

Policies and Procedures Subcommittee, Arlington School Committee

School Committee Room– March 3, 2016 –8:15 a.m.

APPROVED Minutes

In Attendance:

Subcommittee Members:	Judson L. Pierce-Chair
	Jennifer Susse
	Kirsi Allison-Ampe
Administration:	Kathleen Bodie-Superintendent, Robert Spiegel- Director of Human Resources
Counsel:	Rebecca Bryant, Esq.

The meeting was called to order at 8:20 a.m. A motion to approve the Draft minutes from the February 1, 2016 Policies and Procedures meeting was made by Dr. Allison-Ampe, seconded by Mr. Pierce. The motion passed unanimously 2-0.

There was no public participation.

The following files were discussed:

File ACAB-E Policy on Sexual Harassment-The subcommittee decided to remove the old names and addresses listed in this policy.

File ADC Smoking on School Premises- The subcommittee decided to Delete File KGC Smoking on School Premises at Public Functions, Delete File KGC Smoking on School Premises at Public Functions and Delete File JICG AHS Policy on Tobacco as these were contained within File ADC.

File BDFA Concerning School Councils and election dates-The subcommittee decided to encourage school councils to hold their elections before October 15<sup>th</sup>

File EEAA Safe Travels Policy Walkers and Riders to Legal Council-The subcommittee decided to add language encouraging walkers but to run this by Town Counsel for comment/guidance.

File GCB, Professional Staff Contracts and Compensations plans-the subcommittee wanted to consolidate and Delete Files GCA, GCBA and GCBB Professional Staff contracts & compensation,

but to have Attorney Bryant come up with this and have it to us at our next subcommittee meeting.

File IJNDD- Email Distribution List Policy. The subcommittee reviewed this to determine if it needed revision. This was put over for a future agenda item.

File JEB Entrance Age-The subcommittee asked Mr. Pierce to add language at the top of the policy explaining why the district had a strict August 31<sup>st</sup> cut off date for Kindergarteners and First Graders turning ages 5 and 6 respectively.

File JKKA Physical Restraints of Students Policy-Mr. Spiegel will send out the revisions that are in line with the state's current laws on this.

File KI Visitors to the Schools- The subcommittee recommends adding wearing the appropriate badge and signing in which is in line with current practice.

Mr. Pierce will send to the members the 2014 recommended list of revisions from Attorney Bryant and this will be used as a springboard for the next policies and procedures subcommittee to work with.

The next meeting to further conduct the business of the 2015-2016 SC year will be on March 21, 2016 at 4:30p.m. Motion to adjourn by Dr. Susse, seconded by Mr. Pierce, passed unanimously at 10:45 a.m.