MA General Law. The motion was unanimously approved. Changes will be made and the Policy will be brought to the School Committee for a first reading.

**File: BDFA-E-3 – Conduct of School Council Business** – The Policy Subcommittee agreed to add this policy to the agenda for the next meeting.

**File: JF – School Admissions** – Dr. Hunter noted that the prior Policy Subcommittee had discussions on this policy, but that the policy needed further review in terms of process for admissions. The Policy Subcommittee agreed to adopt MASC’s policy dated February 2019, since there was nothing in the policy that was in variance with the process that had been brought up in prior discussions. A motion was made by Mr. Erlich, seconded by Mr. Model, to replace File: JF in the CPS/CCRSD Policy Manual with MASC’s File: JF, as corrected in February 2019 for both Districts, including all legal and cross references. Regarding the files that were cross referenced in the

policy, Ms. Presser stated that there were new versions within the past month or so of Files: JFABD, JFABE, and JBABF. The motion was unanimously approved. Changes will be made and the Policy will be brought to the School Committee for a first reading.

Mr. Model recommended being consistent when using the word “district”, in terms of capitalizing or not capitalizing. The Policy Subcommittee agreed to change the word “district” in the first line of File: JF to “District”.

**File: JHD – Exclusions & Exemptions from School Attendance** – After discussion, a motion was made by Mr. Erlich, seconded by Mr. Model, to change File: JHD to mirror MASC’s File: JHD, dated February 2019, to add cross reference files: JEB and JLCB, and to add the M.G.L legal reference 76:15. The motion was unanimously approved. Changes will be made and the Policy will be brought to the School Committee for a first reading.

**File: JLCB – Immunization Requirements** – The Policy Subcommittee added this policy for review because it was referenced in the File: JHD. The Policy Subcommittee discussed the current immunization requirements and religious exemptions from these requirements. The Subcommittee asked Ms. Presser to bring more information on MASC’s policy to the next meeting.

**File: JI – Student Rights & Responsibilities** – The Policy Subcommittee discussed camera use and security and agreed to look at File: ECA – Buildings and Grounds Security at the next meeting. The Policy Subcommittee discussed the policy and agreed to add several cross references. A motion was made by Mr. Erlich, seconded by Mr. Model, to add cross references to the existing policy of Files: JRA, ECA, IJND, JB, JIC and JIH. The motion was unanimously approved. Changes will be made and the Policy will be brought to the School Committee for a first reading.

The Policy Subcommittee agreed that the date needed to be added to any policies that they update.

**File: JICC – Student Conduct on School Buses** – The Policy Subcommittee agreed to add this policy for review at the next meeting, agreeing that a clear statement should be added indicating that school buses are, at all times, to be considered as school areas and conduct on board will be subjected to all school conduct policies. The Subcommittee requested that Dr. Hunter bring appropriate language for approval at the next meeting.

The Policy Subcommittee discussed creating a Civil Rights/Hate Speech policy and agreed to discuss this first at the next meeting.

4. No public comments.
5. A motion was made by Mr. Model, seconded by Mr. Erlich, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 12:06 PM.

Respectfully submitted,  
Erin Higgins

Approved: 12.19.19