

**Newburyport School Committee  
Policy Subcommittee  
Preliminary Meeting Minutes  
Tuesday January 26, 2021  
6:00 PM**

Attendees: Sheila Spalding (chair), Superintendent Sean Gallagher, School Committee Members David Hocheiser and Sean Reardon

Meeting called to order at 6::00 PM

Committee Members reviewed the proposed policy against an existing policy and decided to add the few missing items to existing policies, where they fit. There is no mention of students in the proposed new policy and students are in the School Committee's main objective. The committee discussed these three items from the proposed Norms Document:

1. #2 re texts should be added to Norms,
2. #4 re public documents should be added to Principles
3. #7 re SC member disclaimer of speaking as an individual and not for the whole committee to Member Ethics - Community Relations )

The current Norms of Interaction are succinct but repetitive with the "we will" statements. Committee members discussed the overlap between these and the Principles of Operation and decided that these two policies could be merged into one.

Committee members discussed what constitutes a public document and decided to consult the school attorney regarding emails that constituents send to personal email accounts and how to protect the privacy of constituents if there is a public records request. Does one redact names? The committee agreed the policy should encourage School Committee members to communicate via their district emails.

The committee discussed updating the entire policy manual to make it gender neutral. A universal "find and replace" could be used to remove all instances of he/she, him/her with they and them, respectively. Also, the committee discussed updating the Policy Manual to reflect the Homeless Policy, Foster Children and Military Families Policies, per our vote in the fall.

Meeting adjourned at 6:34

