

Bourne School Committee
Policy Subcommittee Minutes

Date: August 30, 2022

Time: 12:00 pm

Place: Virtual via Zoom

Attendees:

School Committee: Erin Perry, Maureen Fuller, Kerrie Scofield

School Administration: Dr. Kerri Anne Quinlan-Zhou, Superintendent; Kristin Donahue, Director of Special Education and Student Services

The meeting was called to order at 12:02 pm.

Approval of prior meeting minutes: 5/20/22

Subcommittee members approved the meeting minutes of 5/20/22.

Policies in need of updating as a result of Tiered Focus Monitoring - JKAA Physical Restraint of Students

Dr. Zhou reminded members that there are a series of updates and actions that need to take place as a result of the Tiered Focus Monitoring being conducted by the MA Department of Elementary and Secondary Education (DESE). She noted Ms. Donahue's work to finalize a revised draft of policy JKAA Physical Restraint of Students that meets the DESE requirements and said that the District has a deadline of 9/23/2022 to update the policy. Ms. Donahue explained that the draft before the subcommittee is exactly as DESE requested. It includes definitions of restraint and the procedures to be followed. She noted it also aligns with the existing policy in terms of de-escalation strategies.

Ms. Perry said that she appreciates the detail included in the revised policy, which far exceeds what is included in the current policy.

Ms. Fuller commented that the policy could be very confusing for members of the public and asked about reorganizing to include definitions at the end and whether references to specific laws and regulations are needed. Dr. Zhou and Ms. Donahue recommended that the detail is necessary to meet the DESE requirements.

Ms. Fuller asked for clarification on staff training. Ms. Donahue said that all staff need to be familiar with the policy, strategies, and best practices. Certain staff are trained on specific strategies, such as holds and the crisis team also receives annual training.

In response to a question by Ms. Fuller, Ms. Donahue said that restraint of students is typically

associated with behavior plans developed through the Individualized Education Program process. Ms. Fuller moved to recommend adoption of the revised policy JKAA Physical Restraint of Students by the full school committee; seconded by Ms. Scofield. All members present in favor.

Organizing for the school year including meeting dates and potential policies for review.

Members discussed setting a standard monthly meeting date and time; however, scheduling challenges resulted in members identifying a September meeting date of 9/27/2022 at 4:30 pm. Ms. Perry will circulate additional dates and times for monthly meetings through the end of the calendar year via email.

Members discussed revisiting policies AC and AC-R, initially discussed at the May 2022 meeting, as well as the need to review policy updates provided by the Massachusetts Association of School Committees (MASC). The updates address budget, student dress, and student discipline policies, among others.

Dr. Zhou suggested the subcommittee may want to consider reaching out to MASC to identify the fee and process for them to host the District's policies. Ms. Fuller offered to contact MASC. Dr. Zhou suggested potentially considering an overall policy review with support from MASC, as well.

Future Agenda Items

- Job descriptions for: administrative positions, specialist subjects (STEAM, visual art, music, drama), long term substitute, building based substitute, nurse substitute, custodian substitute and floater nurse,
- Review of policies recommended by MASC

Next Meeting: 9/27/22 at 4:30 pm

Meeting adjourned at 12:41 pm
