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Policies and Procedures Minutes 01 25 2012

Policies and Procedures Subcommittee, Arlington School Committee

School Committee Room – January 25, 2012 – 7:30a.m.

APPROVED Minutes

In Attendance:

Subcommittee Members: Judson L. Pierce-Chair

Jeffrey Thielman

Joseph Curro

School Committee Member: Bill Hayner

Public: Matt Pallet

A motion to approve the subcommittee minutes of 1/11/12 with one edit made by Mr. Thielman, seconded by Mr. Pierce, passed unanimously.

Mr. Hayner spoke during public participation to request the subcommittee develop a policy regarding executive session minutes, to have them approved on a more regular basis. Mr. Curro made a motion to forward to the full School Committee a recommended executive minutes policy, seconded by Mr. Thielman passed unanimously.

Mr. Hayner also urged the subcommittee to develop a policy for public request for documents. Mr. Hayner wants a custodian of records to be identified and for fees to retrieve records to be equal for all. Mr. Curro made a motion to forward to the full School Committee a recommended policy on this subject to be called KDBA and the form to be called KDBA-E, Mr. Thielman seconded for discussion purposes only. Motion passed unanimously.

Discussion concerning FA/FB/FBB, district lines, the subcommittee will continue work on this when Dr. Bodie is able to join as her input is needed.

Discussion concerning student photographs on the district website. AHS Interim Principal Mary Villano would like to be able to showcase achievements of students but our present policy prohibits this. The subcommittee suggested having a sign up form in the student handbook allowing the district to use a students' likeness. Mr. Pierce will have further conversations with Principal Villano about this.

The subcommittee identified policies concerning protocol for meetings, how the School Committee works together as it was directed to do at the recent Retreat Training by MASC. These files include: BA, BAA, BBA, BBAA, BCA, BCB, BDB, BDD, BDFA, BE, BEDB, BEDD, BEDF, BEDG-E, BEDH, BEDHA, BHC, BLA and BLA-E. Mr. Curro suggested adding a sunset provision to each policy that unless it is reviewed every three years to determine its ongoing necessity that it will expire. Mr. Pierce will ask MASC for guidance about the viability of such a provision.

Tentative next meeting date/time: February 3, 2012 7:30am. The subcommittee will tackle the first reads and revising our existing policy on student photos on the district website.

Mr. Curro moved to adjourn at 8:22a.m., seconded by Mr. Thielman. Motion passed unanimously.

