

Lexington School Committee's Policy Manual Subcommittee  
November 17, 2015 at 10:30am  
Upper Level Conference Room  
Central Office, 146 Maple Street

Attendance: Subcommittee members Judy Crocker Chair, Margaret Coppe;  
Superintendent Czajkowski; Director of Counseling Val Viscosi with Stacey Glickman

Ms. Crocker called the meeting to order at 10:38am.

1. Discussion with Dr. Czajkowski:

- Policy IKB Homework  
Feedback on the current policy is being obtained from a) the consulting firm Better Beginnings met with 100 educators on October 13 and b) principals who have met with school-based site counsels, staff, and some secondary student surveys. The latter information is due before December 23. The Superintendent will go through all feedback, create a summary document, and review the findings with the School Committee. Examples of discussions include meaningful homework, its usefulness and what is its purpose.
- Graduation planning parent query – LHS has held its graduation on the Sunday afternoon of June at the Tsongas Arena for more than two decades. It is purposefully held in the afternoon in order to minimize conflicts with any student or staff religious obligations.
- American Heart Association fundraising request  
AHA Representative Mary Clark has been trying to start its Jump Rope for Heart program in LPS for sometime. Then LHS Dean Cole has informed her that the program runs against policy for fundraising cannot occur during class time, whether or not the activity is curriculum-based.
- Policy KCD Fundraising/Contributions and LHS Science Fair  
A request for greater transparency in the budgeting of the annual science fair was made, specifically the criteria for the awarding of student prizes and the fair's overall budget.
- Student Athletics and Fundraising Policies – Mattress Sale  
Taking class time to discuss fundraising goes against current policy. Should the FOLMADS organizational website be on the LPS website?
- MASC Policy Updates  
Forward to administration.
- Student Activity Accounts  
The Massachusetts Association of School Business Officers (MASBO) recommends that the School Committee review its Student Activity Accounts once per year.

2. Discussion with Director of Counseling Val Viscoci:  
There have been 13 suicide interventions to date. There is a uniform protocol between the middle and high schools. The current focus is on prevention and post prevention strategies; specifically, how to respond to death by suicide for the high school and communication in a working group for the middle schools.

A regulatory section from the protocol section of the current policy needs to be created. It is important to differentiate purpose and scope of the policy from administrative guidelines. Dr. Czajkowski would like community counterparts involved in mental health to be contacted for their input. Social media also needs to be added. Next steps include bringing working draft to this committee followed by the full School Committee. At that point in time, JLD Policy as currently written can be deleted.

3. Discussion of Policy Manual Section B:
  - Policy BBBE Unexpired Term Fulfillment – add “state date” to the expiration of the term language from the Attorney General’s Office.
4. LPS Website – SC Policy layout:  
Remove School-Based Site Councils minutes from page and add minutes from 2014-present.
5. Review of minutes from October 8 – accepted as amended
6. Next meeting date – January 12, 2015 at 10:30am

The meeting adjourned at 10:30 am.

Respectfully submitted,

Judy Crocker