



Old Rochester Regional School Committee Policy Subcommittee Meeting Minutes

October 12, 2023 AT 5:00 p.m.

SCHOOL COMMITTEE MEMBERS PRESENT: Katherine Duggan (remote), Rochester School Committee, Cristin Cowles (remote), Mattapoisett School Committee, Frances-Feliz Kearns (in-person), ORR School Committee, Mary Beauregard (in-person), Marion School Committee, Joseph Pires (remote to start then in-person at 5:13 p.m.), ORR School Committee and Margaret McSweeney (in-person), ORR School Committee.

SCHOOL COMMITTEE MEMBERS ABSENT: None

OTHERS PRESENT: Michael S. Nelson (in-person), Superintendent of Schools and Melissa Wilcox (in-person), Executive Assistant to the Superintendent.

This meeting will be conducted in a hybrid format. School Committee, Administrators and public will have the option of meeting in person in the Superintendent's Conference Room located at 133 Marion Road, Mattapoisett, MA 02739 or via zoom.

MEETING TO ORDER at 5:07 p.m. by Ms. Kearns

1. Approval of Minutes: June 21, 2023

Motion to approve the minutes from June 21, 2023 by Ms. McSweeney

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: abstain, McSweeney: yes, Pires: yes

2. Review Policy Recommendations

JEA Kindergarten Entrance Age and JEB Entrance Age

Superintendent Nelson explained that at the June 2023 Policy Subcommittee meeting, subcommittee members recommended elementary principals review current policy JEA and new policy JEB and provide feedback to the subcommittee. The principals concluded that they would prefer to take no action and maintain policy JEA and not adopt policy JEB.

Motion to maintain JEA Kindergarten Entrance Age and not adopt JEB Entrance Age as presented by Ms. Kearns

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

JJE Student Fund-Raising Activities

Superintendent Nelson explained that at the Joint School Committee meeting in September 2023, it was recommended this policy be reviewed by the Policy Subcommittee again regarding the language around competitions among students.

The subcommittee members discussed the section of the policy relating to competitions among students and rewarding students as part of fundraising activities. Ms. McSweeney will develop three draft versions of the policy after reviewing local district policies to bring to the next meeting. Ms. Beauregard suggested reviewing the policy regularly.

Motion to hold JJE Student Fund-Raising Activities for Ms. McSweeney to bring drafts to review by Ms. Kearns

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

EEA Student Transportation Services

Superintendent Nelson informed the subcommittee that Mr. Barber reviewed MASC updates to this policy and recommends the subcommittee review and adopt the new MASC version. Superintendent Nelson recommended maintaining the paragraph explaining the 1 ½ mile parameters.

Motion to update EEA Student Transportation Services as amended with keeping the paragraph stated and changing the word pupils to students by Ms. McSweeney

Second by Ms. Kearns

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

3. Review MASC Policy Newsletter – August 2023 Fiscal Policies

DJ Purchasing

The subcommittee reviewed minor changes to DJ as recommended by MASC.

Motion to accept DJ Purchasing as presented by Ms. Kearns

Second by Ms. McSweeney

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

DJ-1 Regional School District Purchasing

The subcommittee reviewed minor changes to DJ-1 as recommended by MASC.

Motion to accept DJ-1 Regional School District Purchasing as presented by Ms. Kearns

Second by Ms. McSweeney

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

DJA Purchasing Authority

DJA-1 Regional School District Purchasing Authority

The subcommittee reviewed changes to DJA and DJA-A as recommended by MASC.

Motion to accept DJA Purchasing Authority and DJA-1 Regional School District Purchasing Authority as presented by Ms. McSweeney

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

DJE Procurement Requirements

DJE-1 Regional School District Procurement Requirements

The subcommittee reviewed changes to DJE and DJE-1 as recommended by MASC.

Motion to accept DJE Procurement Requirements and DJE-1 Regional School District Procurement Requirements as presented by Ms. McSweeney

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

4. Review MASC Policy Newsletter – August 2023

Policies recommended by MASC to add to the Reference Manual

EFE Civil Rights Complaint Policy for Child Nutrition Programs

Superintendent Nelson informed the subcommittee that this is a new policy recommended by MASC as required by USDA Food and Nutrition Services 113-1.

Motion to accept EFE Civil Rights Complaint Policy for Child Nutrition Programs as presented by Ms. Kearns

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

IGA/IGD Curriculum Development and Adoption

Superintendent Nelson explained that this policy is updated, combining policies IGA and IGD into one.

Motion to accept new policy IGA/IDG Curriculum Development and Adoption as presented by Ms. McSweeney

Second by Ms. Kearns

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

Policies MASC recommends to remove from the Reference Manual

IE Organization of Instruction

The subcommittee reviewed this policy for removal.

Motion to remove IE Organization of Instruction from the reference manual as presented by Ms. Kearns

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

IHAI Career & College Education, IHBHE-E Remote Learning Addendum, IL Evaluation of Instructional Programs and IMA Teaching Activities/Presentations

The subcommittee reviewed these policies for removal.

Motion to remove IHAI Career & College Education, IHBHE-E Remote Learning Addendum, IL Evaluation of Instructional Programs and IMA Teaching Activities/Presentations from the reference manual as presented by Ms. Kearns

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

Policies recommended by MASC to review

BEDH Public Comment at School Committee Meetings

Superintendent Nelson explained that MASC recommends removing obscenities from reason Chair can terminate speech in bullet 4.

Motion to approve the changes to BEDH Public Comment at School Committee Meetings as presented by Ms. Beauregard

Second by Ms. Kearns

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

IHBF Homebound Instruction

The subcommittee reviewed the changes recommended by MASC.

Motion to approve the changes to BEDH Public Comment at School Committee Meetings as presented by Ms. Beauregard

Second by Ms. Kearns

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

IJOA Field Trips

The subcommittee reviewed the changes recommended by MASC.

Motion to approve the changes to IJOA Field Trips as presented by Ms. Kearns

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

IMG Animals in School

IMGA Service Animals in School

Superintendent Nelson explained that MASC separated service animals separated from policy IMG and addressed in this policy IMGA.

Motion to approve the IMG Animals in School and IMGA Service Animals in School as presented by Ms. McSweeney

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

JIC Student Discipline

Superintendent Nelson informed the subcommittee that MASC recommends clarifying updates added to intentionally include reference to regulatory requirements specific to procedures to engage / re-engage students considered for suspension in learning and required documentation of those efforts prior to suspension; and, required notification to parents related to process and rights of parents / students.

Motion to approve the changes to JIC Student Discipline as presented by Ms. Beauregard

Second by Ms. Kearns

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes

ADJOURNMENT

Motion to adjourn at 5:45 p.m. by Ms. McSweeney

Second by Ms. Kearns

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, Kearns: yes, McSweeney: yes, Pires: yes



Old Rochester Regional School Committee Policy Subcommittee Agenda

Thursday, October 12, 2023 AT 5:00 p.m.

Junior High School Media Room

133 Marion Road, Mattapoisett, MA 02739

ZOOM LINK:

<https://oldrochester-org.zoom.us/j/97441472238?pwd=OVZBRnFHUkNQU0JTTjBHK2pOOUh4dz09>

Meeting ID: 974 4147 2238

Passcode: 892140

SCHOOL COMMITTEE MEMBERS:

Mary Beauregard, Marion School Committee, Cristin Cowles, Mattapoisett School Committee, Katherine Duggan, Rochester School Committee, Frances-Feliz Kearns, ORR School Committee, Margaret McSweeney, ORR School Committee and Joseph Pires, ORR School Committee.

ADMINISTRATIVE MEMBERS:

Michael Nelson, Superintendent of Schools, Howard Barber, Assistant Superintendent of Finance and Operations, Sharlene Fedorowicz, Assistant Superintendent of Teaching & Learning, and Melissa Wilcox, Executive Assistant to the Superintendent.

MEETING TO ORDER

1. Approval of Minutes – June 21, 2023 Minutes

2. Review Policy Recommendations

- **JEA Kindergarten Entrance Age and JEB Entrance Age** – At the June 2023 meeting, subcommittee members recommended elementary principals review current policy JEA and new policy JEB and provide feedback to the subcommittee.
- **JJE Student Fund-Raising Activities** – At the Joint School Committee meeting in September 2023, it was recommended this policy be reviewed by the Policy Subcommittee again regarding the language around competitions among students.
- **EEA Student Transportation Services** – Mr. Barber reviewed MASC updates to this policy and recommends the subcommittee review and adopt the new MASC version.

3. Review MASC Policy Newsletter – August 2023 Fiscal Policies

- **DJ PURCHASING** - Clarifies the responsibility for developing the purchasing program of the district
- **DJ-1 REGIONAL SCHOOL DISTRICT PURCHASING** - Aligns with the Office of the Inspector General's manual, which provides for School Committee appointment of a regional district purchasing officer. It likewise clarifies responsibility for the purchasing program.
- **DJA PURCHASING AUTHORITY** - Adds the legal limitations of a public contract, with a note on the process for longer contracts.
- **DJA-1 REGIONAL SCHOOL DISTRICT PURCHASING AUTHORITY** - Adds the legal limitations of a public contract, with a note on the process for longer contracts.

- **DJE PROCUREMENT REQUIREMENTS** - Adds the requirement of a public procurement process for any contract with the district. Eliminates language that is not allowed under Chapter 30B regarding rejection of bids. Adds how contract is awarded in line with 30B requirements. Adds language regarding the possible use of Requests for Proposals. Adds in a note the possible actions that may be taken in coordination with the municipal purchasing office to allow for a higher threshold
- **DJE-1 REGIONAL SCHOOL DISTRICT PROCUREMENT REQUIREMENTS** - Adds the requirement of a public procurement process for any contract with the district. Raises the threshold for going out to bid. Eliminates language that is not allowed under Chapter 30B regarding rejection of bids. Adds how contract is awarded in line with 30B requirements. Adds language regarding the possible use of Requests for Proposals. Raises the cap on receiving quotes. Adds note that threshold change is at Committee discretion.

4. Review MASC Policy Newsletter – August 2023

Policies added to the Reference Manual

- **EFE CIVIL RIGHTS COMPLAINT POLICY FOR CHILD NUTRITION PROGRAMS** – is new, as required by [USDA Food and Nutrition Services 113-1](#).
- **IGA/IGD CURRICULUM DEVELOPMENT AND ADOPTION** – updated - combined policies IGA and IGD

Policies we have removed from the Reference Manual

- **IE ORGANIZATION OF INSTRUCTION** - removed – original purpose of the policy has been addressed by subsequent regulation
- **IGD CURRICULUM ADOPTION** combined with policy IGA
- **IHAI CAREER & COLLEGE EDUCATION** – covered in other policies
- **IHBHE-E REMOTE LEARNING ADDENDUM** – removed as unnecessary
- **IL EVALUATION OF INSTRUCTIONAL PROGRAMS** – removed as unnecessary
- **IMA TEACHING ACTIVITIES/PRESENTATIONS** – removed as unnecessary

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.

- **BEDH PUBLIC COMMENT AT SCHOOL COMMITTEE MEETINGS** – removed obscenities from reason Chair can terminate speech in bullet 4
- **IHBF HOMEBOUND INSTRUCTION** – updated language and note added
- **IJOA FIELD TRIPS** – updated language and added cross reference
- **IMG ANIMALS IN SCHOOL** – revised to reflect current laws and regulations, split into 2 policies
- **IMGA SERVICE ANIMALS IN SCHOOL** - Service animals separated from policy IMG and are addressed in this policy
- **JIC STUDENT DISCIPLINE** - Clarifying updates added to intentionally include reference to regulatory requirements specific to procedures to engage / re-engage students considered for

suspension in learning and required documentation of those efforts prior to suspension; and, required notification to parents related to process and rights of parents / students.

ADJOURNMENT



Old Rochester Regional School Committee Policy Subcommittee Meeting Minutes

June 21, 2023 AT 4:30 p.m.

SCHOOL COMMITTEE MEMBERS PRESENT: Mary Beauregard (in-person), Marion School Committee; Katherine Duggan (remote), Rochester School Committee; Cristin Cowles (remote), Mattapoisett School Committee; Margaret McSweeney (in-person), ORR School; Joseph Pires (remote), ORR School Committee.

SCHOOL COMMITTEE MEMBERS ABSENT: Frances-Feliz Kearns, ORR School Committee

OTHERS PRESENT: Michael S. Nelson (in-person), Superintendent of Schools, Sharlene Fedorowicz (in-person), Assistant Superintendent of Teaching and Learning and Melissa Wilcox (in-person), Executive Assistant to the Superintendent.

This meeting will be conducted in a hybrid format. School Committee, Administrators and public will have the option of meeting in person in the Superintendent's Conference Room located at 133 Marion Road, Mattapoisett, MA 02739 or via zoom.

MEETING TO ORDER at 4:33 p.m. by Ms. McSweeney

1. APPROVAL OF MINUTES: May 31, 2023

Motion to approve the minutes from May 31, 2023 as amended by Ms. Beauregard

Second by Mr. Pires

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, McSweeney: yes, Pires: yes

2. Review Policy BEDH Public Comment at School Committee Meetings

Superintendent Nelson informed the committee that per their request at the last meeting to have BEDH reviewed by the District's legal counsel and recommendations were made. He reviewed the changes from legal counsel including adding 'A School Committee meeting is a meeting of a government body at which members of the body deliberate over public business' to the beginning of the second paragraph. Also, adding to the end of number two in the list of rules and procedures 'No person shall address a meeting of a public body without permission of the chair, and all persons shall, at the request of the chair, be silent.' Lastly, legal counsel amended a sentence in number five to say shall be 'considered part of the official record of the session as documents used by the Committee in an open meeting.'

Motion to approve the changes from legal counsel to BEDH Public Comment at School Committee Meetings as presented by Ms. Beauregard

Second by Ms. McSweeney

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, McSweeney: yes, Pires: yes

3. Review MASC Policy Newsletter – March 2023

Superintendent Nelson reviewed from the last meeting the most recent MASC Policy Newsletter and the two remaining sections are section J and section K.

First, the members reviewed section J. (Please see appendix A.) Superintendent Nelson read each policy name and briefly recapped the general meaning of the policy. In section J, the policies reviewed were:

- Add
 - JEB Entrance Age
- Delete
 - JKA Corporal Punishment (language added to JKAA)
- Review Revisions
 - JBB Educational Equity

- JFABE Education Opportunities for Military Children
- JFABF Educational Opportunities for Children in Foster Care
- JHD Exclusions and Exemptions from School Attendance
- JICA Student Dress Code
- JICC Student Conduct on School Buses
- JICE Student Publications
- JICFA Prohibition of Hazing
- JICFB Bullying Prevention
- JICK Harassment of Students
- JIH Searches and Interrogations
- JII Student Complaints and Grievances
- JJ Co-Curricular and Extracurricular Activities
- JJE Student Fund-Raising Activities
- JJF Student Activity Accounts
- JJIB Interscholastic Athletics
- JKAA Physical Restraint of Students
- JL Student Welfare
- JLC Student Health Services and Requirements
- JLCA Physical Examinations of Students
- JLCB Immunization of Students
- JLCC Communicable Diseases

Overall, the school committee agreed with MASC recommendations for policies to delete and revise the policies mentioned above. There were minimal grammatical revisions and language updated in the policies. The committee recommended Superintendent Nelson review JEB Entrance Age with the elementary school principals to determine if it should be added and JEA Kindergarten Entrance Age should be removed. They questioned JEB stating 'admission of children whose birthdays fall after September 1st will be solely at the school's discretion.'

Motion to approve the changes from section J as presented except for JEA and JEB to be reviewed by the Principals by Ms. McSweeney

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, McSweeney: yes, Pires: yes

Next, the members reviewed section K. (Please see Appendix B.) Superintendent Nelson read each policy name and briefly recapped the general meaning of the policy. In section K, the policies reviewed were:

- Delete
 - KCB Community Involvement in Decision Making (intent covered in other places)
- Review Revisions
 - KBA School/Parent Relations Goals
 - KBE Relations with Parent Organizations/Booster Organizations
 - KDB Public's Right to Know
 - KDD News Media Relations/News Releases
 - KE Public Complaints

School Committee members agreed with all suggested revisions set forth by MASC and included additional corrections to all policies with the word parent to be parent/guardian. They also recommended minor grammatical changes to the policies. The committee discussed MASC's recommendation to delete KBC Community Involvement in Decision Making. Ms. Duggan stated Rochester committee members were concerned by the deletion of this policy and that she was inclined to agree that the intent is not necessarily covered in other places.

Motion to keep policy KCB – Community Involvement in Decision Making but strike the last two paragraphs by Ms. Duggan

Second by Mr. Pires

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, McSweeney: yes, Pires: yes

Motion to approve the remaining recommended changes from section K as presented by Ms. Beauregard

Second by Ms. Duggan

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, McSweeney: yes, Pires: yes

ADJOURNMENT

Motion to adjourn at 5:21 p.m. by Ms. McSweeney

Second by Ms. Beauregard

ROLL CALL: Beauregard: yes, Cowles: yes, Duggan: yes, McSweeney: yes, Pires: yes

Respectfully submitted,

Melissa Wilcox

*Updated Language***JBB - EDUCATIONAL EQUITY**

The School Committee's goal is to strive to address the needs of every student in each of our schools, subject to budgetary, space and other limitations.

Educational equity for the purpose of this policy is defined as providing all students, as reasonably practicable, the high quality instruction and support they need to reach and exceed a common standard.

To achieve educational equity the district will commit to:

1. Systematically, when appropriate, use districtwide and individual school level data, disaggregated by race/ethnicity, sex/gender identity, national origin, language, special education, socioeconomic status and mobility to inform district decision making.
2. Raise the achievement of all students.
3. Graduate all students ready to succeed in a diverse local, national and global community.

In order to reach the goal of educational equity, ~~as reasonably practicable,~~ for each and every student, the District shall:

1. Provide every student with access to high quality curriculum, support, and other educational materials/resources.
2. Seek to promote educational equity as a priority in professional development and educator evaluation.
3. Endeavor to create schools with a welcoming and inclusive culture and environment.
4. Provide multiple pathways to success in order to meet the needs of the diverse student body and actively encourage, support and expect high academic achievement for each student.

The Superintendent shall include equity practices in the district's strategic plan and goal strategies to implement this policy. The Superintendent, upon request, will periodically report to the Committee the progress of the implementation of this policy.

SOURCE: MASC Updated 2023

~~ADOPTED: September 12, 2019~~

~~Approved by the Joint School Committee on July 6, 2021.~~

JEB ENTRANCE AGE

New for ORR

In an attempt to permit children to enter school at the time most appropriate for them individually, the School Committee establishes the following policy on entrance age:

1. Children who will be five years of age prior to September 1st of the school year during which they wish to enroll will be eligible to enter kindergarten for that school year.

The admission of children whose birthdays fall after September 1st will be solely at the school's discretion.

2. Initial admission of children to the first grade (or other grades) will involve a consideration of both chronological age and the readiness of the children to do the work of those grades.

SOURCE: MASC – Updated 2023

LEGAL REFS.: M.G.L. 76:1

603 CMR 8.00

***JFABE - EDUCATIONAL OPPORTUNITIES FOR MILITARY CHILDREN**

Updated Language

To facilitate the placement, enrollment, graduation, data collection, and provision of special services for students transferring into or out of the District because of their parents or guardians being on active duty in the U.S. Armed Services, the District supports and will implement its responsibilities as outlined in the Interstate Compact on Educational Opportunity for Military Children. The district believes it is appropriate to remove barriers to educational success imposed on children of military families resulting from frequent moves required by parents' or guardians' military deployment.

Definitions

Children of military families: School aged children, enrolled in kindergarten through 12th grade, in the household of an ~~active-active~~-duty member of the uniformed service of the United States, including members of the National Guard and Reserve serving on active duty.

Deployment: The period one month before the service members' departure from their home station on military orders through six months after return to their home station.

Education(al) records: Official records, files, and data directly related to a student and maintained by the school including, but not limited to, records encompassing all the material kept in the student's cumulative folder.

Eligible students are children of military families as well as the children of veterans who have been severely injured and medically discharged, and children of ~~active-~~duty personnel who died on active duty. Children of retired ~~active-active~~-duty personnel are also eligible to receive services for one year following the discharge due to severe injury, or the retirement or death of an active military parent. The Compact does not apply to children of inactive Guard or Reserves, veterans and retired personnel not included above, or U.S. Department of Defense personnel and other federal civil service employees and contract employees.

The District's responsibilities to eligible students include the following:

- o Sending schools must send either official or unofficial records with the moving students and District receiving schools must use those records for immediate enrollment and educational placement.
- o Upon enrollment of an eligible student, the receiving school must request official records and the sending schools shall respond within 10 days with the records.
- o Immunization requirements of the District may be met within 30 days from the date of enrollment (or be in progress).
- o Receiving schools must initially honor placement of students in all courses from the sending school. These include, but are not limited to, Honors, International Baccalaureate, Advanced Placement, vocational-technical, and career pathway courses if those courses are offered in the receiving school and space is available. The receiving schools must also initially honor placement of like programs to those of the student in the sending state, including, but not limited to, Gifted and Talented programs, and English as

a Second Language programs. Receiving schools are not precluded from performing subsequent evaluation to ensure the appropriate placement and continued enrollment of the student in courses and programs.

- o In compliance with federal law, the district will assume financial and programmatic responsibility for the special education programs of students with existing IEPs drafted in other states.

- o As appropriate, the District will exercise the right to waive prerequisites for all courses and programs, while also maintaining its right to re-evaluate the student to ensure continued enrollment, also as deemed appropriate.

- o Students of ~~active-active~~ duty personnel shall have additional excused absences, as necessary, for visitations relative to leave or deployment.

- o An eligible student living with a noncustodial parent or other person standing in loco parentis shall be permitted to continue to attend the school in which they were enrolled while living with the custodial parent or guardian, without any tuition fee imposed.

- o The District high school will accept exit or end-of-year exams required from the sending state, national norm-referenced tests, or alternate testing instead of testing requirements for graduation in the District (receiving state.) If this is not possible, the alternative provision of the Interstate Compact shall be followed to facilitate the on-time graduation of the student in accordance with Compact provisions.

LEGAL REFS: M.G. L. [Part I, Title II, Chapter 15E](#);

~~*Approved by the Joint School Committee on September 24, 2020*~~

SOURCE: MASC ~~October 2019~~ [Updated 2023](#)

***JFABF - EDUCATIONAL OPPORTUNITIES FOR CHILDREN IN FOSTER CARE**

Updated Language

The purpose of this policy is to ensure the educational stability of students in foster care. Educational stability has a lasting impact on students' academic achievement and wellbeing, and the School Committee is committed to supporting all efforts to ensure that students in foster care have equal access to high-quality, stable educational experiences from preschool (if offered) through high school graduation.

Irrespective of the location of a foster care placement, students in foster care will continue to attend their school of origin, unless after a collaborative decision-making process, it is determined to be in the student's best interest to enroll in and attend school in the district in which the student resides in foster care. Enrollment of students in the district where they reside in foster care will take place immediately upon such a determination.

The district has designated a point of contact for students in foster care. The district and the point of contact will collaborate with ~~DCF~~ The Department of Children and Families (DCF) to ensure that students can access transportation and the other services to which they may be entitled.

Best Interest Determination

Decisions about whether a student in foster care should continue to attend the school of origin should be made collaboratively by DCF, the student (as appropriate), the student's family and/or foster family (or, if different, the person authorized to make educational decisions on behalf of the student), the school and district of origin, and (when appropriate) the local district where the student is placed. Best interest determinations should focus on the needs of each individual student and account for unique factors about the student and their foster care placement. Every effort should be made to reach agreement regarding the appropriate school placement of a student in foster care; however, DCF will finalize the best interest determination if the relevant parties cannot agree on the best school for the student to attend.

The district can seek review of DCF's decision by utilizing a Foster Care School Selection Dispute Resolution Process established by DESE and DCF. Decisions made through this process are not subject to review. To the extent feasible and appropriate, the district will ensure that a child remains in their school of origin while the disputes are being resolved to minimize disruptions and reduce the number of moves between schools.

Transportation

The district of origin must collaborate with DCF on how transportation will be arranged and provided to ensure that students in foster care who need transportation to remain in their school of origin will receive such transportation while they are in foster care.

Transportation options may include using Title I funds, establishing regional collaborations among districts, coordinating with existing routes for transportation, seeking help from foster

parent(s), etc. Absent other agreements between the district and DCF, the district of origin is responsible for providing transportation to and from the school of origin.

Immediate Enrollment

If it is in the best interest of a student in foster care to leave the school of origin, the student must be immediately enrolled in the district in which they reside in foster care. During enrollment of students in foster care, DCF representatives will present the district with a form indicating that the student is in foster care, along with a state-agency identification badge.

If the student does not have immediate access to immunization records, the student shall be permitted to enroll under a personal exception. Students and families should be encouraged to obtain current immunization records or immunizations as soon as possible, and the district liaison is directed to assist. Emergency contact information is required at the time of enrollment consistent with district policies, including compliance with the state's address confidentiality program when necessary. After enrollment, the district will immediately request available records from the student's previous school.

Attendance rights by living in attendance areas, other student assignment policies, or intra and inter-district choice options are available to students in foster care (homeless families) on the same terms as families who reside in the district. Accordingly, the district will provide transportation services to school in a manner comparable to the transportation provided for all other students in the district.

LEGAL REFS: Every Student Succeeds Act (ESSA);

Fostering Connections to Success and Increasing Adoptions Act of 2008
(Fostering Connections Act)

~~*Approved by the Joint School Committee on September 24, 2020*~~

SOURCE: MASC ~~October 2019~~ Updated 2023

JHD - EXCLUSIONS AND EXEMPTIONS FROM SCHOOL ATTENDANCE

Updated Language

Denial of Admission

Denial of admission means the withholding of the privilege of enrolling in a school of the District.

The following shall be the grounds for denial of admission to school or diversion to an appropriate alternative program:

Graduation from the twelfth grade of any school or receipt of any document evidencing completion of the equivalent of a secondary curriculum;

Failure to meet the requirements of age ~~by a student who has reached the age of six years at a time after the beginning of the school year~~, for beginning school as fixed by the School Committee as provided in Massachusetts General Laws;

Having been expelled during the same school year from this District or any district in the Commonwealth;

Not being a resident of the District and the District has opted not to participate in the School Choice Law;

Failure to comply with the provisions of the Massachusetts School Entry Immunization Law.

SOURCE: MASC Updated 2023

LEGAL REFS.: M.G.L. [71:37H](#); [76:12](#); [76:12A](#); [76:12B](#)

603 CMR [26:00](#)

CROSS REF: [JEB, Entrance Age](#)

***JICA - STUDENT DRESS CODE**

*Updated Legal
Reference*

The responsibility for the dress and appearance of the students will rest with individual students and parents/guardians.

They have the right to determine how the student will dress providing that attire is not destructive to school property, complies with requirements for health and safety, and does not cause disorder or disruption. The administration is authorized to take action in instances where individual dress does not meet the stated requirements.

This does not mean that student, faculty, or parent groups may not recommend appropriate dress for school or special occasions. It means that students will not be prevented from attending school or a school function, or otherwise be discriminated against, so long as their dress and appearance meet the requirements set forth above.

LEGAL REF: ~~Creating a Respectful and Open World for Natural Hair Act of 2022~~

Acts of 2022, Chapter 117 -

<https://malegislature.gov/Laws/SessionLaws/Acts/2022/Chapter117>

SOURCE: MASC - ~~August 2022~~ Updated 2023

***JICC (also [EEAEC](#)) - STUDENT CONDUCT ON SCHOOL BUSES**

*Updated Language to
match EEAEC changes*

The School Committee and its staff share with students and parents/[guardians](#) the responsibility for student safety during transportation to and from school. The authority for enforcing School Committee requirements of student conduct on buses will rest with the Principal.

To ensure the safety of all students who ride in buses, it may occasionally be necessary to revoke the privilege of transportation from a student who abuses this privilege. Parents/[guardians](#) of ~~children~~ [students](#) whose behavior and misconduct on school buses endangers the health, safety, and welfare of other riders will be notified that their ~~children~~ [students](#) face the loss of transportation privileges in accordance with regulations approved by the School Committee.

SOURCE: MASC Updated 2023

JICE - STUDENT PUBLICATIONS

Updated Language

Within the school setting, students enjoy the constitutional right of freedom of expression, including the right to express their views in student publications, provided such expression does not cause, or threaten to cause by reasonable forecast by school officials, any disruption or disorder in the school. Additionally, such constitutional right of freedom of expression does not include expression which is obscene, defamatory, or advocates violence or illegality where such advocacy is imminently likely to incite the commission of such acts to the detriment of school security, or which can reasonably be forecast to cause substantial disruption or material interference with school activities.

~~The School Committee will at least annually review their support of student publications, and encourage student publications not only because they offer an educational activity through which students gain experience in reporting, writing, editing, and understanding responsible journalism, but also because they provide an opportunity for students to express their views subject to the limitations as contained in this policy.~~

Student publications will be encouraged to comply with the rules for responsible journalism. Students shall affix their names to all articles or editorials written by or contributed to by them. The Superintendent will establish guidelines that are in keeping with this policy and provide for review of student publications prior to their distribution, to address matters that are not protected forms of expression.

Each student publication shall contain the following: "Pursuant to state law, no expression made by students in the exercise of such rights shall be deemed to be an expression of school policy and no school officials shall be held responsible in any civil or criminal action for any expression made or published by the students."

Distribution of Literature

The time, place and manner of distribution of literature will be reasonably regulated by the Principal.

LEGAL REF.: M.G.L. [71:82](#)

SOURCE: MASC Updated 2023

***JICFA - PROHIBITION OF HAZING**

Updated Language

~~In accordance with Massachusetts General Laws, Chapter 536 of the Acts of 1985, the School Committee hereby deems that no~~No student, employee or school organization under the control of the School Committee shall engage in the activity of hazing a student while on or off school property, or at a school sponsored event regardless of the location. No organization that uses the facilities or grounds under the control of the School Committee shall engage in the activity of hazing any person while on school property.

Any student who observes what appears to them to be the activity of hazing another student or person should report such information to the Principal including the time, date, location, names of identifiable participants and the types of behavior exhibited. Students and employees of the District are obligated by law to report incidents of hazing to the police department.

Any student who is present at a hazing has the obligation to report such an incident. Failure to do so may result in disciplinary action by the school against that student and could involve suspension from school for up to three days.

Any student who participates in the hazing of another student or other person may, upon the approval of the Superintendent of Schools, be suspended from school for up to ten (10) school days.

Any student determined by the Principal to be the organizer of a hazing activity may be recommended for expulsion from school but will receive no less disciplinary action than that of a participant.

In all cases relating to hazing, students will receive procedural due process.

LEGAL REF.: M.G.L. [269:17](#), [18](#), [19](#)

[SOURCE: MASC Updated 2023](#)

JICFB - BULLYING PREVENTION

Updated Language

The Old Rochester/MA School Superintendency Union #55 School

Districts are committed to providing a safe, positive and productive educational environment where students can achieve the highest academic standards. No student shall be subjected to harassment, intimidation, bullying, or cyberbullying.

"Bullying" is the repeated use by one or more students or school staff members of a written, verbal, or electronic expression, or a physical act or gesture, or any combination thereof, directed at a target that:

- causes physical or emotional harm to the target or damage to the target's property;
- places the target in reasonable fear of harm to themselves, or of damage to his/her property;
- creates a hostile environment at school for the target;
- infringes on the rights of the target at school; or
- materially and substantially disrupts the education process or the orderly operation of a school.

"Cyber-bullying" means bullying through the use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature, ~~transmitted in whole or in part by a:~~

- ~~• wire~~
- ~~• radio~~
- ~~• electromagnetic~~
- ~~• photo-electronic or photo-optical system, including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications.~~

Cyber-bullying shall also include the creation of ~~a web page or blog~~ electronic medium in which the creator assumes the identity of another person or knowingly impersonates another person as author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying.

Cyber-bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

Bullying and cyber-bullying may occur in and out of school, during and after school hours, at home and in locations outside of the home. When bullying and cyber-bullying are alleged, the full cooperation and assistance of parents and families are expected.

For the purpose of this policy, whenever the term bullying is used it is to denote either bullying, or cyber-bullying.

Bullying is prohibited:

- On school grounds;
- On property immediately adjacent to school grounds;
- At school-sponsored or school-related activities;
- At functions or programs whether on or off school grounds
- At school bus stops;
- On school buses or other vehicles owned, leased or used by the school district; or,
- Through the use of technology or an electronic device owned, leased or used by the schools;

Bullying and cyber-bullying are prohibited at a location, activity, function or program that is not school-related or through the use of technology or an electronic device that is not owned, leased or used by the school district if the act or acts in question:

- create a hostile environment at school for the target;
- infringe on the rights of the target at school; and/or
- materially and substantially disrupt the education process or the orderly operation of a school.

Prevention and Intervention Plan

The Superintendent and/or their designee shall oversee the development of a prevention and intervention plan, in consultation with all district stakeholders, which may include teachers, school staff, professional support personnel, school volunteers, administrators, community representatives, local law enforcement agencies, students, parents and guardians, consistent with the requirements of this policy, as well as state and federal laws. The bullying prevention and intervention plan shall be reviewed and updated at least biennially.

The Principal is responsible for the implementation and oversight of the bullying prevention and implementation plan within his or her school.

Reporting

Students, who believe that they are a target of bullying, observe an act of bullying, or who have reasonable grounds to believe that these behaviors are taking place, are obligated to report incidents to a member of the school staff. The target shall, however, not be subject to discipline for failing to report bullying.

Each school shall have a means for anonymous reporting by students of incidents of bullying. No formal disciplinary action shall be taken solely on the basis of an anonymous report.

Any student who knowingly makes a false accusation of bullying shall be subject to disciplinary action.

Parents or guardians, or members of the community, are encouraged to report an incident of bullying as soon as possible.

A member of a school staff shall immediately report any instance of bullying the staff member has witnessed or become aware of to the school Principal or their designee.

Investigation Procedures

The Principal or their designee, upon receipt of a viable report, shall promptly contact the parents or guardians of a student who has been the alleged target or alleged perpetrator of bullying. The actions being taken to prevent further acts of bullying shall be discussed.

The school Principal or a designee shall promptly investigate the report of bullying, using a Bullying/Cyber-bullying Report Form which may include interviewing the alleged target, alleged perpetrator, staff members, students and/or witnesses.

Support staff shall assess an alleged target's needs for protection and create and implement a safety plan that shall restore a sense of safety for that student.

Confidentiality shall be used to protect a person who reports bullying, provides information during an investigation of bullying, or is witness to or has reliable information about an act of bullying.

If the school Principal or a designee determines that bullying has occurred he/she shall take appropriate disciplinary action and if it is believed that criminal charges may be pursued against the perpetrator, the Principal shall consult with the school's resource officer and the Superintendent to determine if criminal charges are warranted. If it is determined that criminal charges are warranted, the local law enforcement agency shall be notified.

The investigation shall be completed within fourteen school days from the date of the report. The parents or guardians shall be contacted upon completion of the investigation and informed of the results, including whether the allegations were found to be factual, whether a violation of this policy was found, and whether disciplinary action has or shall be taken. At a minimum the Principal or their designee shall contact the parents or guardians as to the status of the investigation on a weekly basis.

Disciplinary actions for students who have committed an act of bullying or retaliation shall be in accordance with district disciplinary policies.

Each school shall document any incident of bullying that is reported per this policy and a file shall be maintained by the Principal or designee. A monthly report shall be provided to the Superintendent.

Confidentiality shall be maintained to the extent consistent with the school's obligations under law.

Retaliation

Retaliation against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying, shall be prohibited.

Target Assistance

The Schools shall provide counseling or referral to appropriate services, including guidance, academic intervention, and protection to students, both targets and perpetrators, affected by bullying, as necessary.

Training and Assessment

Annual training shall be provided for school employees and volunteers who have significant contact with students in preventing, identifying, responding to, and reporting incidents of bullying.

Age-appropriate, evidence-based instruction on bullying prevention shall be incorporated into the curriculum for all K to 12 students.

Publication and Notice

Annual written notice of the relevant sections of the bullying prevention and intervention plan shall be provided to students and their parents or guardians, in age-appropriate terms.

Annual written notice of the bullying prevention and intervention plan shall be provided to all school staff. The faculty and staff at each school shall be trained annually on the bullying prevention and intervention plan applicable to the school.

Relevant sections of the bullying prevention and intervention plan relating to the duties of faculty and staff shall be included in the school employee handbook.

The bullying prevention and intervention plan shall be posted on the Schools website.

LEGAL REFS.: Title VII, Section 703, Civil Rights Act of 1964 as amended

Federal Regulation 74676 issued by EEO Commission

Title IX of the Education Amendments of 1972

603 CMR [26.00](#)

M.G.L. [71:37O](#); [265:43](#), [43A](#); [268:13B](#); [269:14A](#)

REFERENCES: Massachusetts Department of Elementary and Secondary Education's Model Bullying Prevention and Intervention Plan

CROSS REFS.: [AC](#), Nondiscrimination
[ACAB](#), Sexual Harassment
~~[JBA](#), Student-to-Student Harassment~~
~~[JIC](#), Student Discipline~~
[JICFA](#), Prohibition of Hazing
[JK](#), Student Discipline Regulations

SOURCE: MASC Updated 2023

JICK - HARASSMENT OF STUDENTS

Updated Language

Harassment of students by other students, employees, vendors and other third parties will not be tolerated in the Old Rochester Regional School District/MA Superintendency Union #55. The District will promptly investigate and respond to alleged harassment that occurred within the school's own program or activity, such as at a location or under circumstances where the school owned, or substantially controlled the premises, exercised oversight, supervision or discipline over the location or participants, or funded, sponsored, promoted or endorsed the event where the alleged harassment occurred, against a person in the United States. This policy is in effect while students are on school grounds, School District property or property within the jurisdiction of the School District, school buses, or attending or engaging in school sponsored activities.

Harassment prohibited by the District includes, but is not limited to, harassment on the basis of race*, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, actual or perceived ancestry, ethnic background, national origin, or any other category protected by state or federal law. Students whose behavior is found to be in violation of this policy will be subject to disciplinary action up to and including suspension or expulsion pursuant to disciplinary codes. Employees who have been found to violate this policy will be subject to discipline up to and including, termination of employment, subject to contractual disciplinary obligations.

Employee-to-Student Harassment means conduct of a written, verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble students when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of a student's participation in school programs or activities; or
- Submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student.

Student- to-Student Harassment means conduct of a written, verbal, or physical nature that is designed to embarrass, distress, agitate, disturb or trouble students, when:

- Such conduct has the purpose or effect of unreasonably interfering with a student's performance or creating an intimidating or hostile learning environment.

Harassment as described above may include, but is not limited to:

- Written, verbal, or physical (including texting, blogging, or other technological methods) harassment or abuse;
- Repeated remarks of a demeaning nature;
- Implied or explicit threats concerning one's grades, achievements, or other school matter.
- Demeaning jokes, stories, or activities directed at the student.

By law, what constitutes harassment is determined from the perspective of a reasonable person with the characteristic on which the harassment is based. Individuals should consider how their words and actions might reasonably be viewed by others.

The District will promptly and reasonably investigate allegations of harassment through designation of ~~Civil Rights~~ Title IX Coordinator or building based employees, who may include principals or their designees. The superintendent will recommend, in consultation with the principals, opportunities to the designated recipients for appropriate training. Where it is determined that discrimination or harassment has occurred, the District will act promptly to eliminate the conduct and will impose developmentally appropriate disciplinary, restorative and/or corrective action.

The District will respond promptly and reasonably investigate allegations of sexual harassment through designation of the Title IX Coordinator or building based employees and will respond to any reports or complaints of discrimination, including ~~sexual~~ harassment and retaliation, or other violations of civil rights, pursuant to our detailed response protocol. Grievance Procedures for Complaints of Sexual Harassment under Title IX of the Education Amendments of 1972 (ACAB-R). Where it is determined that discrimination or harassment has occurred, the District will act promptly to eliminate the conduct and will impose developmentally- appropriate disciplinary, restorative, and/or corrective action ~~to remedy the harassment and to prevent its recurrence.~~

*race to include traits historically associated with race, including, but not limited to, hair texture, hair type, hair length and protective hairstyles.

LEGAL REF.: M.G.L. [151B:3A](#)

Title IX of the Education Amendments of 1972

BESE 603 CMR [26:00](#)

34 CFR 106.44 (a), (a)-(b)

34 CFR 106.45 (a)-(b) (1)

34 CFR 106.45 (b)(2)-(b)(3,4,5,6,7) as revised through June 2020

Acts of 2022, Chapter 117 -

<https://malegislature.gov/Laws/SessionLaws/Acts/2022/Chapter117>

CROSS REF.: [AC](#), Non-Discrimination Policy Including Harassment and Retaliation

~~AC-R~~

~~ACAB~~

~~ACAB-R~~

~~Approved by the Joint School Committees on June 27, 2022.~~

SOURCE: MASC Updated 2023

JIH SEARCHES AND INTERROGATIONS

Updated Language

Searches by Staff

The right of inspection of students' school lockers is inherent in the authority granted school committees and administrators. This authority may be exercised as needed in the interest of safeguarding children, their own and school property.

Nevertheless, exercise of that authority by school officials places unusual demands upon their judgment so as to protect each child's constitutional rights to personal privacy and protection from coercion and to act in the best interest of all students and the schools.

Searches by school officials of students' automobiles or the student will be conducted in a way that protects the students' rights consistent with the responsibility of the school system to provide an atmosphere conducive to the educational process.

Interrogations by Police

The schools have legal custody of students during the school day and during hours of approved extracurricular activities. It is the responsibility of the school administration to make an effort to protect each student's rights with respect to interrogations by law enforcement officials. Therefore:

1. When law enforcement officials find it necessary to question students during the school day or periods of extracurricular activities, the school Principal or his/her designee will be present when possible. An effort will be made to contact the student's parent or guardian so that the responsible individual may be notified of the situation.
2. If custody and/or arrest are involved, the Principal will ~~request~~ observe that all procedural safeguards, as prescribed by law, ~~be observed~~ are followed by the law enforcement officials.

SOURCE: MASC Updated 2023

***JII - STUDENT COMPLAINTS AND GRIEVANCES**

Updated Language

The School Committee recognizes that there may be conditions in the school district that are in need of improvement and that students should have some means by which their concerns may be effectively expressed, considered, and dealt with fairly. Such means, if well-conceived and understood in advance, can do much to maintain harmonious relationships among the schools and the students and community. Every attempt will be made to seek a satisfactory solution to any concerns in a friendly and informal manner.

Students and their parents and/or guardians who believe that a student has received unfair treatment may bring forward their grievance through the appropriate channels. Appeals of disciplinary cases will be required to follow the district's policy on student discipline. Any applicable provisions of the Massachusetts General Laws or federal law will be followed by school officials in conducting hearings.

SOURCE: MASC ~~February 2019~~Updated 2023

CROSS REF: JIB, Student Involvement in Decision Making

JIC Student Discipline

~~Approved by the Joint School Committee on July 6, 2021.~~

JJ - CO-CURRICULAR AND EXTRACURRICULAR ACTIVITIES

Updated Language

The School Committee believes that student activities are a vital part of the total educational program and should be used as a means for developing wholesome attitudes and good human relations and knowledge and skills. Therefore, the schools will provide a broad and balanced program of activities geared to the various ages, interests, and needs of students.

The following will serve as guides in the organization of student activities:

~~1. The schools will observe a complementary relationship to the home and community, planning activities with due regard for the widespread and rich facilities already available to students.~~

~~2. The assistance of parents in planning activity programs will be encouraged.~~

~~3~~1. The goal for each student will be a balanced program of appropriate academic studies and activities to be determined by the school, the parents, and the student. This should be a shared responsibility.

~~4~~2. Guidance will be offered to encourage participation of all students in appropriate activities and to prevent over-emphasis on extracurricular activities at the cost of academic performance.

~~5~~3. All activities will be supervised; all clubs and groups will have a faculty advisor.

LEGAL REF.: M.G.L. [71:47](#)

603 CMR [26.00](#)

NOTE: This category is useful for a general policy on student activities and for establishing definitions.

JJE - STUDENT FUND-RAISING ACTIVITIES

Updated Language

~~In general, the Committee discourages fund-raising in the community by students for school activities. Especially discouraged is the sale of goods produced by companies for profit, such as magazines, candy, and similar items.~~

~~Exceptions to this policy will be:~~

- ~~1. Sale of tickets to scheduled athletic events and school dramatic and musical performances.~~
- ~~2. Sale of advertising space in school publications.~~
- ~~3. A fund-raising activity approved by the Superintendent.~~
- ~~4. Proposals to raise funds for charitable purposes or for benefit of the school or community (for example: American Field Service activities, United Nations, or scholarship funds) provided such proposals have been individually approved by the building Principal and Superintendent.~~

While the School Committee recognizes that fundraising activities have become a part of the school environment at all levels, the Committee wishes to ensure that students are not exploited by the process. The Committee further recognizes that families have different resources; those differences should, as much as possible, not be highlighted by school activities, including fundraising.

The Committee supports student involvement in the sale of tickets to scheduled athletic events, school dramatic and musical performances, and other school events where sales are required. Also, student publications which require the sale of advertising to sustain themselves and serve the student body and/or the community may involve students in such sales.

Charitable fundraising activities, especially those that are part of a community service event or program are encouraged provided such proposals are submitted to and approved by both the building Principal and the Superintendent.

Other fundraising activities that would involve students in the fundraising process shall be submitted to the Superintendent for approval.

For safety reasons and because the School Committee recognizes that community members receive requests for support from many worthy causes, activities such as canning and door-to-door sales are strongly discouraged.

Fundraising activities may not involve competitions among students. Students may not be rewarded with additional recess, snacks, activities or any type of prize for having raised larger amounts of funds or reaching fundraising goals.

No money collections of any kind may be held in the schools without the specific consent of the Superintendent.

SOURCE: MASC Updated 2023

CROSS REFS.: ~~JP, Student Gifts and Solicitations~~, [KHA](#), Public Solicitations in the Schools

JJF - STUDENT ACTIVITY ACCOUNTS

Updated Language

Member Towns

Student funds may be raised to finance the activities of authorized student organizations. Student activity funds are considered a part of the total fiscal operation of the District and are subject to policies established by the School Committee and the Office of the Superintendent. The funds shall be only for the benefits of students and managed in accordance with sound business practices, which include accepted budgetary, ~~and~~ accounting and internal control practices. The Superintendent shall ensure that, annually, all Principals and student organizations receive a copy of this policy as well as a copy of established procedures for control of receipts and expenditures that meet or exceed DESE guidelines.

In compliance with Massachusetts General Law ~~Chapter 71, Section 47~~, the School Committee:

1. Authorizes the Principals to accept money for recognized student activity organizations, which currently exist, or as from time to time may be revised. All funds received for student activities must be deposited to a Student Activity Checking Account except from the Student Activity Agenda Account.
2. Authorizes the Town Treasurer to establish and maintain a Student Activity Agency Account(s) which is to be audited as part of the Town's annual audit. The interest that is earned on such accounts shall be maintained in the Agency Account and distributed annually among the Student Activity Checking Accounts as directed by the ~~regulations~~ procedures established by ~~School Committee policy~~ the Superintendent.
3. Authorizes Student Activity Checking Accounts for use by the Principals with specific maximum balances established annually for each school by vote of the School Committee ~~policy~~. Payments for expenditures shall be made, whenever possible, by check, debit or EFT directly from the Student Activity Checking Account. Reimbursements to personal credit card holders shall require the prior authorization of the Superintendent. Signatory authorization for Student Activity Checking Accounts shall be restricted to the Principal and (Superintendent or Treasurer). Student Activity Checking Accounts shall be audited annually in accordance with DESE guidelines.
4. Directs Principals to provide the Treasurer with a bond in an amount agreeable to the Treasurer.
5. Shall annually, prior to the start of each school year, vote to establish or change the maximum balance that may be on deposit in each Student Activity Checking Account.

For accounts with limits that exceed \$25,000.00, ~~the Massachusetts Dept. of Elementary and Secondary Education recommends that districts consider the School Committee shall consider, in accordance with DESE guidelines, that~~ an audit conducted by an outside accounting firm every ~~two to~~ three years.

Region

~~Student activities funds may be raised and spent to promote the general welfare, education, and morale of all students and shall finance authorized activities of student organizations and the~~

~~district. Student activity funds are considered a part of the total fiscal operation of the District and are subject to policies established by the School Committee and the Office of the Superintendent. The funds shall be managed in accordance with sound business practices, which include accepted budgetary and accounting practices.~~

~~In compliance with Massachusetts General Law Chapter 71, Section 47, the School Committee:~~

- ~~1. Authorizes the Principals to accept money for recognized student activity organizations, which currently exist, or as from time to time may be revised.~~
- ~~2. Authorizes the District Treasurer to establish and maintain a Student Activity Agency Account(s) which is to be audited as part of the District's annual audit. The interest that is earned on such accounts shall be maintained in the Agency Account and distributed annually among the Student Activity Checking Accounts as directed by the regulations established by School Committee policy.~~
- ~~3. Authorizes Student Activity Checking Accounts for use by the Principals with specific maximum balances established for each school by School Committee policy.~~
- ~~4. Directs Principals to provide the Treasurer with a bond in an amount agreeable to the Treasurer.~~

~~For accounts with limits that exceed \$25,000.00, the Massachusetts Department of Elementary and Secondary Education recommends that districts consider an audit conducted by an outside accounting firm every two to three years.~~

~~Authorized clubs, organizations, and other extracurricular groups within the schools may use district facilities and equipment for fund raising if such use does not create an additional direct cost to the district or does not conflict with school use. If additional cost is incurred, the Principal will determine whether the club or organization shall pay such cost.~~

Graduating Class Funds

Funds held on behalf of graduating classes are to be held within the Student Activity Checking Account for the High School. Such funds shall be designated by the class' Year of Graduation.

Once a class has graduated from High School, their funds should be removed from the High School Student Activity Checking Account no later than two years from the date of graduation. It is the responsibility of the class officers to arrange for these funds to be removed from the High School Activity Checking Account. When requested, and once all outstanding financial obligations of the graduating class have been met, the remaining balance should be removed from the fund by check transfer payable to the Class of XXXX. Checks payable to individual members of the graduating class are not permitted.

Should the class officers not request to have their funds removed from the Student Activity Checking Account within two years of their graduating, the funds will be forfeited by the class and transferred into the General Sub-fund portion of the Student Activity Agency Account. These funds will then be allocated by a vote of the School Committee.

Class officers should be given a copy of this policy during the course of their senior year to ensure their knowledge of their obligations to perform under this policy.

Inactive Student Activities

When a student activity ceases to be active for a period of three years or more the Principal or other authorized administrator shall require the following actions:

1. Obtain written notice from the faculty advisor or student officer that the activity will cease to be a viable account. If unable to obtain such notification the Principal shall request action to close the account from the School Committee.
2. Identify in writing all assets of the student activity. The disposition of any assets shall be determined by the School Committee and may not benefit specific individuals.
3. Annually notify all students of the required actions if an activity ceases to exist.

Student Activity Deficits

Individual student activity accounts are not permitted to be in a deficit position. Whenever a deficit exists that is not the result of timing, the Superintendent shall recommend remedial action to the School Committee in a timely manner.

SOURCE: MASC – Updated 2023

LEGAL REFS: MGL 71:47

CROSS REFS: JJA, Student Organizations

DIE, Audits

NOTE: DESE audit guidelines for Student Activity Checking Accounts require an annual audit. In regional districts these accounts may be a part of the annual audit by a third party auditor. In municipal districts the audits may be conducted by a district or municipal employee but not by the Principal, Treasurer, Superintendent, or any authorized signatory on the accounts. Districts with large numbers of schools may rotate the schools through the audit process.

LEGAL REF.: M.G.L. 71:47

***JJIB - INTERSCHOLASTIC ATHLETICS**

Updated Language

The School Committee believes that students will benefit from the experiences in self-discipline and team effort made possible through participation in inter-school sports.

District P participation in interscholastic athletics will be subject to approval by the School Committee and will be in accordance with regulations and recommendations of the Massachusetts Interscholastic Athletic Association.

At the high school level, interscholastic athletic competition will include a variety of sports. Students will be allowed to participate in individual sports on the basis of their abilities and desire. Additionally, intramural athletic activities will be offered as an outgrowth of class instruction in physical education.

The School Committee is aware that team participation in athletic contests by members of the student body requires that "away games" be scheduled. It also recognizes that there is a need to regulate certain aspects of student participation in such contests. There-fore, the Superintendent will establish regulations to ensure the safety and well-being of students and staff members who participate in these activities.

The Old Rochester Regional School District believes that an interscholastic athletic program contributes to a student's physical, mental and social growth. Adequate funding must be available through available funds in the district budget, student fees and/or fundraising so that the activity can be supported. Interscholastic athletic programs may be added, dropped or streamlined in accordance with the following procedures and protocols.

SOURCE: MASC Updated 2023

LEGAL REFS.: M.G.L. [71:47](#); [71:54A](#)

603 CMR [26.00](#)

CROSS REFS.: [AC](#), Nondiscrimination (and subcodes)

~~JKA--CORPORAL PUNISHMENT~~

~~State law provides that:~~

~~The power of the School Committee or of any teacher or other employee or agent of the Committee to maintain discipline on school property shall not include the right to inflict corporal punishment upon any student.~~

~~Established by law~~

~~LEGAL REF.: M.G.L. 71:37G~~

*Language
incorporated into
JKAA*

JKAA - PHYSICAL RESTRAINT OF STUDENTS

*Updated Language to
include corporal
punishment*

Maintaining an orderly, safe environment conducive to learning is an expectation of all staff members of the school district. Further, students of the district are protected by law from the unreasonable use of physical restraint. Such restraint shall be used only in emergency situations as a last resort and with extreme caution after other lawful and less intrusive alternatives have failed or been deemed inappropriate.

When an emergency situation arises, and physical restraint is the only option deemed appropriate to prevent a student from injuring ~~himself or herself~~ themselves, another student or school community member, a teacher or employee or agent of the school district may use such reasonable force needed to protect students, other persons or themselves from assault or imminent, serious, physical harm.

The definitions of forms of restraint shall be as defined in 603 CMR [46.02](#).

- ~~1. Extended Restraint: a physical restraint the duration of which is longer than twenty (20) minutes.~~
- ~~2. Physical Escort: Touching or holding a student without the use of force for purpose of directing the student.~~
- ~~3. Physical Restraint: The use of bodily force to limit a student's freedom of movement.~~

The use of mechanical restraint, medical restraint, and seclusion is prohibited.

The power of the School Committee or of any teacher or other employee or agent of the Committee to maintain discipline on school property shall not include the right to inflict corporal punishment upon any student.

Physical restraint, including prone restraint where permitted under 603 CMR [46.03](#), shall be considered an emergency procedure of last resort and shall be prohibited except when a student's behavior poses a threat of assault, or imminent, serious, physical harm to themselves and/or others and the student is not responsive to verbal directives or other lawful and less intrusive behavior interventions are deemed inappropriate.

The Superintendent will develop procedures identifying:

- Appropriate responses to student behavior that may require immediate intervention;
- Methods of preventing student violence, self-injurious behavior, and suicide including crisis planning and de-escalation of potentially dangerous behaviors among groups of students or individuals;
- Descriptions and explanations of alternatives to physical restraint as well as the school's method of physical restraint for use in emergency situations;
- Descriptions of the school's training and procedures to comply with reporting requirements including, but not limited to making reasonable efforts to orally notify a parent of the use of restraint within 24 hours of its imposition;
- Procedures for receiving and investigating complaints;
- Methods for engaging parents in discussions about restraint prevention and use of restraint solely as an emergency procedure;
- A statement prohibiting: medication restraint, mechanical restraint, prone restraint

unless permitted by 603 CMR [46.03](#)(1)(b), seclusion, and the use of physical restraint in a manner inconsistent with 603 CMR [46.00](#);

- A process for obtaining principal approval for a time out exceeding 30 minutes.

Each building Principal will identify staff members to serve as a school-wide resource to assist in ensuring proper administration of physical restraint. These staff members will participate in an in-depth training program in the use of physical restraint.

In addition, each staff member will be trained regarding the school's physical restraint policy and accompanying procedures. The Principal will arrange training to occur in the first month of each school year, or for staff hired after the beginning of the school year, within a month of their employment.

Physical restraint is prohibited as a means of punishment, or as a response to destruction of property, disruption of school order, a student's refusal to comply with a school rule or staff directive, or verbal threats that do not constitute a threat of imminent, serious physical harm to the student or others.

Physical restraint is prohibited when it is medically contraindicated for reasons including, but not limited to, asthma, seizures, a cardiac condition, obesity, bronchitis, communication-related disabilities, or risk of vomiting;

The use of "time out" procedures during which a staff member remains accessible to the student shall not be considered "seclusion restraint."

This policy and its accompanying procedures shall be reviewed and disseminated to staff annually and made available to parents of enrolled students. The Superintendent shall provide a copy of the Physical Restraint regulations to each principal, who shall sign a form acknowledging receipt thereof.

SOURCE: MASC [Updated 2023](#)

~~ADOPTED: August 2015~~

LEGAL REF.: M.G.L. [71:37G](#); 603 CMR [46.00](#)

~~Approved by the Joint School Committees on November 19, 2015.~~

***JL - STUDENT WELFARE**

Updated Language

Supervision of Students

School personnel assigned supervision are expected to act as ~~reasonably~~ prudent adults in providing for the safety of the students in their charge.

In keeping with this expected prudence, no teacher or other staff member will leave his/her assigned group unsupervised except when an arrangement has been made to take care of an emergency.

During school hours or while engaging in school-sponsored activities, students will be released only into the custody of parents or other persons authorized in writing by a parent or guardian.

Reporting to Authorities - Suspected Child Abuse or Neglect

Any school official or employee shall report any suspected child abuse or neglect as required by M.G.L. Ch. [119, S 51A](#).

In accordance with the law, the District shall establish the necessary regulations and procedures to comply with the intent of the Act consistent with the District's responsibility to the students, parents, District personnel, and the community.

Student Safety

Instruction in courses in industrial arts, science, homemaking, art, physical education, health, and safety will include and emphasize accident prevention.

Safety instruction will precede the use of materials and equipment by students in applicable units of work, and instructors will teach and enforce all safety rules set up for the particular courses. These include the wearing of protective eye devices in appropriate activities.

Safety on the Playground and Playing Field

The District shall provide safe play areas. Precautionary measures, which the District requires, shall include:

- A periodic inspection of the school's playground and playing fields by the Principal of the school and others as may be deemed appropriate;
- Instruction of students in the proper use of equipment;
- Supervision of both organized and unorganized activity.

Fire Drills and Reporting

The District shall cooperate with appropriate fire departments in the conduct of fire drills. The Principal of any public or private school, containing any of grades 1 to 12, shall immediately report any incident of unauthorized ignition of any fire within the school building or on school grounds, to the local fire department. Within 24 hours, the Principal shall submit a written report of the incident to the head of the fire department on a form furnished by the Department of Fire Services. The Principal must file this report whether or not the fire department responded.

LEGAL REFS: MGL [71:37L](#); [148:2A](#)

CROSS REFS.: EB, Safety Program
EBB, First Aid

SOURCE: MASC Updated 2023

JLC - STUDENT HEALTH SERVICES AND REQUIREMENTS

Updated Language

Activities may include identification of student health needs, health screening tests (including eye and hearing screening tests), communicable disease prevention and control, promotion of the correction of remediable health defects, emergency care of the ill and injured, health counseling, health and safety education, and the maintenance of a healthful school environment.

The District recognizes that parents have the primary responsibility for the health of their students. The school will cooperate with appropriate professional organizations associated with maintaining individual and community health and safety.

The District shall provide the services of a medical consultant who shall render medical and administrative consultative services for personnel responsible for school health and athletics.

Procedures for Emergency at School

School personnel shall give only emergency care to students who become ill or injured on school property, buses, or while under school supervision.

Each year parents shall supply information indicating where the student is to be taken in case of an emergency; the name, address, and phone number of a ~~neighbor~~ family member or other individual to be contacted in case the parent/guardian is not available; and any allergies or diseases the student might have.

The District shall maintain a Medical Emergency Response Plan, as required by law, and an Emergency Procedures Handbook, which shall be utilized by District personnel for handling emergencies. Emergency procedures shall include the following:

- Provision for care beyond First Aid, which would enable care by the family or its physician or the local Emergency Medical Services agencies. In instances when the EMS is required, every effort shall be made to provide the unit with the student's Emergency Card which lists any allergies or diseases the student might have;
- Information relative to not permitting the administration of any form of medicine or drugs to students without written approval of parents. Requests made by parents for such administration of medication shall be reviewed and approved by the Principal or designee;
- Provisions for reporting all accidents, cases of injury, or illness to the Principal. Provisions shall be made (in all cases of injury or illness involving possible legal or public relations implications) for reporting such to the appropriate ~~executive director~~ administrator of education immediately;
- Prompt reporting by teachers to the Principal or designee of any accident or serious illness and such reports will be filed with the Business Office.

Student Illness or Injury

In case of illness or injury, the parent or guardian will be contacted and asked to ~~call for~~ pick up the student ~~or provide the transportation.~~

Transportation of an ill or injured student is not normally to be provided by the school. If the parent cannot provide transportation and the student is ill or injured, an ambulance may be called. Expense incurred as a result of emergency ambulance use will not be borne by the District.

Transportation of a student by school personnel will be done only in an emergency and by the individual so designated by the school administrator.

[SOURCE: MASC Updated 2023](#)

LEGAL REF.: M.G.L. [71:53;54;54A;54B;55;55A;55B;56; 57; 69:8A](#)

CROSS REF.: [EBB](#), First Aid

[EBC](#), Emergency Plans

[JLCD](#), Administration of Medications to Students

JLCA - PHYSICAL EXAMINATIONS OF STUDENTS

Updated Language

Every student will be examined for screening in sight, hearing, BMI*, and for other physical problems as provided in the law and regulation. A record of the results will be kept by the school nurse.

Every student will provide evidence of or will be given a general physical examination four times: upon entering school and upon admittance to the fourth, seventh, and tenth grades. The results of examinations will be a basis for determining what corrective measures or modifications of school activities, if any, should be recommended. A record of all examinations and recommendations will be kept.

Every candidate for a school athletic team will present the signed consent of parent or guardian in order to participate on a squad and will, with the signed consent of parent or guardian, be thoroughly examined to determine physical fitness. The school physician will examine athletes, except when a family wishes to have the examination done by their own doctor at their own expense. A written report stating the fitness of the student to participate signed by the physician will be sent to the school Principal.

The school physician will make a prompt examination of all children referred to them by the school nurse. They will examine school employees when, in their opinion, the protection of the student's health may require it. Except in an emergency, the school physician will not prescribe for or treat any student.

Whenever the school nurse finds a child suffering from any disease or medical problem, the situation will be reported to the parent or guardian in writing, or by personal visit if remedial treatment is recommended. A copy of the report will be filed at the school.

The school nurse will make a monthly report to the Superintendent of the number of students examined; the number excluded; and the number recommended for treatment or special adjustment of work. In all cases of exclusion or recommendation, the causes will be included in the report.

** NOTE: Department of Health Regulations call for vision screenings in Grades 1-5, once between 6-8, and once between 9-12; hearing screenings in grades 1-3, once between 6-8, and once between 9-12; BMI in grades 1, 4, 7, 10.*

SOURCE: MASC Updated 2023

LEGAL REFS.: M.G.L. [71:53](#); [71:54](#); [71:56](#); [71:57](#)

105 CMR 200

CROSS REF.: [JF](#), School Admissions

JLCB - IMMUNIZATION OF STUDENTS

Updated Language

~~Students entering school for the first time, whether at kindergarten or through transfer from another school~~ registering in the district, will be required to present a physician's certificate attesting to immunization against communicable diseases as may be specified from time to time by the Department of Public Health. The only exception to these requirements will be made on receipt of a written statement from a doctor that immunization would not be in the best interests of the child, or by the student's parent or guardian stating that vaccination or immunization is contrary to the religious beliefs of the student or parent/guardian.

SOURCE: MASC ~~October 2016~~ Updated 2023

LEGAL REF.: M.G.L. [76:15](#)

CROSS REF.: JF, School Admissions

~~Approved by the Joint School Committee on July 6, 2021.~~

***JLCC - COMMUNICABLE DISEASES**

Updated Language

The District is required to provide educational services to all school age children who reside within its boundaries. By law, however, admission to school may be denied to any child diagnosed as having a disease whereby attendance could be harmful to the welfare of other students and staff, subject to the District's responsibilities to students with disabilities under the law.

The School Committee recognizes that communicable diseases which may afflict students range from common childhood diseases, acute and short-term in nature, to chronic, life-threatening diseases.

Management of common communicable diseases shall be in accordance with Massachusetts Department of Health guidelines. A student who exhibits symptoms of a communicable disease may be temporarily excluded from school attendance. The District reserves the right to require a physician's statement authorizing the student's return to school.

The educational placement of a student who is medically diagnosed as having a life-threatening communicable disease shall be determined on an individual basis in accordance with this policy and accompanying administrative procedures. Decisions about the proper educational placement shall be based on the student's behavior, neurological development, and physical condition; the expected type of interaction with others in school setting; and the susceptibility to other diseases and the likelihood of presenting risks to others. A regular review of the placement decision shall be conducted to assess changes in the student's physical condition, or based on new information or research that may warrant a change in a student's placement.

In the event a student with a life-threatening communicable disease qualifies for services as a ~~handicapped-disabled~~ child under state and federal law, the procedures for determining the appropriate educational placement in the least restrictive environment shall be used in lieu of the procedures designated above.

Neither this policy nor the placement of a student in any particular program shall preclude the administration from taking any temporary actions including removal of a student from the classroom as deemed necessary to protect the health, safety, and welfare of the student, staff, and others.

In all proceedings related to this policy, the District shall respect the student's right to privacy. Only those persons with a direct need to know shall be informed of the specific nature of the student's condition. The determination of those who need to know shall be made by the Superintendent.

SOURCE: MASC ~~February 2019~~ Updated 2023

LEGAL REF.: M.G.L. [71:55](#)

~~Approved by the Joint School Committee on July 6, 2021.~~

*Updated Language***KBA - SCHOOL/PARENT RELATIONS GOALS**

It is the general goal of the District to foster relationships with parents, which encourage cooperation between the home and school in establishing and achieving common educational goals for students.

While parents are individually responsible for their children, the District provides direct services of education and indirect services of childcare for students during the time when they are within the supervision of school personnel. Consistent with these shared responsibilities and as appropriate to the maturity of the student, members of the school staff will consult with parents regarding student progress and achievement, methods to enhance student development, and matters of ~~correction~~ student conduct.

Additionally, parental involvement in the schools is encouraged through regular communication with the school Principal and staff, the parent/teacher organizations, the school volunteer program, and other opportunities for participation in school activities and District programs.

SOURCE: MASC Updated 2023

KBE - RELATIONS WITH PARENT ORGANIZATIONS/BOOSTER ORGANIZATIONS

Updated Language

~~To foster relationships with parents that encourage the home and school to work together to establish and achieve common educational goals for students, the Superintendent and the professional staff will:~~

- ~~1. Consult with and encourage parents to share in school planning and in setting objectives and evaluating programs.~~
- ~~2. Help parents understand the educational process and their role in promoting it.~~
- ~~3. Provide for parent understanding of school operations.~~
- ~~4. Provide opportunities for parents to be informed of their child's development and the criteria for its measurement.~~

To ~~accomplish the above and to~~ enhance communications between parents and school officials, the Committee encourages the maintenance of formal parent organizations at each school building. For this purpose, the Committee will officially recognize a parent organization at each building. These procedures will be observed:

1. Organizations will be officially recognized upon request by the building Principal who will file a copy of the organizational papers with the Superintendent.
2. A vote, open to all parents of children enrolled, will designate the organization to be recognized if more than one organization makes the request.
3. All parent organizations shall obtain 501C3 status and file appropriate paperwork with state authorities and make proof of such status available to school district administration.
4. All parent organizations need to recognize that spending on student activities must comply with federal law relating to equity among student genders.

LEGAL REFS: Title IX, Education Amendments of 1972

CROSS REFS: ACA – Nondiscrimination on the Basis of Sex

SOURCE: MASC - Updated 2023

~~KCB – COMMUNITY INVOLVEMENT IN DECISION- MAKING~~

*Intent covered in
other places*

~~The School Committee endorses the concept that community participation in the affairs of the schools is essential if the school system and the community are to maintain mutual confidence and respect and work together to improve the quality of education for students. It therefore intends to exert every effort to identify the desires of the community and to be responsive, through its actions, to those desires.~~

~~All citizens will be encouraged to express ideas, concerns, and/or questions about the schools to the school administration, to any appointed advisory bodies, and to the Committee.~~

~~Residents who are specially qualified because of interest, training, experience, or personal characteristics, will be encouraged to assume an active role in school affairs. From time to time, these people may be invited by the Committee to act as advisors, either individually or in groups.~~

~~The Committee and the staff will give substantial weight to the advice they receive from individuals and community groups interested in the schools, particularly from those individuals and groups they have invited to advise them regarding specific problems, but will use their best judgment in arriving at decisions.~~

~~CROSS REF.: BDE, Advisory Committees to the School Committee~~

KDB - PUBLIC'S RIGHT TO KNOW

Updated Language

The School Committee is a public servant, and its meetings and records will be a matter of public information except as such meetings and records pertain to individual personnel and ~~other-classified~~ legally confidential matters.

The School Committee supports the right of the people to know about the programs and services of their schools and will make every effort to disseminate information. All requests for information will be acted on fairly, completely and expeditiously.

The official minutes of the Committee, its written policies and regulations, and its financial records will be open for inspection at the office of the Superintendent by any citizen desiring to examine them during hours when the office is open. No records pertaining to individual students or staff members will be released for inspection by the public or any unauthorized persons by the Superintendent or other persons responsible for the custody of confidential files. The exception to this will be information about an individual employee (or student) that has been authorized in writing for release by the employee (or student, or student's parent).

Each building administrator is authorized to use all means available to keep parents and others in the particular school's community informed about the school's program and activities.

SOURCE: MASC Updated 2023

LEGAL REFS.: M.G.L. [4:7](#); [66:10](#); [30A:18](#)-25

CROSS REFS.: [BEDG](#), Minutes

[GBJ](#), Personnel Records

[JRA](#), Student Records

***KDD - NEWS MEDIA RELATIONS/NEWS RELEASES**

Updated Language

Every effort will be made to assist the press and other communications media to obtain complete and adequate coverage of the successes, challenges, programs, problems, planning, and activities of the school-~~system~~ district.

All representatives of the media will be given equal access to information about the schools. General releases of interest to the entire community will be made available to all the media simultaneously. There will be no exclusive releases except as media representatives request information on particular programs, plans or problems.

In order that school system publicity is given wide coverage and is coordinated into a common effort and purpose, the following procedures will be followed in giving official information to the news media:

1. The School Committee ~~Cehairman~~ will be the official spokesman for the Committee, except as this duty is delegated to the Superintendent.
2. News releases that are of a system-wide or a sensitive nature or pertain to established Committee policy are the responsibility of the Superintendent.
3. News releases that are of concern to only one school, or to an organization of one school, are the responsibility of the Principal of that particular school. All statements made to the press by other staff members of the particular school must be cleared with the Principal.

While it is impossible to know how news releases will be treated by the press, every possible effort should be made to obtain coverage of school activities that will create and maintain a dignified and professionally responsible image for the school-~~system~~ district.

SOURCE: MASC Updated 2023

KE - PUBLIC COMPLAINTS

Updated Language

Although no member of the community will be denied the right to bring their complaints to the Committee, they will be referred through the proper administrative channels for solution before investigation or action by the Committee. Exceptions will be made when the complaints concern Committee actions or Committee operations only.

The Committee believes that complaints are best handled and resolved as close to their origin as possible, and that the professional staff should be given every opportunity to consider the issues and attempt to resolve the problem prior to involvement by the Committee. Therefore, the proper channeling of complaints involving instruction, discipline or learning materials will be as follows:

1. Teacher
2. School building administrator
3. Superintendent
4. School Committee

If a complaint, which was presented to the Committee and referred back through the proper channels, is adjusted before it comes back to the School Committee, a report of the disposition of the matter will be made to the Committee and then placed in the official files.

Complaints about school personnel will be investigated fully and fairly. However, before any such complaint is investigated, the complainant must submit their complaint in writing. Anonymous complaints will be disregarded.

Matters referred to the Superintendent and/or School Committee must be in writing and should be specific in terms of the action desired.

The Committee expects the professional staff to receive complaints courteously and to make a proper reply to the complainant.

SOURCE: MASC Updated 2023

LEGAL REFS.: M.G.L. [76:5](#)

603 CMR [26.00](#)

File: JEA - KINDERGARTEN ENTRANCE AGE

The Massachusetts School Superintendency Union #55 provides kindergarten experiences for age-eligible resident youngsters in accordance with Massachusetts General Laws mandating such services. The School Committee approved student handbook will include current information on the kindergarten program offering in each of the towns.

To be eligible for enrollment in the kindergarten class in any of the three Massachusetts Superintendency Union #55 elementary school districts, a child must be, without exception, 5 years of age before September 1 of the school year of registration.

Parents of students who have completed a kindergarten program but have not passed their sixth birthdays by September 1 of the year in which they would like to begin grade 1 may apply to the respective school district for consideration of the waiver of the age requirement.

LEGAL REFS.: M.G.L. [15:1G](#)

Board of Education Regulations for Entrance to First Grade and Kindergarten,
adopted 7/20/71

JEB ENTRANCE AGE

New for ORR

In an attempt to permit children to enter school at the time most appropriate for them individually, the School Committee establishes the following policy on entrance age:

1. Children who will be five years of age prior to September 1st of the school year during which they wish to enroll will be eligible to enter kindergarten for that school year.

The admission of children whose birthdays fall after September 1st will be solely at the school's discretion.

2. Initial admission of children to the first grade (or other grades) will involve a consideration of both chronological age and the readiness of the children to do the work of those grades.

SOURCE: MASC – Updated 2023

LEGAL REFS.: M.G.L. 76:1

603 CMR 8.00

JJE - STUDENT FUND-RAISING ACTIVITIES

Updated Language

~~In general, the Committee discourages fund-raising in the community by students for school activities. Especially discouraged is the sale of goods produced by companies for profit, such as magazines, candy, and similar items.~~

~~Exceptions to this policy will be:~~

- ~~1. Sale of tickets to scheduled athletic events and school dramatic and musical performances.~~
- ~~2. Sale of advertising space in school publications.~~
- ~~3. A fund-raising activity approved by the Superintendent.~~
- ~~4. Proposals to raise funds for charitable purposes or for benefit of the school or community (for example: American Field Service activities, United Nations, or scholarship funds) provided such proposals have been individually approved by the building Principal and Superintendent.~~

While the School Committee recognizes that fundraising activities have become a part of the school environment at all levels, the Committee wishes to ensure that students are not exploited by the process. The Committee further recognizes that families have different resources; those differences should, as much as possible, not be highlighted by school activities, including fundraising.

The Committee supports student involvement in the sale of tickets to scheduled athletic events, school dramatic and musical performances, and other school events where sales are required. Also, student publications which require the sale of advertising to sustain themselves and serve the student body and/or the community may involve students in such sales.

Charitable fundraising activities, especially those that are part of a community service event or program are encouraged provided such proposals are submitted to and approved by both the building Principal and the Superintendent.

Other fundraising activities that would involve students in the fundraising process shall be submitted to the Superintendent for approval.

For safety reasons and because the School Committee recognizes that community members receive requests for support from many worthy causes, activities such as canning and door-to-door sales are strongly discouraged.

Fundraising activities may not involve competitions among students. Students may not be rewarded with additional recess, snacks, activities or any type of prize for having raised larger amounts of funds or reaching fundraising goals.

No money collections of any kind may be held in the schools without the specific consent of the Superintendent.

SOURCE: MASC Updated 2023

CROSS REFS.: ~~JP, Student Gifts and Solicitations~~, [KHA](#), Public Solicitations in the Schools

EEA - STUDENT TRANSPORTATION SERVICES

~~The School Committees of Old Rochester Regional School District/Massachusetts School Superintendency Union #55 are responsible for transporting students to and from school each day. The School Committees' first consideration is to provide the safest kind of bus operation possible. Next in importance to the safety of pupils are efficiency in service and punctuality during operation. The School Committees depend upon the cooperation of the bus contractor, school administrators, drivers, pupils and their parents in order to implement their transportation policies. The Transportation Policy and regulations for School Bus Use will be published in student handbooks and other school department publications.~~

~~in Grades K-6, pupils residing 1 ½ miles or more from the school will be furnished transportation each school day. The District will also provide transportation for those pupils who live less than 1 ½ miles from the school but whose health requires it. In accordance with the District Agreement, all junior and senior high school pupils will be furnished transportation each school day.~~

~~The School Committees will contract for transportation services with a private bus contractor using the public bidding system.~~

The major purpose of the school district's transportation services is to aid students in getting to and from school in an efficient, safe, and economical manner.

The school district may contract for transportation services. The School Committee will award contracts on a competitive bid basis. Bus contractors, 7D contractors and school districts, who will be held responsible for the safe operation of school buses, will comply with all applicable state laws and regulations, including but not limited to:

1. Specifications for school bus design and equipment
2. Inspection of buses
3. Qualifications and examinations of bus drivers
4. Driving regulations
5. Small vehicle requirements, if applicable
6. Insurance coverage
7. Adherence to local regulations and directives as specified in bid contracts

The Superintendent, working with the bus contractor and other appropriate administrators, will be responsible for establishing bus schedules, routes, stops, and all other matters relative to the transportation program.

SOURCE: MASC - Updated 2022

LEGAL

REFS.: M.G.L. 40:5; 71:7A, B and C; 71:37D; 71:48A; 71:68; 71:71A; 71B:4; 71B:5; 71B:8; 74:8A; 76:1; 76:12Bi; 76:14

CROSS REF.: EEAA, Walkers and Riders

NOTE: For additional information, refer to Guidelines to School Transportation Services in Massachusetts, published by the Department of Education in 1975.

NOTE: Regional school districts should refer to M.G.L. 71:16C before formulating a policy in this area.

Special publications that offer procedures and informational details can be referred to as a source of additional information, as in the policy above.

File: DJ - PURCHASING

It shall be the responsibility of the Superintendent:

- To procure materials, supplies, equipment, and services at the lowest possible cost consistent with the quality necessary for the proper operation of the District, thereby attaining the maximum value for each public dollar spent;
- To maintain the District's reputation for fairness and integrity and to promote impartial and equal treatment to all who wish to conduct business with the District;
- To encourage a mutually cooperative relationship with requesting departments, recognizing that successful purchasing is a result of team planning and effort;
- To promote social and economic goals such as encouraging local, small, minority, and women-owned businesses to participate in bidding for District purchases.

The acquisition of materials, equipment, and services will be centralized in the Superintendent's office of the school district.

The Superintendent will designate the District's purchasing agent. ~~They~~ The agent will develop and administer the purchasing program for the schools in keeping with legal requirements and within the adopted school budget.

School purchases will be made only on official purchase orders approved for issuance by the appropriate unit head and signed by the Superintendent or designee, with such exceptions as may be made by the latter for emergency purchases.

SOURCE: MASC 202~~3~~4

LEGAL REF.: M.G.L. [30B](#); [71:49A](#)

~~Approved by the Joint School Committee on January 19, 2023~~

File: DJ-1 REGIONAL SCHOOL DISTRICT PURCHASING

It shall be the responsibility of the Superintendent:

- To procure materials, supplies, equipment, and services at the lowest possible cost consistent with the quality necessary for the proper operation of the District, thereby attaining the maximum value for each public dollar spent;
- To maintain the District's reputation for fairness and integrity and to promote impartial and equal treatment to all who wish to conduct business with the District;
- To encourage a mutually cooperative relationship with requesting departments, recognizing that successful purchasing is a result of team planning and effort;
- To promote social and economic goals such as encouraging local, small, minority, and women-owned businesses to participate in bidding for District purchases.

The acquisition of materials, equipment, and services will be centralized in the Superintendent's office of the school district.

~~The Superintendent~~ The School Committee will designate the District's Chief Purchasing Officer. ~~purchasing agent~~. The Chief Purchasing Officer will develop and administer the purchasing program for the schools in keeping with legal requirements and within the adopted school budget.

School purchases will be made only on official purchase orders approved for issuance by the appropriate unit head and signed by the Superintendent or designee, with such exceptions as may be made by the latter for emergency purchases.

SOURCE: MASC Updated 202~~3~~2

LEGAL REF.: M.G.L. 30B; 71:49A

DJA - PURCHASING AUTHORITY

Authority for the purchase of materials, equipment, supplies, and services is extended to the Superintendent through cost-center appropriation as part of the District budget process.

The purchase of items and services within the cost-center appropriation requires no further Committee approval except when by law or by Committee policy.

Contracts may be entered into for a period of up to three years. Contracts of longer duration may only be entered into by vote of a duly called town meeting.

SOURCE: MASC 2021

LEGAL REFS.: M.G.L. [30B](#)

CROSS REF.: [DJE](#), Bidding Requirements

~~Approved by the Joint School Committee on January 19, 2023~~

NOTE: In cities, contracts of longer duration may be entered into by vote of the City Council, with mayoral approval if required by municipal charter.

DJA-1 – REGIONAL SCHOOL DISTRICT PURCHASING AUTHORITY

Authority for the purchase of materials, equipment, supplies, and services is extended to the Superintendent through cost-center appropriation as part of the District budget process.

The purchase of items and services within the cost-center appropriation requires no further Committee approval except when by law or by Committee policy.

Contracts may be entered into for a period of up to three years. Contracts of longer duration must be approved by a two-thirds vote of the Committee.

SOURCE: MASC 202~~4~~3

LEGAL REFS.: M.G.L. [30B](#)

CROSS REF.: [DJE](#), Bidding Requirements

~~Approved by the Joint School Committee on January 19, 2023~~

NOTE: In cities, contracts of longer duration may be entered into by vote of the City Council, with mayoral approval if required by municipal charter.

DJE - PROCUREMENT REQUIREMENTS

All purchases of materials and equipment and all contracts for construction or maintenance will conform to the requirements of law. Any contract between the District and a vendor is subject to procurement requirements, whether the District or another entity completes the purchase.

To foster greater efficiency, the District will enter into state and local intergovernmental agreements where appropriate for procurement or use of common or shared services.

For any supply or service over \$~~105~~0,000, bids will be advertised appropriately. Suppliers will be invited to have their names placed on distribution lists to receive invitations to bid. When specifications are prepared, they will be distributed to all merchants and firms who have indicated an interest in bidding.

All bids will be submitted in sealed envelopes, addressed to the Superintendent and plainly marked with the name of the bid and the time of the bid opening. Bids will be opened in public at the time specified, and all bidders will be invited to be present.

~~The Committee reserves for the District the right to reject any or all bids and to accept the bid that appears to be in the best interest of the school district. The Committee reserves for the District the right to waive any informality in, or reject, any or all bids or any part of any bid.~~ Any bid may be withdrawn prior to the scheduled time for the opening of the bids.

Any bid received after the time and date specified will not be considered. All bids will remain firm for a period of 30 days after opening.

The contract will be awarded to the responsive and responsible bidder offering the lowest price for the supplies/services specified in the Invitation to Bid. The bidder to whom an award is made may be required to enter into a written contract with the school district.

A procurement for a supply or service in the amount of \$10,000 or greater by not more than \$~~5~~100,000 shall be awarded to the responsible party offering the needed quantity or supply among three written quotations sought and retained by the procurement officer.

The Chief Purchasing Officer may, if it would best serve district interest, use a Request for Proposals, instead of the above process.

A procurement in the amount of \$10,000 or less shall be obtained through the exercise of sound business practices.

SOURCE: MASC 202~~3~~⁴

LEGAL REF.: M.G.L. [7:22A](#); [7:22 B](#); [30:39M](#); [30B](#)

CROSS REF.: [DJA](#), Purchasing Authority

~~Approved by the Joint School Committee on January 19, 2023~~

NOTE: Chapter 198 of the Acts of 2022 lifted the thresholds for both written quotations and for bids for school districts ONLY from \$50,000 to \$100,000. The School Committee of a municipal district conducting all of its own purchasing may choose to lift the caps above at its discretion.

In order for districts in which purchasing is conducted by the municipal purchasing department to do so, the municipality may, per the Office of the Inspector General, 1) change the procurement policy to decentralize the procurement function so the school department can conduct its own procurement process; OR 2) make a limited policy change by using the Chief Purchasing Officer's delegation to revert some school-related procurements back to the school department); OR 3) keep a centralized process but the CPO can make separate purchases for the school department using the higher school-related thresholds. If none of these occur, the Committee must keep the thresholds as they stand.

NOTE: Town or city charters may contain related provisions. If so, appropriate citations should be added to the legal references.

DJE-1 – REGIONAL SCHOOL DISTRICT PROCUREMENT REQUIREMENTS

All purchases of materials and equipment and all contracts for construction or maintenance will conform to the requirements of law. Any agreement between the District and a vendor is subject to procurement requirements, whether the District or another entity completes the purchase.

To foster greater efficiency, the District will enter into state and local intergovernmental agreements where appropriate for procurement or use of common or shared services.

For any supply or service over \$100,000, bids will be advertised appropriately with an Invitation to Bid. Suppliers will be invited to have their names placed on distribution lists to receive invitations to bid. When specifications are prepared, they will be distributed to all merchants and firms who have indicated an interest in bidding.

All bids will be submitted in sealed envelopes, addressed to the Superintendent and plainly marked with the name of the bid and the time of the bid opening. Bids will be opened in public at the time specified, and all bidders will be invited to be present.

Any bid may be withdrawn prior to the scheduled time for the opening of the bids.

Any bid received after the time and date specified will not be considered. All bids will remain firm for a period of 30 days after opening.

The contract will be awarded to the responsive and responsible bidder offering the lowest price for the supplies/services specified in the Invitation to Bid. The bidder to whom an award is made may be required to enter into a written contract with the school district.

The Chief Purchasing Officer may, if it would best serve district interest, use a Request for Proposals, instead of the above process.

A procurement for a supply or service in the amount of \$10,000 or greater by not more than \$100,000 shall be awarded to the responsible party offering the needed quantity or supply among three written quotations sought and retained by the procurement officer.

A procurement in the amount of \$10,000 or less shall be obtained through the exercise of sound business practices.

SOURCE: MASC Updated 2023

LEGAL REF.: M.G.L. 7:22A; 7:22 B; 30:39M: 30B

CROSS REF.: DJA, Purchasing Authority

NOTE: Chapter 198 of the Acts of 2022 lifted the thresholds for both written quotations and for bids for school districts ONLY. School Committees in regional districts may choose to adopt these new thresholds at their discretion.

CIVIL RIGHTS COMPLAINT POLICY FOR CHILD NUTRITION PROGRAMS

The Old Rochester Regional School District/Massachusetts Superintendency Union #55 is committed to complying with Civil Rights Requirements in all of its programs, including the USDA Food and Nutrition Services and DESE School Food and Nutrition Programs, and specifically the Civil Rights Requirements outlined in Food and Nutrition Programs Instruction 113-1 and the 2016 MoU between USDA FNS Civil Rights Division and the Massachusetts DESE Office for Food and Nutrition Programs.

Any person alleging discrimination in the District's School Food and Nutrition Program based on race, color, national origin, age, sex, or disability, either written or verbal, has the right to file a complaint. The designee at the District/school level will provide assistance to the individual(s) including but not limited to explaining the steps in the complaint process, and maintain a complaint log, as required by law.

LEGAL REF.: [FNS 113-1: Civil Rights Compliance and Enforcement](#)

NOTE: [Procedures Template for USDA Food and Nutrition Services Complaints can be found here.](#) Districts are required by FNS 113-1 to establish procedures to receive complaints, assist individuals with complaints, log, and report Civil Rights complaints related to School Food and Nutrition Services.

NOTE: The Superintendent or designee will develop complaint procedures

SOURCE: MASC 2023

CURRICULUM DEVELOPMENT AND ADOPTION

Constant adaptation and development of the curriculum is necessary if the District is to meet the needs of the students in its schools. To be successful, curriculum development must be a collaborative enterprise involving staff and administrators utilizing their professional expertise.

The School Committee will rely on the professional staff to design and implement instructional programs and courses of study that will forward the educational goals of the school district.

The Superintendent will have authority to approve new programs and courses of study after they have been thoroughly studied and found to support educational goals. The Committee itself will consider, and officially adopt, new programs and courses when they constitute an extensive alteration in instructional content or approach.

The Committee wishes to be informed of all new courses and substantive revisions in curriculum. It will receive reports on changes under consideration. Its acceptance of these reports, including a listing of the high school program of studies, will constitute its adoption of the curriculum for official purposes.

SOURCE: MASC – Updated 2023

LEGAL REF.: M.G.L. 15:1G; 71:1; 69:1E
603 CMR 26:05

~~IGA—CURRICULUM DEVELOPMENT~~

~~Constant adaptation and development of the curriculum is necessary if the District is to meet the needs of the students in its schools. To be successful, curriculum development must be a collaborative enterprise involving staff and administrators utilizing their professional expertise.~~

~~The Committee expects the faculty and administration to regularly evaluate the education program and to recommend modifications of practice, changes in curriculum content, and the addition or deletion of courses to the instructional program.~~

~~LEGAL REF.: M.G.L. 69:1E; 603 CMR 26:05~~

~~*Approved by the Joint School Committee on November 19, 2020*~~

~~IGD—CURRICULUM ADOPTION~~

~~The School Committee will rely on the professional staff to design and implement instructional programs and courses of study that will forward the educational goals of the school district.~~

~~The Superintendent will have authority to approve new programs and courses of study after they have been thoroughly studied and found to support educational goals. The Committee itself will consider, and officially adopt, new programs and courses when they constitute an extensive alteration in instructional content or approach.~~

~~The Committee wishes to be informed of all new courses and substantive revisions in curriculum. It will receive reports on changes under consideration. Its acceptance of these reports, including a listing of the high school program of studies, will constitute its adoption of the curriculum for official purposes.~~

~~LEGAL REF.: M.G.L. 15:1G 71:1; 69:1E~~

~~*Approved by the Joint School Committee on November 19, 2020*~~

~~IE--ORGANIZATION OF INSTRUCTION~~

~~The District offers a diversified educational program compatible with the needs of the community and state standards.~~

~~The organizational plan is designed to facilitate the philosophy of educating every student, each to his/her fullest potential.~~

~~The structure will consist of multiple levels (for example, Primary/Elementary, Middle and Secondary levels).~~

~~The Primary/Elementary level includes schools with preschool through grade six. The Middle level consists of schools for grades seven and eight. The Secondary level consists of schools with grades nine, ten, eleven, twelve and a transitional program.~~

~~Special education services are integrated across each grade level in all schools.~~

~~The organization is designed to meet the standards established by the Department of Elementary and Secondary Education's Curriculum Frameworks, by Time and Learning regulations, and in order to serve the needs of all students.~~

~~CROSS REFS: IC/ICA School Year/School Calendar~~

~~LEGAL REFS: 603 CMR 27.00~~

~~*Approved by the Joint School Committee on November 19, 2020*~~

~~IIAI – CAREER AND COLLEGE EDUCATION~~

~~The School Committee recognizes that students should:~~

- ~~1. Be afforded the opportunity to be informed about the world of work.~~
- ~~2. Be aware of the many vocations available to them.~~
- ~~3. Develop a respect for the dignity of work.~~
- ~~4. Be allowed the opportunity to develop an understanding regarding the technical, consumer, occupational, recreational and cultural aspects of industry and technology; they should also be afforded the opportunity to develop skills related to such aspects through creative problem solving experiences.~~

~~LEGAL REFS.: M.G.L. 71:37K; 71:38A through 71:38F; 74:1 et seq.~~

~~Board of Education Chapter 74 Regulations, adopted 6/28/77, effective 9/1/77~~

~~HHBHE-E – REMOTE LEARNING ADDENDUM~~

~~Issues to consider when developing remote learning plans:~~

- ~~• Which of these issues requires policy or policy changes?~~
- ~~• What are the policy implications and what should school committees delegate to the superintendent for operating protocols?~~
- ~~• Do we learn anything from earlier experiences in emergencies?~~
- ~~• What can we learn from our current services to students who are unable to attend school because of illness or other disability or for disciplinary reasons?~~

~~Specific items to consider in developing a plan:~~

- ~~• When is remote learning appropriate?~~
- ~~• Designating a remote learning point person~~
- ~~• Reviewing the various models for remote learning~~
- ~~• Equity – how to ensure that students have access to tools to learn remotely.~~
- ~~• Internal vs. external resources.~~
- ~~• Collective bargaining implications~~
- ~~• Responsibilities of remote educators~~
 - ~~◦ Evaluating remote educators and programs~~
 - ~~• Who may observe remote instruction~~
 - ~~◦ Teacher professional development to incorporate various elements of remote learning~~
 - ~~◦ Common planning time~~
- ~~• Identifying cost implications and approving spending~~
- ~~• Special constituencies:~~
 - ~~◦ Special education students~~
 - ~~◦ English Language Learners~~
 - ~~◦ Physically challenged students~~
 - ~~◦ Homeless students~~
 - ~~◦ Students in foster care~~
 - ~~◦ Students of military families~~

- o ~~Pregnant and parenting students~~
- ~~Facilitating collaboration/removing barriers to collaboration.~~
- ~~Protecting privacy rights of students and parents~~
 - o ~~FERPA (Federal Educational Rights and Privacy Act and COPPA (Children's On Line Privacy Protection Act)~~
 - o ~~What privacy protections do vendors and districts/schools have in place.~~
- ~~Health and nutrition issues that may impact student wellness and/or privacy~~
- ~~Internet security for students and faculty.~~
- ~~Protecting educators and others who identify threats to student wellbeing via remote learning.~~
- ~~Engaging district partners including companies, consultants, media (i.e., public television).~~
- ~~Impact on decisions to retain or grant professional status educators.~~
- ~~Academic implications (testing, grading, educator accountability, curriculum adaptations)~~
- ~~Parental rights (opting in or opting out)~~
- ~~Data gathered remotely or on-line (who gathers, aggregates, or analyzes).~~

~~Approved by the Joint School Committee on September 24, 2020~~

~~SOURCE: MASC—May 2020~~

~~II--EVALUATION OF INSTRUCTIONAL PROGRAMS~~

~~The School Committee considers comprehensive and objective evaluation of the effectiveness of the curriculum to be of primary importance. The Superintendent will provide for the translation of the stated instructional goals into objectives and for appraisal of their implementation in order to:~~

- ~~1. Determine educational needs and provide information for planning.~~
- ~~2. Indicate instructional strengths and weaknesses.~~
- ~~3. Check on the suitability of programs in terms of community requirements.~~
- ~~4. Show the relationship between achievement and the system's stated goals.~~
- ~~5. Provide data for public information.~~

~~Elements of this evaluation process may include:~~

- ~~1. Testing programs such as nationally standardized general achievement tests, nationally standardized tests in specific subject areas, and tests administered by other agencies.~~
- ~~2. Study of school achievement records.~~
- ~~3. Study of students' high school and drop-out records.~~
- ~~4. Use of outside services, participation in regional research studies, contracted evaluation services; evaluation services at cost to the school system must be approved in advance by the School Committee.~~
- ~~5. Teacher and parent evaluation of student behavior.~~
- ~~6. State Dept. of Elementary and Secondary Education specialists and services.~~
- ~~7. Evaluation by the regional accrediting association.~~
- ~~8. Evaluation by other agencies.~~

~~An evaluation of the curriculum and its effectiveness will be made periodically and reported to the Committee by the Superintendent.~~

~~IMA--TEACHING ACTIVITIES/PRESENTATIONS~~

~~It is the desire of the School Committee that the best available strategies for bringing about learning be utilized in the District's schools. The instructional staff shall be expected to keep abreast of new and promising instructional ideas and practices developed in schools throughout the nation and to apply those which have potential for improving the learning program in the District's schools.~~

~~An educational climate shall be established which shall be conducive to rational thought, inquiry, and respect for the dignity of the individual. This educational climate will assist students in learning how to think rather than what to think and shall provide students the opportunity to identify, express, and defend their opinions without penalty or fear of reprisal or ridicule.~~

~~Nothing in this policy shall limit a parent/guardian's right to file a complaint to challenge the use of teaching activity or presentation.~~

BEDH - PUBLIC COMMENT AT SCHOOL COMMITTEE MEETINGS

All regular and special meetings of the School Committee shall be open to the public. Executive sessions will be held only as prescribed by the laws of the Commonwealth of Massachusetts.

A School Committee meeting is a meeting of a government body at which members of the body deliberate over public business. The School Committee desires citizens of the District to attend its meetings so that they may become better acquainted with the operations and the programs of our local public schools. In addition, the Committee would like the opportunity to hear public comment.

Public comment is not a discussion, debate, or dialogue between individuals and the School Committee. It is an individual's opportunity to express an opinion on issues within the School Committee's authority.

To ensure the ability of the School Committee to conduct the District's business in an orderly manner, the following rules and procedures are adopted:

1. At the start of each regularly scheduled School Committee meeting, individuals will sign in for an opportunity to speak during public comment. The public comment segment shall not exceed 30 minutes. All speakers are encouraged to present their remarks in a respectful manner. The period for public comment may be extended by motion and majority vote.
2. An attendee must be recognized by the chair to speak. Once recognized, speakers will be allowed three (3) minutes to present their material and must begin their comments by stating their name and city/town. The presiding Chairperson may permit extension of this time limit, in extenuating circumstances. No person shall address a meeting of a public body without permission of the chair, and all persons shall, at the request of the chair, be silent.
3. Topics for discussion must be limited to those items listed on the School Committee's scope of authority. The authority of the School Committee primarily concerns the review and approval of the budget of the district's public schools, the performance of the Superintendent, and the educational goals and policies of the district's public schools. Comments and complaints regarding school personnel (apart from the Superintendent) or students are generally prohibited unless those comments and complaints concern matters within the scope of the School Committee authority.
4. The chair of the meeting, after a warning, reserves the right to terminate speech which is not constitutionally protected because it constitutes true threats that are likely to provoke a violent reaction and cause a breach of the peace, or incitement to imminent lawless conduct, ~~or contains obscenities.~~
5. Written comments may be presented to the presiding Chair before the meeting, and shall be considered part of the official record of the session as documents used by the Committee in an open meeting. All remarks will be addressed through the Chair of the

meeting. Comments made during the public comment portion of the meeting do not necessarily reflect the views or positions of the School Committee.

6. Sign up instructions will be provided for those who wish to participate in Public Comment. Recognition for speaking will be provided only to those who sign-up.

7. If an attendee continues to disrupt the meeting after a clear warning, such as by speaking when not recognized or after public comments have concluded, the Chair has the authority to order that person to leave. If the person does not leave, the chair may authorize a constable or other officer to remove the person from the meeting, and further action could be considered if necessary¹.

LEGAL REFS:

M.G.L. [30A: 18](#)-25

¹ M.G.L. Chap. 30A, Section 20(g)

CROSS REFS: [BE](#) SCHOOL COMMITTEE MEETINGS, [BEC](#) EXECUTIVE SESSIONS, [BEDA](#) NOTIFICATION OF SCHOOL COMMITTEE MEETINGS, [BEDB](#) AGENDA FORMAT.

Approved by the Joint School Committee September 28, 2023.

IHBF - HOMEBOUND INSTRUCTION

The schools may furnish homebound instruction to ~~those students who are unable to attend classes for at least two consecutive weeks due to a physical injury, medical situation, or a severe emotional problem~~ any student who must remain at home or in a hospital on a day or overnight basis, or any combination of both, for medical reasons and for a period of no less than 14 school days in any school year. –The instruction is designed to provide maintenance in the basic academic courses so that when a student returns to school they will not be at a disadvantage because of the illness or the hospitalization.

To qualify for the program, the student needs a written statement from a medical doctor requesting the homebound instruction, stating the reasons why, and estimating the time the student will be out of school. This statement needs to be sent to the Director of ~~Pupil-Student~~ Services.

Homebound instruction is offered in basic elementary subjects and in secondary subjects which do not require laboratories and special equipment, subject in all cases to the availability of qualified teachers. Certified teachers shall be assigned to homebound instruction by the Superintendent or designee.

LEGAL REF: 603 CMR 28.03 (3)(c)

SOURCE: MASC Updated 2023

IJOA - FIELD TRIPS

Field trips are recognized as a valuable teaching tool and should be related to the curriculum appropriate for the grade level of participants. Since such trips are a part of the instructional program, no child should be excluded unless said exclusion occurs pursuant to reasons determined by the Principal and communicated to the parents/guardians.

Each teacher who wants to take a group on a field trip away from school will first obtain permission from the Principal, then make out the form "Request to be Away During School Hours". The teacher will send home a permission slip to be signed by the pupil's parent or guardian. This slip shall be kept on file. If the Principal is to accompany a group, the Principal shall make out a "Request to be Away During School Hours" form.

Any overnight field trips must be approved by the Principal, Superintendent of Schools and School Committee.

On all trips a sufficient number of chaperones must be provided. Generally, the number may be one for every ten pupils or a reasonable number approved by the Principal of the school. On a bus trip in the evening, there should be a male and a female chaperone on each bus.

Field trips can bring the school and the community closer together, which can result in real life experiences that enrich the curriculum for students and also bring about better public relations. The School Committee will also encourage field trips as an integral part of the instructional programs in the schools.

The Superintendent will establish regulations to assure that:

1. All students have permission from a parent or guardian for trips.
2. All trips are properly supervised.
3. All safety precautions are observed.
4. All trips contribute substantially to the educational program.
5. All trips allow student access without regard of family ability to pay.

All out-of-state or extended (overnight) trips and excursions, except those required for student participation in tournament competition or contests, must have advance approval of the School Committee. Fundraising activities for such trips will be subject to approval by the appropriate Administrator.

CROSS REF.: JJH, Policy Relating to Field Trips Involving Late Night or Overnight Travel

JJE, Student Fund-Raising Activities

SOURCE: MASC Cross Reference Update-2023

ANIMALS IN SCHOOL

No animal shall be brought to school without prior permission of the building Principal.

The School District is committed to providing a high quality educational program to all students in a safe and healthy environment.

~~The School Principal, in consultation with the School Nurse in each building, shall utilize the Department of Public Health publication "Guidelines for Animals in Schools or on School Grounds" and~~ shall review student health records to determine which animals may be allowed in the school building. The decision of the Principal shall be final.

Educational Program

Use of animals to achieve specific curriculum objectives may be allowed by the building Principal provided student health and safety is not jeopardized and the individual requesting that the animal be brought to school is responsible for adhering to ~~the "Guidelines for Animals in Schools or on School Grounds" and~~ any other conditions established by the Principal to protect the health and well-being of students.

Student Health

The health and well-being of students is the District's highest priority. Animals may cause an allergic reaction or otherwise impair the health of students. No animals may be brought to school or kept in the school, classroom, office or common area that may negatively impact the health of any student who must utilize that area. Animals that cause an allergic reaction or impair the health of students shall be removed from the school immediately so that no student shall have their health impaired and each student shall have full access to available educational opportunities.

Animals Prohibited from School

~~Rabies is a growing problem and any fur bearing animal is susceptible to this very serious fatal disease. Infected animals can transmit this disease to students and staff. Based on the Massachusetts Departments of Health and Education recommendations the following animals are prohibited from schools within the School District.~~

~~Wild Animals and Domestic Stray Animals~~ — Because of the high incidence of rabies in bats, raccoons, skunks, foxes and other wild carnivores, these animals should not be permitted in school buildings under any circumstances (including dead animals).

~~Fur-Bearing Animals~~ (pet dogs,* cats, wolf hybrids, ferrets, etc.,) — These animals may pose a risk for transmitting rabies, as well as parasites, fleas, other diseases and injuries.

~~Bats~~ — Bats pose a high risk for transmitting rabies. Bat houses should not be installed on school grounds and bats should not be brought into the school building.

~~Poisonous Animals~~ — Spiders, venomous insects and poisonous snakes, reptiles and lizards are prohibited for safety reasons.

~~*Exception: Guide, Hearing and Other Service Animals Dogs or Law Enforcement Dogs~~ — These animals may be allowed in school or on school grounds with proof of current rabies vaccination.

Exceptions may be made with the prior approval of the Superintendent of Schools.

SOURCE: MASC October 2023

IMGA - POLICY REGARDING DOGS, CATS, AND OTHER PETS SERVICE ANIMALS IN SCHOOL

~~Pet owners are not permitted to bring their animals on campus without the expressed, written consent of the Principal or the Superintendent.~~

~~Pet owners who bring animals on campus will be asked to leave, and repeat offenders may risk being barred from returning to the school property.~~

The School Committee does not permit discrimination against individuals with disabilities, including those who require the assistance of a service animal. The District will comply with Massachusetts law concerning the rights of persons with guide or assistance dogs and with federal law and will permit such animals on school premises and on school transportation.

For purposes of this policy, a “service animal includes any dog that has been individually trained to do the work or perform tasks for the benefit of an individual with a disability.” The regulations further state that “a public entity shall make reasonable modifications in policies, practices, or procedures to permit the use of a miniature horse by an individual with a disability if the horse has been individually trained to do work or perform tasks for the benefit of the individual with the disability.”

Service animals perform some of the functions and tasks that individuals with disabilities cannot perform themselves. Service animals are not pets. There are several kinds of service animals that assist individuals with disabilities. Examples include, but are not limited to, animals that:

- assist individuals who are blind or have severe sight impairments as “seeing eye dogs” or “guide dogs;”
- alert individuals with hearing impairments to sounds;
- pull wheelchairs or carry and pick-up items for individuals with mobility impairments; and
- assist mobility-impaired individuals with balance.

The District shall not assume or take custody or control of, or responsibility for, any service animal or the care or feeding thereof. The owner or person having custody and control of the animal shall be liable for any damage to persons, premises, property, or facilities caused by the service animal, including, but not limited to, clean up, stain removal, etc.

If, in the opinion of the School Principal or authorized designee, any service animal is not in the control of its handler, or if it is not housebroken, the service animal may be excluded from the school or program. The service animal can also be excluded if it presents a direct and immediate threat to others in the school. The parent or guardian of the student having custody and control of

the animal will be required to remove the service animal from District premises immediately upon notification by the School Principal..

If any student or staff member assigned to the classroom in which a service animal is permitted suffers an allergic reaction to the animal, the person having custody and control of the animal will be required to remove the animal to a different location designated by the Building Principal or designee and an alternative plan will be developed with appropriate District staff. Such plan could include the reassignment of the person having custody and control of the animal to a different classroom. This will also apply if an individual on school transportation suffers an allergic reaction. In this case, an alternate plan will be developed in coordination with appropriate school, District, and transportation staff and will include ing the involvement of the parents/guardian of the student.

When a student will be accompanied by a service animal at school or in other District facilities on a regular basis, such staff member or such student's parent or guardian, as well as the animal's owner and any other person who will have custody and control of the animal will be required to sign a document stating that they have read and understood the foregoing.

The Superintendent of Schools or their designee shall be responsible for developing procedures to accommodate a student's use of an assistance animal in District facilities and on school transportation vehicles.

LEGAL REF.: 28 CFR, Part 35

SOURCE: MASC October 2023

JIC - STUDENT DISCIPLINE

The School Committee believes that all students deserve every opportunity to achieve academic success in a safe, secure learning environment. Good citizenship in schools is based on respect and consideration for the rights of others. Students will be expected to conduct themselves in a way that the rights and privileges of others are not violated. They will be required to respect constituted authority, to conform to school rules and to those provisions of law that apply to their conduct.

Each Principal shall include prohibited actions in the student handbook or other publication to be made available to students and parents/guardians.

Principals and staff shall not use academic punishment of any form as a consequence to inappropriate behaviors/actions by students.

The Principal may, as a disciplinary measure, remove a student from privileges, such as extracurricular activities and attendance at school-sponsored events, based on the student's misconduct. Such a removal is not subject to the remainder of this policy, law, or regulation.

The Superintendent shall provide each Principal with a copy of the regulations promulgated by DESE and shall have each Principal sign a document acknowledging receipt thereof, which shall be placed in their personnel file.

Suspension

In every case of student misconduct for which suspension may be ~~imposed (except for offenses referenced in the note at the end of this policy)~~, a Principal shall consider ways to re-engage the student in learning ~~;~~ ~~and avoid using long-term suspension from school as a consequence until alternatives have been tried. Alternatives may include the use of evidence-based strategies and programs such as mediation, conflict resolution, restorative justice, and positive behavioral interventions and supports. Unless specific reasons are documented as to why such alternative remedies are unsuitable or counter-productive, and/or in cases where the student's continued presence in school would pose a specific, documentable concern about the infliction of serious bodily injury or other serious harm upon another person while in school, principal shall not suspend or exclude a student until alternatives have been employed and their use and results documented. Alternatives may include but shall not be limited to the use of evidence-based strategies and programs such as mediation, conflict resolution, restorative justice, and collaborative problem-solving.~~

The superintendent and/or principal shall also implement district/school-wide models to re-engage students in the learning process which shall include but not be limited to positive behavioral interventions and support models, and trauma sensitive learning models.

Notice of Suspension:

Except for emergency removal or an in-school suspension of less than 10 days, a Principal must provide the student and the parent/guardian oral and written notice, and provide the student an

opportunity for a hearing and the parent/guardian an opportunity to participate in such hearing before imposing suspension as a consequence for misconduct. The Principal shall provide both oral and written notice to student and parent/guardian in English and in the primary language of the home if other than English. The notice shall include the rights enumerated in law and regulation. To conduct a hearing without a parent/guardian present, the Principal must be able to document reasonable efforts to include the parent/guardian.

The principal or a designee shall notify the superintendent in writing, including by electronic means, of any out-of-school suspension imposed on a student enrolled in kindergarten through grade 3 prior to such suspension taking effect. That notification shall describe the student's alleged misconduct and the reasons for suspending the student out-of-school. For the purposes of this section, the term "out-of-school suspension" shall mean a disciplinary action imposed by school officials to remove a student from participation in school activities for 1 day or more.

For any suspension or exclusion under this section, the principal or designee of a school in which the student is enrolled, shall provide to the student and parent/guardian, notice of the charges and the reason for the suspension or exclusion in English and in the primary language spoken in the home of the student. The student shall receive the written notification and shall have the opportunity to meet with the principal, or a designee, to discuss the charges and reasons for the suspension or exclusion prior to the suspension or exclusion taking effect. The principal, or a designee, shall ensure that the parent or guardian of the student is included in the meeting, provided that such meeting may take place without the parent or guardian only if the principal, or a designee, can document reasonable efforts to include the parent or guardian in that meeting.

Emergency Removal

A Principal may remove a student from school temporarily when a student is charged with a disciplinary offense and the continued presence of the student poses a danger to persons or property, or materially and substantially disrupts the order of the school, and, in the Principal's judgment, there is no alternative available to alleviate the danger or disruption. The Principal shall immediately notify the Superintendent in writing of the removal including a description of the danger presented by the student.

The temporary removal shall not exceed two (2) school days following the day of the emergency removal, during which time the Principal shall:

1. Make immediate and reasonable efforts to orally notify the student and the student's parent/guardian of the emergency removal, the reason for the need for emergency removal, and the other matters required in the notice as referenced in the applicable regulation;
2. Provide written notice to the student and parent/guardian as required above. The notice shall include the rights enumerated in law and regulation;
3. Provide the student an opportunity for a hearing with the Principal that complies with applicable regulations, and the parent/guardian an opportunity to attend the hearing, before the expiration of the two (2) school days, unless an extension of time for hearing is otherwise agreed to by the Principal, student, and parent/guardian;

4. Render a decision orally on the same day as the hearing, and in writing no later than the following school day, which meets the requirements of applicable law and regulation.

A Principal shall also ensure adequate provisions have been made for the student's safety and transportation prior to removal.

In School Suspension - not more than 10 days consecutively or cumulatively

The Principal may use in-school suspension as an alternative to short-term suspension for disciplinary offenses:

~~The Principal may impose an in-school suspension for a disciplinary offense under this provision,~~ provided that the Principal follows the process set forth in State regulation and the student has the opportunity to make academic progress ~~as required by law and regulation.~~

Principal's Hearing - Short Term Suspension of up to 10 days

The hearing with the Principal shall be to hear and consider information regarding the alleged incident for which the student may be suspended, provide the student an opportunity to dispute the charges and explain the circumstances surrounding the alleged incident, determine if the student committed the disciplinary offense, and if so, the consequences for the infraction.

At a minimum, the Principal shall discuss the disciplinary offense, the basis for the charge, and any other pertinent information.

The student also shall have an opportunity to present information, including mitigating facts, that the Principal should consider in determining whether other remedies and consequences may be appropriate as set forth in law and regulation.

The Principal shall provide the parent/guardian, if present, an opportunity to discuss the student's conduct and offer information, including mitigating circumstances, that the Principal should consider in determining consequences for the student.

The Principal shall, based on the available information, including mitigating circumstances, determine whether the student committed the disciplinary offense, and, if so, what remedy or consequence will be imposed.

The Principal shall notify the student and parent/guardian of the determination and the reasons for it, and, if the student is suspended, the type and duration of suspension and the opportunity to make up assignments and such other school work as needed to make academic progress during the period of removal, as required by law and regulation. The determination shall be in writing and may be in the form of an update to the original written notice.

If the student is in a public preschool program or in grades K through 3, the Principal shall send a copy of the written determination to the Superintendent and explain the reasons for imposing an out-of-school suspension, before the short-term suspension takes effect.

Principal's Hearing - Long Term Suspension of more than 10 days but less than 90 days (consecutive or cumulative)

The hearing with the Principal shall be to hear and consider information regarding the alleged incident for which the student may be suspended, provide the student an opportunity to dispute the charges and explain the circumstances surrounding the alleged incident, determine if the student committed the disciplinary offense, and if so, the consequences for the infraction.

At a minimum, in addition to the rights afforded a student in a short-term suspension hearing, the student shall have the following rights: In advance of the hearing, the opportunity to review the student's record and the documents upon which the Principal may rely in making a determination to suspend the student or not; The right to be represented by counsel or a lay person of the student's choice, at the student's/parent's/guardian's expense; The right to produce witnesses on his or her behalf and to present the student's explanation of the alleged incident, but the student may not be compelled to do so; The right to cross-examine witnesses presented by the school district; The right to request that the hearing be recorded by the Principal, and to receive a copy of the audio recording upon request. If the student or parent/guardian requests an audio recording, the Principal shall inform all participants before the hearing that an audio record will be made and a copy will be provided to the student and parent/guardian upon request.

The Principal shall provide the parent/guardian, if present, an opportunity to discuss the student's conduct and offer information, including mitigating circumstances, that the Principal should consider in determining consequences for the student.

The Principal shall, based on the evidence, determine whether the student committed the disciplinary offense, and, if so, after considering mitigating circumstances and alternatives to suspension as required by law and regulation, what remedy or consequence will be imposed, in place of or in addition to a long-term suspension. The Principal shall send the written determination to the student and parent/guardian by hand-delivery, certified mail, first-class mail, email to an address provided by the parent/guardian for school communications, or any other method of delivery agreed to by the Principal and the parent/guardian.

If the Principal decides to suspend the student, the written determination shall: Identify the disciplinary offense, the date on which the hearing took place, and the participants at the hearing; Set out the key facts and conclusions reached by the Principal; Identify the length and effective date of the suspension, as well as a date of return to school; Include notice of the student's opportunity to receive education services to make academic progress during the period of removal from school as required by law and regulation; Inform the student of the right to appeal the Principal's decision to the Superintendent or designee, but only if the Principal has imposed a long-term suspension. Notice of the right of appeal shall be in English and the primary language of the home if other than English, or other means of communication where appropriate, and shall include the following information: The process for appealing the decision, including that the student or parent/guardian must file a written notice of appeal with the Superintendent within five (5) calendar days of the effective date of the long-term suspension; provided that within the five (5) calendar days, the student or parent/guardian may request and receive from the Superintendent an extension of time for filing the written notice for up to seven (7) additional calendar days; and that the long-term suspension will remain in effect unless and until the Superintendent decides to reverse the Principal's determination on appeal.

If the student is in a public preschool program or in grades K through 3, the Principal shall send a copy of the written determination to the Superintendent and explain the reasons for imposing an out-of-school suspension before the suspension takes effect.

Superintendent's Hearing

A student who is placed on long-term suspension following a hearing with the Principal shall have the right to appeal the Principal's decision to the Superintendent.

The student or parent/guardian shall file a notice of appeal with the Superintendent within the time period noted above (see Principal's hearing - Suspension of more than 10 days). If the appeal is not timely filed, the Superintendent may deny the appeal, or may allow the appeal in his or her discretion, for good cause.

The Superintendent shall hold the hearing within three (3) school days of the student's request, unless the student or parent/guardian requests an extension of up to seven (7) additional calendar days, in which case the Superintendent shall grant the extension.

The Superintendent shall make a good faith effort to include the parent/guardian in the hearing. The Superintendent shall be presumed to have made a good faith effort if he or she has made efforts to find a day and time for the hearing that would allow the parent/guardian and Superintendent to participate. The Superintendent shall send written notice to the parent/guardian of the date, time, and location of the hearing.

The Superintendent shall conduct a hearing to determine whether the student committed the disciplinary offense of which the student is accused, and if so, what the consequence shall be. The Superintendent shall arrange for an audio recording of the hearing, a copy of which shall be provided to the student or parent/guardian upon request. The Superintendent shall inform all participants before the hearing that an audio record will be made of the hearing and a copy will be provided to the student and parent/guardian upon request. The student shall have all the rights afforded the student at the Principal's hearing for long-term suspension.

The Superintendent shall issue a written decision within five (5) calendar days of the hearing which meets the requirements of law and regulation. If the Superintendent determines that the student committed the disciplinary offense, the Superintendent may impose the same or a lesser consequence than the Principal, but shall not impose a suspension greater than that imposed by the Principal's decision. The decision of the Superintendent shall be the final decision of the school district with regard to the suspension.

Expulsion

Expulsion is defined as the removal of a student from school for more than ninety (90) school days, indefinitely, or permanently as allowed by law for possession of a dangerous weapon; possession of a controlled substance; assault on a member of the educational staff; or a felony charge or felony delinquency complaint or conviction, or adjudication or admission of guilt with respect to such felony, if a Principal determines that the student's continued presence in school would have a substantial detrimental effect on the general welfare of the school.

Any student expelled from school for such an offense shall be afforded an opportunity to receive educational services and make academic progress.

Academic Progress

Any student who is suspended or expelled shall have the opportunity to earn credits, make up assignments, tests, papers, and other schoolwork as needed to make academic progress during the period of his or her removal from the classroom or school. The Principal shall inform the student and parent/guardian of this opportunity in writing, in English and in the primary language of the home, when such suspension or expulsion is imposed.

Any student who is expelled or suspended from school for more than ten (10) consecutive days, whether in school or out of school, shall have an opportunity to receive education services and make academic progress toward meeting state and local requirements, through the school-wide education service plan.

The Principal shall develop a school-wide education service plan describing the education services that the school district will make available to students who are expelled or suspended from school for more than ten (10) consecutive days. The plan shall include the process for notifying such students and their parents/guardians of the services and arranging such services. Education services shall be based on, and be provided in a manner consistent with, the academic standards and curriculum frameworks established for all students under the law.

The Principal shall notify the parent/guardian and student of the opportunity to receive education services at the time the student is expelled or placed on long-term suspension. Notice shall be provided in English and in the primary language spoken in the student's home if other than English, or other means of communication where appropriate. The notice shall include a list of the specific education services that are available to the student and contact information for a school district staff member who can provide more detailed information.

For each student expelled or suspended from school for more than ten (10) consecutive days, whether in-school or out-of-school, the school district shall document the student's enrollment in education services. For data reporting purposes, the school shall track and report attendance, academic progress, and such other data as directed by the Department of Elementary and Secondary Education.

Reporting

The school district shall collect and annually report data to the DESE regarding in-school suspensions, short- and long-term suspensions, expulsions, emergency removals, access to education services, and such other information as may be required by the DESE.

The Principal of each school shall periodically review discipline data by selected student populations, including but not limited to race and ethnicity, gender, socioeconomic status, English language learner status, and student with a disability status in accordance with law and regulation.

SOURCE: MASC - August 2022

LEGAL REF: M.G.L. [71:37H](#); [71:37H ½](#); [71:37H ¾](#); [76:17](#); [76:21](#)

603 CMR [53.00](#)

603 CMR 53.10(3) through (5)

603 CMR 53.13(1)

Chapter 222 An Act Relative to Student Access to Educational Services and Exclusion from School

Supporting Students with Disabilities and Avoiding the Discriminatory Use of Student Discipline under Section 504 of the Rehabilitation Act of 1973 and

Questions and Answers Addressing the Needs of Children with Disabilities and the Individuals with Disabilities Education Act's (IDEA's) Discipline Provisions.

~~Approved by the Joint School Committee on January 19, 2023.~~

NOTE: The DESE regulations on student discipline and this policy, consistent with law, set forth the minimum procedural requirements applicable to the suspension of a student for a disciplinary offense other than: possession of a dangerous weapon; possession of a controlled substance; assault on a member of the educational staff; or a felony charge or felony delinquency complaint or conviction, or adjudication or admission of guilt with respect to such felony, if a Principal determines that the student's continued presence in the school would have a substantial detrimental effect on the general welfare of the school, as provided in M.G.L. c. 71, S. 37H or 37H½. The Principal, pursuant to the previously referenced statute may remove a student who has committed any of the disciplinary offenses above referenced from school for more than 90 days in a school year except that the removal from school for such offenses is subject to the provision of continuing educational services needed to make academic progress and, the requirement that all school districts regardless of the type of offense shall report school discipline data and analysis to DESE. Also, the prohibited actions above referenced are subject to the provision that allows the Commissioner to investigate each school that has a significant number of students suspended and excluded for more than 10 cumulative days in a school year and to make recommendations thereon.