

# **MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL**

1050 Westminster St., Fitchburg, MA 01420 (978) 345-9200

## **Subcommittee Meeting Notes December 14, 2023, Library**

**Policy Subcommittee Members:** Chair Diane Swenson (Ashburnham); Whitney Marshall (Barre); Sara Dilg (Royalston); Barbara Reynolds (Lunenburg); Jeffrey Raymond (Athol); Tammy Crocker (Liaison).

**Meeting Called to Order at 5:35 p.m. in the Library.**

**Attendance:** Sara Dilg, Jeff Raymond, Barbara Reynolds, Diane Swenson, Tammy Crocker. Tom Browne. Absent: Whitney Marshall.

**Motion to accept Meeting Notes from November 9, 2023, meeting by Jeff, seconded by Sara. Unanimous.**

**Legal Update:** None

**GDB** – Support Staff Contracts and Compensation Policy was discussed with Tom presenting changes requested by Tammy and Tom. Discussion.

**Motion:** To present to the full School Committee at the January meeting. By Jeff, seconded by Barbara. Unanimous

**GBDA** – Administrative Fringe Benefits was discussed with Tom presenting changes requested by Tammy and Tom. Discussion.

**Motion:** To present to the full School Committee at the January meeting. By Jeff, seconded by Barbara. Unanimous

**EFC** – Universal Free School Meals and **EFD** – School Nutrition Program Charge Policy were both discussed as a total update requested by DESE. The rewrite was received from MASC. We opted to maintain the same wording. Tammy requested our approving so that we will be up to date for the audit January 8 and 9.

**Motion:** To present both EFC and EFD policies to the full School Committee at the January meeting. By Jeff, seconded by Barbara. Unanimous.

**EFCA** – Based on the changes to EFC and EFD for providing all students with free lunch, EFCA is no longer needed.

**Motion:** To request deletion of this policy to the full School Committee at the January meeting. By Jeff, seconded by Barbara. Unanimous.

Request to have Tammy check with legal on review of our Animal in School policy.

MASC Policy Update Newsletter will be sent to the member of the Policy Subcommittee.

Spreadsheet Listing of policies for review will be updated and sent to members prior to the January meeting.

Sara will update DA and DA-E policies for next meeting.

**Next meeting: Thursday, January 11, 2024, at 5:30 p.m. in the Culinary Conference Room, if available.**

**Motion to Adjourn:** by Jeff, seconded by Barbara. Unanimous. Adjourned at 6:40 p.m.

Respectfully Submitted,  
*Diane Swenson*  
Diane Swenson, Chair