

Hoosac Valley Regional School Committee
Policy Subcommittee Meeting Minutes
March 5, 2026 at 5:30 pm
Superintendent's Office Conference Room
49 Park Street, Adams, MA 01220

1. Call to Order @ 5:30pm - Present: Aaron Dean, Adam Emerson, John Duval, Liz Lafond (MASC), Absent: Erin Milne
2. Approval of Minutes from February 2, 2026 meeting - motion Adam, second John, approved unanimously
3. Policy Manual Review & Discussion - Finish Review of Section D - Fiscal Management
 - a. Overview of Policies with Redlined Suggestions
 - b. Discussion of Suggested Revisions and Final Recommendations
 - i. DI - Fiscal Accounting and Reporting - move to MASC language, more detail about superintendent role, wrote in "quarterly" time period for Financeil reports,
 - ii. DIC - Financial Reports and Statements - eliminate, covered in DI
 - iii. DIE - Audits - use MASC policy, aligned with requirements by law
 - iv. DJ - Purchasing - use MASC policy
 - v. DJA -Regional School District Purchasing Authority - replicates 30B, decided to maintain for committee reference
 - vi. DJBA- Sustainable Purchasing Policy - remove, practice, not policy
 - vii. DJE - RSD Procurement Requirements - adopt MASC
 - viii. DJG - Vendor Relations - remove, practice, not policy
 - ix. DK - RSD Payment Procedures - update to MASC language
 - x. DKC - Expense Reimbursements - update to MASC language
 - c. Subcommittee will begin Review of Sections E and F next meeting - Liz Lafond to share with group ahead of the meeting
 - d. Food Service Policies
 - i. Review recently updated policies to possibly incorporate feedback from the committee meeting on February 9, 2026 - table for a later date, Erin has feedback to share
4. Other - nothing
5. Scheduling Next Meeting
 - a. April 2, 2026 at 5:30pm
6. Adjourn Adam, John - unanimous @ 5:59pm

Respectfully Submitted,
Aaron Dean, Superintendent