

**Salem Public Schools  
Salem School Committee  
POLICY SUBCOMMITTEE  
Meeting Minutes  
April 22, 2021**

On April 22, 2021 the Policy Subcommittee held its regular meeting using the Zoom on-line meeting platform.

**In Attendance:** Ms. Ana Nuncio and Mr. Manny Cruz

**Ex Officio Members Present:** Mary Manning

**Members Absent:** Mr. James Fleming

**Others in Attendance:** Dr. Jill Conrad

**Call of Meeting to Order**

Ms. Nuncio called the meeting to order at 8:36 am

**Approval of Minutes**

Mr. Cruz made a motion to approve the minutes of April 15, 2021. Ms. Nuncio seconded. A roll call vote was made.

Mr. Cruz                                Yes

Ms. Nuncio                            Yes

Motion carries 2-0

**5102.01 Enrollment of Non-Resident Students/School Choice**

It was decided to delete the paragraph regarding the annual vote for school choice. Dr. Conrad shared comments from the legal review. Mr. Cruz commented that he felt that the grade and discipline wording has a negative connotation to it. Ms. Manning agreed and is concerned about discipline impacting enrollment of school choice. She added that the whole picture should be looked at and not just discipline. Dr. Conrad responded that legal made recommendations for language regarding grades and discipline, but she added this is not part of the law, and it is the School Committee's decision whether to add it or not. It was decided to add the language stating that the decision can be revoked by the building principal at any time for cause in consultation with the Superintendent. Dr. Conrad added that Dr. Zrike has asked to revisit this policy at a later meeting.

**4110 Harassment and Violence**

This has been put on hold waiting for legal council review.

**4120 Staff Acceptable Use Policy**

Dr. Conrad shared language from the Employee Handbook. Mr. Cruz suggested that they check with Dr. Zrike on what the bigger vision is for technology. Dr. Conrad suggested that this may be discussed at a COW meeting. Dr. Conrad offered to look for examples from other districts.

#### **4118 Cellular Phone Use by Employees**

The decision was made to delete the entire policy.

Ms. Nuncio made a motion to delete 4118 Cellular Phone Use by Employees policy and has referred it to the School Committee for first reading. Mr. Cruz seconded. A roll call vote was made.

Ms. Nuncio                      Yes

Mr. Cruz                         Yes

Motion carries 2-0

#### **4109 Family and Maternity Leave**

Dr. Conrad suggested that this be sent to Assistant Superintendent Mary DeLai for review.

#### **4117 Nepotism**

Dr. Conrad stated that this needs to be looked at closely and revised accordingly. Mr. Cruz pointed out that the Conflict of Interest law acknowledges that there are some things not allowed when hiring family members. The language reads that no family members are to be assigned to the same department or building. Mr. Cruz suggested that this be sent to legal for review. This has been put on hold.

#### **4201 Professional Staff Positions**

Dr. Conrad explained that this policy is not referring to the positions that the School Committee approves and added that not all professional positions need to be approved by the School Committee. Mr. Cruz noted that this policy was written over 10 years ago and suggests looking at what the School Committee's role is in this. He recommended that we look at this policy with the Superintendent and ask legal to review it. Ms. Manning pointed out that there should be more involvement of the School Committee when creating a new position. Dr. Conrad explained that most positions are created during the budget process. She suggested that maybe a provision be put in place for when a position is not created during this process. She also suggested that it could be brought to the Personnel Subcommittee first and then if necessary, be referred to the full Committee. It was decided that this policy would be discussed again at the May 6th meeting.

The Subcommittee made a decision to meet again on Thursday, April 29th and Thursday, May 6th both at 8:30 am.

Mr. Cruz made a motion to adjourn the meeting at 10:15 am. Ms. Nuncio seconded. A roll call vote was made.

Mr. Cruz                         Yes

Ms. Nuncio                      Yes

Motion carries 2-0

Respectfully submitted by,

*Nancy A. Weiss*

Executive Assistant to the School Committee

**Approved April 29, 2021**