The meeting was called to order at 11:31 AM. Those present included Committee Chair Matt Kelley, Vice Chair Melissa Martin, Secretary Linda Chow, members Sharon Gray and Jim Roberti; and Superintendent David Lussier.

**Discussion: Standards, Norms and Operating Procedures**
The Committee discussed making some changes to the standards, norms and operating procedures. Key points of discussion included the following:

- Discussed how advocacy for WPS should be considered a responsibility for all members so the proposal was made to add a new category, **Role of Member**, which reflected this; in addition, it was discussed how members should show their support in public for all group decisions.
- Talked about adding a few more bullet items under **Communication**, such as being sure not to express any opinions when sending an email to a quorum of the Committee; and refraining from posting anything on social media that might pertain to items under deliberation by the Committee.
- Reviewed how many of the **Norms** are similar to the ones that the Administration uses, and discussed adding a few more such as:
  - Bear in mind that the Committee is not meeting *with* the public, but instead is meeting *in front* of the public
  - Conduct work in an open, transparent fashion
  - Stand in support of group decisions
  - Whenever possible, get the Chair’s attention/acknowledgement before speaking at an SC meeting
- Noted the need to add a section on **Daytime Meetings** that would incorporate the criteria which Ms. Martin had identified earlier in the school year

**SC Assignments**
In reviewing the proposed SY2019-2020 School Committee Assignments with the Committee, Mr. Kelley indicated he had removed items that would no longer be relevant next year, such as the Track & Field Phase II Project. Members asked questions and provided suggestions, including the addition of the “District Progress Report” underneath **Superintendent Working Groups**. Mr. Kelley then asked members to consider the proposed Officers and Assignments and to plan on voting on them at the June 18 meeting.
ADJOURNMENT
At 12:38 PM, upon a motion made by Ms. Martin and seconded by Ms. Gray, the Committee unanimously VOTED to adjourn.

Respectfully submitted,

Linda Chow
Secretary

Documents and Exhibits Used:
- 2018-07-24 School Committee Retreat Notes
- 2017-04-10 School Committee Retreat Notes
- SY2019-20 School Committee Assignments (draft as of 5/30/19)