

MASC Policy Newsletter - December 2023

MASC Policy Update – December 2023

In MASC's ongoing review of existing policies, we have found that the policies regarding technology are in need of additions and updates. Many of these changes reflect the expanded use of technology both inside and outside the classroom. Several better align policies with their appropriate coding. As part of the review process, we consulted legal counsel so as to ensure the policies were in line with recent legal decisions and direction.

Additionally, MASC has updated two policies (EFC and EFD) to reflect changes in Massachusetts School Meals Programs as a result of Chapter 28 of the Acts of 2023.

Please see specifics for each policy below. As always, should you have questions, please get in touch with your field director or other MASC staff.

Policies you should review

MASC has made changes to the following policies. Some of these changes are a result of legal changes, changes in practice, or simply an updating of language to reflect more modern needs. Some of these changes are very minor and will not require a change at the local level.

- **[BHE](#): USE OF ELECTRONIC MESSAGING BY SCHOOL COMMITTEE MEMBERS** – This policy has been updated to reflect best practice that all committee members have and use district email addresses, which are required to be archived as public records. We have also eliminated archaic language, and updated the cross reference.
- **[EHAA](#): DISTRICT SECURITY RELATING TO TECHNOLOGY (new policy)** – This new policy provides a foundation for administrative procedure and practice so as to ensure information which is stored and accessed on district technology is appropriately protected.
- **[EHB](#): DATA AND RECORDS RETENTION (new policy)** – This new policy addresses a gap in recommended policy regarding retention of records, including electronic communication by public officials.

- **[GBEE](#): PERSONNEL USE OF TECHNOLOGY (new policy)** – This new policy outlines the responsibilities of district personnel in their use of technology; it is expected that this will provide a foundation for further administrative procedure.
- **[IJND](#): ACCESS TO DIGITAL RESOURCES** – This redrafted policy moves much of the language to more appropriate locations within section of IJN-coded policies.
- **[IJNDB](#): (renamed) USE OF TECHNOLOGY IN INSTRUCTION** – This redrafted policy moves much of the language to more appropriate locations within IJ, and refocuses the policy on instruction.
- **[IJNDC](#): (renamed) ACCEPTABLE USE OF DIGITAL RESOURCES** – This redrafted policy provides the appropriate location for language from the above policies that is still necessary, while removing outdated language.
- **[JICJ](#): STUDENT USE OF TECHNOLOGY IN SCHOOL (new policy)** – This new policy outlines the vision and responsibilities of student use of technology; it is expected that this will be the foundation of further administrative procedure.
- **[KCD](#): COMMUNITY USE OF DIGITAL RESOURCES (new policy)** – This new policy recognizes that digital resources, most notably public wifi, are now a common public resource of school, outlining appropriate considerations.
- **[KDCB](#): DISTRICT WEBSITE AND SOCIAL MEDIA (new policy)** – This new policy recognizes that districts and schools commonly have both websites and social media pages, and outlines best practice, including public comments on such sites.

School Meal Policies

- **[EFC](#): UNIVERSAL FREE SCHOOL MEALS**
- **[EFD](#): SCHOOL NUTRITION PROGRAM CHARGE POLICY**