

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



Berlin-Boylston Regional School District  
215 Main Street, Boylston, MA  
November 3, 2023, 10:30am  
Superintendent's Office

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

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

I. Call to Order at 10:00am

II. Policy to Review – The subcommittee reviewed the below MASC policies:

- Policies MASC removed from Reference Manual
  - IE - Organization of Instruction – Mark on the MASC website as reviewed 2023 and update to one School Committee.
  - IHAI - Occupational Education – Mark on the MASC website as reviewed 2023 and update to one School Committee.
  - IHBG-R - Homeschooling– Not in BBRSD manual. Nothing needs to be done. IHBHE-E Remote Learning Addendum –Tabled policy to get more input. Will come in with suggested language at next meeting.
  - IL - Evaluation of Instructional Programs- MASC doesn't give reason for removal. BBRSD will leave the policy alone and just add a reviewed-on date.
  - IMA - Teaching Activities/Presentations – MASC notes it is unnecessary, but does not say why. BBRSD to mark on MASC website as reviewed 2023.
  
- MASC Suggested Review Policies
  - BEDH -Public Comment at SC Meetings
  - CHA/CHC Development & Dissemination of Procedures – MASC has a combined policy and is removing CHC. BBRSD to eliminate CHC and put to a vote with the School Committee.
  - IGB - Student Services Programs – BBRSD will keep the pupil personal language, accept the new first paragraph changes, keep the second as is, go for a first read to the school committee.

- IHAMA; DONE
- IHBA - Student Services Program – BBRSD will accept MASC policy as is.
- IHBD - Compensatory Education – The MASC Policy is cross referenced to DEC, but BBRSD doesn't have a DEC. Policy tabled and the subcommittee will come back at to it at another meeting.
- IHBF - Homebound Instruction – BBRSD will update to the MASC language and bring to the School Committee for a first read. The reviewed date will be updated.
- IHBG - Home Schooling – The MASC policy more straightforward and still allows the superintendent to decide extra curriculums. Add MASC version and send policy for a first read to the School Committee.
- IHBH - Alternative School Programs - MASC dropped the first paragraph that BBRSD has. The policy to be updated to the MASC language and sent as a first read to the School Committee. It will be updated as reviewed.
- IHBHE - Remote Learning – Policy to be updated to MASC policy and sent for additional language.
- IJ - Instructional Materials – Cross references will be added and marked as reviewed. To be sent to committee for a first read

### III. Proposed Policy

- Policy Class Size / Student: Adult Classroom Ratio Policy: Administrator input  
Sample: WPS Class Size Policy – Moved to the next meeting

### IV. Future Agenda Items

- Review Final 10 September 2023 policies
- Review September 2022 Budget Policies
- Review March 2023 updates
- Review BEDH and IHBHE further

### V. Adjourn – Meeting adjourned at 11:02am.