



**Town of Arlington, Massachusetts**  
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## **Policies and Procedures Minutes 05/03/2011**

APPROVED Minutes

**Arlington School Committee**  
**Policies and Procedures Subcommittee**

*May 3, 2011*

The meeting was called to order by Judson Pierce, Chair, at 8:03a.m.

### **In attendance:**

School Committee Members: Judson Pierce, Joseph Curro, Jeffrey Thielman, Assistant Superintendent Wallis Raemer (joined the meeting at 8:30am).

Mr. Pierce introduced and welcomed the new Subcommittee members: Jeffrey Thielman and Joseph Curro and thanked Leba Heigham and Cindy Starks for all their hard work in the 2010-2011 school committee year.

**Mr. Pierce made a MOTION to Approve Minutes of the Policies and Procedures Subcommittee Meeting of March 15, 2011. APPROVED with Mr. Thielman and Mr. Curro abstaining.**

### **Public Participation:**

Parents of a private school kindergarten student requested a suspension of Arlington's Entrance Age Policy as they would like their daughter to attend Elementary School as a first grade student rather than have to enroll her as a Kindergarten student. The Subcommittee will ask Dr. Raemer and the Elementary School Principal to discuss this matter and get back to us with their recommendation.

### **Revisions to Policy IHB:**

Discussion about the last paragraph. The Subcommittee felt it necessary to add it back in after talks with SEPAC and because the law says "regularly". **Mr. Thielman made a MOTION that The Subcommittee will recommend to the full School Committee passage in Second Reading on May 10, 2011 of the Revisions to File IHB. Second by Mr. Curro. Unanimous approval.**

### **Budget Transfer Authority (DBJ):**

It was noted that this should be a checks and balances policy. The Subcommittee felt it was not a good idea to lump the AHS and OMS together, but rather to separate them out as their own cost centers. The Subcommittee reviewed Mr. Pierce's suggested revisions from March 2011 and **Mr. Curro moved to approve the revisions with some additional language such as adding "Curriculum and Instruction" and "Administration" before "Other" and "Newly awarded non-entitlement grants shall be included on a consent agenda of a regular or special meeting of the School Committee for acceptance", Mr. Thielman seconded and the Motion carried 3-0.**

### **Establishing a policy for designating Email addresses for AHS students.**

Dr. Raemer spoke to the Subcommittee on a similar Chelmsford policy. This would enable our high school students to take advantage of online learning such as the Khan Course. Query: how can we give our students email, separate from the staff, but within the AHS Cloud. The Subcommittee felt it appropriate that we not establish a policy on this issue but rather have this stated in the AHS handbook. Dr. Raemer and Mr. Jeff Snyder will come back to the Subcommittee and ultimately full School Committee with their recommended language for the AHS handbook, just like the Authorized Use Procedure last year.

**MOTION made by Mr. Thielman that our Subcommittee will report to the full School Committee that we intend to go through File J as thoroughly as we can and when completed report back to the School Committee for further guidance of policies to analyze. SECONDED by Mr. Curro. 3-0, the Motion carried.**

Time and date of next meeting, Wed June 1, 2011 from 8am-9am.

**Motion to adjourn was made by Mr. Curro at 9:00am, seconded by Mr. Thielman and was PASSED UNANIMOUSLY.**