

**WOBURN PUBLIC SCHOOLS
WOBURN, MASSACHUSETTS
SUBCOMMITTEE MEETING**

Subcommittee Name: Policy

Chair: Colleen Cormier

Meeting Date: Thursday, January 9th, 2025

Time: 4:00pm

Location: Superintendent's Conference Room

In Attendance: Patricia Chisholm, Superintendent Matt Crowley

Remote: Colleen Cormier (chair), James Austin

Absent: N/A

Topics: Policy Updates

A. Minor or no changes (all approved to present to full committee):

- a. [AE](#) - COMMITMENT TO ACCOMPLISHMENT - no change
- b. [BA](#) - SCHOOL COMMITTEE OPERATIONAL GOALS - minor changes
- c. [BAA](#) - EVALUATION OF SC OPERATIONAL PROCEDURES - minor change
- d. [BCA](#) - SCHOOL COMMITTEE MEMBER ETHICS - updated language
- e. [BDA](#) - SCHOOL COMMITTEE ORGANIZATIONAL MEETING - minor changes
- f. [BDBB](#) - ROLE OF MAYOR - minor change
- g. [BDC](#) - APPOINTED COMMITTEE OFFICIALS - minor change
- h. [BDD](#) - SC-SUPERINTENDENT RELATIONSHIP - minor change
- i. [BDF](#) - ADVISORY COMMITTEES TO THE SC - minor change

B. From August 2023 MASC newsletter (all approved to present to full committee):

- a. [IHBA](#) - STUDENT SERVICES PROGRAM - updated title and language
- b. [IHBD](#) - COMPENSATORY EDUCATION - added cross reference
- c. [IHBF](#) - HOMEBOUND INSTRUCTION - updated language and note added
- d. [IHBG](#) - HOME SCHOOLING - updated language
- e. [IHBG-E](#) - HOME SCHOOLING - minor changes
- f. [IHBH](#) - ALTERNATIVE SCHOOL PROGRAMS - updated language
- g. [IJ-R](#) - RECONSIDERATION OF INSTRUCTIONAL RESOURCES - minor changes
- h. [IJL](#) - LIBRARY MATERIALS SELECTION AND ADOPTION - added reference
- i. [IJL-R](#) - LIBRARY MATERIALS SELECTION AND ADOPTION - redundant with IJLA

- i. Remove
- j. [IJLA](#) - LIBRARY RESOURCES - minor edits
- k. [IJOA](#) - FIELD TRIPS - added cross reference, 5th bullet
- l. [IJOA-R](#) - FIELD TRIPS - minor edits, needs adoption date
- m. [IJOA-R-1](#) - FIELD TRIPS - minor edits, needs adoption date
- n. [JJH](#) - STUDENT TRAVEL REGULATIONS - minor updates
- o. [JJH-R](#) - STUDENT TRAVEL REGULATIONS - minor updates
- p. [IKAB](#) - STUDENT PROGRESS REPORT TO PARENTS/GUARDIANS - minor changes
- q. [ILD](#) - STUDENT SUBMISSION TO EDUCATIONAL SURVEYS AND RESEARCH - new policy
- r. [IMB](#) - TEACHING ABOUT CONTROVERSIAL ISSUES/CONTROVERSIAL SPEAKERS - language updated
- s. [IJOB](#) - COMMUNITY RESOURCE PERSONS/SPEAKERS - minor changes, r/t IMB
- t. [JIC](#) - STUDENT DISCIPLINE - clarifying updates added to intentionally include reference to regulatory requirements specific to: procedures to engage/re-engage students considered for suspension in learning and required documentation of those efforts prior to suspension; and, required notification to parents related to process and rights of parents/guardians/students.

C. **Next meeting:** 02/18/25 or 02/20/25 9am if DRasanen/JDuran available d/t vacation week.

- a. Otherwise, 02/06/25 9am

D. For next meeting/future discussion:

- a. Potential cell phone/individual electronic device policy as req by SOxx
- b. [EBC](#) - EMERGENCY PLANS - New Policy
- c. [ECAE](#) - SECURITY CAMERAS IN SCHOOLS - New Policy
- d. [EEAJ](#) - MOTOR VEHICLE IDLING ON SCHOOL GROUNDS - New Policy
- e. [FFA](#) - MEMORIALS- New Policy
- f. [GBEBD](#) - ONLINE FUNDRAISING AND SOLICITATIONS - CROWDFUNDING
 - i. Minor language changes; discussed June 2020 but not acted upon
- g. [GBEE](#) - PERSONNEL USE OF TECHNOLOGY - New policy
 - i. 02/09/24: To be updated at the next meeting. Referenced in EHB, which is referenced in BHE (both adopted 02/28/24)
 - ii. 03/22/24: Dr. Crowley reaching out to MJoyce for his version, may be incorporated into IJND for consistency instead of separate policy
 - iii. Review w/ JDuran r/t coaching language, train and track training

- iv. 01/09/25: Dr. Crowley to discuss with counsel and invite JDuran
- h. [GBGE](#) - DOMESTIC VIOLENCE LEAVE POLICY
 - i. New policy added to MASC manual in 2022, recommended by TWyman
- i. [GBGF FAMILY AND MEDICAL LEAVE](#) recommended by TWyman. Reviewed 04/09/24, further updates required if necessary. **Replaces:**
 - i. [GCCC](#) - PROFESSIONAL STAFF FAMILY AND MEDICAL LEAVE
 - ii. [GCCC-E](#) - FAMILY AND MEDICAL LEAVE
 - iii. [GDCC](#) - SUPPORT STAFF FAMILY AND MEDICAL LEAVE
 - iv. [GDCC-E](#) - FAMILY AND MEDICAL LEAVE
- j. [GBK](#) - STAFF COMPLAINTS AND GRIEVANCES
 - i. Reaffirm; presented in Sept 2020 but suggested changes from MJoyce not adopted. Related policy JII, which was updated in Dec 2021.
- k. [JCA](#) - ASSIGNMENT OF STUDENTS TO SCHOOLS - Review at req of CYoung
- l. [JF](#) - SCHOOL ADMISSIONS - Review at req of CYoung
 - i. [JF-E-1](#) - SCHOOL ADMISSIONS
 - ii. [JF-E-2](#) - SCHOOL ADMISSIONS
- m. [IKE](#) - GRADUATION REQUIREMENTS - added legal references
 - i. Awaiting competency determination discussion & update from curriculum

Votes to be taken at forthcoming full SC: Tabling of Topics A & B above

List of policies to be discussed or acted on: None

Meeting Adjourned at: 5:04pm

Respectfully submitted,

Colleen M. Cormier

Chair of Subcommittee