

BELMONT SCHOOL COMMITTEE EQUITY SUBCOMMITTEE JOINT MEETING WITH  
SCHOOL COMMITTEE MINUTES  
REMOTE MEETING  
May 27, 2021

Present: Ms. Amy Checkoway  
Mr. Michael Crowley  
Ms. Meghan Moriarty  
Mr. Jamal Saeh  
Mr. Michael McAllister, Director of Human Capital  
Ms. Janice Darias, Assistant Superintendent for Curriculum and Instruction

1. Call to order and nomination of subcommittee officers

Ms. Checkoway called the meeting to order at 4:02 pm.

Since this is the first subcommittee meeting following the organizational meeting, a Chair and Secretary need to be identified.

Mr. Crowley nominated Mr. Saeh to serve as Chair of the Equity Subcommittee. Amy Checkoway seconded the motion. The motion passed unanimously (4-0).

Ms. Checkoway nominated herself to serve as Secretary of the Equity Subcommittee. Mr. Crowley seconded the motion. The motion passed unanimously (4-0).

2. Equity Director job description draft review

Mr. McAllister reviewed the current description and explained that the current content has been developed from pulling from model descriptions from other districts, and the district is now seeking feedback from different community partners and the subcommittee. The district is trying to strike a balance between detailing numerous responsibilities and trying to make this position both accessible and manageable. The district would like to hire for this position as soon as possible, ideally in June.

The equity subcommittee provided some initial feedback on the draft job description. There was agreement that it was important for this position to report directly to the Superintendent. There was also agreement on the goal of reducing barriers to applicants by not requiring a master's degree or licensure from the outset and discussion about how the language in the job description will influence the type of candidates who apply. Mr. Saeh referenced a position description/language developed by the MTA and Ms. Moriarty referenced a job description from a neighboring district. Mr. McAllister indicated willingness to consider other examples.

Ms. Checkoway inquired about if this position would focus on special education as well. Mr. McAllister clarified that the district's definition of diversity, equity, and inclusion is broad and includes special education and the range of learning abilities, but that this position would focus

more on race and culture since the district already has a department dedicated to special education.

Mr. Crowley asked if it made sense for a School Committee member to serve on the hiring committee given the importance of this position. Mr. McAllister indicated uncertainty about if this would be appropriate, and clarified that the hope is to include community members representing a range of perspectives on the hiring team.

Mr. McAllister asked for members to send any additional feedback on the job description by the end of the week.

3. Vendor contract review

Mr. McAllister indicated that the equity audit vendor contract was finalized from the district's end today, although the contract still needs to get signed by the vendor and executed. He acknowledged that this process has taken longer than expected, but that it was important to get the scope right. There is definitely work that the vendor will be able to do over the summer including document review, and part of their scope is to help on-board the DEI position. It will be important to introduce the vendor to the community in a thoughtful manner.

4. Meeting minute approval

The group unanimously approved meeting minutes from January 21, 2021 and March 29, 2021 (4-0).

5. Adjourn

The meeting adjourned at 5:00 pm.

The next equity subcommittee meeting is scheduled for 6/11 at 8 am.