

2019-2020 POLICY SUBCOMMITTEE

*Chair Pro-Tem Diane Swenson (Ashburnham); Clerk Mary C. Barclay (Royalston);
Kathy Airoidi (Hubbardston); Barbara Reynolds (Lunenburg)*

Policy SubCom Meeting Notes of Tue, December 10, 2019; 18:00; Culinary Conf. Room

The meeting opened at 18:08 with Mrs. Airoidi, Mrs. Barclay, and Mrs. Reynolds in attendance from the SubCom, and Administrative Liaison/Business Manager Tammy Crockett. Mrs. Swenson was absent.

I. Review and adoption of the last meeting notes

- **MOTION: (By Mrs. Airoidi; second by Mrs. Reynolds) Approve the meeting notes of 2019 11 19, as presented. (Approved)**

II. Priority policy review requested by Administration

Monty Tech Practical Nursing Program Handbook – copies were distributed for members to review for a potential motion to approve at the January, 2020 full School Committee meeting. Members went through the entire document, comparing wording to current Monty Tech policies; highlighting changes to improve the format, grammar and punctuation; removing gender references; and consolidating to eliminate redundancy. Mrs. Barclay will make changes for the MT PNP Director to review.

III. Status report on G PERSONNEL policies

Awaiting the new legal representative assigned from Stoneman, Chandler, and Miller to Monty tech to review and report on Section G policies.

IV. Continuing review of B SCHOOL COM GOVERNANCE & OPERATIONS

The following B policies were reviewed:

BDB SCHOOL COMMITTEE OFFICERS – Corrected and to holding.

BDE SUBCOMMITTEES OF THE SCHOOL COMMITTEE – Corrected and to holding.

BEDB-E SAMPLE AGENDA FORMAT – Corrected and to holding.

BG SCHOOL COMMITTEE POLICY PROCESS; BGA POLICY DEVELOPMENT SYSTEM; BGB POLICY ADOPTION; BGC (ALSO CHB) POLICY REVISION AND REVIEW; BGD COMMITTEE REVIEW OF REGULATIONS; and BGE POLICY COMMUNICATION / FEEDBACK were reviewed, and it was decided to combine under the general **BG SCHOOL COMMITTEE POLICY PROCESS** heading. Mrs. Barclay will produce a combined version for the 2020 01 14 meeting.

(The following B policies are still under active review:

BEDJ BROADCASTING AND TAPING OF COMMITTEE MEETINGS – Inquiries will go to Mr. Vance and Mr. Boone on the policy; review requested procedures from Superintendent-Director Harrity.

BIA NEW COMMITTEE MEMBER ORIENTATION/HANDBOOK – needs further research and review

BIA-E SCHOOL COMMITTEE MEMBER RESOURCE GUIDE – needs further research and review.)

V. MASC Conference input on policies

For future Review as a result of information received at the annual MASC conference:

Animals in Schools – **IMB**

Vaping – **ADB; IHAMB; JICH**

School Committee Self-Assessment **BIA & BIA-E**

VI. 2019-2020 School Year Policy Subcommittee Meeting Days

~~August 27, 2019~~ *Canceled
due to start of school year]*

~~September 10, 2019~~

~~September 24, 2019~~

~~October 8, 2019~~

~~October 22, 2019~~

~~November 19, 2019~~

~~December 10, 2019~~

January 14, 2020

January 28, 2020

February 11, 2020

February 25, 2020

March 10, 2020

March 24, 2020

April 7, 2020

April 28, 2020

~~May~~ – *No meetings due to end-of-year commitments]*

June 9, 2020

V. Items not reasonably anticipated by the Chair 48 hours in advance

None.

VI. Adjournment and next meetings

- **MOTION:** (By Mrs. Airoidi; seconded by Mrs. Reynolds) **Adjourn, at 19:15.**
(Approved unanimously)

The next meeting of the Policy Subcommittee is scheduled for:

Tuesday, January 14, 2020, 18:00-20:00, in the Culinary Conference Room.

Respectfully Submitted,

Mary B.

Mary C. Barclay, Clerk

NOTES APPROVED: 2020 01 14

SENT FOR POSTING: 2020 01 29