

**Salem Public Schools – Salem School Committee**  
**POLICY SUBCOMMITTEE**  
**Meeting Minutes**  
**October 21, 2022**

On October 21, 2022 the Policy Subcommittee held its regular meeting in person at 29 Highland Ave., Rm. 227, Salem, MA.

**Members In Attendance:** Ms. Beth Anne Cornell, Ms. Mary Manning, and Mr. Manny Cruz

**Others In Attendance:** Superintendent Dr. Stephen Zrike (arrived at 12:50pm)

**Call of Meeting to Order**

The meeting is called to order at 12:40pm and Ms. Cornell takes roll call.

Mr. Cruz	Present (virtually)
Ms. Manning	Present
Ms. Cornell	Present

**Approval of minutes of Policy Subcommittee meeting held 9/21/2022**

Ms. Cornell motions to approve the 9/21/22 minutes. Mr. Cruz motions and Ms. Manning seconded.

Mr. Cruz	Yes
Ms. Manning	Yes
Ms. Cornell	Yes

- a. **Discuss Parents' rights ad hoc committee for transportation**
- b. **Discuss extending invitation to Ellen Wingard to update attendance policies**
- c. **Discuss drafting Hall of Fame and athletic jersey retirements policies**
- d. **Continue review of 1000 series - Community Relations**

**Discuss canceling school on Election Day**

Ms. Cornell notes Dr. Pangallo would like us to further discuss canceling school on Election Day. Dr. Pangallo's concern is others in the building and the safety measures.

Mr. Cruz notes this is a matter of practice when it comes to the calendar. When it comes to a special election, we need to advise the Superintendent to make the call and make a plan with principals. Mr. Cruz does not think a policy is necessary at this time due to the special elections. Mr. Cruz notes to vote on canceling school on Election Day annually.

Ms. Cornell notes that we can provide extra support from the police department during these times.

Ms. Cornell notes from a parent perspective, she would like to avoid canceling school as much as possible. Ms. Cornell does not see it being a Policy Subcommittee issue but more so a School Committee issue. Ms. Cornell notes we are to have a discussion with added security measures and a future talk with the superintendent. Ms. Cornell notes this should be an agenda item on the next School Committee meeting.

Dr. Zrike notes it would be problematic making adjustments for this school year however next year it should be best to communicate with parents next year.

Ms. Cornell also notes she will be reaching out to a Carlton parent to develop a group for parent voice.

Dr. Zrike notes the School Committee formally accepts these expectations to give to bus service.

### **Discuss extending invitation to Ellen Wingard to update attendance policies**

Ms. Cornell notes we are planning to extend an invitation to Ellen Wingard on Friday, December 2, 2022. The Policy Sub Committee agrees from January 2023 on, we will confirm the policy sub committee meeting on Fridays, bi monthly, in the morning. The first and the third Friday at 10:30am every month starting in February. In January, the meeting will be scheduled on the 3rd and 4th Friday of this month only. We will be mindful moving forward of any and all holidays as the month approaches.

#### **e. Continue review of 1000 series - Community Relations**

<b>Policies On Deck for First Reading at Regular SC Meeting (On agenda for 11/07/22)</b>
Passed for 1st read: <a href="#">1403</a> Relations with Planning Department <a href="#">1404</a> Department of Children and Families <a href="#">1405</a> Relations with Community Organizations <a href="#">1406</a> Relations with School Systems and Agencies
<b>Policies Approved for First Reading at Regular SC Meeting:</b>
<b>Policies Approved for Second Reading at Regular SC Meeting 11/07/22</b>
<a href="#">1401</a> - Relations with Police Department (Approved for Second Read : 10/17/2022)

## **Discuss drafting Hall of Fame and athletic jersey retirements policies**

Ms. Manning notes state responsibilities vs. Hall of Fame membership. Awarding membership. Ms. Manning notes the athletic director from Salem High will look into the archives to see what policy has been in place for the past.

Membership and inductees are two separate. The term is induction. We do not want to define membership.

Ms. Cornell notes to Ms. Manning, do we want to approve the process? Ms. Cornell thinks we reserve the right to approve the process. Ms. Manning would want to approve the process. The Hall of Fame Committee shall commit the process to the School Committee. Ms. Cornell notes if the Hall of Fame Committee rights the process, the policy needs to be appropriate. We have to work with this committee to show appropriate criteria. The Hall of Fame committee needs to draft criteria to retire a jersey.

Ms. Cornell also notes a form to be available online should be available to nominate someone on Salem Public Schools website.

Ms. Manning and Ms. Cornell notes it will be best moving forward to have one policy created for the Hall of Fame committee and a separate policy for retiring numbers.

Mr. Cruz notes the term should state induction, not membership. Mr. Cruz notes the role of the school committee in this process.

Ms. Cornell notes we should reserve the right to approve the process.

Ms. Cornell notes we have to approve criteria and we have to empower the Hall of Fame committee to draft the criteria in regards to retiring a jersey for the Policy subcommittee to approve.

Mr. Cruz notes we will have to set the expectation for when a criteria does come along so we are prepared for the approval of a criteria and the person meets the requirements.

Ms. Cornell notes to table this policy until the next Policy subcommittee meeting.

Ms. Cornell entertains a motion to adjourn at 2:00pm. Mr. Cruz seconded.

Mr. Cruz            Yes (virtually)

Ms. Manning      Yes

Ms. Cornell        Yes

Respectfully submitted by,

***Krista Perry***

Executive Assistant to the School Committee & Superintendent