

**Arlington School Committee**  
**Standing Subcommittee: Policies and Procedures**  
**Friday, March 18, 2022**  
**10:30 a.m.**  
**Draft Minutes**

The meeting was called to order at 10:31 a.m. The meeting was conducted by remote participation via Zoom.

[https://us02web.zoom.us/join/wn\\_wdDbL6sWSx2uPJWdBG8ITA](https://us02web.zoom.us/join/wn_wdDbL6sWSx2uPJWdBG8ITA)

**Subcommittee members present:** Paul Schlichtman, Kirsi Allison-Ampe, Jane Morgan

**Also Present:** Elizabeth Homan, Superintendent

**Members of the Public:**

Julie Hall, 189 Jason Street.

Brian Corcoran, 47 Everett Street.

**Correspondence received:** Mary Wagner (email), 19 Pine Ridge Road.

**Open Meeting**

The chair read the governor's order suspending certain provisions of the Open Meeting Law

There was no **Public Comment** agenda item, but members of the public who wished to comment on individual agenda items were invited to comment as they were considered.

**Approval of Minutes – November 29, 2021**

On a **motion** by Ms. Morgan, **seconded** by Dr. Allison-Ampe, it was **voted** to approve the minutes of March 24, 2021. **Roll Call:**

Kirsi Allison-Ampe	Yes	Jane Morgan	Yes
Paul Schlichtman	Yes		(3-0)

**File: BDA - SCHOOL COMMITTEE ORGANIZATIONAL MEETING**

The chair explained this is a minor change, creating a reference to File BEDL, Land Acknowledgement. There was no further discussion.

On a **motion** by Dr. Allison-Ampe, **seconded** by Ms. Morgan, it was **voted** to present amendments to **File BDA – School Committee Organizational Meeting** for first reading.

**Roll Call:**

Kirsi Allison-Ampe	Yes	Jane Morgan	Yes
Paul Schlichtman	Yes		(3-0)

**File: BEDB - AGENDA FORMAT/PREPARATION AND DISSEMINATION**

The chair explained this is a minor change, creating a reference to File BEDL, Land Acknowledgement. There was no further discussion.

On a **motion** by Dr. Allison-Ampe, **seconded** by Ms. Morgan, it was **voted** to present amendments to **File BEDB – Agenda Format/Preparation and Dissemination** for first reading. **Roll Call:**

Kirsi Allison-Ampe	Yes	Jane Morgan	Yes
Paul Schlichtman	Yes		(3-0)

**File: BID - SCHOOL COMMITTEE MEMBER COMPENSATION**

The chair said Mr. Kardon pointed out the need to change this policy, which states school committee members will serve without compensation. This amendment adjusts language to align with last year’s Town Meeting vote to provide a stipend to members of the committee.

Dr. Allison-Ampe stated that, as File BID deals with school committee member compensation, and the members of the committee benefit from this compensation, we should invoke the rule of necessity. The chair agreed. There was no further discussion.

On a **motion** by Dr. Allison-Ampe, **seconded** by Ms. Morgan, it was **voted** to present amendments to **File BID – School Committee Member Compensation** for first reading.

**Roll Call:**

Kirsi Allison-Ampe	Yes	Jane Morgan	Yes
Paul Schlichtman	Yes		(3-0)

**File: AC - NON-DISCRIMINATION POLICY INCLUDING HARASSMENT AND RETALIATION**

The chair explained this is the first in a series of four policy changes (AC, AC-R, ACAB, and JICK) suggested by the Massachusetts Association of School Committees (MASC). He reported that MASC worked with the Attorney General’s Civil Rights Division to review policies, and to broaden “discrimination” to include harassment and retaliation. There was no further discussion.

On a **motion** by Dr. Allison-Ampe, **seconded** by Ms. Morgan, it was **voted** to present an amendment to **File AC – Non-Discrimination Policy Including Harassment and Retaliation**, striking the current policy and replacing it with the revision recommended by MASC, for first reading. **Roll Call:**

Kirsi Allison-Ampe	Yes	Jane Morgan	Yes
Paul Schlichtman	Yes		(3-0)

**File: AC-R - NON-DISCRIMINATION POLICY INCLUDING HARASSMENT AND RETALIATION**

There was no further discussion on this policy.

On a **motion** by Dr. Allison-Ampe, **seconded** by Ms. Morgan, it was **voted** to present **File AC-R – Non-Discrimination Policy Including Harassment and Retaliation** for first reading.

**Roll Call:**

Kirsi Allison-Ampe	Yes	Jane Morgan	Yes
Paul Schlichtman	Yes	(3-0)	

**File: ACAB - SEXUAL HARASSMENT**

Dr. Allison-Ampe noted there were some issues with punctuation and wording in the proposed policy. Mr. Schlichtman said if punctuation is the issue, we could approve the policy for First Reading and make technical corrections prior to the next school committee meeting. Dr. Allison-Ampe suggested it needed a little more “tidying-up” than could be done with a technical correction.

On a **motion** by Dr. Allison-Ampe, **seconded** by Ms. Morgan, it was **voted** to table ACAB.

**Roll Call:**

Kirsi Allison-Ampe	Yes	Jane Morgan	Yes
Paul Schlichtman	Yes	(3-0)	

**File: JICK - HARASSMENT OF STUDENTS**

There was no further discussion on this policy.

On a **motion** by Dr. Allison-Ampe, **seconded** by Ms. Morgan, it was **voted** to present **File**

**JICK – Harassment of Students** for first reading. **Roll Call:**

Kirsi Allison-Ampe	Yes	Jane Morgan	Yes
Paul Schlichtman	Yes	(3-0)	

**File: FF: - POLICY FOR SPECIAL DEDICATIONS OF SCHOOL FACILITIES**

Current policy

**File FF-E: PROCEDURES FOR NAMING AHS SPECIAL SPACES (E. Homan)**

New Policy to supplement File FF

Mr. Schlichtman explained that the superintendent is looking to establish procedures for naming space in the new high school, and her draft has been placed in FF-E.

Superintendent Homan explained she worked with Dr. Janger to draft a procedure for the spaces that will need to be named, along with a timeline based on the phased opening of the school.

Ms. Morgan and Superintendent Homan discussed how FF-E would work. Ms. Morgan asked if we are giving up our authority of the school committee, moving a decision outside the school committee to a group telling us what to do. Superintendent Homan said she had envisioned language from FF-E to move into FF, while Mr. Schlichtman said that FF-E could be a standalone procedure that leads to action under FF. Dr. Allison-Ampe said we could use a process for naming things in general, beyond the high school. She also noted there are memorials in the old high school that we need to place.

Dr. Allison-Ampe asked what the timeline would be for the naming process. Dr. Homan said there were critical spaces that needed to be named before September of 2024. She said it would be good to convene this team sometime next year, so we should settle the question of setting the procedure by the end of the school year. Mr. Schlichtman said he would put this in the minutes of the Policies and Procedures Subcommittee, and we can share the discussion with the full committee.

**File: EBC SUPPLEMENTAL. GENERAL (INTERIM) POLICY ON COVID-RELATED ISSUES**

Mr. Schlichtman reported that EBC-Supplemental contained a large number of emergency provisions that need to sunset by the end of the school year. However, he said there are provisions that we should consider retaining and moving elsewhere in the policy manual. He said the three things we need to think about retaining were:

1. Observations of Special Education Programs (File IHBAA)  
The Arlington School Committee has determined that, in order to protect the health and safety of students, vaccination against SARS-CoV-2, or evidence of a negative COVID-19 test, shall be required of all persons observing a special education student or program.
2. For the 2021-22 school year, the following is required for all students to participate in school-sponsored sports and rostered extracurricular activities that occur outside of the school day.
  1. All students regardless of SARS-CoV-2 (COVID-19) vaccination status must consent for routine COVID-19 testing.
  2. All students regardless of SARS-CoV-2 (COVID-19) vaccination status must participate in weekly COVID-19 testing as conducted by the district.
  3. Students who are age-eligible to receive a vaccination against SARS-CoV-2 (COVID-19), that is fully approved by the U.S. Food and Drug Administration, must be fully vaccinated prior to participation in school-sponsored sports and

rostered extra-curricular activities that occur outside the school day, unless student qualifies for a medical disability or sincerely held religious belief exemption. The district considers a student fully vaccinated when it has been fourteen (14) days since the student was administered the final vaccination dose, required by the COVID-19 vaccine manufacturer, excluding booster shots. Students who are initially age-ineligible for the vaccine, but become eligible during the school year, must be vaccinated within six weeks of becoming eligible. Exceptions to this requirement can be found in File JLCB.

3. Visitors in schools and buildings (File KI)

Subject to current emergency declarations, the superintendent may propose suspension or modification to district policies regarding visitors to school buildings during the school day and after school hours, provided that vaccination against SARS-CoV-2, or evidence of a negative COVID-19 test, shall be required of all visitors.

Dr. Allison-Ampe asked if we had a recent opinion from Town Counsel pertaining to our ability to impose vaccine mandates. Mr. Schlichtman said no, but we should proceed (for the purpose of the meeting) with a discussion of what we would like to do. If we decide to delete the entire policy, the legal opinion would be moot,.

Ms. Morgan asked how Arlington Community Education developed their vaccine policy. The superintendent stated that ACE looked at programs involving students and embraced the requirement for extracurricular activities. She said ACE has some ability to craft their own policy that doesn't conflict with the school committee's policy, but she would like clarity from Town Counsel regarding their ability to set vaccination policy in the absence of direction from the school committee.

Dr. Allison-Ampe said we should keep the vaccination policies when the rest of EBC Supplemental expires. She said our goal is to protect the health and safety of our children, and the pandemic is not over.

Mr. Schlichtman asked for a sense of the subcommittee that, given a positive ruling by Town Counsel, we would want to retain the vaccination requirements and incorporate them elsewhere in district policy, and would like to repeal the remainder of EBC-Supplemental. We also need to understand the relationship between the school committee and ACE, and can they have more extensive policies. We would review amended policies at a subsequent meeting.

Mr. Schlichtman invited Julie Hall, 189 Jason Street, to comment. Ms. Hall questioned the legality of the vaccination requirement, and stated that we are discriminating against unvaccinated children.

Mr. Schlichtman invited Brian Corcoran, 47 Everett Street, to comment. Mr. Corcoran described the benefits of vaccination are fractional and transient. He said the original risk of COVID on children are quite small. He described the vaccination policy as unconscionable.

### **Future Agenda Items**

None

### **Adjourn**

On a **motion** by Dr. Allison-Ampe, **seconded** by Ms. Morgan, it was **voted** to adjourn at 11:58 a.m. **Roll Call:**

Kirsi Allison-Ampe	Yes	Jane Morgan	Yes
Paul Schlichtman	Yes		(3-0)

## **File: BDA - SCHOOL COMMITTEE ORGANIZATIONAL MEETING**

Officers of the Arlington School Committee shall be elected at an organization meeting held only for this purpose each year. The organization meeting shall be scheduled for a date and time after the annual town elections, and prior to the first regular School Committee meeting of the month.

Officers shall be elected separately for terms of one year. A majority vote of the members present shall constitute an election.

The member with the earliest date of Committee membership shall preside as Chairperson pro tempore until the new officers are elected. The Chairperson shall conduct the election of all School Committee officers, following the methods set forth in *Robert's Rules of Order*.

**A Land Acknowledgement, as set forth in File BEDL, shall be read at the beginning of the organizational meeting.**

For the purpose of defining seniority of School Committee members under File BDA and File BDAA, the following rule shall apply. When two or more members are elected for the first time at the same election, and, when both members have had identical lengths of service on the Committee, the senior member shall be determined by the member receiving the greater number of votes received in the election in which the members were first elected.

Approximately one month prior to the School Committee Organizational Meeting, School Committee members interested in officer positions will notify the administrative secretary and/or Chairperson.

Any vacancy among the officers occurring between organizational meetings will be filled by a member elected by the School Committee. The election will be conducted as described above.

"At each organizational meeting the newly elected Chair shall read aloud the Standards and Norms of the Arlington School Committee, attached hereto as BDA-E, and invite each member to publically sign the document. All members shall be provided with BDA-E prior to the organizational meeting."

CROSS REFS.: BBB, School Committee Elections  
[BDAA](#), Election of School Committee Officers  
[BDA-E](#), School Committee: Norms and Standards  
[BE](#), Regular School Committee Meetings  
BEDL, Land Acknowledgement

## **File: BEDB - AGENDA FORMAT/PREPARATION AND DISSEMINATION**

An agenda shall be provided for all regular, special, adjourned and planning meetings.

A tentative agenda for each regular meeting shall be determined by the chairperson in collaboration with the Superintendent. It shall be submitted to the administrative assistant of the Committee for preparation and delivery to the members, notice to the press, and posting online. The agenda and supporting materials, as gathered by the Superintendent, shall be sent to Committee members two workdays preceding the School Committee meeting, no later than 4:00 p.m., except for emergencies. Any items received by the administrative assistant later than 4:00 p.m. two workdays preceding the School Committee meeting shall be held and heard the following meeting, except for emergencies.

In addition, the administrative assistant shall provide the following to the Arlington Public Schools Direct of Technology to be posted on the website:

- School Committee agendas, posted with a disclaimer that the agenda is tentative and may be subject to change up until the time of the meeting
- School Committee minutes, motions and appropriate back up material
- Subcommittee agendas, posted with a disclaimer that the agenda is tentative and may be subject to change up until the time of the meeting
- Subcommittee minutes, motion and appropriate back up material

The following shall be included, but not limited to, items of business to be considered at each regular meeting:

- Public Comment
- Consent Agenda
- Superintendent's report
- Report of subcommittees and announcements

**At the beginning of the first regular meeting in October (or such other meeting date as is approximate to "Indigenous Peoples Day" per Title I, Article 6 of the Town Bylaws), the reading of a land acknowledgement, as set forth under File BEDL, shall be the first item on the agenda.**

The Committee will follow the order of business established by the agenda except as it votes to rearrange the order for the convenience of visitors, individuals appearing before the committee, or to expedite committee business.

Items of business may be suggested by any School Committee member, staff member, or town resident. The inclusion of such items, however, will be at the discretion of the Chairperson of the Committee. A staff member who wishes to have a topic scheduled on the agenda should submit the request through the Superintendent. Individuals may submit such requests to the school committee chair through the Committee's administrative secretary.

Copies of the final agenda shall be available to spectators at all open session meetings for which an agenda is required.

School committee members are subject to the provisions of the Open Meeting Law, limiting opportunities for members to deliberate with each other. In order to facilitate deliberation and discussions, reports and presentations directed at the Committee shall not exceed 15 minutes, unless the chair determines that scheduling a longer presentation is necessary. In addition, the rules may be suspended by a two-thirds vote of the members present. Written reports may be received by a vote of the Committee and entered into the record of the meeting, and shall not be read aloud at the meeting. All presentations shall be consistent with the high instructional standards of the Arlington Public Schools, and PowerPoints shall be crafted in a manner consistent with best practices.

Whenever possible the materials for the meeting will be made available online to the public at the start of the meeting.

All published agendas shall contain the following language:

"Massachusetts law requires all open session meetings of public bodies to be accessible to members of the public, including those with disabilities. If you need reasonable accommodations in order to participate in the meeting, contact the Administrative Assistant to the Arlington School Committee [Insert Name/Contact Information] in advance of the meeting."

### Consent Agenda

Items that are considered to be routine shall be placed on the Consent Agenda and shall be enacted by one motion. The Agenda shall have an asterisk (\*) next to each item placed on the Consent Agenda. There shall be no separate discussion of items placed on the Consent Agenda unless a member of the School Committee so requests, in which event the item shall be considered in its normal sequence on the agenda. Any one member of the committee may remove an item from the Consent Agenda for

discussion. Items that may be placed on the consent Agenda may include but are not limited to the following: a) minutes of previous meetings, b) changes to the policy manual (second reading), c) field trips, d) warrant approvals, and e) other items that deemed to be routine by the Chair.

For the benefit of the public, the Chair will read the following paragraph and the list of items included in the Consent Agenda:

*"All items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the Committee so requests, in which event the item will be considered in its normal sequence on the agenda. "*

CONTRACT REFERENCE: AEA (Unit A&B)

CROSS REF: [BEDH](#), Public Comment at School Committee Meetings  
BEDL, Land Acknowledgement

Amended and voted: December 19, 2019

**File: BID - SCHOOL COMMITTEE MEMBER COMPENSATION**

~~Arlington School Committee members shall serve without compensation. However,~~  
**Pursuant to M.G.L. c. 71 section 52, and a vote under Article 69 of the 2021 Annual Town Meeting, Arlington School Committee Members shall be compensated with an annual stipend; the amount of such compensation to be set by the town. Members shall be entitled to reimbursement for expenses incurred in attending workshops, meetings, and conferences, which will aid in performance of their duties as Committee members. Reimbursement will be at rates comparable to that permitted staff members on authorized trips.**

1. No member of a School Committee in any town shall be eligible for the position of teacher, or Superintendent of public schools therein, or in any union school or superintendency union or district in which his town participates.
2. Upon submitting vouchers and supporting bills for expenses incurred in carrying out specific services previously authorized by the Committee, members may be reimbursed from school funds.
3. Unreimbursed expenses by School Committee members shall be characterized as contributions to the Arlington Public Schools.

LEGAL REF.: M.G.L. [71:52](#)

CROSS REF.: [DKC](#), Expense Reimbursements

**SUBSTITUTE THIS TEXT, REPLACING CURRENT POLICY**

**NON-DISCRIMINATION POLICY INCLUDING HARASSMENT AND  
RETALIATION**

The Arlington School Committee and Arlington Public Schools are committed to maintaining an education and work environment for all school community members. that is free from all forms of discrimination, including harassment and retaliation. The members of the school community include the School Committee, employees, administration, faculty, staff, students, volunteers in the schools, and parties contracted to perform work for the Arlington Public Schools.

Arlington Public Schools does not exclude from participation, deny the benefits of Arlington Public Schools from or otherwise discriminate against, individuals on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, ancestry, ethnic background, national origin, or any other category protected by state or federal law in the administration of its educational and employment policies, or in its programs and activities.

This commitment to the community is affirmed by the following statements. The School Committee commits to:

1. Promoting the rights and responsibilities of all individuals as set forth in the State and Federal Constitutions, pertinent legislation, and applicable judicial interpretations.
2. Encouraging positive experiences in human values for children, youth and adults, all of whom have differing personal and family characteristics and who come from various socioeconomic, racial and ethnic groups.
3. Working toward a more integrated society and enlisting the support of individuals as well as groups and agencies, both private and governmental, in such an effort.
4. Using all appropriate communication and action techniques to air and address the grievances of individuals and groups.
5. Carefully consider, in all the decisions made within the school district, the potential benefits or adverse consequences that those decisions might have on the human relations.
6. Initiating a process of reviewing policies and practices of the school district in order to achieve to the greatest extent possible the objectives of this statement.

The Arlington Public Schools requires all members of the school community to conduct themselves in accordance with this policy.

It shall be a violation of this policy for any member of the school community to engage in any form of discrimination, including harassment and retaliation, or to violate any other civil right of any member of the school community. We recognize that discrimination can take a range of forms and can be targeted or unintentional; however, discrimination in any form, including harassment and retaliation, will not be tolerated.

It shall also be a violation of this policy for any school community member to subject any other member of the school community to any form of retaliation, including, but not limited to, coercion, intimidation, interference, punishment, discrimination, or harassment, for reporting or filing a complaint of discrimination, cooperating in an investigation, aiding or encouraging another member of the school community to report such conduct or file a complaint, or opposing any act or practice reasonably believed to be prohibited by this policy.

LEGAL REFS:        Title VI, Civil Rights Act of 1964  
                         Title VII, Civil Rights Act of 1964, as amended by the Equal  
                         Employment Opportunity Act of 1972 Executive Order 11246, as  
                         amended by E.O. 11375  
                         Equal Pay Act, as amended by the Education Amendments of 1972  
                         Title IX, Education Amendments of 1972  
                         Rehabilitation Act of 1973  
                         Education for All Handicapped Children Act of 1975  
                         No Child Left Behind Act of 2001, 20 U.S.C. § 7905 (The Boy Scouts  
                         of America Equal Access Act)  
                         M.G.L. 71B:1 et seq. (Chapter 766 of the Acts of 1972)

CROSS REF:        ACE, Non-Discrimination on the Basis of Disability  
                         ACAB, Sexual Harassment  
                         GBA, Equal Employment Opportunity  
                         IJ, Instructional Materials  
                         JB, Equal Educational Opportunities

SOURCE: MASC December 2021

## **CURRENT POLICY**

### **File: AC - NONDISCRIMINATION**

Public schools have the responsibility to overcome, insofar as possible, any barriers that prevent children from achieving their potential. The public school system will do its part. This commitment to the community is affirmed by the following statements that the School Committee intends to:

1. Promote the rights and responsibilities of all individuals as set forth in the State and Federal Constitutions, pertinent legislation, and applicable judicial interpretations.
2. Encourage positive experiences in human values for children, youth and adults, all of whom have differing personal and family characteristics and who come from various socioeconomic, racial and ethnic groups.
3. Work toward a more integrated society and to enlist the support of individuals as well as groups and agencies, both private and governmental, in such an effort.
4. Use all appropriate communication and action techniques to air and reduce the grievances of individuals and groups.
5. Carefully consider, in all the decisions made within the school system, the potential benefits or adverse consequences that those decisions might have on the human relations aspects of all segments of society.
6. Initiate a process of reviewing policies and practices of the school system in order to achieve to the greatest extent possible the objectives of this statement.

The Committee's policy of nondiscrimination will extend to students, staff, the general public, and individuals with whom it does business; No person shall be excluded from or discriminated against in admission to a public school of any town or in obtaining the advantages, privileges, and courses of study of such public school on account of race, color, sex, gender identity, religion, national origin, sexual orientation, disability, pregnancy or pregnancy related condition. If someone has a complaint or feels that they have been discriminated against because of their race, color, sex, gender identity, religion, national origin, sexual orientation, disability, pregnancy or pregnancy related condition their complaint should be registered with the Title IX compliance officer.

LEGAL REFS.: Title VI, Civil Rights Act of 1964  
Title VII, Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972  
Executive Order 11246, as amended by E.O. 11375  
Equal Pay Act, as amended by the Education Amendments of 1972  
Title IX, Education Amendments of 1972  
Rehabilitation Act of 1973  
Education for All Handicapped Children Act of 1975  
M.G.L. [71B:1](#) et seq. (Chapter 766 of the Acts of 1972)  
M.G.L. [76:5](#); Amended 2011  
M.G.L.[76:16](#)  
BESE regulations 603CMR [26.00](#) Amended 2012  
BESE regulations 603CMR [28.00](#)

CROSS REFS.: [ACA](#)- [ACE](#), Subcategories for Nondiscrimination  
[GBA](#), Equal Employment Opportunity  
[JB](#), Equal Educational Opportunities

## **NON-DISCRIMINATION POLICY INCLUDING HARASSMENT AND RETALIATION**

Arlington Public Schools will respond promptly to any reports or complaints of discrimination, including harassment and retaliation, or other violations of civil rights, pursuant to our detailed response protocol. Where it is determined that discrimination or harassment has occurred, Arlington Public Schools will act promptly to eliminate the conduct and will impose developmentally- appropriate disciplinary, restorative, and/or corrective action.

Any member of the school community who is found, after investigation, to have engaged in any form of discrimination, including harassment or retaliation, against another member of the school community, will be subject to consequences determined appropriate by the administration. Such consequences may include restorative measures and corrective action, and/or student discipline or staff disciplinary action, up to and including termination of employment.

### Definitions

"Discrimination" and "Harassment" are defined as unwelcome conduct, whether verbal or physical, that is based on any individual's actual or perceived race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy or pregnancy-related conditions, homelessness, ancestry, ethnic background, national origin, or any other category protected by state or federal law, Discrimination and/or harassment includes, but is not limited to:

- Display or circulation of written materials or pictures that are degrading to a person or group described above.
- Verbal abuse or insults about, directed at, or made in the presence of, an individual or group described above.
- Any action or speech that contributes to, promotes or results in a hostile or discriminatory environment to an individual or group described above
- Any action or speech that is sufficiently severe, pervasive or persistent that it either (i) interferes with or limits the ability of an individual or group described above to participate in or benefit from employment or a program or activity of Arlington Public Schools; or (ii) creates an intimidating, threatening or abusive educational or working environment.

Harassment may include, but is not limited to, any unwelcome, inappropriate, or illegal physical, written, verbal, graphic, or electronic conduct, and that has the intent or effect of creating a hostile education or work environment by limiting the ability of an individual to participate in or benefit from the district's programs and activities or by unreasonably interfering with that individual's education or work environment or, if the conduct were to persist, would likely create a hostile educational or work environment.

"Title IX Sexual Harassment" (effective August 14, 2020) means verbal, physical or other conduct that targets a person based on their sex, and that satisfies one or more of the following:

- A school employee conditioning educational benefits or services on participation in unwelcome sexual conduct (i.e., quid pro quo);
- Any unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's educational program or activity;
- Any instance of "sexual assault", "dating violence", "domestic violence", or "stalking", as those terms are defined by the Clery Act (20 U.S.C. 1092(f)(6)(A)(v)) and the Violence Against Women Act (34 U.S.C. 12291(a)(8), (10) & (30)).

Allegations of Title IX Sexual Harassment shall be reported and investigated pursuant to the Arlington Public Schools Protocol for Investigating Sexual Harassment and Retaliation Pursuant to Title IX.

### Resources

The following individual is designated as the District ADA, Title VI, Title IX, and Sexual Harassment Coordinator, and Grievance Officer for the School Committee, administration, faculty, staff, volunteers in the schools, and for parties who are contracted to perform work for the Arlington Public Schools, and can be reached at:

Dr. Roderick MacNeal, Jr., Assistant Superintendent  
Arlington Public School  
869 Massachusetts Avenue  
Arlington MA 02476  
781-316-3523

Inquiries concerning the Arlington Public Schools' policies and protocols, compliance with applicable laws, statutes, and regulations, and complaints may also be directed to the Director of Human Resources. Inquiries about laws, statutes, regulations and compliance may also be directed to the Massachusetts Department of Elementary and Secondary Education or the Office for Civil Rights, U.S. Department of Education, 5 Post Office Square, 8th Floor, Suite 900, Boston, MA 02109; (617) 289-0111; Email: OCR.Boston@ed.gov; Website: [www.ed.gov/ocr](http://www.ed.gov/ocr)

LEGAL REFS.: Title VI, Civil Rights Act of 1964  
Title VII, Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972 Executive Order 11246, as amended by E.O. 11375  
Equal Pay Act, as amended by the Education Amendments of 1972  
Title IX, Education Amendments of 1972  
Rehabilitation Act of 1973  
Education for All Handicapped Children Act of 1975  
No Child Left Behind Act of 2001, 20 U.S.C. § 7905 (The Boy Scouts of America Equal Access Act)  
M.G.L. 71B:1 et seq. (Chapter 766 of the Acts of 1972)

CROSS REF: ACE, Non-Discrimination on the Basis of Disability  
ACAB, Sexual Harassment  
GBA, Equal Employment Opportunity  
IJ, Instructional Materials  
JB, Equal Educational Opportunities  
  
Title IX Sexual Harassment Grievance Procedure  
Civil Rights Grievance Procedure

SOURCE: MASC December 2021

## **HARASSMENT OF STUDENTS**

Harassment of students by other students, employees, vendors and other third parties will not be tolerated in the Arlington Public Schools. The alleged harassment must involve conduct that occurred within the school's own program or activity, such as whether the harassment occurred at a location or under circumstances where the school owned, or substantially controlled the premises, exercised oversight, supervision or discipline over the location or participants, or funded, sponsored, promoted or endorsed the event where the alleged harassment occurred, against a person in the United States. This policy is in effect while students are on school grounds, School District property or property within the jurisdiction of the School District, school buses, or attending or engaging in school sponsored activities.

Harassment prohibited by the District includes, but is not limited to, harassment on the basis race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, ancestry, ethnic background, national origin, or any other category protected by state or federal law. Students whose behavior is found to be in violation of this policy will be subject to disciplinary action up to and including suspension or expulsion pursuant to disciplinary codes. Employees who have been found to violate this policy will be subject to discipline up to and including, termination of employment, subject to contractual disciplinary obligations.

**Employee-to-Student Harassment** means conduct of a written, verbal or physical nature that is designed to embarrass distress, agitate, disturb or trouble students when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of a student's participation in school programs or activities; or
- Submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student.

**Student- to-Student Harassment** means conduct of a written, verbal, or physical nature that is designed to embarrass, distress, agitate, disturb or trouble students, when:

- Such conduct has the purpose or effect of unreasonably interfering with a student's performance or creating an intimidating or hostile learning environment.

Harassment as described above may include, but is not limited to:

- Written, verbal, or physical (including texting, blogging, or other technological methods) harassment or abuse;
- Repeated remarks of a demeaning nature;
- Implied or explicit threats concerning one's grades, achievements, or other school matter.
- Demeaning jokes, stories, or activities directed at the student.

By law, what constitutes harassment is determined from the perspective of a reasonable person with the characteristic on which the harassment is based. Individuals should consider how their words and actions might reasonably be viewed by others.

The District will promptly and reasonably investigate allegations of harassment through designation of Title IX Coordinator or building based employees, who may include principals or their designees. The superintendent will recommend, in consultation with the principals, opportunities to the designated recipients for appropriate training. Where it is determined that discrimination or harassment has occurred, the District will act promptly to eliminate the conduct and will impose developmentally appropriate disciplinary, restorative and/or corrective action.

The District will respond promptly and reasonably investigate allegations of sexual harassment through designation of the Title IX Coordinator or building based employees to any reports or complaints of discrimination, including harassment and retaliation, or other violations of civil rights, pursuant to our detailed response protocol. Where it is determined that discrimination or harassment has occurred, the District will act promptly to eliminate the conduct and will impose developmentally-appropriate disciplinary, restorative, and/or corrective action.

LEGAL REF.: M.G.L. 151B:3A  
Title IX of the Education Amendments of 1972  
BESE 603 CMR 26:00  
34 CFR 106.44 (a), (a)-(b)  
34 CFR 106.45 (a)-(b) (1)  
34 CFR 106.45 (b) (2)-(b) (3,4,5,6,7) as revised through June 2020

CROSS REF.: AC, Non-Discrimination Policy Including Harassment and Retaliation

SOURCE: MASC – December 2021

## **File: FF - POLICY FOR SPECIAL DEDICATIONS OF SCHOOL FACILITIES**

Naming a school is an important matter that deserves thoughtful attention. Personal prejudice or favoritism, political pressure, or temporary popularity should not be an influence in choosing a name. It is expected that an orderly, announced procedure will lessen the community or factional pressures that so quickly build up when the selection is delayed or seems uncertain.

From time to time the School Committee may choose to recognize outstanding service to the youth of Arlington by dedicating or naming an appropriate area (i.e. playground, library, gymnasium, auditorium etc.) in honor of some exceptional individual(s) who have unselfishly given their time and energy in promoting excellence in education.

At the request of the Superintendent or any individual School Committee member the Chairperson will place a dedication request on the agenda of a regular school committee meeting for discussion and a vote to refer via letter from the Chairperson such request to the Public Memorial Committee for an advisory opinion. The Chairperson will place such a proposal before the Committee as soon as the Committee has sufficient biographical and/or other data available to enable the full Committee to adequately reflect or deliberate a formal motion of dedication. Upon receipt of the Public Memorial Committee's advisory opinion or at least thirty days after the referral to the Public Memorial Committee, whichever is sooner, the Chairperson will again place the request on the agenda for a final vote.

If the School Committee approves a dedication, this will be followed as soon as possible by a formal dedication. The ceremony should encompass a presentation of an official proclamation and the placement of an appropriate plaque to commemorate the individuals' significant contribution to the Arlington Public Schools. A certain sensitivity and common sense must be reflected in the timing of any public recognition.

It is the policy of the School Committee that the names of existing structures or physical spaces under our jurisdiction will not be changed. Historical preservation and respect for our traditions are a key component in honoring our past.

## **File: FF-E - PROCEDURES FOR NAMING NEW SPACES AT ARLINGTON HIGH SCHOOL**

The Arlington School Committee recognizes that it is traditional to designate spaces in school buildings with the names of important members of the educational community. In addition, there are many memorials and honors currently in the building and its surrounding area. This policy is meant to provide guidance and a process for naming and commemorations of new spaces at Arlington High School.

By majority vote and adherence to town bylaws, the School Committee has the authority to name spaces in the new AHS or any facility or property owned by APS. There is a School Committee policy and a Town bylaw that requires the SC to consult with the Town's Public Memorials Committee before naming any space owned by APS.

In order to name common spaces in new and existing APS buildings, the Superintendent will create and convene an Advisory Panel on Naming and Memorials at Arlington High School, with no more than 11 members.

The panel would include a minimum of one representative appointee from each of the following:

1. the Superintendent's Leadership Team
2. the School Committee
3. A school administrator from the school where the space is located,
4. 1-2 staff members from the school where the space is located, and
5. Where appropriate, a student representative from the school where the space is located.

The advisory committee would review the criteria for naming decisions, consult with the Arlington Public Memorials Committee, manage a process for receiving and reviewing proposals, and make recommendations to the school committee about naming and memorials at any and all APS facilities.

### **Charge of the Panel**

The Advisory Panel on Naming and Memorials at Arlington High School recommendations for the 7 major named spaces that will be completed by September 2024, the beginning of Phase 4.

The panel will create an ongoing process for naming additional spaces over time. The panel will create a timeline for naming of spaces rather than naming all spaces at the same time. This will create opportunities for the community to recognize people over time and create opportunities to note and honor each naming.

### **Criteria for Names**

Our purpose is to create an inclusive process and guidelines for making recommendations for naming facilities in the new building in ways that honor the legacy and values of Arlington High School.

As has been past practice, it is our intent to name spaces after members of the Arlington High School Community who have made contributions to the education of students and the mission of Arlington High School. These would include staff, alumni, or Arlington educators.

The criteria allows for naming of spaces after living people, but we recommend that we do not name spaces for people who are critically ill or until 3 years after their passing. This helps to allow for the community to process a death without creating conflict around the naming in the midst of grief.

## Discussion:

### Timing

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It is the recommendation of the AHSBC that the panel and School Committee wait until the conclusion of the building construction in 2024 before making naming decisions for the 7 major spaces in the new facility.

#### Primary Spaces to Name (September 2024):

- Phase 1 - February 2022
  - Discourse Lab
  - Auditorium - completed April 4, 2022
- Phase 2 - September 2023
  - Library
- Phase 3 - September 2024
  - Three Gyms
  - Black Box Theater

#### Additional Named Spaces (Ongoing)

- Smart Lab
- Immersion Lab
- Maker Shop
- Maker Lab
- Media Lab
- Production Lab
- Classrooms

Recommendation for naming of spaces should come periodically from the Advisory Panel on Naming and Memorials at Arlington High School to the School Committee.

## Other Commemorations

Members of the Arlington community will have the opportunity to include honors or commemorations within the AHS facility. These items may be purchased with a donation to the Friends of Arlington High School Fund.

Option 1: Walk of Fame. Community members may purchase engraved bricks along the walkway through the playing fields. Bricks will cost \$100 each. They must be purchased by October 2024 and will be installed in phase 4. We will donate 200 bricks to student groups.

Option 2: Auditorium Plaques. Community members may purchase engraved plaques that will be inset in the armrests of the new Auditorium. These may be purchased or installed at any time. These will cost \$200 including the cost of engraving.

Friends of Arlington High School - Friends of AHS was formed at the request of the School Council in 2000 with a goal of financially supporting school and classroom-based teacher needs not covered by Arlington Public Schools school budget. Teachers can apply through the principal for funds as long as the funds support the learning needs of students.

## Additional Comments and Programs

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### Memorial Garden

We have collected memorials around the current site and plan to move many of them to the new building. In addition, when there are deaths in the community, there is often a desire to identify a place where students, staff, and community members can go to express their grief and honor those we have lost. Our guidance has recommended that memorials not create triggers for students or create a space full of memorials.

For this reason, guidance recommends that spaces and processes for such commemorations be planned.

The outdoor amphitheater space could be a space to collect these commemorations (e.g., a memorial garden).

### Displays and Installations?

There is money set aside, both in the project and in class gifts, to create different presentations or commemorations. In addition, there are various display spaces around the school. We need to identify those spaces, define their use, and assign the planning and supervision. These include:

- Alumni Hall of Fame
- History of Arlington High School (There are funds set aside for this)
- History of the Spy Ponder?
- Native American Land Acknowledgement
- Athletics history
- Musical history (possible location for Alan Hohavness)



Paul Schlichtman <[pschlichtman@arlington.k12.ma.us](mailto:pschlichtman@arlington.k12.ma.us)>

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**School Committee - Policies and Procedures Subcommittee Meeting - drop vaccine mandate for after school activities**

1 message

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**Mary Wagner** <[marywags99@gmail.com](mailto:marywags99@gmail.com)>

Thu, Mar 17, 2022 at 12:38 PM

To: [pschlichtman@arlington.k12.ma.us](mailto:pschlichtman@arlington.k12.ma.us), [kallisonampe@arlington.k12.ma.us](mailto:kallisonampe@arlington.k12.ma.us), [jmorgan@arlington.k12.ma.us](mailto:jmorgan@arlington.k12.ma.us)

Cc: [ehoman@arlington.k12.ma.us](mailto:ehoman@arlington.k12.ma.us)

Good afternoon,

I'm writing to ask that, at your next Policies and Procedures Subcommittee Meeting, you review and end the policy that states kids who are 16 years old and older need to be vaccinated in order to participate in school sponsored after school events.

Like so many other parents in our town, I've seen the extremely negative effects the pandemic has had on the mental and physical health of our kids. With the good news of decreasing covid infections and spring activities eagerly anticipated by many kids, it's important that all kids who want to participate in after school activities are allowed to do so. The students are together all day in school with no vaccine requirement. Mandating them to be vaccinated in order to participate in after school activities is nonsensical. We need to allow every single child the opportunity to engage back into their community without outdated restrictions stopping them.

Thank you for all you've done in the past few years for our kids, we know it hasn't been easy.

Regards,  
Mary Wagner