

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL

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

Policy Subcommittee Meeting Notes October 21, 2025, Culinary Conference Room

Subcommittee Members: Chair Diane Swenson (Ashburnham); Robert Campbell (Fitchburg); Jeff Raymond (Athol); Jada McConologue (Petersham); Tammy Lajoie (Liaison)

Attendance: Diane Swenson, Whitney Marshall, Jada McConologue. Absent: Jeff Raymond, Robert Campbell, Tammy Lajoie.

Meeting called to order at 5:30 p.m.

Minutes: Motion to approve minutes for 9/17/25 by Jada seconded by Whitney. Unanimous.

No topics required from Legal Counsel.

Policy EB – Safety Program, EEA – Student Transportation Services, EEAE – School Bus Safety, EEAEA – Bus Driver Examination and Training: To be reviewed at the November Policy meeting.

Policy EDB – Maintenance and Control of Textbooks and Instructional Materials and Equipment:

Motion: To bring before the November School Committee meeting to delete policy EDB – Maintenance and Control of Textbooks and Instructional Materials and Equipment. By Whitney, seconded by Jada. Unanimous.

Note rationale was that handling of this type of materials and equipment are included in the Student Handbook. In addition, no legal references are available, nor do other schools (or MASCC) have such a policy on file.

Policy IMG – Animal in School. Discussion to incorporate attorney's suggestions plus incorporate other animals, not just the Service animals in the policy. Jeff will review and update as to some paragraphs included in previous drafts. To be discussed at the November Policy Meeting.

Policy JGCA – Automated External Defibrillators (AED):

Motion: Reviewed and no changes needed. Approved at Subcommittee level to repost. By Whitney, seconded by Jada. Unanimous.

Policy JI – Student Rights and Responsibilities:

Motion: Reviewed and no changes needed. Approved at Subcommittee level to repost. By Whitney, seconded by Jada. Unanimous.

Policy JKD/JKE – Student Suspension/Student Expulsion: Changes made to simplify the policy, details and process are included in the Student Handbook.

Motion: To bring before the November 5 School Committee meeting for first reading.

Policy JHB – Truancy: Only changes needed are grammatical.

Motion: To bring before the November 5 School Committee meeting for first reading.

Policy JE – Student Attendance: Only change needed is grammatical.

Motion: To bring before the November 5 School Committee meeting for first reading.

Policy JO – Employment of Students: Incorporated types of employment included in the Student Handbook.

Motion: To bring before the November 5 School Committee meeting for first reading.

JP – Student Gifts and Solicitations: Simplified the policy, which is also in keeping similar to other schools.

Motion: To bring before the November 5 School Committee meeting for first reading.

Policy JRA – Student Records:

Motion: Reviewed and no changes needed. Approved at Subcommittee level to repost. By Whitney, seconded by Jada. Unanimous.

Motion to Adjourn: By Jada, seconded by Whitney. Unanimous.

Meeting adjourned at 6:25 p.m.

Next meeting scheduled for Wednesday, November 19, 2025, at 5:30 p.m. in the Culinary Conference Room.

Respectfully submitted,

Diane Swenson, Chair