

LEXINGTON SCHOOL COMMITTEE MEETING
Wednesday, April 15, 2015
Lexington High School, Library Media Center
251 Waltham Street

6:00 p.m. Call to Order:

6:01 p.m. Executive Session (45 minutes):

1. Exemption 3 – To Discuss Strategy with Respect to Collective Bargaining Regarding LEA Unit A Negotiations

6:45 p.m. Return to Public Session and Welcome :

(Approx.) Public Comment – (Written comments to be presented to the School Committee; oral presentations not to exceed three minutes.)

6:46 p.m. Superintendent’s Announcements:

1. The Final Day of School Is June 23, Which Is a Half Day for Students
2. Kindergarten Enrollment Update

6:49 p.m. School Committee Member Announcements:

6:52 p.m. Agenda:

1. Public Hearing on School Choice (5 minutes)

6:57 p.m. Consent Agenda (2 minutes):

1. Vote to Accept a \$500.00 Donation to the Harrington ELL Program
2. Vote to Accept a \$1,000.29 Matching Gift Donation from Raytheon Company to Lexington High School
3. Vote to Accept Two 2015 Intel Science Talent Search School Awards in the Amount of \$2,000 from the Society for Science & the Public to Be Used to “further support excellence in science, math and/or engineering education” at Lexington High School
4. Vote to Approve School Committee Minutes of March 10, 2015

6:59 p.m. The School Committee will recess and reconvene at approximately 7:00 p.m. with the Board of Selectmen in Room 148 at Lexington High School. It is anticipated that the School Committee will go immediately into Executive Session.

7:00 p.m. Executive Session – Lexington High School, Room 148 (with Board of Selectmen):

(Approx.) 1. Exemption 3: Coalition Bargaining

7:20 p.m. (Approx.) **Return to Public Session – Lexington High School, Library Media Center:**

1. Discussion of Town Meeting Articles (2 minutes)
2. School Committee Policies (10 minutes)
 - Review and Approve in Form the Following Section J Polices:
 - JB – Equal Opportunity Policy (Lexington’s Current)
 - JB – Equal Opportunity Policy (MASC) – PMRS Recommends
 - JBA – Student-to-Student Harassment
 - JC – Attendance Areas
 - JCA – Assignment of Students to Schools
 - JCAC – Student Transfer Policy
 - JEB – Entrance Age
 - JF – School Admissions
 - JFAB – Non-Resident Students
 - JFABB – Admission of Exchange Students
 - JFABC – Admission of Transfer Students
 - JFABD – Homeless Policy (Lexington’s Current)
 - JFABD – Homeless Students: Enrollment Rights and Services (MASC)
 - JFBB – School Choice
 - JFBB-1 – School Choice
 - JH – School Absences and Excuses
 - JH1 – School Policy on Attendance (Lexington’s Current)
 - JH2 – Attendance Policy (Lexington’s Current)
 - JH-R – Attendance Policy Procedure (Lexington’s Current)
 - JHD – Exclusion and Exemptions from School Attendance
 - JI – Student Rights and Responsibilities
 - JIB – Student Involvement in Decision-Making
 - JICA – Student Dress Code
 - JICE – Student Publications
 - JICFA – Prohibition of Hazing
 - JICFA-E – Policy for Hazing (Lexington’s Current)
 - JICFA-E – Hazing (MASC)
 - JICFB – Bullying Prevention and Intervention Plan Policy (Lexington’s Current)
 - JICFB – Bullying Prevention (MASC)
 - JIGG – Tobacco Use by Students
 - JICH – Drug and Alcohol Policy ((Lexington’s Current)
 - JICH – Drug and Alcohol Use by Students (MASC)
 - JIE – Pregnant Students
 - JIH – Searches and Interrogations
 - JII – Student Complaints and Grievances
 - JJ – Co-Curricular and Extra-Curricular Activities
 - JJA – Student Organizations
 - JJE – Student Fund-Raising Activities

7:30 p.m. The School Committee will remain in session and relocate to Lexington High School Auditorium for the purpose of participating in Town Meeting.

The next scheduled meetings of the School Committee are as follows:

- Thursday, April 23, 2015 – School Committee Retreat – 6:30 p.m., School Administration Building, Central Office Upper Level Conference Room, 146 Maple Street
- Tuesday, April 28, 2015 – 7:30 p.m., Lexington Town Office Building, Selectmen’s Meeting Room, 1625 Massachusetts Avenue

All agenda items and the order of items are approximate and subject to change.

STUDENT TARDINESS, ABSENCES AND EXCUSES

Regular and punctual school attendance is essential for success in school. The Committee recognizes that parents of children attending our schools have special rights as well as responsibilities, one of which is to ensure that their children attend school regularly, in accordance with state law.

Therefore, students may be excused temporarily from school attendance for the following reasons: illness or quarantine; bereavement or serious illness in family; weather so inclement as to endanger the health of the child; and observance of major religious holidays.

A student may also be excused for other exceptional reasons with approval of the Principal or designee.

Students who are absent for an excused academic reason and comply with a principal's requirements will not be penalized. A student's understanding of the importance of day-to-day schoolwork is an important factor in the shaping of his character. Parents can help their children by not allowing them to miss school needlessly.

Accordingly, parents will provide a written explanation for the absence or tardiness of a student. This will be required in advance for types of absences where advance notice is possible.

In instances of chronic or irregular absence reportedly due to illness, the school administration may request a physician's statement certifying such absences to be justified.

Student Absence Notification Program

Each Principal will notify a student's parent/guardian within 3 days of the student's absence in the event the parent/guardian has not informed the school of the absence.

Each Principal or designee shall meet with any student, and that student's parent/guardian, who has missed five (5) or more unexcused school days (a school day shall be equal to two (2) or more class periods in the same day) in a school year. The meeting shall be to develop action steps to improve student attendance and shall be developed jointly by the Principal or designee, the student, and the student's parent/guardian. The parties may seek input from other relevant school staff and/or officials from relevant public safety, health and human service, housing, and nonprofit agencies.

Dropout Prevention

No student who has not graduated from high school shall be considered permanently removed from school unless the Principal has sent notice to a student, and that student's parent/guardian, who has been absent from school for ten (10) consecutive days of unexcused absence. The notice shall be sent within five (5) days of the tenth consecutive day of absence and shall offer at least 2 dates and times within the next ten (10) days for an exit interview with the Superintendent or designee, the student, and the student's parent/guardian. The notice shall be in both English and the primary language of the home, if

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applicable. The notice shall include contact information for scheduling the exit interview and shall indicate the parties shall reach an agreement on the date/time of the interview within the ten (10) day timeframe. The timeframe may be extended at the request of the parent/guardian and no extension shall exceed 14 days.

The Superintendent or designee may proceed with any interview without a parent/guardian present, provided the Superintendent has documented a good faith effort to include the parent/guardian.

The Superintendent or designee shall convene a team of school staff to participate in the exit interview and shall provide information to the student and, if applicable, the student's parent/guardian on the detrimental effects of early withdrawal from school and the alternative education programs and services available to the student.

SOURCE: MASC

Updated: July 2014

LEGAL REFS.: M.G.L. [76:1](#); 76:1B; [76:16](#); 76:18; [76:20](#)

SCHOOL POLICY ON ATTENDANCE

I. BACKGROUND

Massachusetts law requires compulsory attendance for students. At Lexington High we believe that classroom activities are central to the educational process, and when missed, can never be fully replicated or entirely made up. Pupils who frequently miss school and/or classes experience great difficulty in achieving the maximum benefits of schooling because absence disrupts the continuity of the instructional process, the benefit of regular classroom instruction is lost, and the missed work cannot be entirely regained through extra-class and after-school instruction.

II. APPLICATION

A student is expected to:

1. Attend and be on time for all scheduled classes, homerooms, required study periods, and other required activities.
2. Seek permission for absence from the associate or assistant principals in advance of the absence, except in emergencies.
3. Obtain assistance from the teacher to make up assignments and tests.

A teacher is expected to:

1. Report daily attendance and tardiness for all classes, homerooms, study periods, and other required activities.
2. Maintain accurate attendance records.
3. Notify parents of unexcused class absences through contact made promptly after the first such absence each quarter. In cases where the teacher is unable to reach the parent, the teacher will inform the student's administrator who will make the contact.
4. Assign detentions at his/her discretion for class tardiness with teacher supervising own students.
5. Assist students in completing their assignments and tests, when absences are excused.

An administrator in concert with the student's counselor is expected to:

1. Notify parents of unexcused absences or school tardiness through telephone contact or by a conference.
2. Review student requests for excused absences.
3. Assign two (2) detentions for each unexcused absence and consult with pupil personnel staff where appropriate.

Appeals Process

In cases where parents and students are in disagreement with the Associate or Assistant Principal's decision, the established appeals process shall be followed. All appeals will be directed to the Principal, then to the Superintendent and thereafter, to the School Committee.

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SOURCE: Lexington

Lexington Public Schools

ATTENDANCE POLICY

Massachusetts law requires compulsory attendance for all students. Chapter 76, section 1 of the Massachusetts General Laws requires all children between the ages of six and sixteen to attend school. The law permits a school district to excuse up to seven day sessions or fourteen partial day sessions in any six-month period. In addition to this law, each school may have its own attendance policy with which parents/guardians should be familiar. The school must uphold state laws relative to student attendance. [School officials may consider filing a Child in Need of Services \(CHINS\) petition with the juvenile court.](#)

We strongly discourage family vacations when school is in session. In addition to compromising the attendance law, family vacations interrupt the educational process of each course in ways that make-up work cannot reverse. Teachers are not required to provide work in advance. It is the students' responsibility to ask each teacher for make-up assignments.

Absence & Tardy Information

Students arriving late (8:05 a.m. or after) to school must report to the main office with their parent or with a signed parent note.

An **Excused Absence/Tardy** includes:

- Documented illness or injury
- Bereavement/family funeral
- Major religious observations
- Extraordinary family circumstances (excused at the discretion of the Principal)

An **Unexcused Absence/Tardy** is any absence or tardy that is not covered by the aforementioned definition of "Excused Absence/Tardy". Examples of an unexcused absence may include, but may not be limited to:

- Repetitive or chronic absence or tardiness due to illness or injury not documented by a doctor or other medical professional.
- Class cutting (suspendable offense)
- Truancy
- Family vacations
- Undocumented absences
- Non-emergency family situations

Students are expected to report to class on time. Students who arrive tardy to class without a pass are to be reported to the Main Office using the Tardy Report Form.

WDMS Attendance Policy for Absent Students
If a student has....

- Five (5) or more consecutive days, parents must obtain a doctor's note and submit it to the school.
- Ten (10) absences (excused or unexcused) over the course of the school year, a letter of warning will be issued to parents reminding them of the school's attendance policy, and that an administrator will contact them to schedule a meeting should the absences approach 15 days.
- If a student is absent for seven or more days in a six-month period, or fourteen days for the entire school year, school officials may consider taking any or all of the following actions:
 - Scheduling and holding a parent conference to discuss the school's attendance policy and to develop a proactive attendance plan;
 - Scheduling and holding an attendance meeting with the parents, administrator and School Resource Officer;
 - Filing a CHINS (child in need of services legal filing) petition with the juvenile court which could result in a diversionary hearing held with a juvenile court representative and building administrator.
 - Possible retention in the current grade.

WDMS Attendance Policy for Tardy Students
If a student has

- Five (5) tardies (excused or unexcused), an after-school detention will be issued to the student.
- Ten (10) tardies (excused or unexcused), a letter of warning will be issued to parents reminding them of the school's attendance policy, and that an administrator will contact them to schedule a meeting should the tardies approach 15 days.
- Fifteen (15) tardies (excused or unexcused), a parent conference will be scheduled to discuss the school's attendance policy and to develop a proactive attendance plan.
- Twenty (20) tardies (excused or unexcused), an attendance hearing will be held with the parents, administrator and School Resource Officer.
- Twenty-five (25) tardies (excused or unexcused), a CHINS (child in need of services legal filing) diversionary v court representative and building administrator.
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If an early dismissal is needed: Before classes start on the morning of the requested early dismissal, the student should go to the office with a written dismissal request from the parent or guardian, explicitly stating the time and reason. The student will then be issued a pass to leave class at the requested time. Whenever possible, doctor and dentist appointments should be arranged outside of school hours. Students must be picked up when leaving school early; they may not be dismissed to leave on their own.

SOURCE: Diamond Middle School Memorandum

NOTE: *Suggest combining into one policy for the District*

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ATTENDANCE POLICY PROCEDURE

When a Student is Absent:

1. The student's parent (or student if over 18 and has signed a notification form obtained from the student's building administrator) must communicate the reason for the absence by telephone, note or personal visit to the appropriate building office.

- (a) before 1:00 p.m. on the day of the absence, or
- (b) anytime before the absence if the absence is planned in advance.

(Note: If circumstances arise during the school day, the building office must be immediately notified in order to be excused from the advance notice requirement.)

2. In the case of extraordinary circumstances, where parents find it impossible to call on the day of the absence, on the day he/she returns to school, the student must present an absence note.

Note: If a student is absent on the last day before a school-sponsored event (whether the event is scheduled for that same day or evening or during a holiday or weekend) the student must present the coach or sponsor with a note from his or her parent explaining the absence and giving permission to participate. After evaluating the explanation, the coach or sponsor will determine whether participation is appropriate.

3. When a parent (or 18-year-old student) requests absence, he/she shall seek approval from the principal, associate or assistant principals for such absence. Permission will generally be granted assuming that the reason for absence cannot be fulfilled outside of the regular school days or hours.
4. It shall be the obligation of the student to seek assistance from the teacher and to schedule make-up assignments and tests. Faculty members shall assist all excused students during regular office hours or after school hours.
5. Students who are absent unexcused may not make up any tests or assignments and shall lose one general credit towards graduation for each time he or she is absent unexcused twice in the same course throughout the year. Course grades shall reflect student achievement and not specifically be affected by excused absences.
6. The principal shall be responsible for the administration of this policy and assurance that parents are informed about each student's absence.

SOURCE: Lexington Public Schools' Notice

Lexington Public Schools

EXCLUSIONS AND EXEMPTIONS FROM SCHOOL ATTENDANCE

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, 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

LEGAL REFS.: M.G.L. 71:37H; 76:12; 76:12A; 76:12B
603 CMR 26:00

STUDENT RIGHTS AND RESPONSIBILITIES

The School Committee has the responsibility to afford students the rights that are theirs by virtue of guarantees offered under the federal and state constitutions and statutes. In connection with rights, there are responsibilities that must be assumed by students.

Among these rights and responsibilities are the following:

1. Civil rights--including the rights to equal educational opportunity and freedom from discrimination; the responsibility not to discriminate against others.
2. The right to attend free public schools; the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school.
3. The right to due process of law with respect to suspension, expulsion, and decisions the student believes injure his rights.
4. The right to free inquiry and expression; responsibility to observe reasonable rules regarding these rights.
5. The right to privacy, which includes privacy with respect to the student's school records.

It is the School Committee's belief that as part of the educational process students should be made aware of their legal rights, and of the legal authority of the School Committee to make and delegate authority to its staff to make, rules regarding the orderly operation of the schools.

Students have the right to know the standards of behavior that are expected of them, and the consequences of misbehavior.

The rights and responsibilities of students, including standards of conduct, will be made available to students and their parents through handbooks distributed annually.

SOURCE: MASC

LEGAL REFS.: M.G.L. 71:37H; 71:82 through 71:86

STUDENT INVOLVEMENT IN DECISION-MAKING

As appropriate to the age of students, class or school organizations and school government organizations, such as student councils, may be formed to offer practice in self-government and to serve as channels for the expression of students' ideas and opinions.

The Committee will take into consideration student opinions in establishing policies that directly affect student programs, activities, privileges and other areas of student sensitivity.

Students will be welcomed at Committee meetings and granted privileges of speaking in line with the privileges extended to the general public.

Student Advisory Committee

As required by state law, the Committee will meet at least once every other month while school is in session with its student advisory committee, which is composed of five students elected by the high school student body. The chair of the student advisory committee shall be an ex-officio nonvoting member of the School Committee without the right to attend executive sessions unless such right is expressly granted by the School Committee.

SOURCE: MASC

LEGAL REF.: M.G.L. 71:38M

CROSS REF.: BDF, Advisory Committees to the School Committee

STUDENT DRESS CODE

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

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 [material and substantial](#) 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.

SOURCE: MASC

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. 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 April 2007

PROHIBITION OF HAZING

In accordance with Massachusetts General Laws, Chapter 536 of the Acts of 1985, the School Committee hereby deems that 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.

SOURCE: MASC

LEGAL REF.: M.G.L. 269:17, 18, 19

POLICY FOR HAZING

Whoever is a principal organizer or participant in the crime of hazing as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment. [Section 17]

The term "hazing" as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation. [Section 17]. Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action.

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime, shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars. [Section 18]

LEGAL REF.: M.G.L. 269:17, 18 and 19

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SOURCE: Lexington

HAZING

CH. 269, S.17. CRIME OF HAZING; DEFINITION; PENALTY

Whoever is a principal organizer or participant in the crime of hazing as defined herein shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or by both such fine and imprisonment.

The term "hazing" as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation. Notwithstanding any other provisions of this section to be contrary, consent shall not be available as a defense to any prosecution under this action.

CH. 269, S.18. DUTY TO REPORT HAZING

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.

CH. 269, S.19. HAZING STATUTES TO BE PROVIDED; STATEMENT OF COMPLIANCE AND DISCIPLINE POLICY REQUIRED

Each secondary school and each public and private school or college shall issue to every group or organization under its authority or operating on or in conjunction with its campus or school, and to every member, plebe, pledge or applicant for membership in such group or organization, a copy of this section and sections seventeen and eighteen. An officer of each such group or organization, and each individual receiving a copy of said sections seventeen and eighteen shall sign an acknowledgment stating that such group, organization or individual has received a copy of said sections seventeen and eighteen.

Each secondary school and each public or private school or college shall file, at least annually, a report with the regents of higher education and in the case of secondary schools, the Board of Education, certifying that such institution has complied with the provisions of this section and also certifying that said school has adopted a disciplinary policy with regards to the organizers and participants of hazing. The Board of Regents and, in the case of secondary schools, the Board of Education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such a report.

SOURCE: MASC

Lexington Public Schools

BULLYING PREVENTION AND INTERVENTION PLAN POLICY

The Lexington Public Schools (LPS), in partnership with parents, guardians, and the community, and in keeping with the LPS core value of respect for human differences, believes that a positive, safe, and civil environment in school is necessary for students to learn and achieve. Bullying is conduct that can disrupt a student's ability to learn by preventing that student's full engagement with his or her education. Moreover, bullying compromises a school's ability to educate its students in a safe environment. The Lexington School Committee, therefore, prohibits acts of bullying or cyber-bullying throughout the Public Schools of Lexington.

"Bullying" shall include, but is not limited to, the repeated use by one or more students or a member of the school staff 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 him/herself, or of damage to his/her property;
- creates a hostile learning and/or social 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.

School staff includes but is not limited to: an educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, advisor to an extracurricular activity, paraprofessional, clerical and technology staff.

"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, facsimile communications, cell phone or texting.

Cyber-bullying shall also include the creation of a web page or blog 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 can occur in and out of school, during and after school hours, at home and in locations outside of a home. When bullying and cyber-bullying are alleged, the full cooperation and assistance of parents or guardians and their 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, 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 LPS.

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 LPS if the act or acts in question:

- create a hostile learning and/or social 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 or designee shall oversee the development of a prevention and intervention plan, in consultation with all district stakeholders, which may include parents and guardians, teachers, school staff, professional support personnel, school volunteers, administrators, community representatives, local law enforcement agencies, and students, 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 or designee is responsible for the implementation and oversight of the Plan except when a reported bullying incident involves the principal or the assistant principal as the alleged aggressor. In such cases, the Superintendent or designee shall be responsible for investigating the report and other steps necessary to implement the Plan, including addressing the safety of the alleged victim. If the Superintendent is the alleged aggressor, the School Committee or its designee shall be responsible for investigating the report and taking other steps necessary to implement the Plan, including addressing the safety of the alleged victim.

Reporting

Students who believe that they are a target of bullying are encouraged and urged to report the matter to a member of the school staff. Students who 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, and may be subject to discipline for failing to report such incidents. However, the target shall not be subject to discipline for failing to report bullying.

A school or district staff member shall immediately report any instance of suspected bullying or retaliation the staff member has witnessed or become aware of to the school Principal or designee. This includes bullying or retaliation of a student by another student or bullying or retaliation of a student by a staff member. If the Principal is the alleged aggressor, the report shall be made to the Superintendent or designee. If the Superintendent is the alleged aggressor, the report shall be made to the School Committee or designee. If the staff member fails to report, he or she may be subject to disciplinary action.

Parents or guardians, or members of the community, are encouraged to report an incident of suspected bullying as soon as possible to the school Principal or designee. This includes bullying of a student by another student or by a staff member. If the Principal is the alleged aggressor, the report shall be made to the Superintendent or designee. If the Superintendent is the alleged aggressor, the report shall be made to the School Committee or designee.

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

Any student who is found to have knowingly made a false accusation/report of bullying may be subject to disciplinary action.

Investigation Procedures

A school Principal or designee shall promptly investigate any report of bullying, using a Bullying/Cyber-bullying Report Form. It may include, but is not limited to, interviewing the alleged target, alleged aggressor, staff members, students and/or witnesses. The Principal or designee (or whoever is conducting the investigation) shall remind the alleged student aggressor, target, and witnesses of the importance of the investigation, their obligation to be truthful and that retaliation against someone who reports bullying or provides information during a bullying investigation is strictly prohibited and will result in disciplinary action.

A Principal or designee, upon determining that bullying or retaliation has occurred, shall promptly contact the parents or guardians of the alleged target(s) and when the alleged aggressor(s) is a student, parents or guardians of the alleged aggressor(s). Actions being taken to prevent further acts of bullying shall be discussed.

The investigation shall be completed within a reasonable amount of time. The parents or guardians of both the student aggressor(s) and the target(s) shall be notified if there has been a finding that bullying has

occurred. They will be updated periodically during the investigation, and, upon its completion, shall be informed of the results, including whether the allegations were found to be factual, whether a violation of this policy was found, whether disciplinary action has or shall be taken, and whether or what steps will be taken to prevent retaliation or further acts of bullying.

If the alleged aggressor is a staff member, notice will be made to that individual in accordance with district policies and procedures, including in accordance with any applicable collective bargaining agreements. The individual will be updated periodically during the investigations and, upon its completion, shall be informed of the results, including whether the allegations were found to be factual, whether a violation of this policy was found, whether disciplinary action has or shall be taken, and whether or what steps will be taken to prevent retaliation or further acts of bullying.

A Principal or designee 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 maintained to protect all parties, which includes, but is not limited to, alleged aggressor(s) or target(s), a person who reports bullying, or provides information during an investigation of bullying, or is witness to or has reliable information about an act of bullying.

Disciplinary Actions

If a school principal or 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 aggressor, the Principal shall notify the appropriate local law enforcement agency and notify the Superintendent.

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

Disciplinary actions for employees who are found to have committed an act of bullying or retaliation shall be in accordance with state law, any applicable Collective Bargaining Agreements, and Lexington Public School's policies and procedures.

Assistance

The LPS may provide appropriate counseling or referral to appropriate services, including, but not limited to, guidance, academic intervention, and protection to any affected students, as necessary.

Documentation

Each school shall document any incident of bullying that is reported per this policy, and the Principal or a designee shall maintain a file of these reports.

The Superintendent or designee shall inform the School Committee periodically of any trends or implications of these reports in order to give the School Committee the opportunity to review and amend this policy.

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

Retaliation

Reprisal or retaliation against any person associated with a report of bullying or the investigation thereof is prohibited. Disciplinary action for a person who is found to have engaged in reprisal or retaliation will reflect the extreme seriousness of such an act. Disciplinary action of an alleged student aggressor may include, but is not limited to, suspension or expulsion. If the Principal or designee decides that disciplinary action is appropriate for a staff member, the disciplinary action is determined on the basis of facts found by the Principal or designee and appropriate expectations in light of the staff member's role and responsibilities.

Training and Assessment

The Superintendent or designee shall provide training annually for all staff, including but not limited to, educators, administrators, counselors, school nurses, cafeteria workers, custodians, bus drivers, athletic coaches, advisors to extracurricular activities, paraprofessionals, clerical and technology staff so as to improve preventing, identifying, responding to, and reporting incidents of bullying. The faculty and staff at each school shall be trained annually on the bullying prevention and intervention plan applicable to the school.

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 in each school handbook to students and their parents or guardians, in age-appropriate terms.

The Superintendent or designee shall provide written notice annually of the bullying prevention and intervention plan to all school staff.

Relevant sections of the bullying prevention and intervention plan relating to the duties faculty and staff and bullying of students by school staff shall be included in faculty handbooks. The bullying prevention and intervention plan and policy shall be posted on the LPS website.

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

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. 71:41; 71:42; 71:370; 71:37H and 37H ½; 265:43 and 43A; 268:131B;
269:14A
Discipline of Special Education Students Under IDEA 2004
20 U.S.C. 1415(k)-and 34 CFR 300.530-300.536'
Collective Bargaining Agreements

CROSS REFS.: AC, Policy Prohibiting Harassment(Approved: 2/15/03.)
JKF, Disciplining Special Needs Students Policy (Approved: on file.)

SOURCE: Lexington

BULLYING PREVENTION

The _____ Public Schools is 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 cyber-bullying.

“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 him/herself, 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 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 _____ public 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 his/her 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 his/her 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 _____ Public 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 _____ Public 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

SOURCE: MASC August 2013

TOBACCO USE BY STUDENTS

Smoking, chewing, or other use of tobacco products by staff, students, and members of the public shall be banned from all District buildings. All forms of tobacco use shall be prohibited on all District property. In addition, tobacco use by students is banned at all school-sponsored events, even though this use does not take place on school grounds.

SOURCE: MASC

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

CROSS REF.: ADC, Smoking on School Premises
GBED, Tobacco Use on School Property by Staff Members

DRUG AND ALCOHOL POLICY

Recognizing the potential harm of drug and alcohol use by students, the Lexington Schools support a program aimed at both prevention of drug and alcohol use and intervention for those students who are using drugs and alcohol.

Drug and alcohol use by students poses a serious threat not only to their own well being, but also to the well being of the school system. Drugs and alcohol have no place in an educational environment where the goals are learning and growth, and they will not be tolerated during school hours or on school property or at any school sponsored activity or event.

The schools will cooperate fully with the police to deal with violations of the law on school property. Students who violate school regulations will be disciplined within the guidelines established by the School Committee.

The Lexington Schools also recognize that students who are using drugs and alcohol need help as well as discipline, and every effort will be made by the schools to provide appropriate assistance.

It is the policy of the Lexington Schools to address the problem of drug and alcohol use by students by striving to meet the following objectives:

1. The schools will work to prevent drug and alcohol use with vigorous educational programs, beginning in the earliest grades and continuing throughout the grades. These programs will present information, develop sound decision making skills and work to develop in students the self-confidence to make good decisions in the face of peer pressure and the stresses they will undoubtedly face as they grow up. Students shall be obligated to attend such programs.
2. It is also recognized that students who feel they have promising futures and recreational alternatives to drug and alcohol use are less likely to use drugs and alcohol. To this end the system will support educational and recreational programs that provide such alternatives.
3. School staff will receive training in the signs and symptoms of drug and alcohol use, including training in being sensitive to the social and emotional problems which often lead to use. Such activities shall be obligatory for all staff.
4. School staff will be given clear guidelines on how they should handle cases of suspected and known drug and alcohol use.
5. The schools will make every effort to encourage young people who have problems with drug and alcohol use to seek help.
6. Recognizing the central importance of parents in the lives of their children, the schools will involve parents in efforts to help children. In notifying and working with parents, the schools will provide appropriate support for the student and the family, by referral to another agency if appropriate.
7. The schools will provide referrals and assistance for treatment, counseling and recovery of children with drug and alcohol problems as well as for their families.

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8. Discipline for violations of school regulations regarding drugs and alcohol will be clear and fair. It is recognized that punishments should be part of an overall plan to address each student's individual situation. Professional school staff is, therefore, given flexibility in determining specific discipline within the guidelines established.
9. Drug and alcohol use by young people is an issue for the whole community; therefore, the schools will work in close communication and cooperation with other agencies as well as with the Town government, including the police.
10. Information about the use of drugs and alcohol by students will be treated under the same guidelines of confidentiality within the schools that are accepted in handling all matters of a sensitive and personal nature.
11. This policy applies, where appropriate, for adults, members of the faculty, staff and administration.

VOTED on September 19, 1989

SOURCE: Lexington Student Handbook

DRUG AND ALCOHOL USE BY STUDENTS

In view of the fact that the use of drugs and alcohol can endanger the health and safety of the user, and recognizing the deleterious effect the use of alcoholic beverages or drugs can have on the maintenance of general order and discipline, the School Committee prohibits the use or consumption of any drug or alcoholic beverage on school property or at any school function.

Additionally, any student, regardless of age, who is under the influence of drugs or alcoholic beverages prior to attendance at, or participation in, a school-sponsored activity, will be barred from that activity and subject to disciplinary action.

SOURCE: MASC

LEGAL REF.: M.G.L. 272:40A

CROSS REF.: IHAMA, Teaching About Drugs, Alcohol, and Tobacco
GBEC, Drug Free Workplace Policy

NOTE: The cross references are to related categories in the NEPN classification system.

PREGNANT STUDENTS

The Lexington Public Schools wishes to preserve educational opportunities for those students who may become pregnant and/or take on parenting responsibilities.

Pregnant students are permitted to remain in regular classes and participate in extracurricular activities with non-pregnant students throughout their pregnancy, and after giving birth are permitted to return to the same academic and extracurricular program as before the leave.

The Lexington Public Schools does not require a pregnant student to obtain the certification of a physician that the student is physically and emotionally able to continue in school.

Every effort will be made to see that the educational program of the student is disrupted as little as possible; that health counseling services, as well as instruction, are offered; that return to school after leave is encouraged; and that every opportunity to complete high school is provided.

LEGAL REFS.: M.G.L. 71:84
 Title IX: 20 U.S.C. § 1681
 34 CFR § 106.40(b)

SOURCE: MASC January 8, 2009

SEARCHES AND INTERROGATIONS

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 that all procedural safeguards, as prescribed by law, be observed by the law enforcement officials.

SOURCE: MASC

STUDENT COMPLAINTS AND GRIEVANCES

The School Committee recognizes that there may be conditions in the school system 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.

The traditional "open door" policy in the public school system will be continued. Students--and their parents and/or guardians--who believe that a student has received unfair treatment may bring forward their grievance. Appeals of individual 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 and reviews of student grievances. In general, procedures will begin with the authority imposing the penalty (for example, Principal or teacher) and may ultimately be referred to the Superintendent. [The matter may be further referred](#) to the School Committee if a policy needs to be approved or changed.

Every attempt will be made to seek a satisfactory solution to any legitimate grievance in a friendly and informal manner.

SOURCE: MASC

Updated: July 2014

CROSS REF: JIC, Student Discipline

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CO-CURRICULAR AND EXTRACURRICULAR ACTIVITIES

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. 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. 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. All clubs and groups will have a faculty advisor.

SOURCE: MASC

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.

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STUDENT ORGANIZATIONS

Student Organizations

Student organizations in the District shall be encouraged when they meet the criteria of contributing to student self-esteem and performance and should operate within the framework of state statutes, School Committee policies, and administrative procedures.

Each building Principal shall develop general guidelines for the establishment and operation of student organizations within the particular school. Among other provisions, such guidelines shall require the approval of the Principal prior to the formation of any club or organization in the school and the assignment of at least one faculty or designated adult advisor to each approved student organization. Within such guidelines will be provisions for a periodic review of all student organizations.

The formation of any student organization that may engage in activities of a controversial nature shall require approval by the board.

All student organizations shall be required to open membership to all interested and/or eligible students. Disruptive groups, secret societies, and/or gangs shall not receive recognition in any manner under this policy (see also Policy JICF).

All forms of hazing in initiations shall be prohibited in a student organization. No initiation shall be held for a student organization which will bring criticism to the school system or be degrading to the student.

~~The faculty or designated adult advisor must attend every meeting of the student organization whether conducted on school premises or at another location.~~

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Student Organizations - High Schools

~~In addition to the above requirements, all clubs or organizations at the high school level will relate to the subject matter covered by the curriculum. The Principal is responsible approving all student organizations for determining that the purpose of a student organization is related to the curriculum.~~ The Principal is authorized to deny requests by unauthorized student organizations desiring to meet or form in a particular school, the Principal shall inform the group of the reasons for the denial. The students and/or group may submit a written request to the appropriate District administrator for review of the Principal's decision.

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SOURCE: MASC

LEGAL REF.: 603 CMR 26.00

STUDENT FUND-RAISING ACTIVITIES

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, [Lexington Food Pantry](#), or scholarship funds) provided such proposals have been individually approved by the building Principal and Superintendent.

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

SOURCE: MASC

CROSS REFS.: JP, Student Gifts and Solicitations
KHA, Public Solicitations in the Schools

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