

POLICY AND CURRICULUM SUBCOMMITTEE MEETING

Tuesday, September 2, 2014

Oliver Administration Building

Present

Subcommittee: William O'Dell, Chair, Diana Campbell and Lynn Wainwright

School Committee, Administration & Guests: John Saviano, Mario Andrade and Diane Sanna

Meeting called to order by Bill O. at 6:35 p.m.

Approval of Minutes

MOTION: Diana C. motioned to approve the minutes of the August 4, 2014 meeting; Lynn W. seconded. The motion passed unanimously.

Consolidation of Policies Discussion/Action

Bill O. stressed the importance of streamlining the School Committee policies for the purpose of avoiding redundancy within policies and possible confusion to the public. To begin that process, the Subcommittee reviewed, discussed and made recommendations for the following policies:

- Evaluation of SC Operational Procedures (AFA)**
- Evaluation of SC Operational Procedures (BK)**

- **School Committee Powers and Duties (BBA)**
- **Administration Goals Policy (CA)**
- **School Building Administration (CF)**
- **Fiscal Management Goals Policy (DA)**
- **Annual Budget Policy (DB)**
- **Support Services Goals Policy (EA)**
- **Personnel Policies Goals (GA)**
- **Human Capital Management Policy (GCAA)**
- **Negotiations Goals Policy (HA)**
- **School-Community Relations Goals Policy (KA)**

MOTION: Diana C. made a motion to recommend to the full School Committee the removal of policy AFA – Evaluation of SC Operational Procedures because it is an exact duplicate of policy BK – Evaluation of SC Operational Procedures; seconded by Lynn W.

DISCUSSION: For clarification purposes, Diana C. stated that policy BK - SC Operational Procedures, will remain.

The motion passed unanimously.

MOTION: Diana C. made a motion requesting that the Assistant Superintendent combine the Administration Goals Policy (CA) into Qualifications and Duties of Superintendent Policy (CBA) to create one policy; seconded by Lynn W.

DISCUSSION: A discussion ensued on whether individual goals should be deemed School Committee policies. A suggestion was made to change the language in goal-related policies to “duties and responsibilities”.

Specific to the Administration Goals Policy (CA), Diane S. will review qualifications and duties of building principals.

The motion passed unanimously.

The Subcommittee recommended no action be taken with the School Building Administration Policy (CF)

MOTION: Diana C. made a motion to direct the Assistant Superintendent to contact legal counsel on whether the Fiscal Management Goals Policy (DA) is a legally required policy; seconded by Lynn W. The motion passed unanimously.

Andrew H., legal counsel, responded via email during the meeting and stated that goals policies are not legally required and therefore, can be eliminated if the Subcommittee deems necessary. As a result of this communication, Diana C. withdrew the above motion.

MOTION: Diana C. made a motion to recommend to the full School Committee that the Fiscal Management Goals Policy (DA) be removed

due to redundancy with other policies; seconded by Lynn W.

The motion passed unanimously.

MOTION: Diana C. made a motion to recommend to the full School Committee removal of the Support Services Goals Policy (EA) due to redundancy with the Educational Philosophy School District Policy (AD_AE); seconded by Lynn W.

The motion passed unanimously.

After reviewing the Personnel Policies Goals Policy (GA) and Human Capital Management Policy (GCAA), it was agreed that all policies in the GC series related to staff hiring and recruiting should be reviewed by the Subcommittee and Administrators to check for areas of redundancy or for items of value that could be included in the Human Capital Management Policy (GCAA). Those findings will be discussed at October's Policy & Curriculum Subcommittee Meeting.

John S. made a suggestion to contact RIASC for a catalogue of their policies to use as a reference. Lynn W. requested that John S. research RIASC policies and report his findings back to the Subcommittee.

After review of the Negotiations Goals Policy (HA), the Subcommittee recommended that the Superintendent and Asst. Superintendent

incorporate portions of the Negotiations Goals Policy (HA) into the School Committee Powers and Duties Policy (BBA). They will present the revised document at Octobers Policy & Curriculum Subcommittee meeting.

MOTION: Diana C. made a motion to recommend to the full School Committee the removal of School-Community Relations Goals Policy (KA) due to redundancy with other School Committee Policies; seconded by Lynn W.

DISCUSSION: Bill O. stated that the bullet point in the School-Community Relations Goals Policy (KA) which states, “Schools belong to the people: The people will be reminded that the schools belong to them and are operated by them through their selected representatives and employees.” is an important sentiment to keep. A suggestion was made to add this philosophical statement to the Educational Philosophy School District Policy (AD_AE).

Diana C. rescinded the above motion concerning removal of School-Community Relations Goals Policy (KA).

MOTION: Diana C. made a motion to request that the Asst. Superintendent review the Educational Philosophy School District Policy (AD_AE) and to incorporate elements from the School-Community Relations Goals Policy (KA) into the Educational Philosophy School District Policy (AD_AE); seconded by Lynn W.

The motion passed unanimously.

Equal Opportunity Employment Policy (GBA) Reaffirmation

This policy was recommended for reaffirmation by the Policy & Curriculum Subcommittee at a previous meeting. The School Committee had already voted to approve reaffirmation of the Equal Opportunity Employment Policy at the August business meeting of the School Committee. No further discussion or action is necessary.

Policy Review List

Updates to the Policy Review List were discussed.

Diana C. requested a copy of the finalized Junior Prom Day Early Dismissal Procedure Addendum to the High School Handbook.

A concern was raised by Bill O. at the previous Policy & Curriculum Subcommittee meeting regarding the use of the term “SPED” within policies of the School Committee. Mario A. stated that the secretary to the School Committee reviewed policies related to students with disabilities and did not locate the term “SPED” within those policies. Mario A. stated that he believes this term is used more within the vernacular. Awareness needs to be raised to encourage sensitivity when using terms related to students with disabilities.

Future Agenda Items

- Review Revised Consolidated Policies**

- **GC Series Policies Recommendations**

The next meeting will be held on Monday, October 6, 2014 at 6:30 p.m.

Adjournment

MOTION: At 7:54 pm Diana C. motioned to adjourn; Lynn W. seconded. The motion passed unanimously.

/kd