

POLICY AND CURRICULUM SUBCOMMITTEE MEETING

Monday, May 4, 2015

Oliver Administration Building

PRESENT

Subcommittee: Erin Schofield, Chair; John Saviano (6:15 p.m.) and Lynn Wainwright

School Committee, Administration & Guests: Marjorie McBride, Bill O'Dell (6:26 p.m.), Mario Andrade, Diane Sanna, Jen Copeland, Paul Morris, William Pabst, Don Rebello, Susana Grover, Kristen Quinn, & Tracy Ramos

Meeting called to order by Erin S. at 6:03 p.m.

APPROVAL OF MINUTES

MOTION: Lynn W. motioned to approve the minutes of the April 6, 2015 meeting; Erin S. seconded.

The motion passed unanimously.

BRING YOUR OWN DEVICE POLICY

Erin S. opened up the discussion to questions and concerns related to the proposed Bring Your Own Device Policy which would allow personal electronic device use for certain classroom educational

exercises.

Issues discussed:

- **Law regarding blocking cell phone signal**
- **Cell phone usage outside the classroom**
- **Digital Citizenship**
- **Digital Literacy Protocols for appropriate and inappropriate cell phone usage**
- **Enforcement of Digital Literacy Protocols throughout the academic year**
- **Educational Benefits of personal electronic device use**
- **Responsible choices for students – ownership**
- **Student accountability**
- **Digital Learning Team Development**
- **Students who do not own a personal electronic device**
- **Investigation protocols for stolen personal electronic devices**
- **Suggestions for aiding implementation of Digital Citizenship for students**
- **Prioritizing Bring Your Own Device Policy's acceptable use policy "conditions"**
- **Handbook changes related to implementation of Bring Your Own Device Policy**
- **Personal Electronic Device Misuse Monitoring & Reporting**
- **Device sharing and 1 to 1 Initiative**
- **Electronic Device Culture**

The Bring Your Own Device Policy will cover both the middle school and the high school.

Mario A. stated that the Bring Your Own Device Policy will be revised taking into account input received during tonight's discussion. He added that the administration will work on digital citizenship implementation and protocols for the handbooks. The revised Bring Your Own Device Policy will be presented for review at the next Policy & Curriculum Subcommittee meeting.

Mario A. reminded those present of the Take Charge of Your Child's Digital Life presentation to be held this Wednesday, May 6th.

(Paul M. left at 6:57 p.m.)

FUNDRAISING POLICY

Marjie M. shared the history behind why the Fundraising Policy was being brought before the Policy & Curriculum Subcommittee for review and revision.

Mario A. stated that the revisions to the Fundraising Policy are related to checks and balances and the accounting process. He added that the principals will be polled for input as the policy is developed. Pauline S., Director of Finance and Administration, will also assist in the development of the Fundraising Policy. Once the revisions are completed, the Budget/Facilities Subcommittee will review to

determine what protocols are in place.

(Marjie M. left at 7:19 p.m.)

(Bill O. left at 7:19 p.m.)

(Don R. left at 7:20 p.m.)

(Jen C. left at 7:20 p.m.)

(William P. left at 7:20 p.m.)

TOBACCO, ALCOHOL AND OTHER DRUG POLICY

Mario A. stated that the Tobacco, Alcohol and Other Drug Policy was brought to the attention of the Policy & Curriculum Subcommittee by a recommendation from the high school nurse to include “vaping” (use of electronic cigarettes) to the Tobacco, Alcohol and Other Drug Policy.

Mario A. stated that because the intent of the policy is not changing, he will research whether a School Committee vote is required.

MOTION: John S. made a motion to move the edited version of the Tobacco, Alcohol and Other Drug Policy to the full School Committee for a First Reading, if necessary; seconded by Lynn W. The motion passed unanimously.

POLICY DEVELOPMENT POLICIES

Mario A. stated that the Policy & Curriculum Subcommittee has been auditing the current School Committee Policies for the purpose of

checking for relevancy, areas for consolidation, and/or obsolescence. For tonight's discussion, the series of Policies regarding Policy Development will be reviewed for that purpose.

Diane S. recommended that the following policies be merged into one:

- School Committee Policy Development (BF)
- Policy Development System (BFA)
- Preliminary Development of Policies (BFB)
- Policy Adoption (BFC)
- Policy Dissemination (BFD)

Tracey R. made two recommendations for consideration when revising the Policy Development Policy. A discussion ensued.

Mario A. stated that the revised policy will be discussed and voted upon at the next Policy & Curriculum Subcommittee meeting.

SCHOOL COMMITTEE POLICY BINDER AUDIT

The Policy & Curriculum Subcommittee charged Mario A. with conducting an audit to ensure that the School Committee Policy hardcopy binder and the online School Committee Policy listing are in sync.

FUTURE AGENDA ITEMS

Comprehensive Assessment System Policy

Bring Your Own Device Policy

Fundraising Policy

Policy Development Policy

ADJOURNMENT

MOTION: John S. made a motion to adjourn the meeting at 8:25 p.m.; seconded by Lynn W. The motion passed unanimously.

/kd