

**NASHOBA REGIONAL SCHOOL DISTRICT
Draft POLICY SUB COMMITTEE MEETING**

Emerson School
50 Mechanic Street, Bolton, Ma
School Committee Conference Room
Second Floor

November 28, 2018

SCHOOL COMMITTEE IN ATTENDANCE: Lynn Colletti, Susan Reardon, Mike Horesh

ADMINISTRATION IN ATTENDANCE: Brooke Clenchy, Lesa Gulbicki

VISITOR: Dorothy Presser, Kathleen Kelly, MASC

I. CALL TO ORDER

Ms Reardon called the regular meeting to order at 4:00PM

II. New Business

None

III. Old Business

Review of policies on "hold"

- a. MASC was in attendance to provide the policy subcommittee with their draft of the Sexual Harassment Policy. End goal is to have an over arching policy for all schools, with the individual schools to have supplemental procedure for school specific clarifications. Policy, Admin and MASC to review proposed changes. Everyone to meet again at a later date for final review. No new substantial policy changes to be published without legal counsel review. Date to reconvene, TBA
- b. Policy Sub Committee reviewed policy issues with wellness coordinator, Ms Gulbicki.
Medical Administration plan for travel. – off topic but,
Check box for fingerprinting needs to be on overnight travel form.
Verification of medical forms for students/Admin./self dispersment
Reference to State Comprehensive Nurse criteria
- c. Ms Presser to bring the MASC self Administration policy to the author to discover the intent regarding; self administration vs self carrying, Note: there was a clarification regarding medical supplies carried by anyone-admin, teachers,students. Apparently, no one in the school buildings should have any kind of medical supplies except the nurse.
- d. JKAA On Hold
Nashoba or MASC – Ms Presser to review and advise at a future date.
- e. ADF After clarifying the intent of the policy, Ms Gulbicki to revise the submission from the Wellness Sub Committee and present a version which includes all of the policy issues NRSD is actively following and those that they intend to follow, in accordance with the law. Ms Gulbicki to connect with Policy in January to schedule a date to present.
- f. JJIF Concussion Policy
Ms Presser to resubmit for review. Current MASC policy does not appear to be up to date.

- g. JJIF-R Although, on the whole, MASC suggests that all –R procedures associated with policies be removed from the policy manual, JJIF-R is new enough that it was recommended to remain in the Policy manual until noted otherwise.

Note: SC is going to have to review the individual school handbooks. After reviewing the concussion policy, two questions were left unanswered; who is responsible for writing the concussion synopsis?, (not Ms Gulbicki), and who is responsible for putting the handbooks together? Disconnect that needs to be coordinated by Admin.

Moved to SC Administration for review: It was noted that the concussion policy is to be reviewed by the nurse and school committee on a yearly basis. Ms Presser is going to review the MASC policies to see if there is a way to locate all policies that state, 'to be reviewed yearly'. School Committee will include those items in the School Committee manual in a yearly checklist, which will be incorporated into the SC calendar each year. (other examples, school choice, Kindergarten, concussion policy, etc) Policy Sub Committee to coordinate with Personnel Sub Committee.

There will be additional information on the structure of the Health curriculum as it relates to the district improvement plan, at a later date.

IV Approval of Minutes

Motion

Ms Colletti moved to accept the Policy minutes of October 10, 2018. (PSC) Seconded by Mr Horesh
IN FAVOR: Ms.Colletti, Ms. Reardon, Mr. Horesh **VOTED AND PASSED. UNANIMOUS (3-0-0)**

V MTA

MOTION

MrHoresh moved to adjourn at 5:46pm Seconded by MsReardon **IN FAVOR:** Ms.Colletti, Ms. Reardon, Mr. Horesh **VOTED AND PASSED. UNANIMOUS (3-0-0)**