

Salem Public Schools – Salem School Committee
POLICY SUBCOMMITTEE
Meeting Minutes
December 15, 2023

On December 15, 2023 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, Ms. Vanessa Fagundes, Ms. Elizabeth Pauley, and Lt David Tucker

Call of Meeting to Order

Ms. Cornell called the meeting to order at 9:05am.

Ms. Cornell	Present
Ms. Manning	Present
Mr. Cruz	Present (joins meeting virtually at 9:40am)

Agenda items to be discussed:

- a. Approval of the Policy Subcommittee meeting minutes held on October 20, 2023 and November 17, 2023
- b. Discuss Multi-Function School Activity Bus Policy with Lt. Tucker
- c. Review of Policy 5416 Use of Physical Restraint
- d. Review of Policy 1101.01 Non-Discrimination
- e. Review of Policy 4106 Non-Discrimination and Equal Employment Opportunity
- f. Review policies in the 2000s: Administration

Discuss Multi-Function School Activity Bus Policy with Lt. Tucker

Ms. Vanessa Fagundes notes that the transportation department currently has three multi-use vehicles at this time. One eight passenger, one five passenger, and one fourteen passenger. The DOT regulates who can and cannot drive these vehicles. For the Multi-Function School Activity Bus, currently you do not need any special license to drive it. As of now Salem Public Schools has no special guidelines or process in place to decide if a person is fit to operate this vehicle. Ms. Fagundes chairs with the Ms. Cornell, Ms. Manning, and Lt David Tucker the policy procedure she has drafted.

Ms. Cornell makes a note of the reason why we wanted to include Lt David Tucker from the Salem Police Department. Ms. Cornell asks Lt. Tucker how would a DUI disqualify you and how many accidents would be another disqualification.

Ms. Manning asks what the CORI would show.

Lt Tucker notes for this purpose applying for a staff position a driving history can change month to month. The accident records just state if the driver is at fault.

Ms. Fagundes looks at the driving record and can assume the CORI and fingerprinting is cleared.

Ms. Cornell states no accidents within 10 years where you are at fault. Ms. Cornell agrees that five years makes the most sense.

Lt. Tucker recommends you limit yourself if you make the requirement no accidents within 5-10 years. However, it suggests certain incidents on your record or if you had an accident along with other moving violations. Within the past five years would be best.

Ms. Fagundes confirms the operation of this particular multi-function vehicle is used for field trips and extra curricular activities only.

Lt. Tucker suggests 10 years would be the best practice regarding a DUI and best to create a guideline that is not arbitrary. Multiple violations within a year regarding speeding in particular, red lights, and cell phone use. Speeding tickets do not fall within a moving violation. Lt. Tucker makes a suggestion to be aware of license suspension activity as well.

Ms. Cornell notes this is not a policy, this is only a procedure that should be added to this manual. Ms. Cornell notes DUI within the past ten years, accidents coupled with moving violations, and three or more moving violations within five years.

Superintendent Dr. Zrike notes if the Salem Police Department can assist with drivers going through bus stops at multiple locations in Salem.

Lt. Tucker asks if there are any particular hot spots in the city where this is seen to notify us.

Ms. Cornell makes a motion to approve the Policy Subcommittee meeting minutes held on October 20, 2023 and November 17, 2023. Mr. Cruz seconded. A roll call vote is taken.

Ms. Cornell	Yes
Ms. Manning	Yes
Mr. Cruz	Yes
Motion carries	3-0

Review of Policy 5416 Use of Physical Restraint, Review of Policy 1101.01 Non-Discrimination Review of Policy 4106, and Non-Discrimination and Equal Employment Opportunity - Ms. Wingard requests to make changes to the following three policies: 5400, 4106, and 1101.01. The changes Ms. Cornell notes "housing status" to "home status" on all three policies. Ms. Cornell notes she also makes grammar changes as well and all three policies will have to be approved due to the changes. Policy 1101.01 has more substantial changes. Ms. Cornell reviews all the changes made to policies 1101.01, 4106, and 5416.

Ms. Cornell makes a motion for a first read with the understanding that she will make sure the protective list is included in each policy. Mr. Cruz seconded this motion. A roll call vote is taken.

Ms. Cornell	Yes
Ms. Manning	Yes
Mr. Cruz	Yes
Motion carries	3-0

Review of Policy 5416 Use of Physical Restraint

Superintendent Dr. Zrike notes every school has a small group of staff who are trained. Annually there is an overview training done for all staff. There is also deescalation training done as well. Mr. Cruz mentions mediation training as well.

Ms. Manning notes the mediation should prevent the deescalation.

Ms. Cornell notes she will be asking Ms. Wingard for deescalation language for Policy 5416. Ms. Cornell notes the district will provide training and will occur annually and by certified staff members.

Dr. Zrike notes there will also be specialized training by board certified staff members as well.

Ms. Cornell notes that Policy 5416 - Use of Physical Restraint will have to come off of the School Committee agenda but the other policies discussed can stay on the agenda for a first reading.

Mr. Cruz motions to adjourn. Ms. Manning seconded the motion. A roll call vote is taken.

Ms.Manning	Yes
Ms. Cornell	Yes
Mr. Cruz	Yes
Motion carries	3-0

The meeting adjourns at 10:35AM.

Respectfully submitted by,

Krista Perry

Executive Assistant to the School Committee & Superintendent