

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



Berlin-Boylston Regional School District
215 Main Street, Boylston, MA
October 19, 2023, 1pm
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, Mr. Michael Totman, and one member of the public.

I. Call to Order – Mrs. Lori Hart called the meeting to order at 1:03pm

II. Policy to Review

- Combination of IGA - Curriculum Development/IGD - Curriculum Adoption – The BBRSD language will need to be updated with new MASC language. The policy is to be sent to the committee for a first read
- Policy GBAA - Policy Against Harassment and Discrimination for Employees and Adult Volunteers – The committee agreed that the wording should be changed from the names to The Superintendent of Schools and The Director of Pupil Personnel. The policy is to be sent to the committee for a vote
- MASC September Updates – The committee will look over the September updates at the next meeting.
- Per request, review
 - Policies, CBC- Superintendent's Performance Responsibilities and IKB – Homework
 - Policy CBC – The policy noted three different committees and needs to be changed to one committee items 2-4(Berlin Boylston Regional School District and Regional Committee). The union number also needs to be updated. Once the policy is updated it is to be sent to the committee for a first read.
 - Policy IKB – The committee will look to see if the elementary schools are doing same thing in terms of homework for students. They also reviewed Shrewsbury's homework policy and discussed possibly having a homework signoff form at the beginning of the year.
 - File, JJH-E-1 - Educational Field Trip Application – The application language has been updated and covers nurses going on fieldtrips, as needed. A Sub nurse or float nurse would cover the school. Notice to administration was adjusted to one

month notice prior to an event. The policy will be sent to the committee for a first read.

III. Proposed Policy

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

Sample: WPS Class Size Policy – Ms. Costello informed the subcommittee about what she had discussed with BBRSD administrators. She noted that Shrewsbury and Wachusett school districts made recommendations for class size rather than a hard line. There are 24 students allowed in Tahanto for science labs. The Elementary level building sizes play a factor in numbers and administrators felt a recommendation would be better than a policy. Numbers could be around 20-23 students in the elementary levels. The total number of students at Tahanto is 560. If the two elementary schools were combined at Tahanto it could be over capacity with two towns brought together. School choice also plays a factor in the number of students. Some districts do cross town school offerings. The driving factor to revisiting the class sizes is the teacher to student ratio. The committee discussed that it may be a better idea to go by a ratio for class sizes. Ms. Costello will talk more with BBRSD principals and teachers. It was also discussed that the idea is to get more help, whether a floating or fixed grade paras.

IV. Future Agenda Items

- Review March 2023 updates
- Add DJE, EFE, IMGA to next agenda for Vote - A vote is needed for the superintendent's goals.
- Potential for looking into a survey or study group related to homework.

V. Adjourn – Mrs. Hart adjourned the meeting at 1:39pm.