

2014-12-05-SC-PMRS-MIN
LEXINGTON SCHOOL COMMITTEE'S POLICY SUBCOMMITTEE MINUTES
Friday, December 5, 2014
9:30 a.m.
LOCATION: Central Office, Lower Level Room 4A.

MINUTES

In attendance: Jim Hardy, Massachusetts Association of School Committees, Jessie Steigerwald and Judy Crocker.

9:50 a.m. Jessie Steigerwald called the meeting to order at 9:50 a.m. Minutes were taken by Jessie Steigerwald

Jim Hardy noted that we had cancelled meeting on Section I and had not followed-up on Section I. Judy Crocker requested that we discuss the specific policies in Section I that she had sent to the full School Committee on October 28th, 2014 for discussion. Jessie Steigerwald did not anticipate this and suggested we limit discussion specifically to those policies.

IHA Basic Instructional Program

Sandro wanted to add: "Academic standards will be developed for CORE subjects of Mathematics, Science, Technology, History, and Social Science, English, Foreign Language and the Arts."

Jim Hardy: Why this grouping? Social Science? Are there subjects missing? Health? Is this tied to Common Core?

Jessie & Judy: Will follow up with Sandro.

Class Size Policy / Guidelines

These are currently in teacher contract but not in a policy. Concerns have been expressed about putting them in a policy, but Jim Hardy notes that the contract language must be followed – as would a policy.

Jim Hardy: Will find appropriate coding for this and suggests including as policy. Section IIB is appropriate location.

Jim Hardy: Question in new IIB #4 – "Schedule will be done by School Council." Is that true?

IHAE PHYSICAL EDUCATION

Judy Crocker: How is this monitored?

Jim Hardy: Policy strives to attempt to provide for all students, but probably impossible to schedule all high school students in PE in all quarters all four years.

IJL LIBRARY MATERIALS SELECTION AND ADOPTION

IJLA LIBRARY RESOURCES

Jim: It is okay to weed out the library and make room for new items.

IKB Homework

Jim Hardy: Ask School Councils to come up with guideline for homework policy that would work for everyone. Bring 6 elementary co-chairs (not principals) and charge them to work with their school councils on this. They then come together with advisory group of the six co-chairs can blend into one size fits all. Then the two middle schools do the same thing. High School – just that full School Council.

Jim Hardy: To MASC, homework guidelines are contained within each school's handbook. When the issue is consistency across the board, can do it by policy or handbook changes. School Committee should be approving handbook policies and we will now be doing that. Since Lexington has a policy, it is fine to update it as the policy.

Jim Hardy: Questions to consider are transitions from elementary to middle school. Or middle school to high school. How do you ratchet up from ten minutes a night to longer. Even with guidelines, some nights have more

Jessie Steigerwald: What role do staff play in revising the existing policy?

Jim Hardy: Working with School Councils, you have participation from all principals and teacher, staff representatives. You have a way to incorporate the feedback from everyone.

Judy Crocker: Has packet with models from other locations... Newton, etc.

Jim Hardy: Suggest you provide Lexington's current language and template of what you are considering.

IHB Basic Instructional Program

Sandro

IJOA FIELD TRIPS

Jim Hardy: Lexington four page, last reviewed 2006.

Judy Crocker: Duration of field trips – question, how do we manage swimming pools, lack of life guards at hotels, on ...

Jessie Steigerwald: At recent EDCO meeting, I learned that some School Committees have decided that students may not use swimming pools. Looking for field trip policy on the web right now. See article saying Brookline may have added mandatory trip insurance the. Is that a current practice elsewhere?

Jim Hardy: Looking for Brookline language and not finding their field trip policy on line.

Jessie Steigerwald: Will reach out to Brookline to ask about these. At MASC we learned from representative from the Office of Ethics that teachers may have expenses paid by parents, but must complete required disclosure forms as the expenses surpass limits.

Jim Hardy: When staff members lead trips, taxpayer funds are used for the trips as teachers plan, substitutes may be hired, teachers may be paid salary while on the trips (and not use vacation days). Must comply with the ethics laws. Suggests adding 2E.

IJOA FIELD TRIPS

May need to add swimming pool language here as well.

1. Section J: Students

Jim Hardy, our consultant from Massachusetts Association of School Committees, sent Section J to us on November 26th. This is our first discussion of policies included in Section J. This is a lengthy section and we will begin with a discussion of process and timing. Dr. Ash has been sent Section J and will review policies with appropriate staff members to include their comments. That discussion will take place at a future meeting.

JB EQUAL EDUCATIONAL OPPORTUNITIES (MASC)

Picking MASC version.

Judy Crocker: We are covered with staff language in earlier section, using MASC version focuses on students.

Jim Hardy: Adding “homeless status” after national origin.

JBA STUDENT-TO-STUDENT HARASSMENT

Add Lexington in first sentence.

Flag: admin. guidelines for this should be in the appendix section.

Question for Paul/ Jennifer Wolfrum: what is the current harassment language that students might be using when they respond to YBRSurvey and report harassment?

JC ATTENDANCE AREAS

Judy: Add current district map to appendix with date?

Jim Hardy: Maps are too small when you shrink to 8.5 x 11”

Judy: Is this where we add information about core values in assigning attendance?

Add to MASC JC: core values around assigning attendance areas – will send

JCA ASSIGNMENT OF STUDENTS TO SCHOOLS

Jessie: What does “exceptional” mean?

Jim: Perhaps student requires specific need...

“If the change involves a specific educational program, hardship case, or if there are medical considerations.”

Judy: Different than if child moves and petitions to finish senior year?

Jim: Yes, that will be in non-residency policy.

JECC – Judy’s policy...

JJCF STUDENT ACTIVITIES.

Judy Crocker – We are reviewing school building procedures to share new Estabrook space with town. Where will this be?

Jim Hardy Section KF

Set next meeting....

Next agenda: I and J

JCAC STUDENT TRANSFER POLICY

Add to MASC JC: core values around assigning attendance areas

From Lowell:

- Space Availability
- Sibling Preference
- Non-Minority/Minority Balance
- Place of Residence (Proximity of residence to school)

Time: 10:14 - - Unanimously called recess for 25 minutes to go upstairs to the Upper Level Conference Room (adjacent to front door/front lobby) to PPC meeting for brief update and will return to continue with Section J at approximately 10:40 a.m. Leaving note on open door if anyone attends and would like to participate when we return to continue work on JCA.

Returned to meeting at 10:50 and Judy Crocker immediately made motion to adjourn. Motion was seconded by Jessie Steigerwald and vote was unanimous. Meeting adjourned at 10:50 a.m.

