

**Policy Review Committee Meeting Minutes
January 24, 2013**

The meeting opened at 6:07 p.m. Members present were:

Cliff Sylvia, Chair
Beth Giuffrida
Rebecca Hemsley-Gakidis
Judith DeBonise
Joyce Bacchiocchi
Deb Freitas
Jan Rotella
Christine Panarese
Mike Flaherty

Absent were members: Ilona Campinha, Evan Bowery, Liz McDonald, and Barry Rabinovitch

Motion to accept the minutes from December 4, 2012 by Judy DeBonise and was seconded by Deb Freitas with no edits to the minutes. So moved.

Review of Policies

Library/Book Adoption

Judy DeBonise presented a proposal for library book adoption based upon her expertise as a school librarian and examination of school districts across the State with regards to separating the policy into one for complaints and one for questionable material.

There was discussion around the use of the library for support of learning with the purchase or adoption of informational text that support the current State learning standards. It was agreed to insert the terms "superintendent or his/her designee" to the procedural section of the policy for approval of library materials.

It was agreed that the disposal of library material will be "in accordance with laws and policies pertaining to materials purchased with public funds."

It was agreed to insert the clause that "library materials will be consistent with Massachusetts Curriculum Frameworks, Common Core State Standards and the General Education."

It was agreed that the one library policy should be separated into two, separate policies.

It was agreed to use the phrase "Every possible effort will be made to keep library materials current and up to date."

It was discussed that there was a need to remove the word controversial and the word issues. After lengthy discussion the committee agreed that changing the word "on" to the word "for" would help to provide rationale for the purchase of the materials that would represent all viewpoints on the subject in a balanced way.

It was unanimous that this document, as edited, would be sent to the school committee for approval.

There was discussion surrounding the need to review further the District policy that outlines the protocol for complaints with textbooks and to compare for the purpose of conforming to the established policy and to add consistency to the procedures and policies the District uses with such complaints. It was agreed to put the policy decision on hold until a later date and after detailed review of the existing policy.

Home School Policy

Chair will speak with Robert Louzan to obtain legal and policy clarification on whom and where the tutoring with regards to medically fragile students and/or special education students.

Attendance Policy (9-12)

Attendance will be taken during the first period class of each day. It was suggested that the phrase, "A student who reports to school late but fails to report to the office for being tardy will receive a detention." Discussion around the phrase, "there is no differentiation between excused and unexcused absence." It was decided to add clarification around this phrase to include court appearances, special needs and medical conditions of students.

There was discussion on the phrase "Only documentation submitted within two (2) school days of any absence will be allowed for consideration in the appeals process." Documentation submitted within two (2) days of any absence or any other pertinent materials will be considered in the appeals process.

Discussion tabled until next meeting.

The next meeting will take place February 11, 2013 at 6:00 p.m.

Motion for adjournment made by Mr. Flaherty and seconded by Mrs. Rotella.

Meeting closed at 7:35 p.m.

Submitted by Christine Panarese