

Brookline School Committee
Policy Review Subcommittee Meeting
Tuesday, September 9, 2025
5:05 PM – 6:15 PM
Remote via Zoom

Policy Subcommittee Members present: Andreas Liu (Chair), Jesse Hefter, and Mariah Nobrega.
Staff present: Bella Wong, Interim Superintendent; Susan Givens, Deputy Superintendent for Administration and Finance; and Betsy Fitzpatrick.

Dr. Liu called the meeting to order at 5:05pm.

1. Approval of Minutes: June 9, 2025 Policy Review Subcommittee Meeting

On a motion of Dr. Liu, and seconded by Dr. Hefter, the Policy Subcommittee voted, by roll call, with 2 in favor (Dr. Liu and Dr. Hefter), 0 opposed, and 1 abstention (Ms. Nobrega), to approve the minutes of the June 9, 2025 Policy Review Subcommittee meeting.

2. Policy Subcommittee 2025-2026 Work Plan: Discussion of Which Policies to Address

Members discussed policies which had been considered and worked on during the 2024-2025 school year. Two of those policies were adopted by the School Committee (the Personal Electronic Device Policy and the Exterior Surveillance Camera Policy), while others remain in a “pending” status (see attached). The subcommittee discussed the pending policies, and others, to determine the next steps. There was agreement on the following plan, though members noted it is subject to change as necessary:

- Updates to Section J (addition of a section for Class Size and Sectioning, J 2 b 5): the subcommittee will consider this at the October meeting, working from a draft that Ms. Nobrega previously prepared.
- Updates to the Flag Protocol and Pledge of Allegiance policy: the subcommittee will consider this at the October meeting, working from a draft that Ms. Nobrega previously prepared.
- Updates to Section K, to include language from the draft Building Use and Access policy: Dr. Hefter will prepare a new draft and the subcommittee will consider this at the October meeting.
- Competency Determination (DESE requires that School Committees adopt a new CD before December 31). Staff are working on this. Dr. Liu will confer with the Chair of the Curriculum Subcommittee to determine the next steps, which may include a joint meeting of the Policy and Curriculum Subcommittees in November to review the CD and associated revisions to PSB graduation requirements.
- Student Civil Rights Policy (to replace section J6): Dr. Liu will review prior drafts of this policy, and share a new draft at the November subcommittee meeting.
- Updates to the Instructional Materials policy, possibly to include language from the MASC sample policy: the subcommittee will consider this at the November subcommittee meeting working from a draft that Dr. Hefter will prepare.
- Updates to Section D of the policy manual – Fiscal Management. Substantial updates to this section of the manual had been developed several years, but staff turnover caused a pause in the official adoption of a revised policy. The subcommittee plans to move this forward, but no specific meeting date has been set.

- School Resource Officers: the School Committee Chair has requested that the Policy Subcommittee lead the process of reviewing this topic in preparation for consideration by the full School Committee. This will likely involve two Policy Subcommittee meetings to provide opportunities for public engagement and feedback. No dates were set.

3. New Business

There was no new business to report.

Dr. Liu adjourned the meeting at 6:15pm.

<u>Policy Section/Name</u>	<u>Dates Discussed</u>	<u>Status/Action Items</u>
Personal Electronic Device Policy (new)	9/23/24, 11/18/24	Adopted by School Committee on 4/10/25
Exterior Surveillance Camera Policy (new)	3/3/2025, 4/7/25, 6/9/25	Adopted by School Committee on 6/12/25.
<u>Attendance Policy (J 3)</u>	10/21/24, 12/16/24	pending
<u>Building Access Policy</u>	12/16/2024, 3/3/25, 4/28/25	Subcommittee moved it to the School Committee for consideration; upon closer review, subcommittee members noted that this policy should be integrated with existing Section K, so it was paused.
<u>Student Code of Conduct (J 8)</u>	9/23/24, 10/21/2024, 12/16/24	pending
<u>Student Civil Rights Policy (proposed, to replace J6)</u>	1/27/2025, 4/7/25 4/28/25	Agreement to share the draft policy with the new subcommittee for continued action.
<u>Building Signage Policy (new)</u>	3/3/2025	pending