



NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT  
POLICY SUBCOMMITTEE  
Ashby – Pepperell – Townsend, Massachusetts

**MINUTES – March 10, 2026**  
**Virtual via Zoom**

**PRESENT**

Chairperson	Randee Rusch	Member, Townsend
Co-Chairperson	Lisa Bloom	Member, At-Large ~ Absent
	Jackie White	Member, Pepperell
	Michael LaBossiere	Member, Pepperell
	Robin Eibye	Recording Secretary
	Brad Morgan	Superintendent
	Gary Burboa-Reese	Asst. Superintendent
	Nancy Haines	Business Manager
	Kevin Cormier	Asst. Business Manager
	Jeremy Hamond	Director of Operations

**CALL TO ORDER**

1. Randee Rusch opened the meeting at 9:02 a.m. and reported that Lisa Bloom will not be attending. Randee Rusch assumed responsibility for chairing the meeting in Bloom’s absence.

<b>Roll Call:</b>			
Randee Rusch	Yes	Jackie White	Yes
Lisa Bloom	-	Michael LaBossiere	Yes

**PUBLIC COMMUNICATIONS**

- Robin Eibye confirmed no public communications were received.

**APPROVAL OF MINUTES**

- Robin Eibye clarified that the February 10, 2026, minutes were approved at the last meeting. Members considered the March 3, 2026, minutes.
- *Michael LaBossiere motioned, and Jackie White seconded to vote and approve the minutes dated March 3, 2026, as presented.*

**OUR MISSION:** At NM, we are committed to creating a diverse learning environment where students are provided a meaningful education through academic, social, and emotional learning experiences. Together with parents, caregivers, and the community, students are encouraged to ignite and embrace their individual potential to find success within NM and beyond

<b>Roll Call:</b>			
Randee Rusch	Yes	Jackie White	Yes
Lisa Bloom	-	Michael LaBossiere	Yes

Vote: The motion was unanimously passed. 3/0/0

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## OLD BUSINESS

### 1. [JJE - Student Fund Raising Activities - 6/23/2014](#)

Randee Rusch noted that the committee had been working to clarify the student fundraising activities policy, especially what is required by law versus what is recommended by MASC, and how these requirements and recommendations apply to NMRSD fundraising practices.

Members discussed the JJE policy. Jackie White reported that she emailed MASC but had not received a response. Members agreed to consult legal regarding what activities must stop, and guidance on what may continue under the current law.

Gary Burboa-Reese offered to reach out to building administration to gather a list of actual fundraising activities currently in use in each building. Mr. Burboa-Reese agreed to work with Jackie White to compile a comprehensive list and draft specific questions for legal counsel.

Robin Eibye agreed to invite legal counsel to attend the next five-year review meeting to discuss policy JJE.

### 2. [JJH - Student Travel - 10/4/2021](#)

Members revisited policy JJH Student Travel, and a discussion ensued about the scope and detail of the district's existing policy compared with MASC's more concise version. A discussion ensued about health and medication provisions for trips, domestic vs. international travel and district liability.

Randee Rusch noted that Section C had previously been flagged for requiring clearance from the health office for all NM-sponsored trips. Cathryn Hampson confirmed that "All school-sponsored trips must receive the approval of the health office" reflects current practice. Members discussed the administration of medications, nursing licensure, the use of third-party tour companies, and liability.

### 3. [JJIF - Managing the Care of Students with Athletic Concussions - 1/23/2012](#)

### 4. [JJIF-E1 - Parent/Athlete Head Injury Disclosure Form - 1/23/2012](#)

### 5. [JJIF-E2 - Post Sports-Related Head Injury Medical Clearance and Authorization Form - 1/23/2012](#)

### 6. [JJIF-R - Head Injuries and Concussions in Extracurricular Athletics - 1/23/2012](#)

Members reviewed the concussion management policy and associated forms. Cathryn Hampson suggested replacing outdated forms with the current state DPH forms, where appropriate. Ms. Hampson noted the district's form was more thorough because it included additional questions that help assess student progress. Ms. Hampson agreed to draft a form with NMRSD headers and share it with the committee for consideration.

Ms. Hampson also agreed to compare NM’s current policies and forms with DPH concussion forms and MASC policies and provide feedback.

**NEW BUSINESS / FIVE-YEAR REVIEW – VOTES MAY BE TAKEN**

1. [JL - Student Welfare - 5/20/2016](#)

Members reviewed policy JL Student Welfare and agreed that most of MASC’s suggested edits involved stylistic language changes.

- *Michael LaBossiere motioned, and Jackie White seconded to vote and recommend policy JL Student Welfare to the full committee for a first reading.*

<b>Roll Call Vote:</b>			
Randee Rusch	Yes	Jackie White	Yes
Lisa Bloom	-	Michael LaBossiere	Yes

Vote: The motion was unanimously passed. 3/0/0

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2. [JLC - Student Health Services and Requirements - 6/27/2016](#)

The committee reviewed policy JLC Student Health Services and Requirements, along with MASC’s changes.

- *Following discussion, Michael LaBossiere motioned, and Jackie White seconded to vote and recommend policy JLC Student Health Services and Requirements to the full committee for a first reading.*

<b>Roll Call Vote:</b>			
Randee Rusch	Yes	Jackie White	Yes
Lisa Bloom	-	Michael LaBossiere	Yes

Vote: The motion was unanimously passed. 3/0/0

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Due to time constraints, the committee ended the policy review and agreed to continue the following at the next five-year review meeting.

- 3. [JLCA - Physical Examinations and Mandated Health Screenings for Students - 4/11/2022](#)
- 4. [JLCB - Immunization of Students - 9/16/2025](#)
- 5. [JLCC - Communicable Diseases - 10/5/2020](#)
- 6. [JLCD - Administering Medicines to Students - 1/13/2026](#)

**NEW BUSINESS – VOTES MAY BE TAKEN**

- None

**NEXT MEETING**

- March 24, 2026

**ADJOURNMENT**

➤ *At 10:00 a.m., Michael LaBossiere motioned, and Jackie White seconded to adjourn.*

<b>Roll Call Vote:</b>			
<i>Randee Rusch</i>	<i>Yes</i>	<i>Jackie White</i>	<i>Yes</i>
<i>Lisa Bloom</i>	<i>-</i>	<i>Michael LaBossiere</i>	<i>Yes</i>

*Vote: The motion was unanimously passed. 3/0/0*

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**ACTION ITEMS**

- ✓ Gary Burboa-Reese to collect lists of current fundraising activities from building administrators.
- ✓ Gary Burboa-Reese and Jackie White consolidate fundraising activities, draft questions for legal, and jointly contact legal counsel for guidance on what is permissible under state law (especially games of chance).
- ✓ Brad Morgan consult legal about whether international trips should be school-sponsored, how to structure policy around non-school-sponsored international trips, whether existing JJH language adequately protects the district, gather input from other districts (via roundtable/listserv) on how they handle international trips and related liability/insurance.
- ✓ Robin Eibye to invite legal counsel to attend the next meeting to discuss the JJE Student Fundraising policy.
- ✓ Cathryn Hampson to conduct a detailed review of JLCA - Physical Examinations and Mandated Health Screenings for Students, JLCB - Immunization of Students, and identify any necessary edits or additional to bring district policy fully in line with the law

Documents Reviewed / Referred To:

- 2026 03-10 Policy Subcommittee Agenda
- 2026 03-03 Policy Subcommittee Minutes
- [JJE - Student Fund Raising Activities - 6/23/2014](#)
- [JJH - Student Travel - 10/4/2021](#)
- [JJH-R - Student Travel and Regulations - 7/25/2022](#)
- [JJIF - Managing the Care of Students with Athletic Concussions - 1/23/2012](#)
- [JJIF-E1 - Parent/Athlete Head Injury Disclosure Form - 1/23/2012](#)
- [JJIF-E2 - Post Sports-Related Head Injury Medical Clearance and Authorization Form - 1/23/2012](#)
- [JJIF-R - Head Injuries and Concussions in Extracurricular Athletics - 1/23/2012](#)

- [JL - Student Welfare - 5/20/2016](#)
- [JLC - Student Health Services and Requirements - 6/27/2016](#)

Respectfully submitted,  
Robin Eibye

**APPROVED:** March 24, 2026

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