

**Present:** Alexa Anderson, Court Booth, Domingos DaRosa, Tracey Marano, Carrie Rankin, Laurie Hunter, Sara Wilson

- 1. Call to Order** – Ms. Rankin called the meeting to order at 10:06 AM.
- 2. Vote to Approve Minutes** – A motion was made by Ms. Anderson, seconded by Ms. Marano, to approve the December 7, 2022 minutes. The motion was approved unanimously.
- 3. Public Comments**  
none

**4. Policy KBA – School/Parent Relations Goals**

Ms. Rankin noted that MASC’s version is similar to the current policy, aside from the wording of guardians and wording around conduct. She recommended adopting the MASC version. The committee agreed to bring to the SC for a 1<sup>st</sup> Reading.

**Policy KBBA – Non-Custodial Parents Rights**

Ms. Rankin stated that the MASC version has an additional section, #4. She recommended adopting the MASC version. The committee agreed to bring to the SC for a 1<sup>st</sup> Reading.

**Policy KBBA-E – Sample Notice to Custodial Parents**

**Policy KBBA-R – Sample Affidavit for Non-Custodial Parents Requesting Student Records**

Dr. Hunter stated that these samples are not used in the district, recommending that they be removed to align with MASC. Ms. Rankin noted that MASC does not have these policies. The committee agreed that these policies should be removed from the manual and agreed to bring them to the larger SC.

**Policy KBE – Relations with Parent Organizations**

Ms. Rankin stated that the district’s policy (last approved in 2005) is very different from MASC’s. She stated that the district’s version stresses the purpose of the organizations, outlines a process by which organizations could be recognized by the superintendent and says one parent group per building could be recognized. She stated that the MASC version stresses the importance of communication between the school/home, incorporates boosters into the policy (and removes KJA booster policy), removes the purpose of the parent organization, has no limit to how many groups are recognized, and adds 501c3 status and spending within the law. The committee agreed to adopt MASC’s version and remove the ACA cross reference at the bottom. The policy would be brought to the SC for a 1<sup>st</sup> Reading.

**Policy KCB – Community Involvement in Decision Making**

Ms. Rankin stated that this policy was adopted in 2005, noting that MASC no longer recommends it. She stated that it is written into Policy KA. The committee agreed to remove KCB from the manual. The policy would be brought to the larger SC.

**Policy KCD – Public Gifts to the Schools**

**Policy KCDA – Playground Equipment**

**Policy KCDA – R – Implementation of Policy on Playground Equipment**

Ms. Rankin stated that MASC has removed policy KCDA and moved it into KCD - Public Gifts. After discussion, the committee agreed to adopt the MASC version and Ms. Rankin noted that she would check the cross references. They agreed to remove KCDA and KCDA-R. These policies would be brought to the larger SC for a 1<sup>st</sup> reading.

**Policy KDB – Public’s Right to Know**

Ms. Rankin stated that the district’s policy was last updated in 2005 and the MASC version references using a website to find information instead of starting with the Superintendent to find information. The committee agreed

to adopt the MASC version and Ms. Rankin stated that she would review the cross references. The policy would be brought to the larger SC for a 1<sup>st</sup> reading.

#### **Policy KDD – News Media Relations/News Releases**

Ms. Rankin stated that MASC's version is similar to the current district version. The committee discussed the wording around "exclusive releases". The committee agreed to adopt the MASC version, with the following edits: change "spokesman" to "spokesperson", edit bullet 2 to "*Media relations are the responsibility of the Superintendent*" and remove bullet 3. Mr. DaRosa questioned if there were any policies around social media and Dr. Hunter stated that there is policy IJNDD – Policy on Social Media. After discussion, the committee agreed not to reference policy IJNDD within policy KDD.

#### **Policy KHA – Public Solicitations in the Schools**

Ms. Rankin stated that the districts KHA version from 2006 is very different from MASC's version. After discussion, the committee agreed to adopt MASC's version, with the following edits: remove the last sentence "*for purposes of....*" and remove the "note" at the bottom "*the cross references are to related categories....*"

#### **Policy KHB – Advertising on School District Property**

Ms. Rankin stated that they discussed this policy at the last meeting, noting that they had discussed merging the MASC version and current district's version into a new policy. The committee agreed on the following changes: adding the new MASC language: "*The School Committee may grant permission for advertising of commercial products or services in school buildings or on school property under guidelines or regulations it may approve. Otherwise, no advertising of commercial products or services will be permitted in school buildings or on school property. Publications of the school district will not contain any advertising. However, this will not prevent advertising in student publications that are published by student organizations, subject to administration controls, or the use of commercially-sponsored, free teaching aids if the content is approved by the administration*"; Keeping the following from the district version: "*Understanding that sport and club activities are partially supported by fundraising, temporary advertising of commercial products, services, and logos will be permitted on a limited basis, during the time of and just prior to a sporting event, or during the time of or just prior to a club activity. This time shall be limited to the time of the event. No school personnel shall be used for setup and removal of the advertisements. The building principal can, at any time, restrict this advertising if it is deemed inappropriate*"; adding new from MASC "*Solicitation of sales or use of the name of the school district to promote any product will not be permitted by the Committee.*" and adding a reference to guidelines as written by the admin. Mr. Booth asked if Dr. Hunter could check with Adult & Community Education about publications from the school district containing advertising.

#### **Policy KHE – Political Activity**

Ms. Rankin stated that MASC has removed this policy and moved it to GBI – Staff Participation in Political Activities, noting that the district's GBI policy was last updated in 2017 and aligns with MASC's version. She recommended removing Policy KHE.

#### **Policy KI – Visitors in Schools**

Ms. Rankin stated that the current district's version is the same as MASC's version. The committee agreed to adopt the MASC version, with these edits: change "requested" to "required" in bullet 3, change "principal's office" to "Main Office" (in both references in bullet), add "*during school hours*" to the end of the first sentence and remove bullet 5.

#### **Policy KJA – Relations with Booster Organizations**

Moved to Policy KBE – recommend removal from policy.

A motion was made by Ms. Marano, seconded by Mr. Booth, to move KBA, KBBA, KBBA-E, KBBA-R, KBE, KCB, KCD, KCDA, KCDA-R, KDB, KDD, KHA, KHB, KHE, KI, and KJA to the full committee for a first reading as discussed, subject to a review of cross reference. The motion was unanimously approved.

5. **Adjournment** – The meeting adjourned at 11:38 AM.

Respectfully submitted,  
Erin Higgins

Approved: 4.6.23