



HAMILTON-WENHAM
REGIONAL SCHOOL DISTRICT
5 SCHOOL STREET, WENHAM, MA 01984 · TEL. 978-468-5310

Policy/Legislative Subcommittee Meeting ([agenda](#))

Zoom Virtual Meeting

Meeting ID: 827 2636 6618

Passcode: 567338

Monday, February 28, 2022

6:00 PM - 8:00 PM

Present:

Anna Siedzik, Chairperson

Michelle Horgan, Secretary

Also Present:

Eric Tracy, District Superintendent

Dorothy Presser, MASC Representative

Mahala Lettvin, Recording Secretary

1. Call to Order

6:00 PM

With a quorum present, Ms. Seidzik calls the *Policy/Legislative Subcommittee* meeting to order at 6:05 PM. This meeting is being held remotely via Zoom. Those present this evening include Subcommittee members Anna Siedzik and Michelle Horgan, District Superintendent Eric Tracy, MASC Representative Dorothy Presser, and Recording Secretary, Mahala Lettvin.

2. Approval of Minutes

- November 22, 2021
- ~~January 18, 2022~~

[Exhibit](#)

I MOVE THAT THE POLICY/LEGISLATIVE SUBCOMMITTEE APPROVE THE 11/22/2021 *POLICY/LEGISLATIVE SUBCOMMITTEE* MEETING MINUTES, AS SHOWN IN THE [EXHIBIT](#); THERE CAN BE NO FURTHER CHANGES.

MOTION by Michelle Horgan; SECONDED by Anna Siedzik.

Michelle Horgan YES:

Anna Siedzik YES.

MOTION PASSES unanimously through roll call vote of two (2) members present.

The draft 01/18/2022 meeting minutes will appear on the next meeting agenda (scheduled 03/21/2022 at 6:00 PM).

3. Discussion of Policies on Protected Classes – Update from MASC

- [Exhibit 1](#)
- [Exhibit 2](#)
- [Exhibit 3](#)
- [Exhibit 4](#)
- [Exhibit 5](#)
- [Exhibit 6](#)
- [Exhibit 7](#)

For clarification purposes, exhibits 1-4 **were** included on the initial meeting agenda, discussed during the meeting, and are as follows:

[Exhibit 1](#): File AC - nondiscrimination

[Exhibit 2](#): File ACA - nondiscrimination on the basis of sex

[Exhibit 3](#): File ACAB - harassment

[Exhibit 4](#) : File ACE - nondiscrimination on the basis of disability

Exhibits 5-8 **were not** included on the initial meeting agenda, however Ms. Presser had provided these documents as attachments in her 02/23/22 email to the subcommittee. Ms. Presser suggests the subcommittee the changes she suggests the o

[Exhibit 5](#): AC - nondiscrimination policy including harassment and retaliation (revised from original AC nondiscrimination policy found in [exhibit 1](#), above).

[Exhibit 6](#): ACAB - sexual harassment (revised from original ACAB harassment policy in [exhibit 3](#), above).

[Exhibit 7](#): AC-R- non-discrimination policy including harassment and retaliation (new policy to be adopted per recommendation of the AG).

[Exhibit 8](#): JICK - harassment of students (initially found in the A section of the policy manual).

Ms. Presser reviews the list of protected classes, explaining that the Attorney General's office wanted to combine the non-discrimination policy including harassment & retaliation (as shown in [exhibit 7](#), above). Ms. Presser reviews additional changes to the policies listed above. There is some discussion regarding the upcoming MASC newsletter; urgency in approving policies above; ensuring policies are not duplicative; etc.

Ms. Presser confirms that she has a list of all policies referencing protected classes, which can be reviewed at the next subcommittee meeting.

Ms. Presser explains that the MASC went through a number of iterations during their extensive review of protected classes. The subcommittee agrees to wait until the 03/21/22 meeting to approve the batch of policies referencing protected classes, including those found in the exhibits listed above (AC, ACAB, AC-R, JICK).

4. Ongoing Review of School Committee Policies – Starting at J

[Exhibit 1](#)
[Exhibit 1](#)

Ms. Presser begins review of policies beginning at Section J ([exhibit](#)), and summarizes her recommendations as shown in [exhibit 1](#) - "J Section Policy Analysis" which was a document emailed to the subcommittee on 02/23/22 (this document was not included in the initial meeting agenda, however it was provided to the subcommittee via email, and heavily relied on throughout this meeting).

JFAB ADMISSION OF NON-RESIDENT STUDENTS

[Exhibit 1](#)
[Exhibit 2](#)
[Exhibit 3](#)

There is discussion regarding the district's current policy ([exhibit](#), page 17), and the sample/model policies Ms. Presser emailed to the subcommittee on 02/23/2022 (Ashland, [exhibit 1](#); Lexington, [exhibit 2](#); and Lynnfield, [exhibit 3](#)).

There is a discussion surrounding situations and family circumstances where students would be allowed to continue attending HWRSD (i.e. family moves during student's senior year; family is experiencing homelessness; etc.). There is discussion regarding admission procedures; lottery system; waiting list; family/student requests for admission; student choice; etc.

The subcommittee agrees to adopt policy on admission of non-resident students based on Ashland's policy ([exhibit 1](#)), with the following minor changes:

- Strike the final sentence: ~~The Superintendent shall be responsible for the routine review of this policy~~
- Add bullet point #7 from HWRSD's current policy: *Homeless students will be accepted in accordance with the McKinney-Vento Act and the District's Policy on Homeless Students.*

The Policy/Legislative Subcommittee previously reviewed policies JFABA through JFABC, and took the following action:

JFABA & JFABAA: both policies were stricken completely;

JFABB adopted with the revision to strike all language beneath bullet point 1;

JFABC adopted as written.

JFABD HOMELESS STUDENTS: ENROLLMENT RIGHTS AND SERVICES (HW)

JFABD HOMELESS STUDENTS: ENROLLMENT RIGHTS AND SERVICES (MASC)

There is a brief discussion regarding language use of "pupil" versus "student". There is discussion regarding the Head Start program as well as transportation, support services, and other considerations regarding enrollment of homeless students. Superintendent Tracy clarifies that Stacy Bucyk is the homeless student liaison.

Per recommendation of Ms. Presser, the subcommittee agrees to adopt the MASC version of JFABD.

JFABE EDUCATIONAL OPPORTUNITIES FOR MILITARY CHILDREN

Per recommendation of Ms. Presser, the subcommittee agrees to adopt JFABE.

JFABF EDUCATIONAL OPPORTUNITIES FOR CHILDREN IN FOSTER CARE

Per recommendation of Ms. Presser, the subcommittee agrees to adopt JFABF.

JFBB SCHOOL CHOICE (HW)

JFBB SCHOOL CHOICE (MASC)

JFBB-1 SCHOOL CHOICE (MASC)

Ms. Presser explains that the JFBB-1 is a template specifically for districts that do not have school choice. There is some discussion surrounding school choice laws, past practices, and the district's continued participation in the School Choice program. Per recommendation of Ms. Presser, the subcommittee agrees to adopt the MASC version of JFBB.

JFC STUDENT WITHDRAWAL FROM SCHOOL

Per recommendation of Ms. Presser, the subcommittee agrees to strike this policy (redundant, as it is already covered in JH).

JFCB CONTINUITY OF EDUCATION

Per recommendation of Ms. Presser, the subcommittee agrees to strike this policy (redundant, as it is already covered in JFAB).

JH STUDENT ABSENCES AND EXCUSES (HW)

JH STUDENT ABSENCES AND EXCUSES (MASC)

Per recommendation of Ms. Presser, the subcommittee agrees to adopt the MASC version of policy JH, which removes archaic language.

JHD EXCLUSION AND EXEMPTIONS FROM SCHOOL ATTENDANCE

Per recommendation of Ms. Presser, the subcommittee agrees to adopt JHD as written.

JI STUDENT RIGHTS AND RESPONSIBILITIES (HW)

JI STUDENT RIGHTS AND RESPONSIBILITIES (MASC)

Per recommendation of Ms. Presser, the subcommittee agrees to adopt the MASC version of policy JI.

JIB STUDENT INVOLVEMENT IN DECISION-MAKING

Per recommendation of Ms. Presser, the subcommittee agrees to adopt policy JIB as presented, with the addition of one cross-reference.

JIC STUDENT DISCIPLINE (HW)

JIC STUDENT DISCIPLINE (MASC)

There is discussion about the district's policies and practices regarding student discipline. Upon review of the student handbook last year, Legal Counsel recommended that the district remove the appeal option under the description of short-term suspensions. Superintendent Tracy explains that all suspended students (short and long term) are entitled to a hearing. Since this hearing allows students to present evidence and arguments against the disciplinary action taken, the subcommittee agrees to remove the short-term suspension appeal option as suggested. There is a brief discussion about aligning this policy to other district publications and practices.

The subcommittee agrees to adopt the MASC version of policy JIC.

JICA STUDENT DRESS CODE

There is a brief discussion about whether it is necessary to include this policy in the manual, as each school's student handbook specifies their own dress code. The subcommittee agrees to adopt policy JICA as presented, which is intentionally broad to allow more detailed policies in student handbooks.

JICC STUDENT CONDUCT ON SCHOOL BUSES (HW)

JICC STUDENT CONDUCT ON SCHOOL BUSES (MASC)

Per recommendation of Ms. Presser, the subcommittee agrees to adopt the district's version of policy JICC (this version includes additional stipulation that students abide by conduct outlined in student handbooks). An identical policy exists under EEAEC.

JICE STUDENT PUBLICATIONS (HW)

JICE STUDENT PUBLICATIONS (MASC)

Per recommendation of Ms. Presser, the subcommittee agrees to adopt the MASC version of JICE. In this version, the language about the School Committee reviewing publications annually has been removed, in order to accurately reflect current practices.

JICF GANG ACTIVITY/SECRET SOCIETIES

Per recommendation of Ms. Presser, the subcommittee agrees to strike this policy.

5. Other Items Not Anticipated by the Chair

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None.

6. Next Meeting Date – March 21, 2022 at 6:00 p.m.

Agenda items for the next scheduled meeting include:

- Pick up ongoing policy review in section J.

7. Adjournment

I MOVE THAT THE POLICY/LEGISLATIVE SUBCOMMITTEE ADJOURN THE 02/28/2022 MEETING AT 7:16 PM.

MOTION by Anna Siedzik SECONDED by Michelle Horgan.

Michelle Horgan YES;

Anna Siedzik YES.

MOTION PASSES unanimously through roll call vote of two (2) members present.

Respectfully submitted April 12, 2022 by Mahala Lettvin, Recording Secretary.

Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A § 20, the public will not be allowed to physically access this School Committee meeting. The School Committee reserves the right to implement additional remote participation procedures and will notify the public of these procedures as soon as practicable. Please [click here](#) to read the Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20.

*Zoom App Information: If you plan to participate, download the [Zoom.com](#) application now. The option to download will also be available at the start of the meeting. When opening the Zoom App, select “Join Meeting” in the upper right corner and enter the meeting id: Meeting ID: 827 2636 6618; Passcode: 567338. The community should ask questions via the “chat” function within the Zoom application during the Citizen’s Comments section. During the Zoom meeting, participants will be given instructions on how to provide their comments. Unfortunately, we must limit the in-person conversations to just the Committee members. However, for the benefit of all, the School Committee meetings will be available on our local cable channel, HWCam, and [HWCam.org](#), for review a few hours after the meeting has ended. Members of the Public can access the meeting via [YouTube](#) [HWRSD live stream](#) link the next day.