

**BERLIN-BOYLSTON REGIONAL SCHOOL COMMITTEE  
POLICY SUBCOMMITTEE**



Berlin-Boylston Regional School District  
215 Main Street, Boylston, MA  
September 21, 2023  
10am, Superintendent's Office

*This meeting may be recorded, and your image or voice may be broadcast.*

**Present: Ms. Carol Costello, Ms. Nicole Bilotta, Ms. Lori Hart and Mr. Mike Totman**

I. Call to Order – Ms. Lori Hart called the meeting to order at 10:07am

II. Policy to Review

- MASC September Updates – The committee reviewed new and revised policies that MASC had released versus what BBRSD has in place.
  - **Policy DJ – Purchasing** – There were minimal changes except for a few words and bullet points. The committee suggested to keep BBRSD policy as is.
  - **Policy DJA – Purchasing Authority** – The policy read the same as BBRSD, except that the contract notes cities control the length of the contracts. BBRSD has the same legal and cross-references. The committee suggested to keep BBRSD policy as is
  - Updates will be made to the MASC page which policies were reviewed with no changes in September 2023
  - **Policy DJE – Procurement Requirements**– There was a change in the procurement law from \$100,000 up from \$50k. Committee add policy to the agenda for the next open meeting as a first read, to accept as is with their language with the change of that sealed envelopes are to be sent to the superintendent and or his/her designee.
  - **Policy IHAMA – Parental Notification Related to Sex Education** – The policy was shortened by few words. If approved at September 26<sup>th</sup> meeting, it will be noted that it was reviewed and updated.
  - Mr. Totman and Ms. Hart will each review half of the policies and speak to them at the next meeting.
  - **Policy EFE** – The BBRSD policy is different than the policy from MASC. BBRSD EFE policy is pertaining to vending machines and wellness. Going forward the committee proposed to change our EFE to EVE instead and will bring for a vote at the September 26<sup>th</sup> school committee meeting. The MASC EFE policy will be a first read Tuesday as is.
  - **Policies IGA – Curriculum Development and IGD** were combined and language was taken out about gathering input from parents and community. The

committee marked the policy for further review.

- **Policy IMGA- Service Animals** – BBRSD does not have specific policy on service animals and has not had experience to date. Policy will be on the September 26<sup>th</sup> agenda for a first read pending process confirmation. Ms. Costello will confirm.

### III. Proposed Policy

- Policy Class Size / Student:Adult Classroom Ratio Policy: Administrator input  
Sample: WPS Class Size Policy

Ms. Costello has not had chance to speak with BBRSD administration and will address it at the next meeting.

- Policy EBCFA – Face Coverings
  - Notes from Lisa MairThe policy has moved forward for votes. There are items from Ms. Jessica Degliaberti in the drive. Ms. Hart to send Ms. Mair's items for the school committee drive.

- Policy IHAMA - Parental Notification Related to Sex Education

Ms. Costello received guideline information from the school nurse and will review to see if the information ties into masking. The Department of Public Health recently released information about potential for needing masks in certain situations that does not align with BBRSD policy. BBRSD previously decided that once COVID test supplies ran out they would not order more and that testing would fall to the parents of the students. BBRSD advised parents that if their child is positive for an illness to follow the protocol for that specific illness. BBRSD would need evidence for approving masking in schools again if recommendation is passed down from The Department of Public Health.

Policy EBCFA has been updated on the MASC site and the new revision will be voted on at the September 26<sup>th</sup> school committee meeting.

### IV. Future Agenda Items

- March 2023 Updates for two meetings from now

V. Adjourn - Ms. Hart adjourned the meeting at 11:02am.