

**Carlisle School Committee**  
**Policy Subcommittee**  
Minutes  
Wednesday, February 3, 2021  
8:00 a.m.  
Zoom Remote Access

Present – School Committee via Zoom: Christine Lear, Amanda Comperchio  
Present – School Administration via Zoom: Jim O’Shea, Superintendent; Lori Bruce, Director of Student Support Services; Nancy Anderson, Assistant to the Superintendent.

Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, members of the public were able to access this meeting via live stream at:

<https://carlisle-k12-ma-us.zoom.us/j/87450464012?pwd=dS9JMXJLM3ZOVFEvU0l6TlJzZ2dHUT09>

Meeting ID: 874 5046 4012

Passcode: 989541

**I. Call to Order**

The meeting was called to order at 8:01 a.m.

**II. Review/Approve Minutes**

- A. Meeting of January 20, 2021. The minutes were approved by Ms. Lear and Ms. Comperchio.

**III. Policy Review**

- A. Sexual Harassment. Ms. Bruce reviewed why our current Sexual Harassment policy needed updating. The State revised its regulations due to a change in legislation. Ms. Bruce, as the Title IX Coordinator for Carlisle, attended a webinar with attorneys and wants to make sure the Carlisle policy met all of the required criteria, and the revised version of the policy now meets the standards according to the State. There is a procedure in place on how Carlisle responds to an allegation of harassment. Ms. Lear questioned if all of the procedural language needs to be in the policy. Ms. Bruce said it provides clarity and she crafted the revision based on information she received from the lawyers. Ms. Comperchio said the MASC version references mostly sexual harassment but other harassment as well, and asked if the Carlisle policy should do the same. Ms. Lear said the document was incredibly useful, and Mr. O’Shea added that it is a guide for the School procedurally, but did not feel all of the language had to be in the policy. He added that it is up to the Districts to put the State guidance in place. Ms. Bruce said it has to be clear to people exactly what will happen when an allegation is brought to Ms. Bruce as the Title IX coordinator. Ms. Comperchio suggested that the CSC adopt the MASC policy and include a link to procedural information. Ms. Lear suggested adding a statement about where the procedural information can be found. Mr. O’Shea supported the idea of adopting the MASC version of

this policy and using Ms. Bruce's document to conduct the actual investigation. Ms. Bruce said she would revise the language to add additional information on how sexual harassment claims are dealt with at the Carlisle School. Mr. O'Shea summarized that when a complaint is filed, there will be an investigation, continued communication, and a response in a timely fashion. Ms. Lear noted that the MASC policy does not reference adult to adult harassment. Ms. Bruce will build a revised policy based on the MASC Harassment policy and include adult to adult harassment. Ms. Bruce will also insert a link to the Sexual Harassment procedure in her staff training document at the beginning of the school year. She will make sure every employee has access to it. Ms. Bruce will edit the MASC Harassment policy, highlight changes, and it will be available to review at the next Policy Subcommittee meeting.

#### **IV. Public Comments**

There were no public comments.

#### **V. Adjourn Meeting**

The meeting was adjourned at 8:47 a.m.

Respectfully submitted,



Nancy Anderson  
Assistant to the Superintendent

#### List of Documents Viewed or Reviewed:

Minutes of January 20, 2021

Policies:

Sexual Harassment