

**Newburyport School Committee
Policy Sub-Committee Meeting Minutes
Monday, February 22, 2021**

Attendees: Sheila Spalding, Sean Reardon, Dave Hochheiser, Sean Gallagher

Meeting Called to order at 6:06

There is a minor one sentence update to the School enrollment Policy JBCA will go to the full SC for first reading vote February 23rd. Change in policy specifies "students who are in foster care or who are entitled to..."

Brief discussion of revisions to now combined Principles/Ethics Policy and Norms. It is ready to be presented to the full committee for discussion.

Discussion of a Communications Policy.

- Do we combine Electronic Messaging and a Social Media policy under this umbrella? We will keep these separate.
- Began draft of a Communications Policy to include:
 - tracking responses to emails sent to SC,
 - consistent strategy for responding to emails,
 - option for constituents to have their email entered as "public comment,"
 - disclaimer in email signature that "opinions expressed in this email do not represent the views of the School Committee,"
 - Privacy of students will be maintained should there be a public records request, Emails relating to SC business sent to sc members' personal email accounts should be forwarded to member school email accounts for capture in public record

Calendar

A policy will be drafted regarding school start date, in relation to when Labor Day falls. The language for the policy is already in the teacher contract.

Meeting adjourned 7:01