

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL

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

Policy Subcommittee Meeting Notes November 19, 2025, Culinary Conference Room

Subcommittee Members: Chair Diane Swenson (Ashburnham); Robert Campbell (Fitchburg); Jeff Raymond (Athol); Jada McConologue (Petersham); Tamarah Estes (Winchendon); Whitney Marshall (Barre); Tammy Lajoie (Liaison)

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

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

Minutes: Motion to approve minutes for 10/21/25 by Jada seconded by Whitney. Unanimous.

No topics required from Legal Counsel.

EB – Safety Program – Motion to present to full SC at the December meeting for a first reading by Whitney, seconded by Jada, Unanimous.

EEA – Student Transportation Services– Motion to present to full SC at the December meeting for a first reading by Bob, seconded by Whitney, Unanimous.

EEAE – School Bus Safety – Motion to present to full SC at the December meeting for a first reading by Jada, seconded by Whitney, Unanimous.

EEAEA – Bus Driver Examination and Training – Motion to present to full SC at the December meeting for a first reading by Whitney, seconded by Bob, Unanimous.

EF – Food Services Management – to be at a future meeting.

IMG – Animal in School – Motion to present to full SC at the December meeting for a first reading by Bob, seconded by Whitney, Unanimous.

JFC – Student Withdrawal from School -- Motion to approve with no changes and repost to website by Whitney, seconded by Bob, Unanimous.

JJE – Student Fund-Raising Activities – Motion to present to full SC at the December meeting for a first reading by Bob, seconded by Whitney, Unanimous.

JLC – Student Health Services and Requirements -- Motion to approve with no changes and repost to website by Whitney, seconded by Bob, Unanimous.

JLCA – Physical Examinations of Students – Motion to approve with no changes and repost to website by Whitney, seconded by Bob, Unanimous.

JLD – Guidance Program -- Motion to approve with no changes and repost to website by Whitney, seconded by Bob, Unanimous.

JJE – Student Fund-Raising Activities – Motion to present to full SC at the December meeting for a first reading by Whitney, seconded by Bob, Unanimous.

JLCB – Immunization of Students – Motion to present to full SC at the December meeting for a first reading by Whitney, seconded by Bob, Unanimous.

JLCC – Communicable Diseases – Motion to present to full SC at the December meeting for a first reading by Whitney, seconded by Jada, Unanimous.

JLCD – Administering Medications to Student – Motion to present to full SC at the December meeting by Jada, seconded by Bob, Unanimous.

JJIF (Formerly JLCE Concussion/Head Injury) – Athletic Concussion Policy – Motion to present to full SC at the December meeting by Bob, seconded by Jada, Unanimous.

JKD/JKE – Student Suspension is due for the second reading at the December SC meeting.

JICA – Student Dress Code – A new policy related to the Handbook on Dress Code. Motion to present to full SC at the December meeting by Jada, seconded by Bob, Unanimous.

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

Meeting adjourned at 6:45 p.m.

Next meeting scheduled for Wednesday, December 17, 2025, at 5:30 p.m. in the Culinary Conference Room.

Respectfully submitted,

Diane Swenson, Chair