



PROGRAM SERVICES MINUTES

**Stephanie Smitley, Stephanie.smitley@aspenacademymn.org
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**Wednesday, March 4th at 4:15pm
Mrs. Torvik's Room**

**In Attendance: Stephanie Smitley, Julie Silvers-Stewart, Rachel Gulachek, Marilyn Torvik,
Diane Sterna, Brandy Mosser**

- I. Annual Review of Policy 505 Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees – Since the hours of the school day changed, the committee changed the hours in the policy to reflect the current school day. The hours allowed for distribution of materials will be 8:30am to 4:15pm. In Section VII. D. the last sentence was changed to reflect the current MSBA model policy language, “the person submitting the request may contact the office to verify that the lack of response is not due to an inability to locate the person.” This policy is not on the MSBA list for reviewing annually, so that part was removed.
- II. Annual Review of Policy 514 Bullying and Harassment Prohibition – No changes were made.
- III. Annual Review of Policy 522 Student Sex Nondiscrimination – No changes were made.
- IV. Review of Policy 808 Service Animals in Schools – Wording was added, at the suggestion of MSBA to section VI. C. to include non-service animals. The policy will state, “The owner of the service animal or non-service animal is responsible for any harm or injury to an individual and for any property damage caused by the service animal while on school property.”

Adjourned 4:26pm