

**Salem Public Schools
Salem School Committee
POLICY SUBCOMMITTEE
Meeting Minutes
December 14, 2021**

On December 14, 2021 the Policy Subcommittee held its regular meeting using the Zoom on-line meeting platform.

Members In Attendance: Ms. Ana Nuncio, Ms. Mary Manning, and Mr. Manny Cruz

Members Absent: Mr. James Fleming

Others in Attendance: Dr. Stephen Zrike, Liz Polay-Wettengel

Call of Meeting to Order

Ms. Nuncio called the meeting to order at 4:02pm.

Mr. Cruz notes for the record this meeting is Ms. Nuncio's last policy meeting and last meeting as chairperson of the Policy Subcommittee Meeting. Mr. Cruz notes that today is the last policy subcommittee meeting with Ms. Nuncio as the chair. He thanks her ahead of the big meeting for cleaning up processes and for doing the great job with the committee despite challenges at times. He also notes that she is the Mexican-American who's ever served as the chair of the subcommittee and as the one of the Commonwealth's oldest cities, it is probably a milestone worth noting for the record. Ms. Manning notes she's probably the first Mexican-American person on the committee, not just a subcommittee member. Ms. Nuncio notes a former committee member which through discussion is noted as Colombian, leaving Ms. Nuncio the first Mexican-American. Ms. Nuncio shares her thanks and words of appreciation for her time on the committee and the guidance of Mr. Cruz through the experience.

Approval of Minutes

Mr. Cruz made a motion to approve the minutes of August 18, 2021 and November 9, 2021. Ms. Nuncio requests a motion. Mr. Cruz made the motion and Ms. Nuncio seconded. A roll call vote was made.

Mr. Cruz Yes

Ms. Nuncio Yes

Motion carries 2-0

Review of the LGBTQ+ Mission Statement

Ms. Nuncio notes the LGBTQ+ Mission Statement being reviewed during the Equity Subcommittee and referred to the Policy subcommittee meeting for review in correlation to Policy 6502: Student Advisory Committee. Ms. Polay-Wettengel wonders why the statement is being discussed with the policy and Ms. Nuncio shares it's because there's a figure attached to the scholarships in which the students will receive. Ms. Polay-Wettengel notes there is no scholarship in what was presented to Equity regarding LGBTQ+ statement. Mr. Cruz and Dr. Zrike notes these are two separate topics. Mr. Cruz clarifies that there is a referral for the scholarship and a separate referral of the LGBTQ statement.

Conversation about the LGBTQ statement being on the policy subcommittee agenda is had, and it isn't understood why the statement isn't on the agenda. Ms. Polay-Wettengel shares the LGBTQ+ statement on screen for review. While doing so, Ms. Nuncio shares the purpose of bringing the proposed language regarding SAC scholarships in reference to Policy 6502.

Mr. Cruz notes the order of operations in terms of what's to be reviewed from the agenda items. He notes the scholarship discussion is correlation to a policy whereas the LGBTQ+ statement is being discussed with Ms. Polay-Wettengel present. Ms. Polay-Wettengel shares the background, creation, and overview of the LGBTQ+ statement in hopes of adopting this as a statement to support and celebrate the LGBTQ+ community. Further confusion surrounding the reason for reviewing this statement is had, conversation confirms that the statement has been approved by the Equity subcommittee meeting to be reviewed at the next full committee meeting and does not need to be reviewed during the Policy Subcommittee meeting.

Continuation of Policies in the 1000's Category

Ms. Polay-Wettengel is requested to remain in attendance to review Policy 1102 and Policy 1105 as her input as Chief of Public Relations would be helpful to each policy.

Review of Policy 1102: Advertising in Schools

The school committee secretary shares it has previously been reviewed but there was no outcome resulting in the suggested edits. Proposal for first reading is suggested. Ms. Manning asks if everyone is okay with it moving forward. The participants take a moment to glance over the policy once more before voting to move forward. Mr. Cruz notes the work done on this policy and is okay with it moving forward. Ms. Manning questions the third paragraph regarding the wording of "public school materials," and wonders if the Charter School as a public school would be able to advertise as the wording suggests. Ms. Polay-Wettengel and Mr. Cruz agrees that the wording leaves the door open for distribution from the charter school as it is. Ms. Nuncio asks if their advertisements go through the Superintendent's office, which they do not. Ms. Manning suggests changing it to "Salem Public Schools materials," and Mr. Cruz suggests removing the verbiage around "made by the city." Suggested edits are made and notation to add to the next committee meeting for first reading.

Mr. Cruz makes a motion to send the policy for first reading with the edits made. Ms. Nuncio seconded, and a roll call vote was taken.

Mr. Cruz Yes

Ms. Nuncio Yes

Motion carries 2-0

Ms. Nuncio asks if there are other policies requiring review or action that were handled prior to the transition of school committee secretaries. There are no others beyond Policy 1102 that need attention.

Review of Policy 1105: Media Relations and

Policy 1105 is presented via screen share, reviewed once by the policy subcommittee members, and now to be reviewed by Ms. Polay-Wettengel for input. She notes concern about the news releases pertaining to one specific school and that being the responsibility of the principal. She shares through conversations with Dr. Zrike, she is the point-person for all news and media contact. She questions if the language should be adjusted to reflect that process. Mr. Cruz shares that he believes the policy was created before the role (Chief of Public Relations) existed and if there is a new process there shouldn't be an issue in changing the policy to reflect the process followed.

Ms. Manning asks if principals are restricted to speak and Ms. Polay-Wettengel states she should be included if contacted by the press to help organize, support, and consult. Ms. Manning asks why and Dr. Zrike shares that it's a pretty standard procedure. Conversation regarding the topics to discuss with the media and the limits principals have with the wording as it stands. The final decision was to remove the paragraph specific to individual school practices resulting in schools following the district-wide protocol, whatever that may be, as established by the Superintendent.

Mr. Cruz makes a motion to move Policy 1105 to first reading. Ms. Nuncio seconds the motion. A roll call vote was made.

Mr. Cruz Yes
Ms. Nuncio Yes
Motion carries 2-0

Review of Policy 1108: Taping and Video

Ms. Nuncio suggests Ms. Polay-Wettengel took a glance at the policy after being reviewed by legal. Ms. Polay-Wettengel says it looks fine as it stands.

Ms. Nuncio makes a motion to move Policy 1108 to first reading. Mr. Cruz seconds the motion. A roll call vote was made.

Mr. Cruz Yes
Ms. Nuncio Yes
Motion carries 2-0

The school committee secretary reminds the committee the policy doesn't need to go through multiple readings as there were no changes but will be listed as reviewed for the full committee's awareness. Mr. Cruz notes amending the motion to reflect that there were no changes and no need for first reading.

Review of Policy 1107: Public's Right to Know

Ms. Nuncio reviews that the policy had been sent for legal reference and updates. Mr. Cruz notes that the review of this policy was primarily for legal counsel and to ensure the legal references were updated. He notes that Ms. Polay-Wettengel is welcome to provide input but it may not be necessary. He notes the policy looks sound and should be moved for first reading as changes were made noting the update to the Open Meeting Law and legal references. Ms. Polay-Wettengel notes there are no changes needed.

Mr. Cruz makes a motion to move Policy 1107 to first reading. Ms. Nuncio seconds the motion. A roll call vote was made.

Mr. Cruz Yes
Ms. Nuncio Yes
Motion carries 2-0

Review of Policy 6502: Student Advisory Committee

The proposal of SAC scholarships as prepared by the Equity Subcommittee is reviewed in conjunction to the already existing Policy 6502. The committee reviews the proposal, and Ms. Nuncio confirms the total expenditure will be \$3,000. Ms. Manning asks if there are any other scholarships that students get if they leave the district before graduation. Dr. Zrike states not that he's aware of. Ms. Manning notes not being sure of the "withdrawal of the district" portion of the proposal. Discussions surrounding the years of service in the roles, length of time in the roles, and receipt of the scholarships is had. Ms. Manning raises concern of the amount being awarded and noting that within the policy. Mr. Cruz notes perhaps having a maximum allotment noted in the policy.

Ms. Nuncio shares that Ms. Campbell (chair of Equity committee) requested that any changes be sent back to them and they can adjust and make edits. Ms. Manning notes the scholarship allotment is more than what was proposed and more than what's outlined in the proposal sent by the Equity Subcommittee.

Ms. Nuncio notes stating this for clarification for the Equity Subcommittee to revise their proposal. Mr. Cruz wonders if there is a more streamlined process that can occur, perhaps a world in which we have time to discuss this at the next COW meeting to fine-tune the mechanics. Ms. Nuncio suggests letting Ms. Campbell know this will be on the agenda for the COW for discussion. Ms. Manning suggests getting this policy on the regular school committee agenda in the event the full committee comes to agreement and can vote on it during the regular

meeting, and if more edits are needed, it won't require review by the full committee. Mr. Cruz concurs that it will be in the best interest of time also noting the policy committee can still review the language as presented.

Mr. Cruz reviews the yearly scholarship amounts as noted in this proposal language and the eligibility of their scholarship. Ms. Manning notes that Ms. Campbell may decide she wants to bring the edits back to the Equity Committee rather than discuss during the COW so the next step could depend on what she wants to do. Mr. Cruz clarifies that we could get the policy on the agenda for Monday night, but there are three readings which provide opportunity for more discussion. Coming out of a COW we can't move on a policy if we're still word-smithing language, but process-wise we just want to be on the same page and have discussions about scholarship funding. Mr. Cruz notes having more time to consider this and having a deeper conversation to decide the final outcome especially as it pertains to students who want to know what the end result will be for their roles as well.

Ms. Manning notes she isn't comfortable with providing the scholarship if they leave as it doesn't make sense. Mr. Cruz asks if Ms. Manning is comfortable with withdrawal as long as the person completed a full year of service. Ms. Manning says no, there's no way of knowing if that student is going to drop-out. She notes not wanting to give the money before they graduate high school. Mr. Cruz wonders if it was tied to graduating from high school if she would be more comfortable. She says if there are ties to graduating high school, she would be more comfortable. Mr. Cruz outlines a situation in which a student is displaced from the district but completing the years prior to displacement. Conversation about tying withdrawal to graduation is important to help students get to the finish line. The language is updated to reflect upon graduation from a high school.

Ms. Nuncio asks Mr. Cruz if his concern is to ensure this is wrapped up by the end of the year. He responds that there is no rush, but rather he would like to have this presented to the full committee as a preview and allow for consideration of what we are doing for student leaders serving on the SAC. It's the first time entering the territory of scholarships and providing an opportunity to review this would be helpful for the full committee.

Conversation is had regarding the grade level of participants and stipulation around the attendance. Ms. Manning questions if there should be language surrounding attendance within the policy. Mr. Cruz notes there's attendance regulations within the bylaws of the SAC.

Ms. Nuncio asks if there are other suggestions. Mr. Cruz notes to be cognizant of time, we can wrap up - reviewing this at the COW with the full committee and seeing where we go with this in the new year. Ms. Nuncio asks Dr. Zrike if there are other items, he says not at this time.

Ms. Nuncio makes a motion to adjourn. Mr. Cruz seconded. A roll call vote is made.

Mr. Cruz Yes

Ms. Nuncio Yes

Motion carries 2-0

The meeting adjourns at 5:22p.m.

Respectfully submitted by,

Jensen Frost

Executive Assistant to the Deputy Superintendent