

**Sandwich School Committee
Policy Subcommittee
Meeting Minutes**

APPROVED
4/4/23

TOWN CLERK
TOWN OF SANDWICH

APR 12 2023

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Sandwich Public Library, McKnight Room
Present: Kevin Serault, Mike Pell, Christine Brown
February 16, 2023

Meeting was called to order at 6:00pm by Mike Pell

Policy Manual edit discussion

POLICY NUMBER	Location	Possible edits discussed
ACA	P3	The Sandwich School Committee will designate (and) an individual to act as the school system's Title IX compliance officer. <i>Change 'and' to 'an'</i>
ACA-R	#6	If the complainant chooses not to address the Committee in public or closed session <i>Eliminate extra spaces.</i>
ACAB	P1	Any person who engages in sexual harassment while acting, as a member of the school community, will be in violation of this policy. <i>Eliminate commas.</i>
ACAB/ACAB-R	general	<i>These do not take into account student sexual harassment in terms of process. This assumes students would know proper reporting structure - should the administrator to whom behavior is reported provide that information to the student or refer the case directly for investigation? - Referenced in the student handbook NO CHANGE</i>
ACE	P1	...meets the essential eligibility requirements... <i>Eliminate extra spaces.</i>
ADF	various	part of the total learning environment. healthy school nutrition environment. Dietary Guidelines for Americans. <i>Eliminate extra spaces.</i>
	#2 bullet 7	The school environment is safe, comfortable, pleasing and allows ample time and space for eating meals. <i>Should a minimum number of minutes be established? Too prescriptive - at principal discretion. NO CHANGE</i>
	#3	<i>Should safety include or refer to allergy safety? Included in last bullet</i>
	P3#5	accepts the office as aCommittee member <i>insert space between 'a' and 'committee'</i>
BDA	#2	secretary, <i>In order. Change to lowercase i in 'in'</i>
BDB/BDC		<i>What is the role of SC Secretary if Supt Secretary is also appointed? Should it be Supt Secretary or designee? : "will CAUSE to be appointed"</i>



		JOE PLEASE PROVIDE CONTEXT
BDE		Where is the list of functions/duties of subcommittees? NEEDS TO BE CREATED/DISTRIBUTED
BDFB		When is a student rep appointed? Who is on Student Advisory Committee? NEED FURTHER CLARIFICATION - not in MASC Templates
BEDA		Does this conflict with town posting 7 days prior? No - 7 days is just for public hearings, not regular meetings.
BEDF		Does this allow for abstention? UPDATE TO CURRENT MASC TEMPLATE POLICY
BEDH	#3	?Topics for discussion at public forum must be limited to those items listed on the agenda? Add that they must be residents of Sandwich and sign in with their legal name and address Non-residents at hearing??NEEDS FURTHER DISCUSSION - REVIEW WITH MASC TEMPLATE POLICY - speakers who are residents or have a school choice student?
BEE		Public comment at hearings? Non-residents? NO CHANGE - Consistent with current MASC policy?
BGC	P3	The superintendent of schools is given the continuing commission
BGE	P2	How do we make the records accessible to blind, non-readers, non-English speakers? NEED CLARIFICATION FROM JOE
BGF		The operation of any section or sections of Sandwich School Committee policies that are not established by law or contract may be temporarily suspended by a two-thirds vote of Committee members present at any regular or special meeting. NEED TO VOTE TO SUSPEND ICA regarding school calendar?
BHC	P2	This procedure does not deny the right of any employee to appeal to the Committee from-about/regarding administrative decisions on important matters, except those matters that are outside of the Committee's legal authority, provided the Superintendent has been notified of the forthcoming appeal and that it is processed in accordance with the Committee's policy on complaints and grievances.

Next meeting TBD with Dr. M's schedule

- Review above discussions and get clarifications from Superintendent
- Set a schedule for remainder of year for policy review

Motion to adjourn made by Kevin Sareault , seconded by Christine Brown.

Meeting was adjourned at 7:45pm.