

To:	Dr. Mobley & BOT
From:	AMSA Administration
Re:	Handbook Changes
Date:	May 30, 2025

The following handbook changes are submitted for approval:

Old Language	Proposed Language/Action	Rationale
New Section – MEDIA OPT OUT	The Advanced Math and Science Academy has an opt-out policy for students and families who wish to prevent their images from being used in school media, including the school website, school social media outlets, and external media outlets such as newspapers and online publications. Students will also not be listed on the honor roll. Please download and complete this AMSA Media Opt-Out Form. If you wish to have your student(s) opt out of the above uses. Additional languages are available on subsequent pages of the form. To complete, please print the form and fill it out. Completed forms must be mailed or emailed to: Lower School students: amontesion@amsacs.org Upper School students: jfortier@amsacs.org Mail: 201 Forrest Street, Marlborough, MA 01752 Note: This does not include videotaping by security cameras in school or on school buses.	This creates a clear process for families to opt their children out of publications, media, etc. This new process also shifts the collection of the information to the dean's offices. The actual handbook document contains a link to the form. The forms will also be uploaded to the website.
New Section - STUDENT PUBLICATIONS	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.	Clarifies AMSA's position on student publications and clarifies that these are reasonably regulated by the principal

	Student publications will be encouraged to comply with the rules for responsible journalism. Students shall affix their names to all articles or editorials contributed to or written by them. Distribution of Literature: The time, place, and manner of distribution of literature will be reasonably regulated by the Principal.	
Replace "Academic Warnings" with "Progress Monitoring"	Parents/guardians and students are able to view and monitor their academic progress through the school's authorized electronic student information system. Parents/guardians and students can register within the system to receive academic reports on a daily or weekly basis.	Updates expectations around mid-quarter reporting to align with capabilities of PowerSchool. The move to PowerSchool eliminated the ability to send academic warnings in the same as was done in Rediker.
New Section - EXTRACURRICULAR ACADEMIC ELIGIBILITY	Students participating in extracurricular activities must maintain passing grades in all their classes. If a student's grade in any class falls below the passing level, the student will be placed on temporary academic probation. During this period, the student must work closely with their academic teachers to improve their performance. The probation period will continue until the teacher(s) determines that the student is in good academic standing. At that point, the teacher may formally release the student to resume participation in the extracurricular activity. This policy is intended to support academic success while encouraging continued engagement in extracurricular opportunities.	This policy is intended to support academic success while encouraging continued engagement in extracurricular opportunities.
CONCUSSIONS	OLD LANGAUGE: The nurse will assess the returning student prior to the student entering academics. NEW LANGAUGE: The nurse will notify appropriate staff once the student has been cleared by the PCP DELETE: The nurse will continue to monitor and assess the student at regular intervals as per the student's signs and symptoms and ICAP plan. ICAPS are required to be updated by	Only the PCP should be providing ongoing assessment and clearance from concussions. AMSA cannot require a doctor to provide updated ICAPs to the school every two weeks.

	the students attending physician every 2 weeks.	
MEDICATIONS	OLD LANGAUGE: Parents arriving at school to administer medication(s) to their child must do so in the Nurse's Office NEW LANGAUGE: Parents arriving at school to administer medications(s) to their child must do so under the observation of a school nurse. Medications must come in a prescription bottle with the student's name on it or OTC medications must come in the original box.	Parents should not be required to enter the confidential space of the nurse's office for this purpose. It is required that it be done under the supervision of the nurse, this does not require the parent be in the nurse's office.
ATTENDANCE	OLD LANGAUGE: No student may exceed fifteen (15) unexcused absences for any class during a school year. On the sixteenth (16th) unexcused absence, the student will not receive credit for that class for the year. Students may be required to attend summer school and/or face possible retention. Families and students will be notified of the loss of credit and of how to appeal the decision. The attendance record for each class is included in portals, which is accessible to parents and students at any time. NEW LANGUAGE: No student may exceed fifteen (15) unexcused absences during a school year. On the sixteenth (16th) unexcused absence, the student will be required to attend credit recovery, or they will not receive credit for the year and face possible retention. Additionally, students identified with eight (8) or more unexcused absences in a semester will be placed on probation and prohibited from participating in AMSA extra-curriculars. Families and students will be notified of the loss of credit and of how to appeal the decision. The attendance record for is included in portals, which is accessible to parents and students at any time.	New language adds a probation consequence at 8 unexcused absences in a semester and clarifies that students who exceed unexcused absence limits will be required to attend credit recovery or risk retention.