

MINUTES – WAYLAND SCHOOL COMMITTEE POLICY SUBCOMMITTEE

October 18, 2016

A meeting of the School Committee's Policy Subcommittee was called to order at 1:38 pm by Jeanne Downs.

Present were:

Jeanne Downs

Barb Fletcher

The meeting was recorded by Waycam.

1. Public Comment

There was none.

2. Approval of Minutes

Jeanne moved to approve the 9/20/16 minutes as amended. Barb seconded the motion and it was unanimously approved (2-0),

3. Staff Ethics (GBEA)

Jeanne reported that MASC is fine with the wording change in paragraph three. The policy will be taken to the School Committee for approval to put out for public comment.

4. Fee Based Revenue Funds (DIB)

Jeanne reported on her conversation with Susan Bottan regarding the additional language to the policy's referenced guidelines regarding the annual review of the cost allocation methodology. Also discussed was Susan's recommendation to change the policy language concerning the maximum fund balance. Barb will update the policy and it will be brought to the School Committee for approval to put out for public comment.

5. Non-resident Students (JFABA)

Jeanne reported on her discussion with Paul Stein regarding additional language concerning non-resident senior students. It was decided to keep the policy as it is currently written. The School Committee will be updated accordingly.

6. Service Animals (Guide or Assistance Dogs) (IMG)

The changes to the policy were reviewed and upon Marlene Dodyk's suggestion, Jeanne will send the policy to the School Committee's lawyers for review.

7. Class Size (IIB)

Jeanne reported that she reviewed the various school manuals and couldn't find the 2012 class size document that was referenced by a resident in earlier conversations. Jeanne will follow up with the resident. Jeanne also discussed reviewing the various school manuals to make sure they are current as far as policies are concerned. She will discuss the process with Paul.

8. Physical Exams (JLCA)

Wayland does not currently have this policy. Jeanne reviewed the MASC version with Marlene Dodyk and the edited version was reviewed by the subcommittee. Upon Marlene's suggestion, Jeanne will send the policy to the School Committee's lawyers for review.

9. Curriculum Adoption (IGD)

Barb reported that she reviewed both the Wayland and MASC versions with Paul Stein. Paul suggested the School Committee discuss the third paragraph in the MASC version. Barb will update the Wayland version of the policy with the MASC revisions and it will be put on a future School Committee agenda.

10. Bidding Requirements (DJE)

Barb reported that she reviewed both the Wayland and MASC versions of the policy with Susan Bottan. Susan recommended several changes to the policy. The revised policy will be brought to the School Committee to approve to put out for public comment.

11. Non-Discrimination (AC)

Jeanne reviewed the Wayland and MASC policies with the subcommittee and suggested adding "gender identity" to the Wayland version. The revised policy will be brought to the School Committee to approve to put out for public comment.

12. Emergency Plans (EBC)

Jeanne reported that she reviewed the Wayland and MASC versions of the policy with Marlene Dodyk and Marlene is fine with the MASC revisions. Jeanne will review the revised version of the policy with Paul and then, upon Marlene's suggestion, send it to the School Committee's lawyers for review.

13. Student Discipline (JK)

Jeanne reported that she reviewed the Wayland and MASC versions of the policy with Marlene Dodyk and Marlene is fine with the MASC revisions. Jeanne will review the revised version of the policy with Paul and then, upon Marlene's suggestion, send it to the School Committee's lawyers for review.

14. Public Gifts to the Schools (KCD)

Barb reported that she will ask Susan Bottan to check with the School Committee's lawyers to make sure that the portion of the policy related to the support organizations is appropriate.

15. Discussion and Review of Policies Out for Comment

The process of putting policies out for comment was discussed. Typically the School Committee puts any new/revised policies out for comment for 30 days. Jeanne will confirm when policies GCRD (Tutoring for Pay) and FFA (Memorials) were put out for public comment and bring them to the School Committee for review of any comments received and approval once the 30 day period has passed.

16. School District Website Accessibility

Jeanne reported on her conversation with Mike Gilbert at MASC. MASC does not have a policy concerning this issue and does not plan to write one at this time. Jeanne will circle back with Paul and Marlene about their discussion with Leisha Simon on the topic. Jeanne will talk to the School Committee's lawyers as to whether Wayland needs a policy concerning website accessibility.

17. Matters Not Reasonably Anticipated by the Chair

There were none.

18. Future Agenda Topics/Next Meeting Date

The next meeting will take place on Wednesday, Nov. 2nd at 2:00 pm. Topics to be included are ECAF (Security Cameras), BEDH (Public Participation at Meetings) and the opioid related policies. Jeanne will contact Jim Hardy at MASC about policy updates and how to find out about them in a timely manner. Barb is meeting with Leisha Simon and will let Jeanne know of any technology related policies to be put on future agendas.

16. Adjournment

Upon a motion made by Barb and seconded by Jeanne, the subcommittee voted unanimously (2-0) to adjourn at 2:37 pm.

Respectfully submitted,

Jeanne Downs

Corresponding Documents

- Draft Minutes 9/20/16
- Policy GBEA
- Policy DIB
- Policy JFABA
- Policy IMG
- Policy IIB
- Policy JLCA
- Policy IGD
- Policy DJE
- Policy AC
- Policy EBC
- Policy JK
- Policy KCD