

# Policy Subcommittee Meeting

April 9, 2024 at 2:00pm

Via Zoom

Present: Emily Berry, Donel Beals, Kari MacRae, Kerri Anne Quinlan Zhou, Chris Oliver

Absent: N/A

Approved meeting minutes from 2/28/24

Discussion Items:

## **Policy EFD - School Nutrition Program Charge Policy**

Discussed process for students to add money to account, parents will be sent a letter informing of that process at the start of the school year. For information and help regarding student accounts, parents should contact the building principal or building administrative assistant. Students will not be allowed to purchase additional lunches or snacks if they do not have sufficient funds on their account. First meal for breakfast and lunch will continue to be free as designated by the state of MA.

Voted to move amended policy to the full committee for final approval

## **Technology Policies - EHAA, EHB, GBEE, KCD, KDCB, JICJ, IJND, IJNDB, IJNCD**

Chris Oliver and the Technology Subcommittee reviewed and amended these policies to meet the needs of our district. We did not feel the need to make additional changes as they had already been modified. Policy EHAA had been the old Acceptable Use Policy. However, MASC changed policy EHAA to the District Security Relative to Technology Policy. MASC made policy IJNCD the new Acceptable Use Policy. All other technology policies were new to the district.

Voted to remove policy EHAA and replace with policy IJNCD

Voted to approve new policies EHAA, EHB, GBEE, KCD, KDCB, JICJ, IJNDB

## **Policy KFR/KGE Update**

Discussed status on policy regarding fee schedule for field use. At this point, the town is still in the process of setting up a fee schedule for town field use. They will make a decision late fall regarding fees. At that point, BPS will finalize policy and will begin charging minimal fees in Spring 2025. We discussed having a list of what the fee would cover to provide to Bourne youth sport organizations. We also discussed the quality of the fields and the concern over goose droppings at the start of the season.

No action is needed at this time

### Job Descriptions - Executive Assistant for Special Education and Student Services

The current BPS Executive Assistant, Karen Paulsen, is retiring and there will be a posting to fill the position. The Old job description was outdated and a little bulky. Karen and Kristin Donahue worked to update the job description to meet the current needs of the district.

Upcoming job descriptions include ABA, BCBA, and COTA (Certified Occupational Therapist Assistant). During the next round of negotiations it would make sense to add these assistant positions to the contract. For now, this will be brought up at JMLC to begin development of an MOA which includes the assistant positions in the contract. JMLC is scheduled for Apr 29, 2024

Voted to approved the job description for the Executive Assistant for Special Education and Student Services

Next meeting TBD

Meeting adjourned 2:50pm